



County of Los Alamos

1000 Central Avenue
Los Alamos, NM 87544

BCC Agenda

Parks and Recreation Board

Stephanie Nakhleh, Chair; Dina Pesenson, Vice-Chair; Robbie Harris; Ashley Mathews; Timothy J. Johnson; Donald Ulrich; and Dianne Wilburn, Members

Thursday, November 14, 2019

5:30 PM

1000 Central Avenue
Municipal Building First Floor

1. CALL TO ORDER

- A. [12451-19](#) Approval of Minutes from the October 10, 2019 Meeting

Recommendation: I move that the Board approve the attached minutes

Presenters: Stephanie Nakhleh

Attachments: [A - October 10, 2019 Meeting Minutes](#)

2. PUBLIC COMMENT

This section of the agenda is reserved for comments from the public on items that are not otherwise included in this agenda.

Please Limit Public Comment to 3 Minutes.

3. BUSINESS

- A. [12491-19](#) Recognition of Outgoing Board Members

Presenters: Daniel Erickson and Stephanie Nakhleh

- B. [12473-19](#) Capital Project Updates/Presentations

Presenters: Wayne Kohlrust and Anthony Strain

Attachments: [A - Los Alamos Golf Irrigation-Design Dev Presentation](#)

- C. [12492-19](#) Splash Pad Configuration

Recommendation: Parks and Recreation Board prefers the _____ configuration and recommends to Council the _____ design.

Presenters: Wayne Kohlrust and Anthony Strain

Attachments: [A - Pinon Park Splash Pad LAC Submittal](#)

[B - Water System Type - Pros and Cons Comparison](#)

[C - Pinon Park Splash Pad Lifecycle Costs](#)

D. [12471-19](#) Graduation Canyon: Pilot Restoration Project Presentation**Presenters:** Daniel Erickson**Attachments:** [Pilot Restoration Project PRB Presentation](#)**E. [12472-19](#) Update on Job Posting for Open Space Position****Presenters:** Daniel Erickson**Attachments:** [A - Job Description](#)
[B - Council Staff Report](#)**F. [12467-19](#) Hell's Hole Update****Presenters:** Daniel Erickson**G. [12468-19](#) Update on the BMX and Trails Motions to Council****Presenters:** Parks and Recreation Board**H. [12452-19](#) Staff Report****Presenters:** Daniel Erickson**Attachments:** [A - Parks & Recreation Program Report](#)**I. [12453-19](#) Unresolved Items List****Presenters:** Stephanie Nakhleh**4. STAFF COMMUNICATIONS****A. [12454-19](#) Chairman's Report****Presenters:** Stephanie Nakhleh**B. [12455-19](#) Aquatic Center Advisory Subcommittee Report****Presenters:** Ashley Mathews**Attachments:** [A - ACAS Minutes](#)**C. [12458-19](#) Equine and Livestock Advisory Subcommittee Report****Presenters:** Dianne Wilburn**Attachments:** [A - ELAS Minutes](#)**D. [12457-19](#) Golf Course Advisory Subcommittee Report****Presenters:** Timothy Johnson**E. [12456-19](#) Ice Rink & Recreation Advisory Subcommittee Report****Presenters:** Dina Pesenson

F. [12459-19](#) Open Space Advisory Subcommittee Report

Presenters: Donald Ulrich

G. [12460-19](#) Tourism Board Report

Presenters: Robbie Harris

5. PUBLIC COMMENT**6. INFORMATIONAL ITEMS****A. [12461-19](#) Council Liaison Report**

Presenters: Randall Rytí

7. PREVIEW OF NEXT MEETING - December 12, 2019**8. ADJOURNMENT**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Human Resources Division at 505-662-8040 at least one week prior to the meeting or as soon as possible.

Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact the personnel in the Recreation Division at 505-663-1781 if a summary or other type of accessible format is needed.



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: Stephanie Nakhleh

Legislative File: 12451-19

Title

Approval of Minutes from the October 10, 2019 Meeting

Recommended Action

I move that the Board approve the attached minutes

Body

The October 10, 2019 minutes are ready for consideration and approval

Attachments

A - October 10, 2019 Meeting Minutes



County of Los Alamos

BCC Meeting Minutes

Parks and Recreation Board

1000 Central Avenue
Los Alamos, NM 87544

DRAFT

*Stephanie Nakhleh, Chair; Dina Pesenson, Vice-Chair; Robbie Harris; Ashley Mathews;
Timothy J. Johnson; Donald Ulrich; and Dianne Wilburn, Members*

Thursday, October 10, 2019

5:30 PM

1000 Central Avenue
Room 110

1. CALL TO ORDER

Present 6 - Member Wilburn, Member Nakhleh, Member Pesenson, Member Johnson, Member Ulrich and Member Harris

Absent 1 - Member Mathews

A. [12380-19](#) Approval of Minutes from the September 12, 2019 Meeting

Presenters: Stephanie Nakhleh

Attachments: [A - September 12, 2019 Meeting Minutes](#)

A motion was made by Member Wilburn and seconded by Vice-Chair Pesenson that the Minutes be approved as presented. The motion was passed by a unanimous vote of 4-0. Member Johnson arrived after the vote.

2. PUBLIC COMMENT

Florence Parker, White Rock, spoke and presented a petition requesting the installation of a slide at the Grand Canyon Playlot in White Rock.

3. BUSINESS

A. [12399-19](#) Golf Course Crosswalk Project Update

Presenters: Juan Rael

Juan Rael, Traffic & Streets Mgr./Traffic Engineer for the Public Works Department gave an update on the Golf Course Crosswalk on Diamond Drive.

B. [12400-19](#) Capital Improvement Projects Update

Presenters: Brian Brogan

Steve Huebner, Project Manager for the Public Works Department, updated the Board on the Capital Improvement Projects.

C. [12397-19](#) Discussion of Previous PRB Motion for BMX Track Project

Presenters: Brian Brogan

Attachments: [A - Copy of BMX Motion](#)
[B - Legistar Worksheet](#)

Discussion on the PRB motion for the BMX Track Project was held between Brian Brogan, Community Services Director, and the Board.

D. [12398-19](#) Discussion of Previous PRB Motion for Trail Improvements

Presenters: Brian Brogan

Attachments: [A - Copy of Previous Motion](#)
[B - Copy of Previous Motion Revised](#)
[C - Legistar Template](#)

Discussion on the PRB motion for the Trail Improvements was held between Brian Brogan, Community Services Director, and the Board.

E. [12401-19](#) Swim Lesson Wait List Discussion

Presenters: Brian Brogan

Brian Brogan, Community Services Director, gave an update on the current status of swim lessons and the waitlist.

F. [12387-19](#) Staff Report

Presenters: Brian Brogan

Attachments: [A - Parks & Recreation Program Report](#)

Brian Brogan presented the Staff Report.

G. [12389-19](#) Unresolved Items List

Presenters: Stephanie Nakhleh

The following items were discussed as staying on the Unresolved Items List

Flow Trail
Graduation Canyon Update

4. STAFF COMMUNICATIONS

A. [12382-19](#) Chairman's Report

Presenters: Stephanie Nakhleh

Chair Nakhleh presented the Chairman's Report.

B. [12381-19](#) Aquatic Center Advisory Subcommittee Report

Presenters: Ashley Mathews

Member Mathews was not present. Chair Nakhleh gave an update on her behalf.

C. [12385-19](#) Ice Rink & Recreation Advisory Subcommittee Report

Presenters: Dina Pesenson

Member Pesenson mentioned that the subcommittee did not meet but updated on the CIP presentation at Fuller Lodge.

D. [12384-19](#) Golf Course Advisory Subcommittee Report

Presenters: Timothy Johnson

Attachments: [A - GCAS Meeting Minutes Oct 3 2019](#)

[B - October 2019 GCAS Agenda](#)

Member Johnson presented the Golf Course Advisory Subcommittee Report.

E. [12383-19](#) Equine and Livestock Advisory Subcommittee Report

Presenters: Dianne Wilburn

Attachments: [A - ELAS MIntues](#)

Member Wilburn presented the Equine and Livestock Advisory Subcommittee Report.

F. [12390-19](#) Open Space Advisory Subcommittee Report

Presenters: Donald Ulrich

Member Ulrich presented the Open Space Advisory Subcommittee Report.

G. [12386-19](#) Tourism Board Report

Presenters: Robbie Harris

Member Harris was not present but gave an update on the Tourism Board.

5. PUBLIC COMMENT

No public comment.

6. INFORMATIONAL ITEMS

The following items were requested for the next meeting's agenda:

Update for County owned land and stables rules & regulations
Hell's Hole
Graduation Canyon
GCAS fee structure (present recommendation/action item/PRB supporting)
Tree management (not necessarily at next meeting)
Pesticide numbers 2018 & 2019 - don't have next month Dina would like to know where to get them
Update on BMX - Council motion if it happened
Update on job title/posting for Open Space

A. [12388-19](#) Council Liaison Report

Presenters: Randall Ryti





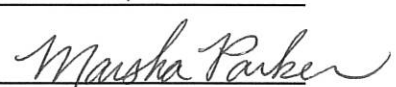
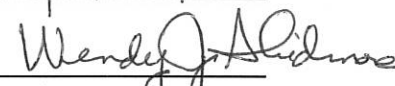
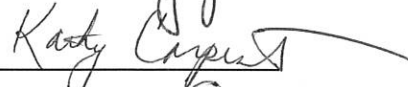

Councilor Ryti presented the Council Liaison Report.

7. PREVIEW OF NEXT MEETING - November 14, 2019**8. ADJOURNMENT**

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We the undersigned request that Los Alamos County install a slide at the Grand Canyon Playlot located at the end of Shirlane Place in White Rock, New Mexico.

Name	Address	Signature
Geoff Rodgers	110 Shir lane	
Flurence Parker	111 Shir lane	
Tonia Lee McDonald	107 Shir lane	
Peter Parker	111 Shir lane	
Marsha Parker	60 Santolina	
Mary Ann Novak	111 Yosemite Dr.	Mary Ann Novak
Wendy Skidmore	355 Kimberly Ln	
Kathy Carpenter	112 Shir lane	
Julia Carpenter	112 Shir lane	



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: Daniel Erickson and Stephanie Nakhleh

Legislative File: 12491-19

Title

Recognition of Outgoing Board Members

Body

Chair Nakhleh and Member Ulrich are completing their terms on the Parks and Recreation Board. Board members and staff would like to formally recognize them for their service and thank them for their dedication to the community.



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: B.

