



County of Los Alamos

Los Alamos, NM 87544
www.losalamosnm.us

Minutes

County Council – Regular Session

* Note – These minutes are **not the official minutes** and are subject to approval by the County Council.

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

Tuesday, May 20, 2025	6:00 PM	Council Chambers - 1000 Central Avenue
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1. OPENING/ROLL CALL

The Council Chair, Theresa Cull, called the meeting to order at 6:00 p.m.

Chair Cull made opening remarks regarding the procedure of the meeting.

The following Councilors were in attendance:

Present: 6 – Councilor Cull, Councilor Havemann, Councilor Hand, Councilor Herrmann, Councilor Reagor, and Councilor Ryti

Remote: 1 – Councilor Neal-Clinton

2. PLEDGE OF ALLEGIANCE

Led by: All.

3. PUBLIC COMMENT

Ms. Barbara Phelps spoke.

4. APPROVAL OF AGENDA

A motion was made by Councilor Ryti, seconded by Councilor Neal-Clinton, that Council approve the agenda as presented.

The motion passed with the following vote:

Yes: 7 – Councilor Cull, Councilor Havemann, Councilor Hand, Councilor Herrmann, Councilor Neal-Clinton, Councilor Reagor, and Councilor Ryti

5. PRESENTATIONS, PROCLAMATIONS, AND RECOGNITIONS

- A. Proclamation Designating the Second Week of June 2025, as "Annual LGBTQ+ Pride Week in Los Alamos County" (Accepted by Los Alamos Pride Board Member Xeph Ivankovich)

Councilor Ryti read and presented the proclamation.

No action taken.

- B. Proclamation Declaring the week of May 18-24, 2025, as "National Public Works Week" (accepted by Eric Martinez, Public Works Director and Keith Wilson, Deputy Public Works Director)

Councilor Hand read and presented the proclamation.

Mr. Eric Martinez, Public Works Director, spoke.

No action taken.

- C. Proclamation Declaring June 7, 2025, as "ChamberFest Day in Los Alamos County" (Accepted by Sandy Jones, Chamber Director)

Councilor Herrmann read and presented the recognition proclamation.

Ms. Sandy Jones spoke.

No action taken.

6. PUBLIC COMMENT FOR ITEMS ON THE CONSENT AGENDA

Ms. Barbara Phelps spoke.

7. CONSENT AGENDA

Consent Motion:

A motion was made by Councilor Ryti, seconded by Councilor Hand, 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. Approval of County Council Minutes for the May 6, 2025, Regular Session and May 9, 2025, Special Meeting

I move that Council approve the County Council Minutes for the May 6, 2025, Regular Session and May 9, 2025, Special Meeting.

- B. Approval of General Services Agreement No. AGR25-39a with Sentinel Benefits Group, LLC, in an Amount Not to Exceed \$560,000 Plus Applicable Gross Receipts Tax for the Purpose of providing Incorporated County of Los Alamos, New Mexico Pension Plan and Trust, Trustee and Recordkeeping Services for the Term of Seven (7) Years

I move that Council approve the General Services Agreement No. AGR25-39a with Sentinel Benefits Group, LLC, for the purpose of providing Incorporated County of Los Alamos, New Mexico Pension Plan and Trust, Trustee and Recordkeeping services. I further move that Council authorize the County Manager to execute the Agreement on behalf of the County.

- C. Approval of General Services Agreement No. AGR25-39b with NFP Retirement, Inc., in an Amount Not to Exceed \$600,000, Plus Applicable Gross Receipts Tax, for the Purpose of Providing Incorporated County of Los Alamos, New Mexico Pension Plan and Trust, Investment Advisory Services for the Term of Seven (7) Years

I move that Council approve the General Services, Agreement No. AGR25-39b with NFP Retirement, Inc., for the purpose of providing Incorporated County of Los Alamos, New Mexico Pension Plan and Trust, Investment Advisory services. I further move that Council authorize the County Manager to execute the Agreement on behalf of the County.

- D. Award of Bid No. IFB 25-31 and Approval of Budget Revision 2025-53 for the Purpose of the Bayo Non-Potable Booster Rehabilitation Project with TLC Company, Inc.

