



County of Los Alamos

Los Alamos, NM 87544
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Agenda - Final County Council - Regular Session

*Theresa Cull, Council Chair; Suzie Havemann, Vice-Chair;
Melanee Hand; Ryn Herrmann; Beverly Neal-Clinton; David
Reagor; and Randall Rytz, Councilors*

Tuesday, December 16, 2025

6:00 PM

Council Chambers - 1000 Central Avenue

NOTE: This meeting is in person and open to the public. However, for convenience, the following Zoom meeting link and/or telephone call in numbers may be used for public viewing and participation:

<https://us06web.zoom.us/j/85448619994>

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

+1 346 248 7799 or + 1 346 248 7799 or + +1 669 444 9171 US or + 1 719 359

4580

or +1 720 707 2699

Webinar ID: 854 4861 9994

- 1. OPENING/ROLL CALL**
- 2. PLEDGE OF ALLEGIANCE**
- 3. STATEMENT REGARDING CLOSED SESSION**

December 16, 2025 Closed Session Motion

- 4. PUBLIC COMMENT**

This section of the agenda is reserved for comments from the public on items that do not require action by the Council or are not otherwise on the agenda.

- 5. APPROVAL OF AGENDA**
- 6. PRESENTATIONS, PROCLAMATIONS AND RECOGNITIONS**

- A. [20655-25](#) Presentation by Jessica Kunkle, Manager of the Department of**

Energy Environmental Management, Los Alamos Field Office and
Brad Smith, N3B President

Presenters: County Council

Attachments: [A - EM-LA LAC Council Presentation](#)

7. PUBLIC COMMENT FOR ITEMS ON CONSENT AGENDA

8. CONSENT AGENDA

The following items are presented for Council approval under a single motion unless any item is withdrawn by a Councilor for further Council consideration in the agenda section entitled "Business."

Approval of the Consent Agenda

Consent Motion -

I move that Council approve the items on the Consent Agenda as presented and that the motions in the staff reports be included for the record; or,

I move that Council approve the items on the Consent Agenda and that the motions contained in the staff reports, as amended be included for the record.

- A.** [20753-25](#) Approval of County Council Minutes for the December 2, 2025, Regular Session

Presenters: Michael Redondo, County Clerk

Attachments: [A - County Council Minutes for the December 2 2025 Regular Session](#)

- B.** [AGR1183-25](#) Approval of Task Order No. 3, Revision 1 under Services Agreement No. AGR 24-970 with Albuquerque Asphalt, Inc. in the Amount of \$79,985.28 plus Applicable Gross Receipts Tax for Additional Pavement Rehabilitation Work for a Total Revised Task Order Amount of \$939,992.38 plus Applicable Gross Receipts Tax for Pavement Rehabilitation of Various Streets in Los Alamos

Presenters: Keith Wilson, Deputy Public Works Director and Eric Martinez, Public Works Director

Attachments: [A - Task Order No. 3 Revision 1](#)
[B - AGR 24-970 – Albuquerque Asphalt, Inc.](#)

- C.** [20077-25](#) Approval of Modification 25 to Extend the Contract Term by Ninety-Days of the Electric Coordination Agreement (ECA) between

the Incorporated County of Los Alamos and the United States
Department of Energy (DOE)

Presenters: Ben Olbrich, Deputy Utility Manager-Electric
Distribution

Attachments: [A - ECA MOD 25](#)

- D. [20836-25](#) Approval of Report to District Court on Los Alamos County Jail
Conditions

Presenters: Dino Sgambellone, Police Chief, Theresa Cull,
Council Chair and Beverly Neal-Clinton, Councilor

Attachments: [A - Jail Inspection Reports](#)
[B - Jail Inspection Approval Letter to District Court on
Los Alamos County Jail Conditions.pdf](#)

- E. [20928-25](#) Board/Commission Appointment(s) - Los Alamos County Health
Council

Presenters: Jessica Strong, Social Services Division Manager and
Randall Ryti, Councilor

Attachments: [A - LACHC Board Roster](#)
[B - Application Packet Lisa Hampton](#)
[C - Interview Panel Recommendations](#)

- F. [20931-25](#) Grant of Electric Utility Easement Within Lot 9, a Subdivision of East
Gate Industrial Park Number 2

Presenters: Dennis Astley, Deputy Utility Manager-Electric
Distribution

Attachments: [A - Grant of Electrical Utility Easement Lot 9 - East Gate
Industrial Park #2.pdf](#)
[B - Exhibit A - Plan View of Electrical Utility
Easement.pdf](#)

- G. [20932-25](#) Grant of Utility Easement Within Lot 361, a Subdivision of Quemazon
Communities Phase 3 (1680 Solana)

Presenters: James Alarid, Deputy Utility Manager-Engineering

Attachments: [A - Grant of Utility Easement Lot 361, Quemazon
Communities Phase III](#)