Index (Council Goals):

Presenters: Wayne Kohlrust and Anthony Strain

Legislative File: 12473-19

Title

Capital Project Updates/Presentations

Body

Public Works staff will host vendor presentations on the Recreation Capital Improvement Projects

Ice Rink Improvements, Wayne Kohlrust
Golf Course Improvements, MRWM Architects/Harold Anthony Strain
Kiddie/Multigenerational Pool, FBT Architects/Steve Huebner
Pinon Park Splash Pad, Surroundings/Harold Anthony Strain

LOS ALAMOS COUNTY GOLF COURSE OVERVIEW

DESIGN DEVELOPMENT SUBMITTAL, NOVEMBER 2019



MRWM

LANDSCAPE ARCHITECTS

**Irrigation
Services** 
Designers & Consultants









PRELIMINARY COST ESTIMATES

Based on a per-sprinkler base cost of **\$1,300 per sprinkler**, plus a “premium” of between 15% and 30% for the likely scenario of perceived “rock-trenching” conditions, the estimated installed cost of the basic golf course irrigation system is expected to range between:

\$2,205,300 (\$1,495/per sprinkler)

AND

\$2,486,100 (\$1,690/per sprinkler)

Plus costs of taxes, fees, permits, options, etc.

DESIGN OPTIONS AND UPGRADES

BASE SYSTEM COST:

\$2,205,300 (\$1,495/per sprinkler)

AND

\$2,486,100 (\$1,690/per sprinkler)

Plus costs of taxes, fees, permits, options, etc.

Available Construction Budget:

\$2,607,076

Assumed Median Base Cost:

\$2,345,700

Amount available for Options:

\$84,300

System Options:	Preliminary
Irrigation System Features / Equipment	Cost of Option
Specialized Winterization Equipment	\$140,000
On-Site Weather Station	\$16,000
“Tee’s” Irrigation System	\$47,460
Automatic Filtration System	\$68,000
Chemical Injection System	\$52,000
Heavy-Duty Lateral Pipe Fittings	\$24,000
“Greens” Irrigation System	\$115,900
Dual-Heads on Greens	\$72,000
Demolition / Removal of Pump House	\$25,000
Total Preliminary Cost of All Irrigation System Options:	
\$560,360	

PROPOSED SCHEDULE

PHASE II -	Design Development ONGOING
PHASE III -	Construction Documents MID NOVEMBER 2019 – MID DECEMBER 2019
PHASE IV -	Construction 1ST PHASE BEGINNING MARCH 2020 – ENDING JUNE 2020 2ND PHASE BEGINNING AUGUST 2020 – ENDING NOVEMBER 2020



**Golf Course Irrigation
Parks & Recreation Board/Public Meeting
November 14, 2019 at 5:30 p.m.
Comment Form**

Comments:

Name: _____ **Address:** _____

Phone: _____ **E-mail:** _____

Please drop comments in comment box at the meeting or hand to staff. Comments may also be submitted by e-mail to (lacpw@lacnm.us). **Please note:** Comments become public records upon submittal and may be released if requested.

Thank you for taking the time to provide your comments!

QUESTIONS/COMMENTS?



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: C.

Index (Council Goals):

Presenters: Wayne Kohlrust and Anthony Strain

Legislative File: 12492-19

Title

Splash Pad Configuration

Recommended Action

Parks and Recreation Board prefers the _____ configuration and recommends to Council the _____ design.

Body

Council approved four recreation related capital projects: the Leisure Pool, the Golf Course Irrigation Project, the Ice Rink Improvements and the Splash Pad slated to be installed near the library in White Rock. The configuration of the water is delivered to the splash pad can greatly affect both the initial cost as well as on-going maintenance costs. The two configurations considered are a “flow-through” system and a “recirculating” system.

A flow-through system provides potable water to the features and the water is immediately discharged to the sanitary sewer system. The flow-through system has a lower initial cost since filters will not be required to maintain the water. This system is also easier to maintain since water chemistry analysis will not be required. “Winterizing” the system will be easier since there are no tanks or filters to maintain. The cost of the water to supply the features will be a reoccurring substantial cost, however, the water will be able to be reused as part of the effluent watering program at Overlook Park. Other parks including Rover Park are being considered for effluent irrigation. There is some concern that the water utility to the park would have to be improved to support this project.

A recirculating system filters the water requiring a substantial initial cost of filter system installation. There is also reoccurring costs including filter maintenance, water chemistry analysis and the probable addition of a full-time employee to maintain the splash pad system. This employee would not only have to perform periodic water chemistry checks but monitor the facility for acute issues including fecal events. The effort expended regarding filter maintenance is amplified due to the unprotected outdoor environment of the facility (leaves, pine needles, grass and dirt). While there is an associated cost of chemicals and filter maintenance the water cost is substantially less; only initial filling / periodic changing of the water, water make-up (evaporation and water splashing outside the confines of the filtration system) and backwash of the system based upon water chemistry requirements.

Council has requested a recommendation from the Parks and Recreation Board.

An analysis of the two systems is attached.

Attachments

A - Pinon Park Splash Pad

B - Water System Type - Pros and Cons Comparison

C - Pinon Park Splash Pad Lifecycle Costs

Piñon Park
SPLASH PAD
SCHEMATIC
DESIGN

WHITE ROCK, NM

surroundings

NOVEMBER 14, 2019

EXISTING
PARKING

EXISTING
PLAYGROUND

MAIN ENTRY

EXISTING
RESTROOMS

EXISTING
SKATEBOARD
PARK

EXISTING
PICNIC
SHELTER

POSSIBLE FUTURE PATH

POSSIBLE
FUTURE
OVERFLOW
PARKING AREA

150' FIRE TRUCK
ACCESS, 50'
FROM PARKING
TO UTILITY ROOM
DOOR

EXISTING —
SEWER LINE

DIRECTION OF
STORMWATER
FLOWS ———

A map showing the intersection of Sherwood Blvd and a dashed line labeled 'PROPERTY BOUNDARY'.

A close-up photograph of a survey map. A dashed line runs diagonally across the frame, with the words 'PROPERTY BOUNDARY' printed in bold, black, sans-serif capital letters along its length. Above the line, the word 'SHERWOOD' is partially visible in a similar font. The background of the map shows faint, irregular lines representing land parcels or topographical features.

OVER HEAD POWER LINES

SEWER LINE

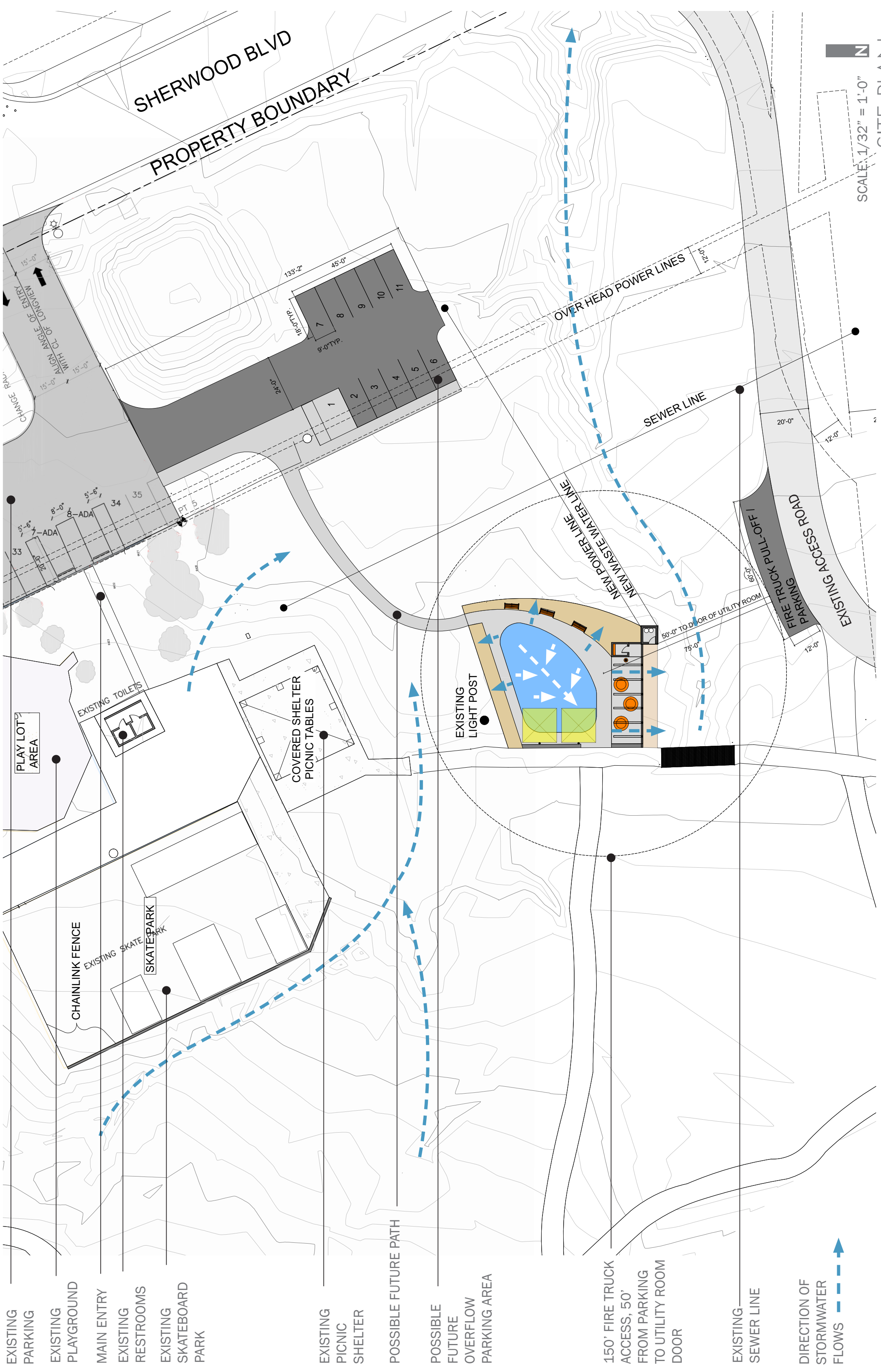
A map showing the proposed New Waste Water Line and New Power Line. The lines are shown as dashed blue lines. The map includes labels for 'NEW WASTE WATER LINE' and 'NEW POWER LINE'.