I move that Council approve the award of Bid No. IFB 25-53 for the purpose of Bayo Non-Potable Booster Rehabilitation Project in the amount of \$1,400,035.00, a contingency in the amount of \$180,000.00, for a total project amount of \$1,580,035.00, plus NMGR. I further move that Council approve Budget Revision 2025-53 and include Attachment B as part of minutes of this meeting.

- E. Approval of Budget Revision 2025-65 for Risk/Self Insurance Funds

I move that Council approve Budget Revision 2025-65 and include Attachment A as part of minutes of this meeting.

- F. Approval of Submission of 2027-2031 Capital Outlay Infrastructure Capital Improvement Plan (ICIP) for Senior Centers to the New Mexico Department of Finance and Administration (DFA)

I move that Council approve the submission of the 2027-2031 Capital Outlay Infrastructure Capital Improvement Plan (ICIP) to the New Mexico Department of Finance and Administration (DFA).

The motion passed with the following vote:

Yes: 7 – Councilor Cull, Councilor Havemann, Councilor Hand, Councilor Herrmann, Councilor Neal-Clinton, Councilor Reagor, and Councilor Ryt

8. INTRODUCTION OF ORDINANCES

- A. Introduction of Incorporated County of Los Alamos Ordinance No. 743; An Ordinance Authorizing Los Alamos County to Execute an Amendment to Existing Loan Subsidy Grant Agreement CWSRL EQ 135 for Additional Funding in the amount of \$700,000 from the New Mexico Environment Department Clean Water State Revolving Loan Program for the Bayo Non-Potable Booster Rehabilitation Project

Councilor Hand introduced, without prejudice, Incorporated County of Los Alamos Ordinance No. 743; An Ordinance Authorizing Los Alamos County to Execute an Amendment to Existing Loan Subsidy Grant Agreement CWSRL EQ 135 for Additional Funding in the amount of \$700,000 from the New Mexico Environment Department Clean Water State Revolving Loan Program for the Bayo Non-Potable Booster Rehabilitation Project.

9. PUBLIC HEARINGS

- A. Incorporated County of Los Alamos Ordinance No. 742; An Ordinance to Lease Certain County-Owned Land to the Los Alamos Dog Obedience Club, Inc.

Ms. Linda Lindstrom, Senior Management Analyst, presented.

Public Comment:
None.

A motion was made by Councilor Hand, seconded by Councilor Reagor, that Council adopt Incorporated County of Los Alamos Ordinance No. 742; An Ordinance to Lease Certain County-Owned Land to the Los Alamos Dog Obedience Club, Inc.; she further moved that, upon passage, the Ordinance be published in summary form.

The motion passed with the following vote:

Yes: 7 – Councilor Cull, Councilor Havemann, Councilor Hand, Councilor Herrmann, Councilor Neal-Clinton, Councilor Reagor, and Councilor Rytí

- B. Incorporated County of Los Alamos Ordinance No. 741; an Ordinance Authorizing the Execution and Delivery of a Loan and Subsidy Agreement by and Between the Incorporated County of Los Alamos and the New Mexico Finance Authority (NMFA,) in the Total Amount of \$2,727,000 for the Purpose of Financing the Costs of Phases II & III of the Denver Steels Waterline Replacements Project

Mr. James Martinez, Senior Engineer, presented.
Mr. Juan Rael, Deputy County Manager, spoke.
Mr. Eric Martinez, Public Works Director, spoke.

Public Comment:
None.

A motion was made by Councilor Neal-Clinton, seconded by Councilor Herrmann, that Council adopt Incorporated County of Los Alamos Ordinance No. 741; Ordinance Authorizing the Execution and Delivery of a Loan and Subsidy Agreement by and Between the Incorporated County of Los Alamos and the New Mexico Finance Authority (NMFA), in the Total Amount of \$2,727,000 for the Purpose of Financing the Costs of Phases II & III of the Denver Steels Waterline Replacements Project; she further moved that, upon passage, the Ordinance be published in summary form.