- H. [20956-25](#) Approval of Budget Revision 2026-28 Midyear Grant Budget
Adjustment to Align Budget With Multiple Awarded Grants for Fiscal
Year 2026

Presenters: Erika Thomas, Budget and Performance Manager and
Helen Perraglio, Administrative Services Director

Attachments: [A - Budget Revision 2026-28](#)

- A. [CO0736-25](#) Introduction of Incorporated County of Los Alamos Code Ordinance No. 02-374; an Ordinance Amending Chapter 2, Article III, Section 2-111, of the Code of the Incorporated County of Los Alamos Adjusting the Compensation of the County Council
- Presenters:** County Council
- Attachments:** [A - Incorporated County of Los Alamos Code Ordinance No. 02-374](#)
- B. [CO0738-25](#) Introduction of Incorporated County of Los Alamos Code Ordinance No. 02-375; an Ordinance Amending Chapter 2, Article III, Section 2-111, of the Code of the Incorporated County of Los Alamos Adjusting the Compensation of the County Assessor
- Presenters:** County Council
- Attachments:** [A - Incorporated County of Los Alamos Code Ordinance No. 02-375](#)
- C. [CO0740-25](#) Introduction of Incorporated County of Los Alamos Code Ordinance No. 02-376; an Ordinance Amending Chapter 2, Article III, Section 2-111, of the Code of the Incorporated County of Los Alamos Adjusting the Compensation of the Probate Judge
- Presenters:** County Council
- Attachments:** [A - Incorporated County of Los Alamos Code Ordinance No. 02-376](#)
- D. [CO0742-25](#) Introduction of Incorporated County of Los Alamos Code Ordinance No. 02-377; an Ordinance Amending Chapter 26, Article II, Section 26-45 of the Code of the Incorporated County of Los Alamos by Amending the Compensation for the Municipal Court Judge
- Presenters:** County Council
- Attachments:** [A - Incorporated County of Los Alamos Code Ordinance No. 02-377](#)
- E. [OR1116-25](#) Introduction of Incorporated County of Los Alamos Ordinance No. 752; an Ordinance Adopting An Economic Development Project For Public Support of UbiQD, a Foreign Corporation Organized under the Laws of the State of Delaware and Registered to Conduct Business in the State of New Mexico
- Presenters:** Anne Laurent, County Manager and Elias Isaacson, Community Development Director
- Attachments:** [A - Incorporated County Of Los ALamos Ordinance No. 752](#)

10. PUBLIC HEARING(S)

- A. [OR1108-25b](#)** Incorporated County of Los Alamos Ordinance No. 749, An Ordinance Authorizing the Execution and Delivery of a Water Project Fund Loan/Grant Agreement By and Between the New Mexico Finance Authority (“NMFA”) and the Incorporated County of Los Alamos, New Mexico (The “Borrower/Grantee”), in the Total Amount of \$2,000,000, Including a Loan in the Amount of \$200,000, Evidencing an Obligation of the Borrower/Grantee to Utilize the Loan/Grant Amount Solely for the Purpose of financing cost of constructing a replacement of the waterline in San Ildefonso Road, and Solely in the Manner Described in the Loan/Grant Agreement; Providing for the Pledge and Payment of the Loan Amount and an Administrative Fee Solely From Net System Revenues of the Joint Utility System of the Borrower/Grantee; Certifying That the Loan/Grant Amount, Together With Other Funds Available to the Borrower/Grantee, is Sufficient to Complete the Project; Approving the Form of and Other Details Concerning the Loan/Grant Agreement; Ratifying Actions Heretofore Taken; Repealing All Action Inconsistent With This Ordinance; and Authorizing the Taking of Other Actions in Connection With the Execution and Delivery of the Loan/Grant Agreement

Presenters: James Alarid, Deputy Utility Manager-Engineering

Attachments: [A - LAC Ordinance No. 749](#)
[B - Loan / Grant Agreement](#)
[C - Delivery, Deposit & Cross-Receipt Certificate](#)
[D - Borrower's Council Opinion](#)
[E - General & No Litigation Certificate](#)
[F - Publication Notice](#)

- B. [OR1109-25b](#)** Incorporated County of Los Alamos Ordinance No. 751, An Ordinance Authorizing the Execution and Delivery of a Water Project Fund Loan/Grant Agreement By and Between the New Mexico Finance Authority (“NMFA”) and the Incorporated County of Los Alamos, New Mexico (The “Borrower/Grantee”), in the Total Amount of \$2,500,000, Including a Loan in the Amount of \$250,000, Evidencing an Obligation of the Borrower/Grantee to Utilize the Loan/Grant Amount Solely for the Purpose of financing cost of constructing a replacement 14-Inch Water Transmission Line , and Solely in the Manner Described in the Loan/Grant Agreement; Providing for the Pledge and Payment of the Loan Amount and an Administrative Fee Solely From Net System Revenues of the Joint