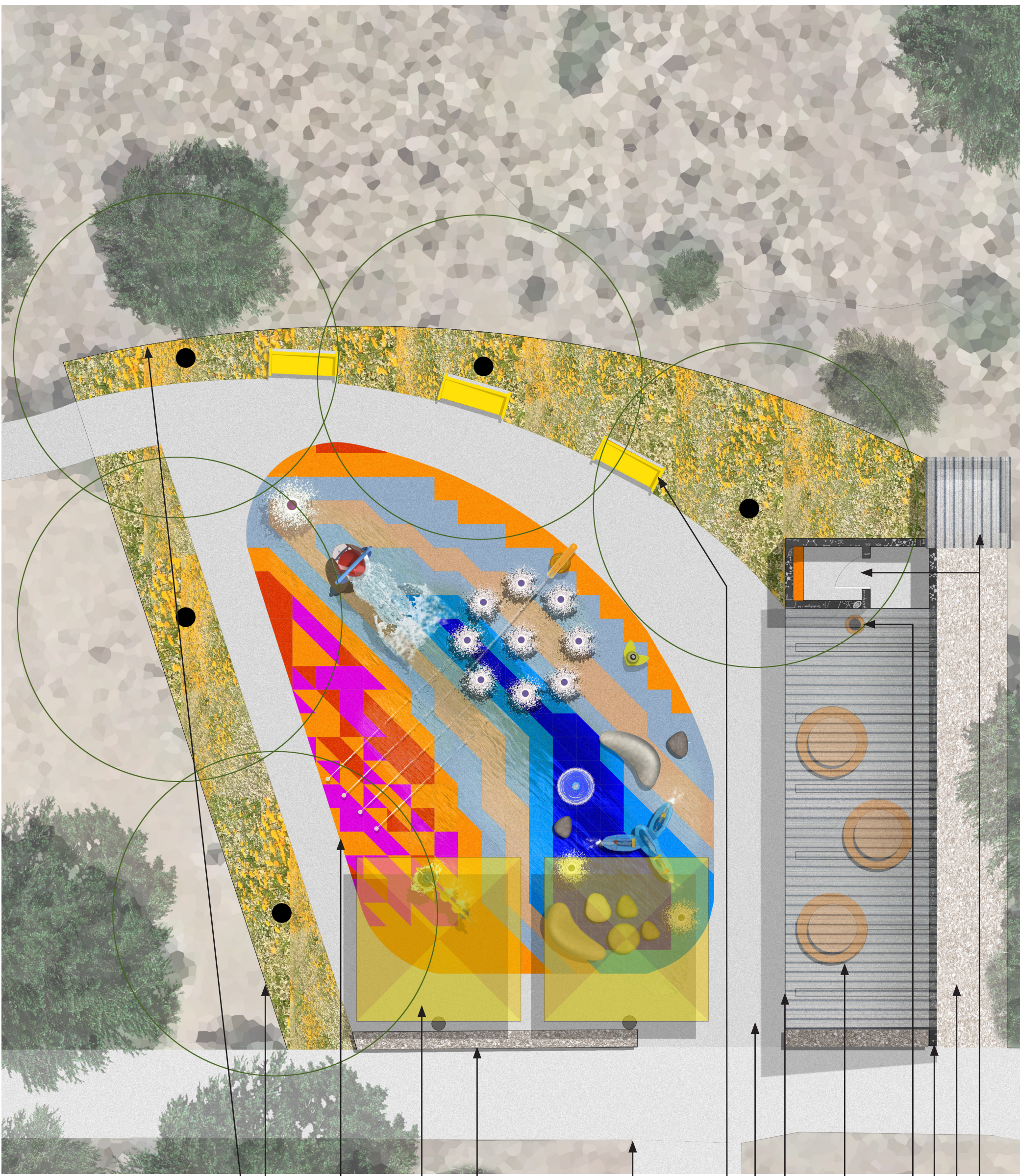
50'-0" TO D.I.O.R OF UTILITY ROAD

75'-0"

SCALE: 1/32" = 1'-0"

SITE PLAN





PLANTED BUFFER AREA WITH
METAL EDGING + ROCK MULCH

SPLASH PAD: SOFT SURFACE ON TOP OF 8" CONCRETE
SLAB (1270 SF)

2 UMBRELLAS 200 SF EACH (PROVIDED BY
LOS ALAMOS PARK + RECS)

18" H. SEAT WALL MADE OF
RECYCLED SHUFFLE BOARD COURTS

EXISTING PATH

BENCH TYP.

4" CONCRETE PAVING, STANDARD GREY

CANTILEVERED SHADE STRUCTURE (460 SF)

TABLE TYP.

TRASH / RECYCLE BIN

6' H. CINDER BLOCK MURAL WALL

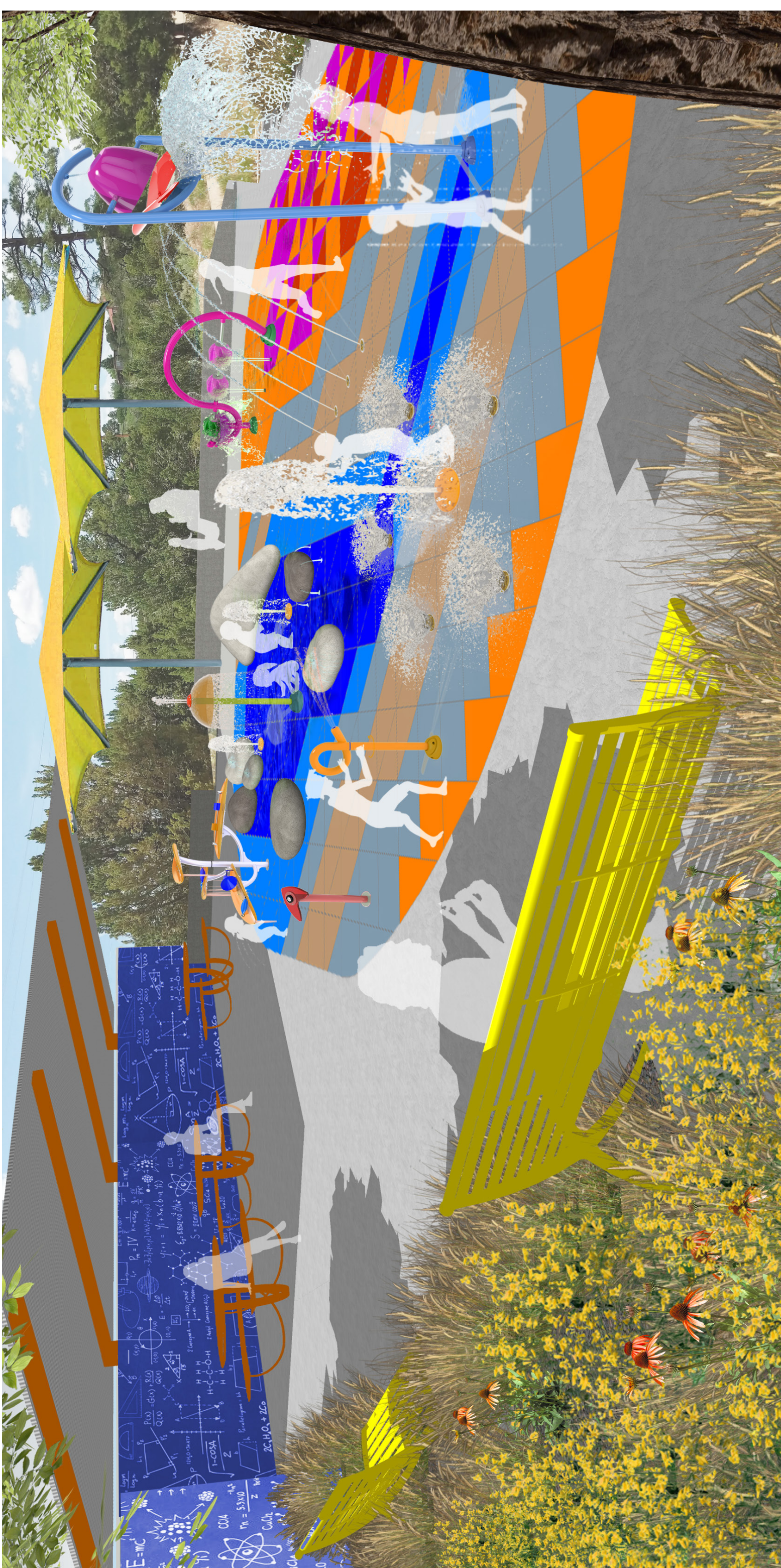
GRAVEL MAINTENANCE PATH

UTILITY (50 SF) + CHANGING ROOM (50 SF)

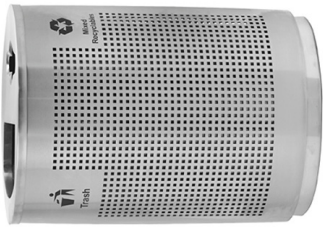
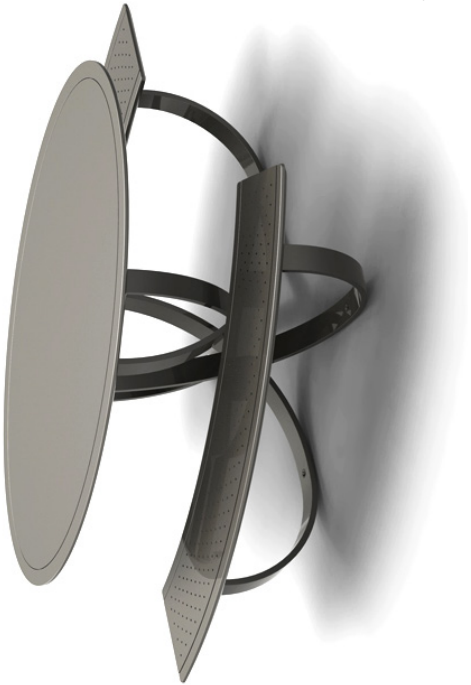
SCALE: 1/8" = 1'-0"