The motion passed with the following vote:

Yes: 7 – Councilor Cull, Councilor Havemann, Councilor Hand, Councilor Herrmann, Councilor Neal-Clinton, Councilor Reagor, and Councilor Ryti

- C. Incorporated County of Los Alamos Resolution No. 25-09, A Resolution Increasing Pick-Up for PERA Contributions Previously Established by Resolution No. 23-14, By Authorizing the Incorporated County of Los Alamos to Pick-Up 5.42% for FY26, and Thereafter, of PERA Member Contributions for Members Covered Under Municipal Fire Plan 5

Ms. Anne Laurent, County Manager, presented.

Ms. Victoria Pacheco, Benefits and Pension Manager, spoke.

Ms. Katie Thwaites, Deputy County Attorney, spoke.

Public Comment:

None.

A motion was made by Councilor Hand, seconded by Councilor Herrmann, that Council adopt Incorporated County of Los Alamos Resolution No. 25-09, A Resolution Increasing Pick-Up for PERA Contributions Previously Established by Resolution No. 23-14, by Authorizing the Incorporated County of Los Alamos to Pick-Up 5.42% for FY26, and Thereafter, of PERA Member Contributions for Members Covered Under Municipal Fire Plan 5.

The motion passed with the following vote:

Yes: 7 – Councilor Cull, Councilor Havemann, Councilor Hand, Councilor Herrmann, Councilor Neal-Clinton, Councilor Reagor, and Councilor Ryti

10. BUSINESS

- A. Consideration and Possible Approval of Services Agreement No. AGR 25-922 with Lee-Sure Pools, Inc. in an Amount Not to Exceed \$1,404,762.43 plus Applicable Gross Receipts Tax for Aquatic Center Pool Resurfacing and Restoration and Establishment a Project Budget in the Amount of \$2,000,000

Mr. Eric Martinez, Public Works Director, spoke.

Mr. Manuel Martinez, Project Manager, presented.

Mr. Cory Styron, Community Services Director, spoke.

Ms. Anne Laurent, County Manager, spoke.

Public Comment:

None.

A motion was made by Councilor Herrmann, seconded by Councilor Havemann, that Council approve services agreement no. AGR 25-922 with Lee-Sure Pools, Inc. in an amount not to exceed \$1,404,762.43 plus Applicable Gross Receipts Tax for Aquatic Center Pool Resurfacing and Restoration and Establish a Project Budget in the Amount of \$2,000,000.

The motion passed with the following vote:

Yes: 7 – Councilor Cull, Councilor Havemann, Councilor Hand, Councilor Herrmann, Councilor Neal-Clinton, Councilor Reagor, and Councilor Ryti

B. Fiscal Year 2025 3rd Quarter Financial Overview

Ms. Melissa Dadzie, Chief Financial Officer, presented.
Ms. Anne Laurent, County Manager, spoke.

Public Comment:
None.

No action taken.

C. Update on the Community Broadband Network and Discussion about Bond Funding Timing

Mr. Jerry Smith, Broadband Manager, presented.
Mr. Juan Rael, Deputy County Manager, spoke.
Ms. Melissa Dadzie, Chief Financial Officer, presented.
Ms. Anne Laurent, County Manager, spoke.

Public Comment:
Mr. Andrew Fraser spoke.

No action taken.

RECESS

Chair Cull called for a recess at 8:22 p.m. The meeting reconvened the meeting at 8:34 p.m.

D. Briefing on Future Consideration to Purchase Real Property Located in the Incorporated County of Los Alamos and Commonly Referred to as the Units of Sherwood Village Condominium #4, Comprised of Lot 5B of the Subdivision of Lot 5 of Commercial Parcel A of Sherwood Village Subdivision, for a Total Purchase Price of \$927,470 plus Applicable Fees, and for the Purpose of Re-Aligning Longview Drive

Ms. Anne Laurent, County Manager, presented.

Public Comment:
None.

No action taken.

11. COUNCIL BUSINESS

A. General Council Business

None.

B. Appointments

1) Board/Commission Appointment(s) - Board of Public Utilities

Councilor Havemann presented.