Utility System of the Borrower/Grantee; Certifying That the Loan/Grant Amount, Together With Other Funds Available to the Borrower/Grantee, is Sufficient to Complete the Project; Approving the Form of and Other Details Concerning the Loan/Grant Agreement; Ratifying Actions Heretofore Taken; Repealing All Action Inconsistent With This Ordinance; and Authorizing the Taking of Other Actions in Connection With the Execution and Delivery of the Loan/Grant Agreement

Presenters: James Alarid, Deputy Utility Manager-Engineering

Attachments: [A - Ordinance No. 751](#)
[B - Loan / Grant Agreement](#)
[C - Delivery, Deposit & Cross-Receipt Certificate](#)
[D - Borrower's Council Opinion](#)
[E - General & No Litigation Certificate](#)
[F - Publication Notice](#)

- C. [RE0664-25](#) Incorporated County of Los Alamos Resolution No. 25-24, a Resolution for County Participation in the New Mexico Department of Transportation Fiscal Year 2026 Local Government Road Fund - Cooperative Agreement Program (COOP) for Concrete Restoration of the San Ildefonso Road Roundabout and Select North Mesa Road Intersections

Presenters: Eric Ulibarri, County Engineer and Eric Martinez, Public Works Director

Attachments: [A - Funding Detail](#)
[B - Incorporated County of Los Alamos Resolution 25-24](#)
[C - Legal Notice of Publication](#)
[D - Local Government Road Fund Cooperative Agreement - Control No. L500623](#)

11. BUSINESS

- A. [20967-25](#) Discussion and Possible Approval of County Manager's Selection of Erik Litzenberg as Fire Chief

Presenters: Anne Laurent, County Manager

Attachments: [A - Resume](#)

- B. [20892-25](#) Discussion and Possible Action on Green Los Alamos Certification Program for Businesses

Presenters: Abbey Hayward, Water & Energy Conservation Coordinator and Angelica Gurule, Sustainability Manager

Attachments: [A - Green Los Alamos Presentation](#)
[B- Green Los Alamos Self-Certification Form](#)

- C. [AGR1181-25](#) Consideration and Possible Approval of Task Order No.5, Revision 1 under Service Agreement No. AGR-22-21d with Lloyd and Associates in the amount of \$484,000 plus Applicable Gross Receipts Tax for Construction Documents and Construction Administration Services for an Emergency Operations Center (EOC) at Fire Station 3.

Presenters: Miguel Jimenez, Senior Engineer and Eric Martinez, Public Works Director

Attachments: [A - Task Order No. 5 Revision 1 \(wSingle Story Concept 'B' and Cost Estimate\)](#)
[B - Project Budget Spreadsheet](#)
[C - EOC Presentation.pdf](#)

- D. [20796-25](#) FY2026 1st Quarter Financial Overview

Presenters: Helen Perraglio, Administrative Services Director, Erika Thomas, Budget and Performance Manager and Beatrice Odezulu, Deputy Chief Financial Officer

Attachments: [A - FY 2026 Investment Summary 9-30-2025](#)
[B - FY2026 1st Quarter Budget Overview](#)
[C - FY2026 1st Quarter Financial Overview Presentation](#)
[D - CIP Project Length Schedule as of 9-30-2025](#)

- E. [20981-25](#) Consideration and Possible Approval of Budget Revision 2026-29 for Los Alamos Police Department for Body Worn, In Vehicle, Evidence and Interrogation room cameras and hosted Software Services.

Presenters: Erika Thomas, Budget and Performance Manager, Helen Perraglio, Administrative Services Director and Dino Sgambellone, Police Chief

Attachments: [A - Budget Revision 2026-29](#)

12. COUNCIL BUSINESS

A. General Council Business

- 1) [20970-25](#) Discussion and Possible Approval of the Revisions to the Council Rules

Presenters: Theresa Cull, Council Chair and County Council - Regular Session

Attachments: [A - Council Procedural Rules - December 2025 Draft](#)
[B - Council Procedural Rules - December 2025 Redlines](#)

2) [20969-25](#) Councilor Submitted Reports

Presenters: County Council

Attachments: [A - Councilor Ryti External Org Report](#)

B. Appointments

C. Board and Commission Vacancy Report

D. Boards and Commission Reports

E. County Manager's Report

1) [20038-25](#) County Manager's Report for November 2025

Presenters: Anne Laurent, County Manager

Attachments: [A - November County Manager's Update](#)
[B - LEDA Retail Tracking Spreadsheet](#)

F. Council Chair Report

G. Approval of Councilor Expenses

H. Preview of Upcoming Agenda Items

Note: This report shows tentative Council agenda items and is for planning purposes only. All items on the report are subject to changes such as item title, meeting date and/or being removed or not considered by Council.

1) [19696-25](#) Tickler Report of Upcoming Agenda Items

Presenters: County Council

Attachments: [A - Tickler Report dated December 12, 2026.pdf](#)

13. COUNCILOR COMMENTS

14. 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 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 Office of the County Manager at 663-1750 if a summary or other type of accessible format is needed.