N

RENDERED SITE PLAN

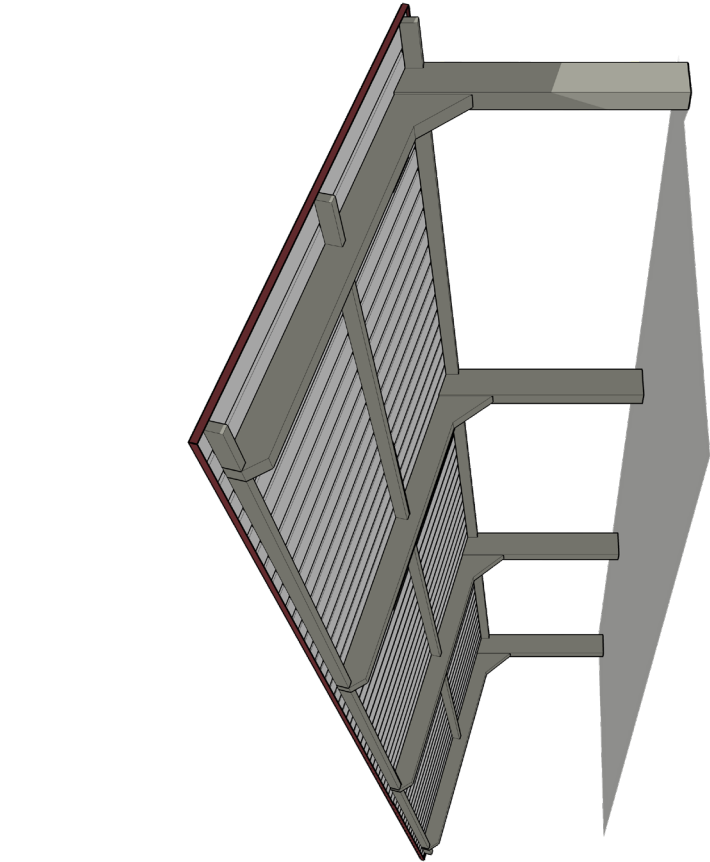


SCHEMATIC RENDERED VIEW



SITE FURNITURE (BELSON - WILMINGTON COLLECTION BENCH)

TRASH AND RECYCLING RECEPTACLES



SINGLE SLOPE SHADE STRUCTURES (OFF THE SHELF CAR PORT OR DUG OUT)
<https://coverworx.com/steelworx-2/> steelworx-cantilevered-monoslopes-dugouts/



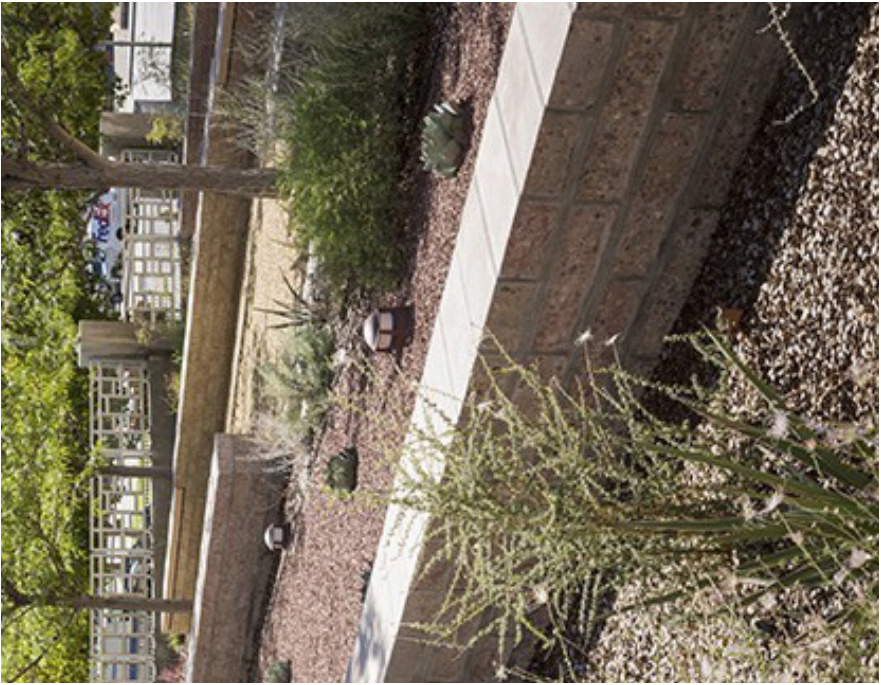
OPEN AIR CHANGING ROOMS (ADD ALT)



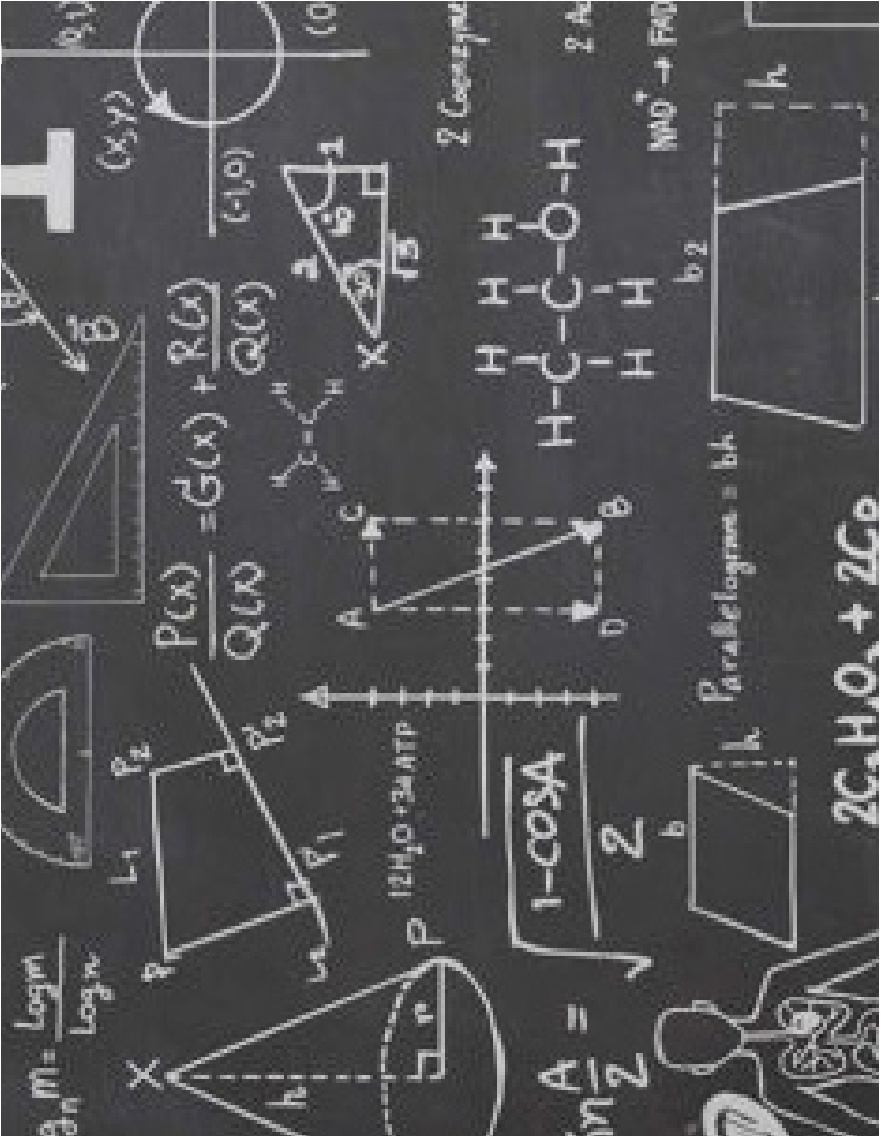
SOFT SURFACE FLOORING - LIFEFLOOR



NON-SLIP INTEGRAL COLOR CONCRETE



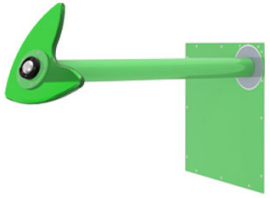
SEAT WALLS - RECYCLED CONCRETE FROM DEMOLISHED SHUFFLE BOARD COURTS



ART MURAL FUNDED BY ART IN PUBLIC PLACES

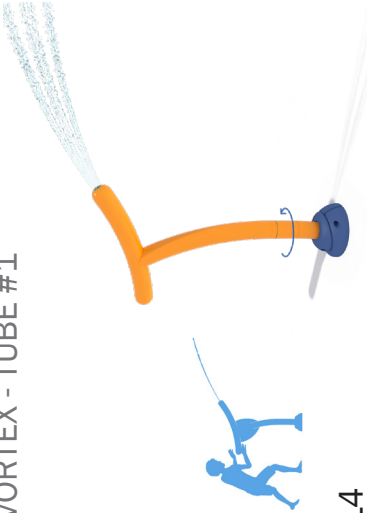
PROPOSED SITE MATERIALS & AMENITIES

WATERPLAY -
SPROUT



1 ACTIVATION BUTTON

VORTEX - TUBE #1



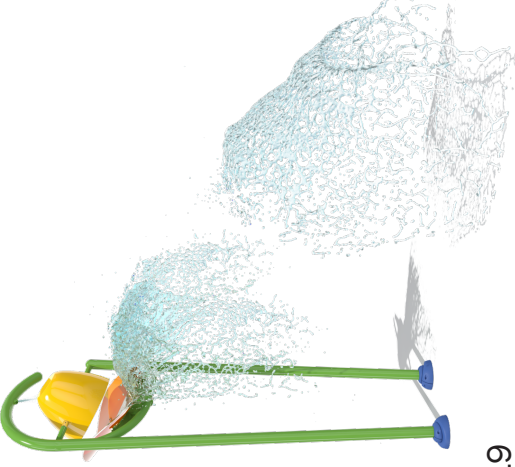
14

WATERPLAY - GROUP VOLCANO



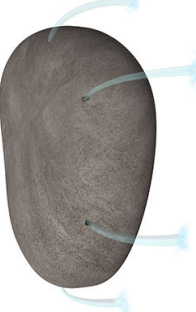
15

VORTEX - TWINSPLASH




19

WATERPLAY -
SURF STONE 3



2

WATERPLAY - WATERFALL #3



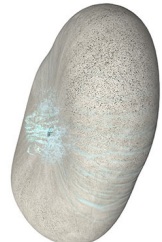
11

WATERPLAY - SPRAY TUNNEL 4



16

WATERPLAY -
SURF STONE 1



3

VORTEX -
FOAMING
GEYSER #2




12 + 13

WATERPLAY - FOUNTAIN MOUNTAIN




17

VORTEX -
AQUALIEN
FLOWER #3



4

WATERPLAY -
SAND STONE 1




9 + 10

WATERPLAY - FOUNTAIN MOUNTAIN




17

WATERPLAY -
SAND STONE 3



5 + 7

WATERPLAY -
SAND STONE 2



6 + 8

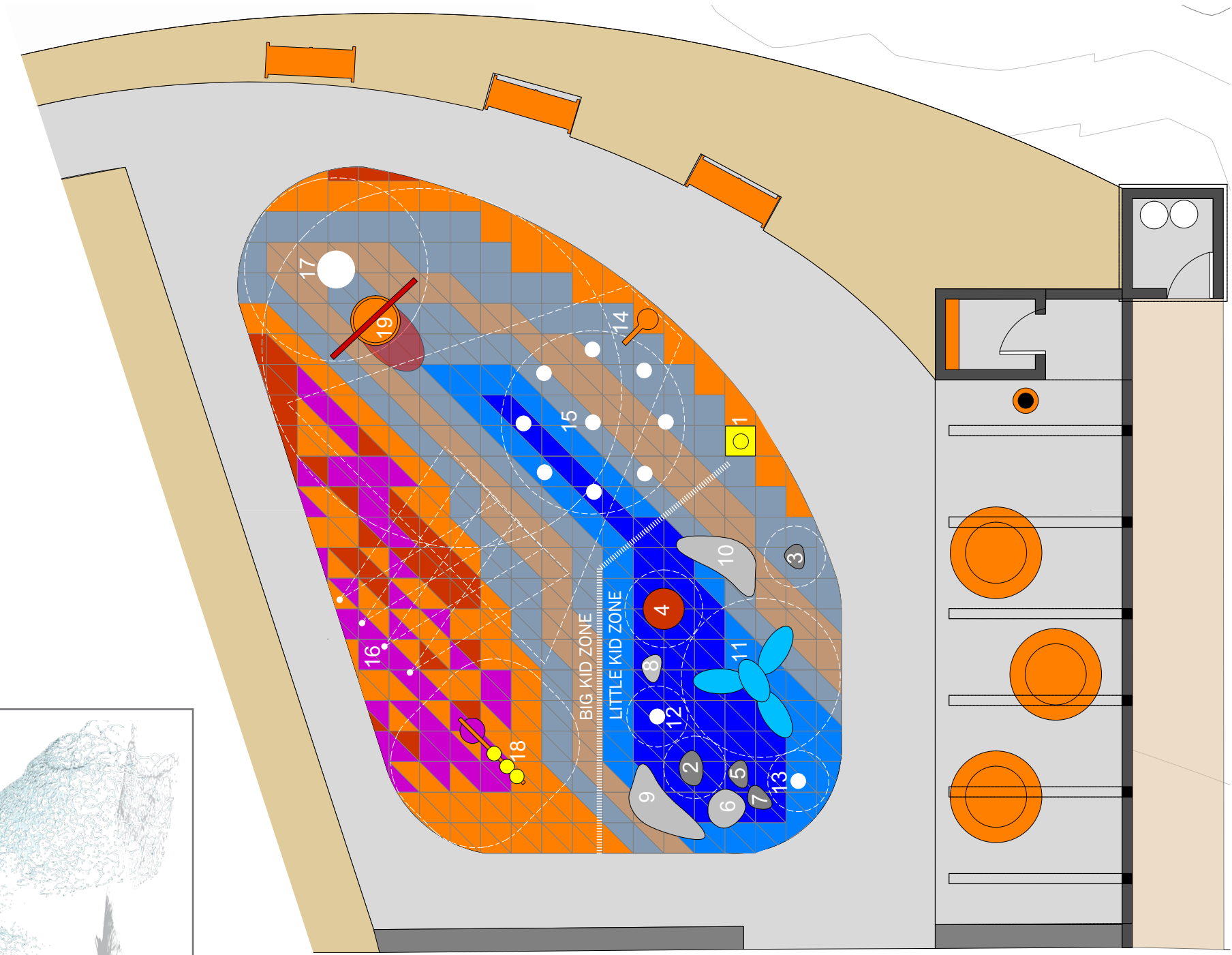
VORTEX - LUNA #2



18

SPLASH PAD FIXTURES

(subject to change)



Summary of water system types for the Pinon Park Splash Pad

During the schematic design phase for the splash pad design, two water system types were selected for comparative analysis. Both systems have their positive and negative aspects. This report is a quick snapshot into a few highlights of both options. This comparison, along with the life-cycle cost analysis, provides the key information needed for the process of selecting the system type.

Flow Through (fresh water)

As the name implies this system utilizes potable tap water to operate the features of the splash pad.

1. Minimal non-certified staff to maintain (can be accomplished with a level 1 staffer).
2. No annual permitting to operate or certifications for staff.
3. Lower initial construction costs.
4. Higher annual costs and water use.
5. Very minimal down time (minutes) from “user accident” recovery during operational hours.
6. Eliminates the mechanical and chemical systems and their associated maintenance/replacement costs.
7. Reduces potential downtime associated with mechanical or chemical system breakdowns.
8. Less liability associated with bacterial contaminations—**Water is safe to drink.**
9. Less wear and tear on equipment and play surface.
10. Larger closed system in that water is “reclaimed” following treatment at wastewater plant and used to water parks.

Recirculation (treated water)

This system uses a reservoir tank and recirculates filtered, chemically treated water to operate the features of the splash pad.

1. Requires a ‘Certified Pool Operator’ classified staffer.
2. Daily checks/tests for water chemistry twice daily.
3. Higher initial construction costs.
4. Lower annual costs and water use.
5. Longer down times from “user accident” recovery (one-two hours) that requires personnel to temporarily close and flush system.
6. Chemical and Mechanical replacement costs on a 5-7-year timeframe.
7. Increases potential downtime associated with mechanical or chemical system breakdowns.
8. Higher liability associated with bacterial contaminations—**Water is not drinkable.**
9. Chemically treated water is harder on equipment and play surface.
10. Smaller closed system in that water is “re-used” in the operation of the splash pad.

CAPITAL ESTIMATED COSTS		RECIRCULATION SYSTEM	FLOW THROUGH SYSTEM	DIFFERENCE
TOTAL PROJECT BUDGET		\$ 720,000	\$ 720,000	
Design Costs w/NMGRT		\$ 71,298	\$ 71,298	
Construction Costs w/NMGRT		\$ 587,671	\$ 491,270	
15% Construction Contingency		\$ 88,151	\$ 73,690	
1% APP		\$ 7,200	\$ 7,200	
TOTAL CAPITAL COSTS		\$ 754,320	\$ 643,458	\$ (110,862)
OVER/UNDER BUDGET		\$ (34,320)	\$ 76,542	
OPERATIONS & MAINTENANCE ESTIMATED COSTS		RECIRCULATION SYSTEM	FLOW THROUGH SYSTEM	DIFFERENCE
Year 1				
Sewage Service Rates (6-K Variable Rate)		\$ 3,290	\$ 64,596	
Sewage Service Customer Charge		\$ 141	\$ 141	
Potable Water Consumption Rates (Peak Season)		\$ 912	\$ 17,898	
Potable Water Meter Service Charge (12 months)		\$ 126	\$ 596	
Water Treatment Chemicals		\$ 1,875	\$ -	
Lifefloor Cleaning Products		\$ 900	\$ 900	
CPO Staff Training (2 days)		\$ 300	\$ -	
Staff (Salary, Benefits, OT) CPO vs Non-Certified		\$ 37,000	\$ 5,000	
TOTAL		\$ 44,544	\$ 89,131	\$ 44,588
Year 2				
Sewage Service Rates (6-K Variable Rate)		\$ 3,388	\$ 66,532	
Sewage Service Customer Charge		\$ 145	\$ 145	
Potable Water Consumption Rates (Peak Season)		\$ 951	\$ 18,673	
Potable Water Meter Service Charge (12 months)		\$ 132	\$ 622	
Water Treatment Chemicals		\$ 2,000	\$ -	
Lifefloor Cleaning Products		\$ 950	\$ 950	
Staff (Salary, Benefits, OT) CPO vs Non-Certified		\$ 38,480	\$ 5,150	
TOTAL		\$ 46,046	\$ 92,072	\$ 46,026
Year 3				
Sewage Service Rates (6-K Variable Rate)		\$ 3,456	\$ 67,854	
Sewage Service Customer Charge		\$ 148	\$ 148	
Potable Water Consumption Rates (Peak Season)		\$ 989	\$ 19,415	
Potable Water Meter Service Charge (12 months)		\$ 137	\$ 647	
Water Treatment Chemicals		\$ 2,125	\$ -	
Lifefloor Cleaning Products		\$ 1,000	\$ 1,000	
Staff (Salary, Benefits, OT) CPO vs Non-Certified		\$ 40,019	\$ 5,300	
TOTAL		\$ 47,874	\$ 94,364	\$ 46,490
Year 4				
Sewage Service Rates (6-K Variable Rate)		\$ 3,456	\$ 67,854	
Sewage Service Customer Charge		\$ 148	\$ 148	

Potable Water Consumption Rates (Peak Season)	\$	989	\$	19,415	
Potable Water Meter Service Charge (12 months)	\$	137	\$	647	
Water Treatment Chemicals	\$	2,250	\$	-	
Lifefloor Cleaning Products	\$	1,050	\$	1,050	
Staff (Salary, Benefits, OT) CPO vs Non-Certified	\$	41,620	\$	5,450	
TOTAL	\$	49,650	\$	94,564	44,914
Year 5					
Replace feature pump motor	\$	2,500	\$	-	
Replace recirculation pump motor	\$	2,500	\$	-	
Rebuild sand filter	\$	2,500	\$	-	
Sewage Service Rates (6-K Variable Rate)	\$	3,456	\$	67,854	
Sewage Service Customer Charge	\$	148	\$	148	
Potable Water Consumption Rates (Peak Season)	\$	989	\$	19,415	
Potable Water Meter Service Charge (12 months)	\$	137	\$	647	
Water Treatment Chemicals	\$	2,375	\$	-	
Lifefloor Cleaning Products	\$	1,100	\$	1,100	
Staff (Salary, Benefits, OT) CPO vs Non-Certified	\$	43,285	\$	5,600	
TOTAL	\$	58,990	\$	94,764	35,774
Year 6					
Sewage Service Rates (6-K Variable Rate)	\$	3,456	\$	67,854	
Sewage Service Customer Charge	\$	148	\$	148	
Potable Water Consumption Rates (Peak Season)	\$	989	\$	19,415	
Potable Water Meter Service Charge (12 months)	\$	137	\$	647	
Water Treatment Chemicals	\$	2,500	\$	-	
Lifefloor Cleaning Products	\$	1,150	\$	1,150	
Staff (Salary, Benefits, OT) CPO vs Non-Certified	\$	45,016	\$	5,750	
TOTAL	\$	53,396	\$	94,964	41,567
Year 7					
Sewage Service Rates (6-K Variable Rate)	\$	3,456	\$	67,854	
Sewage Service Customer Charge	\$	148	\$	148	
Potable Water Consumption Rates (Peak Season)	\$	989	\$	19,415	
Potable Water Meter Service Charge (12 months)	\$	137	\$	647	
Water Treatment Chemicals	\$	2,625	\$	-	
Lifefloor Cleaning Products	\$	1,200	\$	1,200	
Staff (Salary, Benefits, OT) CPO vs Non-Certified	\$	46,817	\$	5,900	
TOTAL	\$	55,371	\$	95,164	39,792
Year 8					
Sewage Service Rates (6-K Variable Rate)	\$	3,456	\$	67,854	
Sewage Service Customer Charge	\$	148	\$	148	
Potable Water Consumption Rates (Peak Season)	\$	989	\$	19,415	
Potable Water Meter Service Charge (12 months)	\$	137	\$	647	
Water Treatment Chemicals	\$	2,750	\$	-	
Lifefloor Cleaning Products	\$	1,250	\$	1,250	
Staff (Salary, Benefits, OT) CPO vs Non-Certified	\$	48,690	\$	6,050	

Year 9		TOTAL	\$	57,419	\$	95,364	\$	37,944
Sewage Service Rates (6-K Variable Rate)			\$	3,456	\$	67,854		
Sewage Service Customer Charge			\$	148	\$	148		
Potable Water Consumption Rates (Peak Season)			\$	989	\$	19,415		
Potable Water Meter Service Charge (12 months)			\$	137	\$	647		
Water Treatment Chemicals			\$	2,875	\$	-		
Lifefloor Cleaning Products			\$	1,300	\$	1,300		
Staff (Salary, Benefits, OT) CPO vs Non-Certified			\$	50,638	\$	6,200		
TOTAL			\$	59,543	\$	95,564	\$	36,021
Year 10								
Replace feature pump motor			\$	2,500	\$	-		
Replace recirculation pump motor			\$	2,500	\$	-		
Rebuild sand filter			\$	2,500	\$	-		
Sewage Service Rates (6-K Variable Rate)			\$	3,456	\$	67,854		
Sewage Service Customer Charge			\$	148	\$	148		
Potable Water Consumption Rates (Peak Season)			\$	989	\$	19,415		
Potable Water Meter Service Charge (12 months)			\$	137	\$	647		
Water Treatment Chemicals			\$	3,000	\$	-		
Lifefloor Cleaning Products			\$	1,350	\$	1,350		
Staff (Salary, Benefits, OT) CPO vs Non-Certified			\$	52,663	\$	6,350		
TOTAL			\$	69,243	\$	95,764	\$	26,521
TOTAL O&M COSTS OVER 10 YEARS			\$	542,075	\$	941,711	\$	399,636
			ESTIMATED costs are based on the assumption that the splash pad is open 15 weeks from Memorial Day to Labor Day (approx. 100 days) and runs for about 6 hours a day at 100 GPM			FIRST 5 Weeks of Season		
			For a recirculation system the existing 1 1/4" supply line and 3/4" meter should produce about 50 GPM at 45 psi., which will be sufficient to maintain water levels and take about an hour to refill the holding tank from empty.			25 (5 hr long) days on weekdays = 25,000 gal/day x 25 = 625,000 gal		

	<p>The average accident rate is 2.5 times per week. When an accident happens in a recirculation system, all the water must be drained out and refilled with fresh clean water. Weekly water use for the recirculation system is calculated based on this assumption and the use of a 2500 gal holding tank. Flow through does not have this issue.</p>	10 (6 hr long) days on weekends = 30,000 gal/day x 10 = 300,000 gal	
	<p>Wage increase for a CPO certified staff member is assumed to be 4% annually.</p>		
	<p>For a flow through system: if the water supply line did not get increased the splash pad would need to have a booster pump installed or be designed to flow at 50 GPM (currently we are designing for 100 GPM so there would be a significantly reduced water flow). If a flow through system is desired at the anticipated 100 GPM, then the water supply line & meter would need to increase to a 1 1/2" or preferably a 2" (Civil/mechanical would need to properly size this line).</p>		
		REMAINING 10 Weeks of Season	
		50 (6 hr long) days on weekdays = 30,000 gal/day x 50 = 1,500,000 gal	
		20 (8 hr long) days on weekends = 40,000 gal/day x 20 = 800,000 gal	
		TOTAL SEASON WATER USE = 3,225,000 gallons	



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: D.

Index (Council Goals):

Presenters: Daniel Erickson

Legislative File: 12471-19

Title

Graduation Canyon: Pilot Restoration Project Presentation

Body

Eric Peterson, Open Space Specialist, will present on Graduation Canyon

Attachments

A - Pilot Restoration Project Presentation

Pilot Restoration Project: Graduation Canyon

Graduation Canyon



Materials & Time

- Construction Period:~10 days including layout and weather delays.
- Imported Rock – 17 cy (25 tons), remainder harvested on site
- Machines Used – Rubber tracked skid steer loader, Rubber tracked mini-excavator
- Machine Hours – 40 hours each
- Hand Crew – 2 crew members

Upper Canyon had pedestrian access only. All materials and construction performed by hand labor. Lower Canyon access by machinery and hand crews.

Weather delays for soft ground working conditions

Pulled invasive Whitetop (*Cardaria draba*) in lower canyon

One Rock Dams and Log Check Dams were installed to help reduce channel velocities, prevent erosion, and trap small amounts of sediment by intercepting flow along the channel.



Zuni bowls operate as a headcut control structure composed of rock lined step falls and plunge pools that prevents headcuts from continuing to migrate upstream. They also serve to maintain soil moisture on the face of the headcut, encouraging the establishment of protective vegetation.

Before Photo



After Photo



Plug and Pond treatments were used to restore wetlands characteristics by rising the water table up to its historic level

Before Photo



After Photo





Recommendations



- Utilize baseline photos for repeat photography monitoring
- Consider additional restoration in lower canyon to improve water retention
- Utilize youth crews for trail maintenance
- Utilize youth crews for culvert outlet spreaders and water harvesting along canyon rim
- Monitor and treat invasive species (whitetop and others) as needed.
- Build on community interest by holding a short public walk through of project to describe issues, goals and practices



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: E.

Index (Council Goals):

Presenters: Daniel Erickson

Legislative File: 12472-19

Title

Update on Job Posting for Open Space Position

Body

Eric Peterson, Open Space Specialist, will give an update on the Job Posting for the Open Space Position

Attachments

- A - Job Description
- B - Council Staff Report

Los Alamos County

Job Description and Classification



LOS ALAMOS

JOB TITLE:	Trail Builder – Machine Operator, Trail Builder – Sr. Machine Operator
JOB CODE:	383, 381
CLASSIFICATION:	Non-Exempt
DEPARTMENT/DIVISION:	Community Services
SUPERVISOR:	Open Space Specialist/Parks, Recreation and Open Space Manager or Community Services Director

Position Summary:

Under direct supervision of the Open Space Specialist, Parks Recreation and Open Space Manager, Community Services Director or designee to operate a variety of equipment for sustainable trail construction and maintenance.

The general level and nature of this position are described in the headings below. This is not an all-inclusive list of all responsibilities, duties, and skills required of personnel in this classification. Duties, responsibilities and activities may change at any time.

Essential Duties and Responsibilities:

- Construction and maintenance of recreational trails and roads for hiking, walking, running, equestrian and off road cycling.
- Implementing and maintaining erosion control measures on new and existing trails.
- Building wood and/or rock retaining walls, steps/staircases.
- Installing post and cable or split rail fencing.
- Work with stakeholders to consider and incorporate important social, economic and managerial aspects of trails.
- Construct trails that address the varied skill levels of users.
- Design and install maps, signage and usefull information for users.
- Maintenance and protection of natural habitat areas.
- Perform landscape maintenance tasks such as pruning, mulching, seeding and weeding.
- Maintaining and repairing asphalt and concrete trails
- Operates various equipment and hand tools for natural surface trail building/maintenance, restoration projects and snow removal of paved trails.
- Ensures proper care in the use and maintenance of equipment and supplies; promotes continuous improvement of workplace safety and environmental practices.
- Checks to ensure tools and equipment are in proper working order; reports defects and broken parts found on equipment.
- Performs basic or routine maintenance and repairs on equipment and vehicles.
- Maintains confidentiality of all privileged information.
- Contributes to a team effort and accomplishes related results as required.
- Performs other duties as required.

Off-Season Duties and Responsibilities that may be assigned:

- Operates equipment for landscaping, snow removal and related assignments.
- Cuts, hoes and removes weeds and brush, cultivates soil, maintains lawns, trees, greens and shrubs.
- Maintenance of parks, grounds, ball fields and rights-of-way.
- Operates different types of tractors, lawn mowers, lawn edgers for the golf course.
- Maintain cross county ski trails.

Additional Essential Duties and Responsibilities for Sr. Machine Operator:

- Leads and guides the work of employees, designs and plans projects, gets materials for project and assigns workload.
- Reviews and recommends approval of timesheets, leave requests and overtime.
- Prepares trails and facilities for special events.

Minimum Qualifications:

- High School Diploma or GED.
- Must be 18 years of age.
- Two years of experience in the operation of equipment for the construction or maintenance of recreational trails.
- Must possess or have ability to obtain within first sixty days of employment and must maintain a valid New Mexico Class D driver's license.
- Must successfully complete the USDA Chain Saw training within six months of employment.
- Successful completion of the pre-employment physical exam prior to commencing work.
- Must possess or have ability to obtain within first six months of employment, and must maintain Community First Aid, CPR, and AED certifications.
- If in possession of a valid New Mexico CDL driver's license at the time of application or if obtained after being hired, must successfully complete mandatory drug screening and subsequent random drug and alcohol screenings.

Preferred Qualifications:

- A valid New Mexico CDL-B driver's license.
- Experience leading and assigning work to crews, volunteers and contractors.

Additional Minimum Qualifications for the Sr. Machine Operator:

- Additional three years of experience designing, building and maintaining recreational trails on public lands.
- Must possess, or ability to obtain within sixty days of employment, and maintain a valid New Mexico CDL-B driver's license.
- Must possess and maintain a New Mexico Pesticides Applicator's License 3A and 3B.
- Successful completion of mandatory drug screening and subsequent random drug and alcohol screenings.

Preferred Qualifications for the Sr. Machine Operator:

- Master Trail Builder Certification through the Cumberland Trail Conference or other equivalent Trail Building Certification.
- Experience welding.

Knowledge, Skills, and Abilities:

- Knowledge of sustainable trail design standards: maintenance standards and various maintenance activities associated with recreation facilities including trails, trailheads and day-use facilities
- Knowledge of natural surface trail design, construction and maintenance.
- Knowledge of all aspects of sustainable trail development.
- Knowledge of ADA accesable trail specifications and applications.
- Knowledge of carpentry and masonary skills required for special features such as small bridges, kiosks, rock walls and fencing.
- Knowledge of basic vehicle inspection and maintenance including tire pressure, checking oil and water levels.
- Knowledge of occupational hazards involved and safety precautions necessary in equipment operation.
- Knowledge of the principles and objectives of trail system maintenance and programming standards.
- Knowledge of the requirements and problems associated with linear trail systems across a variety of soil types and conditions
- Knowledge of the requirements and problems associated with bike park amenity maintenance such as flow trails, technical trails, pump tracks, and constructed bike park amenities.
- Knowledge of hazards and safety precautions common to trail building and equipment operation.
- Skill in safely operate trail building equipment such as; mini excavator and/or backhoe, bobcat, chainsaw, leafblowers, weed wackers and snow blowers.
- Ability to use a variety of hand and power tools.
- Ability to read maps and use a GPS to navigate forest roads and trails.
- Ability to operate computers and office machines (copier, printers, phones) and computers in a Microsoft Windows environment using Outlook and Excel.
- Ability to drive and operate equipment safely and efficiently under varying working conditions.
- Ability to communicate effectively, both orally and in writing and work well with a diverse group of people
- Ability to perform a variety of maintenance and repair assignments.
- Ability to drive and operate equipment safely and efficiently under varying working conditions.
- Ability to work from construction specifications or blueprints.

Additional Knowledge, Skills, and Abilities Sr. Machine Operator:

- Knowledge of horticulture, pesticides and fertilizers.
- Knowledge of maintaining cross counry ski trails.
- Knowledge of aquatic trail maintenance.
- Knowledge of water conservation and natural vegetation.
- Skill in pruning, trimming and maintaining landscaping.
- Ability to investigate, gather data, compile information, analyze information, draw conclusions and prepare reports.
- Ability to plan, organize, and schedule workload so deadlines are met.
- Ability to mix and apply pesticides for use in spraying for weeds and insects.

Physical Demands:

While performing the duties of this job, the employee is regularly required to sit, walk and stand. The employee regularly uses manual and finger dexterity, a sense of smell, and visual acuity to complete tasks. The employee routinely uses a full range of mobility in upper and lower body; reaches overhead; works in various positions, including stooping, standing, bending over, sitting, kneeling and squatting for extended periods of time. The employee must be able to lift, pull and push materials and equipment to complete assigned job tasks; and be able to lift 75 pounds with the assistance of equipment or another person.

Work Environment:

The work environment involves exposure to hazards or physical risks and requires following basic safety precautions. Possible exposure to hazardous materials and blood-borne pathogens. Work is performed in both indoor and outdoor settings, with exposure to natural weather conditions and elements such as dirt, dust, fumes, smoke, unpleasant odors, and/or loud noises. Travel, on-site response to emergency situations, evening, weekend and holiday work may be required on short notice. May be deployed to assist in the response to wildfires.

Each and every county position requires the following professional skills and abilities as key and necessary elements of performance. Employees are required to:

- Demonstrate regular and reliable attendance;
- Work well with others and participate fully in a team-oriented environment;
- Interface with other employees and customers in a courteous and respectful manner;
- Project positive support of their department and all county organizations at all times; and,
- Maintain and enhance the county's commitment to customer service excellence.

Approvals:

County Manager: _____ Date: _____
(signature)

Human Resources Manager: _____ Date: _____
(signature)

Created: 10/21/2019

Reviewed:

Revised:

Council Meeting Staff Report

October 29, 2019

Agenda No.:	Q.
Indexes (Council Goals):	* 2019 Council Goal - Planning for Appropriate Levels of County Services
Presenters:	Denise Cassel; Harry Burgess
Legislative File:	12445-19

Title

Amendments to the FY20 Compensation & Classification Plan including the addition of new job descriptions; Trail Builder - Machine Operator and Trail Builder - Sr. Machine Operator.

Recommended Action

I move that Council approve the amendments to the FY20 Compensation & Classification Plan and the addition of the Salary Grades for Trail Builder - Machine Operator and Trail Builder - Sr. Machine Operator.

County Manager's Recommendation

The County Manager recommends that Council approve the amended FY20 Compensation & Classification Plan as requested.

Body

Tonight, staff is requesting that Council approve the amendments to the FY20 Compensation and Classification Plan (Attachment A). This document represents all County position titles listed by their salary grade assignment, except for the three contract employees that are hired by Council. It reflects the salary grade assignment, the minimum, midpoint and maximum of the grade, and the Fair Labor Standard Act (FLSA) designation of Exempt (EX) or Non-Exempt (NE).

The new Trail Builder position will be responsible for the operation of equipment for sustainable trail maintenance and construction. We have developed two levels now to allow for growth on the part of the incumbent or staffing levels in the future. The Trail Builder - Machine Operator job description is recommended at a FLSA Non-Exempt, Salary Grade of 117 with a range from \$17.47 - \$25.75 and the Trail Builder - Sr. Machine Operator job description is recommended at a FLSA Non-Exempt Salary Grade of 119 with a range from \$19.26 - \$28.39

Summary Changes to the Plan:

The amended FY20 Compensation & Classification Plan reflects the additions of the following new job titles, Trail Builder - Machine Operator and Trail Builder - Sr. Machine Operator (Attachment B) based on Council approval of a new FTE and the operational needs in Community Services.

Alternatives

Council could choose not to approve the amendment to the FY20 Compensation & Classification Plan.

Fiscal and Staff Impact/Planned Item

The amended FY20 Compensation & Classification Plan is in compliance with the FY20 Budget.

Attachments

A - FY20 Compensation & Classification Plan

B - Trail Builder - Machine Operator Job Description



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: F.

Index (Council Goals):

Presenters: Daniel Erickson

Legislative File: 12467-19

Title

Hell's Hole Update

Body

An update on the signage at Hell's Hole will be presented to the Board. Photos will be provided at the meeting.



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: G.

Index (Council Goals):

Presenters: Parks and Recreation Board

Legislative File: 12468-19

Title

Update on the BMX and Trails Motions to Council

Body

Dan Erickson, PROS Manager, will update the Board on two motions that are to be presented to Council.



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: H.

Index (Council Goals):

Presenters: Daniel Erickson

Legislative File: 12452-19

Title

Staff Report

Body

Dan Erickson will present CSD updates to the Board

Attachments

A - Parks & Recreation Program Report

Golf Course

Annual Ryder Cup & Hundra Cup – October 12th – 14th, 48 participants

This event brings 24 men and 24 women together for a 3-day team match play event and is kicked-off with a bagpipe opening ceremony. The Ryder Cup is for the men, fashioned after the PGA's Ryder Cup event. The Hundra Cup is for the women, named after a Norse woman warrior, and is played very similar to the Ryder Cup format. The two tournaments are separate but are played on the same days. This was the last scheduled event for the season at the Los Alamos County Golf Course.



Los Alamos High School JV Tournament – October 17th, 17 participants.

The Los Alamos High School JV Golf Team hosted a late fall & their last event of 2019. This event saw fewer than normal registrations, but the event went well, the weather held up and the LAHS JV team came out on top. Great way to finish out the season!!

Los Alamos Golf Course Fall Junior Golf Camp – Throughout October, 34 participants

This was the second session this year for the camp. It included group of girls and boys, designed to introduce Los Alamos youth to the PGA Junior League format. Each group received a series of lessons with the final day of actual matches on the front nine of the golf course. We were excited to have such an amazing turn out for the fall camp and are looking forward to putting together LA's first PGA Junior League Team next year.



Los Alamos Golf Course new driving range cart, October 9th

The new cart is a Yamaha Umax utility cart, which is much more equipped to handle the terrain of our driving range. It has a few utility features that allow it to handle other functions as well and rounds out the new fleet of golf cars, and utilities cars received this year. It is a welcome addition to LAGC operations.



Los Alamos High School Annual Cross-Country Meet – October 25th, 1500 attendees

Los Alamos High School hosted this annual meet at LAGC this year. Between runners, coaches and spectators, there were over 1500 attendees for this year's event.



Winter arrives! October 28th

A snowy, wintery blast blew in early on October 28th. This was the first day that the Course was closed, and players were not able play.



Ice Rink

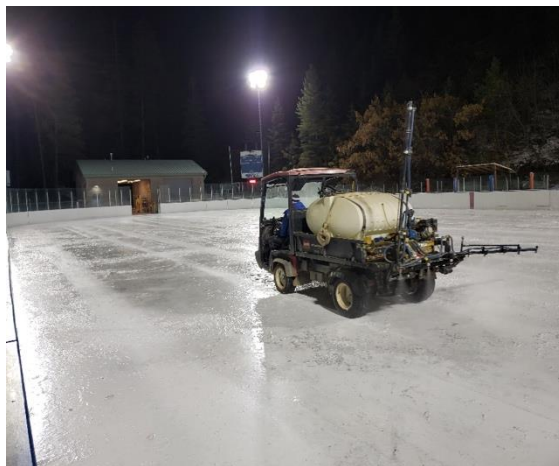
Getting the ice rink ready for 2019 – 2020 Season

Ice Rink preparations have been in the works for the past few weeks. Staff have been in the canyon servicing equipment, buffing boards, and power washing. Utilities has worked on their punch list, Parks addressed issues, and serviced the refrigeration system. Ice building started October 28th, with painting beginning on the 29th, with the intent to open the rink on November 15th.



Making Ice – October 29th, 12 participants

1st day of ice making at Los Alamos Ice Rink. Employees and several players from the hockey team helped make ice and put paint down.



Recreation

Welcome Aboard: Recreation Customer Service Associate, Nicole Villalobos - October 21st

Please stop by the Aquatic Center and say “Hello” to Nicole!! She is working the front desk at the Aquatic Center. She has been hard at work meeting patrons, staff and learning the inner-workings of the PROS Division.



Saying “Good Bye”: Kim Trujillo’s Retirement Party - October 30th

Lots of hugs, singing, and gifts to celebrate Kim Trujillo’s 20 years of service at Los Alamos County, Parks and Recreation Division. We wish her the best in her next adventure.



Candy Corn Day – October 31st, 403 Participants

This 3rd annual event had many participants who enjoyed submitting guess for one of three prizes.



Aquatics

Pumpkin Splash - October 19th, 315 attendees

This year's pumpkin splash theme focused on the Toy Story movies. Kids enjoyed playing carnival games on the patio, collecting candy from the multiple piñatas on the lawn, and splashing around to find their perfect pumpkin for Halloween.



Green at the Aquatic Center

Since the installation of new water fountains at the Aquatic Center, there have been over 51,375 bottles of water dispensed and counting. The patrons are very appreciative of this amenity.



High School Swim and Dive Season Begins – October 17th, 66 participants

The start of the official swim and dive season at the Aquatic Center began on October 17th. Afternoons are quite busy as the high school and two club teams practice.

Parks & Open Space

Ponderosa Pine Tree Planting – October 6th, 9 Participants

Girl Scout Troop 10074 planted 44 Ponderosa Pine seedlings near the Perimeter Trail in the Cerro Grande burn scar. The seedlings were grown by a local woman, and Troop 10074 would like to thank her and Los Alamos County Parks, Recreation, and Open Spaces Division for providing tools for the project.



Graduation Canyon Restoration project Walk thru – October 22nd

Los Alamos County Parks and Recreation Board, Open Space subcommittee and members of County Council joined Open Space on a walk thru of the recent restoration project that was conducted in Graduation canyon.





County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: I.

Index (Council Goals):

Presenters: Stephanie Nakhleh

Legislative File: 12453-19

Title

Unresolved Items List

Body

- 1) Pesticide Numbers
- 2) Stables County Owned Land
- 3) Tree Management
- 4) Flowchart / Decision Tree
- 5) GCAS fee structure /User Fees



County of Los Alamos

Staff Report

November 15, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: Stephanie Nakhleh

Legislative File: 12454-19

Title

Chairman's Report

Body

Chair Nakhleh will present the Chairman's Report.



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: B.

Index (Council Goals):

Presenters: Ashley Mathews

Legislative File: 12455-19

Title

Aquatic Center Advisory Subcommittee Report

Body

Member Mathews will present the report.

Attachments

A - ACAS Minutes

Aquatic Center Advisory Subcommittee – November 5, 2019 Minutes

I. **CALL TO ORDER** – 12:09 pm by Terry Foxx, Acting Chair

- Subcommittee members present: Terry Foxx, Cas Mason, Cathy Walters
- Aquatic Division Manager: Dee McCoy

II. **PUBLIC COMMENT** – None

III. **APPROVAL OF MINUTES** –

Minutes from the October 8, 2019 meeting were approved.

IV. **BUSINESS** –

Dee reported that the Leisure Pool design will be presented at Park Board on November 14, 2019

V. **ROUND TABLE** –

- A new full time lifeguard, Mario from Espanola, has been hired. More casual guards, along with an instructors, are needed and the positions advertised.

VI. **PRB REPORT** – None. PRB Liaison Ashley Mathews was unable to attend due to work commitments.

VII. **AQUATIC REPORT** –

- Dee reported that the Pumpkin Splash on October 26 was a huge success, with 115 kids and 200 parents in attendance. 260 pumpkins were purchased and the festivities included an outdoor carnival featuring multiple piñatas filled with candy, donuts and hot and cold drinks. The theme focused on the *Toy Story* movies. The ROTC teens from the high school were enthusiastic volunteer helpers. \$1 of the \$7 advance ticket price (or \$9 at the door) went to the Scholarship Funds.
- Dee reported that, planning in place to offer more Lifeguard Certification classes and hoped that guards will be attracted to work for the County with the new leisure pool is built.
- The Aquatic Center is going green! Since the installation of new water fountains where patrons can fill their own bottles, beginning with the one on the west end of the deck in 2015, over 51,375 bottles have been filled.
- The High School swimming and diving team started its season on October 17 and it will continue until the State Meet in February. There are around 38 swimmers and over 8 divers on the team, which uses 13 lanes daily from 3-5 pm. Adding in the two club teams' practices, the afternoons at the Aquatic Center are quite busy.

VIII. **NEXT SCHEDULED MEETINGS:** December 3, 2019; January 7, 2020

ADJOURNMENT – 12:47 pm

Submitted by Cathy Walters, Treasurer



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: C.

Index (Council Goals):

Presenters: Dianne Wilburn

Legislative File: 12458-19

Title

Equine and Livestock Advisory Subcommittee Report

Body

Member Wilburn will present the report.

Attachments

A - ELAS Minutes

Equine and Livestock Advisory Subcommittee--DRAFT

October 24, 2019

Subcommittee members: June Wall, Dianne Wilburn, Lisa Reader

Subcommittee members absent: Nancy Boudrie, Jake Trujillo

LA County Representatives: Jeff Humpton, Manny (Last name?)

Guests: Wendy Burke-Ryan, Melissa Arias

The meeting was called to order by Lisa Reader at 1130.

Discussions:

OLD BUSINESS:

1. Minutes September 26, 2019: Approved
2. Non-Profit Addendum to Rules and Regulations
 - Melissa Arias met with Brian Brogan and LA County attorney
 - Attorney had not yet seen the form
 - Brian Brogan is on board with the Addendum
 - A motion that ELAS supports Melissa continuing to define a path forward for a non-profit to be allowed to operate within North Mesa Stables as long as there is a responsible party who is the contact in case of emergencies.
 - Lisa Reader moved, Dianne Wilburn seconded and the motion passed.
3. Update on County owned lots
 - Nothing new to report
 - June Wall presented minutes from May, 2016 in which this same topic had been raised at a Quarterly LASOA/LA County meeting
 - Stable owners have been trying to get information on this subject for at least 3 years.
4. Arena Lights
 - \$120,000 budget inadequate, need at least \$120,000 more if contractor does the job
 - Philo Sheldon now with Utilities
 - Parks and Rec may be able to work with Utilities to do job in-house
 - County traffic official suggests LED lighting on 45 ft. poles
 - A contractor will be here on Wed, October 30 and may draw up plans for the project.

- 50 candle lights are recommended for professional rodeos; 30 candle lights are more than adequate for all other activities
 - Jeff Humpton will propose the path forward at the next ELAS meeting—contractor vs. in-house
5. Outdoor Arena Maintenance
- Need a schedule for County maintenance
 - Licensees could “fill in” using their own tractors with County drag
 - This would allow for licensees to accumulate work credits

NEW BUSINESS:

1. Proposed Rules and Regulation language change:
 - Submit to Jeff Humpton
 - June Wall will provide exact wording to Jeff
2. Who is proper person to approach with North Mesa Stable issues?
 - It is unclear who should field questions from stable owners
 - Dan Erickson will be recovering from surgery and out of the office until the end of the year
3. Professional Services Provided on County Property (see attachment written by Donna Hayden)
 - Trainers who give lessons on County property will need \$1,000,000 in insurance and a LA County Business License.
 - Trainers will need to rent the facility in which lessons are given
 - Signage needs to be on arenas so trainers know the rules
 - Guidelines for those giving lessons need to be developed
4. Signage
 - New sign still needed for arena usage. Dianne Wilburn will send wording to Jeff
 - Signage needed so trainers are aware of requirements for using arenas is delineated

The meeting was adjourned at 12:41pm.

Respectfully submitted,

June Wall, Secretary
Equine and Livestock Advisory Subcommittee

To: ELAS

On October 8th, a complaint was made to Los Alamos Parks and Recs against a trainer that was providing lessons in Red Jackson Arena. The trainer was asked to leave the premises as she was not allowed to charge for lessons in a County park. The trainer cancelled all lessons and complied with the County's request.

Since many of us use the services of trainers and take lessons at the stables AND I believe it is critical to our safety, the safety of our horses, and the ability to advance in our skills with our horses, I wanted to work with the County to understand what is required to have trainers provide paid lessons at the County Stable common facilities. I have met with Dianne Marquez and Dianna has subsequently met with Brian on this issue.

County policy allows for instructors to provide paid lessons in Brewer arena, Red Jackson arena, and the Indoor arena as long as the following requirements are met:

1. The instructor provides a certificate of insurance naming Los Alamos County as additional insured in the amount of \$1,000,000 or more.
2. The instructor has a Los Alamos County business license.
3. The instructor rents the facility the lessons are being offered in.

This policy is consistent for ALL Los Alamos County facilities and parks. Please note that the Indoor arena has different requirements for rental than any other County facility. Use requirements for the Indoor arena are noted below. In order to offer lessons in the Indoor, the County has told me that it must be "Reserved/Exclusive Use" as noted below.

General open use – first come/first use

Priority Use – Day and times to be set for specific type of use (dog club, 4H, etc.)

Reserved/Exclusive Use – Exclusive use for clinics by an organization or group where time is scheduled through the Parks, Recreation and Open Space Division at 662-8170. This will be for group use, not individual, and the group must provide a certificate of liability insurance and pay a fee.

The county does not have the ability to rent the round pens or common area around the round pens. Lessons in this area are unclear. The County will consider these areas and determine what to do with them. I was told that at a minimum, instructors using these areas would need meet #1 and #2 above.

In my most recent meeting with Dianne Marquez this week, I learned that there is an existing request process for on going non-County programs utilizing County facilities. This may provide the ability to easily offer on going (weekly/monthly) instruction. Items 1 through 3 above would still be required, but it would simplify reservation of the facilities, payment for facilities, and possibly relax item 3 if exclusive use of the facility was not required. Dianne will continue to review this existing policy/process and the associated application to determine if it would apply to the situation at the Stables.

I am currently working with the County on existing policy and don't anticipate any needed changes to policy. However, I would appreciate hearing any concerns or questions from ELAS. I would also appreciate support from ELAS to ensure that existing policy is communicated and ELAS's support for being able to provide continued instruction and education within the stable facilities.

Thank you for your support and feedback.
Donna Hayden (Lot 58/59)



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: D.

Index (Council Goals):

Presenters: Timothy Johnson

Legislative File: 12457-19

Title

Golf Course Advisory Subcommittee Report

Body

Member Johnson will present the report.



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: E.

Index (Council Goals):

Presenters: Dina Pesenson

Legislative File: 12456-19

Title

Ice Rink & Recreation Advisory Subcommittee Report

Body

Member Pesenson will present the report



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
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Agenda No.: F.

Index (Council Goals):

Presenters: Donald Ulrich

Legislative File: 12459-19

Title

Open Space Advisory Subcommittee Report

Body

Member Ulrich will present the report.



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
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Agenda No.: G.

Index (Council Goals):

Presenters: Robbie Harris

Legislative File: 12460-19

Title

Tourism Board Report

Body

Member Harris will present the Tourism Board update



County of Los Alamos

Staff Report

November 14, 2019

Los Alamos, NM 87544
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Agenda No.: A.

Index (Council Goals):

Presenters: Randall Ryti

Legislative File: 12461-19

Title

Council Liaison Report

Body

Councilor Ryti will present the report to the Board.