A motion was made by Councilor Havemann, seconded by Councilor Ryti, to nominate Tracy Mauk, Martha Perkins and Eric Stromberg to fill one vacancy on the Board of Public Utilities and moved that Council appoint one nominee to the vacant position as follows:

By roll call vote, Councilors vote for one nominee, and the nominee with the highest total of four or more votes will be appointed to fill the term for Position UT5 beginning July 1, 2025, and ending June 30, 2030.

Councilors Cull, Havemann, Hand, Herrmann, Neal-Clinton, Reagor, and Ryti voted for: Eric Stromberg

After a roll call vote, Eric Stromberg was appointed to fill the term for Position UT5 beginning July 1, 2025, and ending June 30, 2030.

C. Board and Commission Vacancy Report

Item not heard.

D. Board and Commission Reports

Councilor Ryti reported on the Inclusivity Task Force, the National Association of Counties (NACO) Federal Working Group, the Los Alamos Health Council, and Los Alamos United for Community Health (LAUNCH).

Councilor Herrmann reported on the Planning and Zoning and Environmental Sustainability Boards.

E. County Manager's Report

1) County Manager's Report for April 2025

County Manager Anne Laurent responded to public comment regarding the Jersey barriers by Ashley Pond.

Community Services Manager Cory Styron reported on five weather stations installed for early alerts of extreme weather conditions.

F. Council Chair Report

Chair Cull reported on the following:

- New Mexico Energy Symposium
- Boards and Commissions lunch meeting
- NACO Federal Working Group meeting
- Special Council Meeting with San Ildefonso Pueblo
- Board of Public Utilities candidate interviews
- County delegate meeting
- NACO West Regional meeting
- Older Americans Month proclamation at the White Rock Senior Center
- Mental Health Awareness proclamation at SALA

G. Approval of Councilor Expenses

None.

H. Preview of Upcoming Agenda Items

1) Tickler Report of Upcoming Agenda Items.

Chair Cull highlighted upcoming Council Meeting Agenda items from the tickler report included in the meeting agenda packet.

Councilor Ryti highlighted specific items on future meeting agendas.

12. COUNCILOR COMMENTS

None.

13. ADJOURNMENT

The meeting adjourned at 9:12 p.m.

INCORPORATED COUNTY OF LOS ALAMOS

Theresa Cull, Council Chair

Attest:

Michael D. Redondo, County Clerk

Meeting Transcribed by: Allison Collins, Deputy Clerk

May 20, 2025

County Council – Regular Session

For DAIS

7. CONSENT AGENDA

- A. Approval of County Council Minutes for the May 6, 2025, Regular Session and May 9, 2025 Special Meeting

REVISED 7.A. RECOMMENDED ACTION

I move that Council approve the County Council Minutes for the May 6, 2025, Regular Session and May 9, 2025, Special Meeting.

FY2025 3rd Quarter Budget Overview

<i>General Fund Revenues as of 3/31/2025</i>	FY 2025 Revised Budget	FY 2025 Jul-Mar Actual	FY2025 Remaining Budget	FY2025 % Collected
Revenues				
Gross Receipts Tax	93,623,000	65,321,719	28,301,281	70%
Property Tax	9,153,817	5,990,340	3,163,477	65%
Federal Grants	1,481,450	365,803	1,115,647	25%
State Grants	1,628,446	1,028,289	600,157	63%
User Charges	2,420,124	3,278,392	(858,268)	135%
Investment Income	2,392,563	5,570,834	(3,178,271)	233%
Other	14,726,904	8,703,179	6,023,725	59%
Total	125,426,304	90,258,556	35,167,748	72%
<i>General Fund Revenues</i>	FY 2024 Jul-Mar Actual	FY 2025 Jul-Mar Actual	Variance	
Revenues				
Gross Receipts Tax	76,152,041	65,321,719	(10,830,322)	
Property Tax	5,691,611	5,990,340	298,729	
Federal Grants	505,923	365,803	(140,120)	
State Grants	525,616	1,028,289	502,673	
User Charges	2,472,020	3,278,392	806,372	
Investment Income	6,002,724	5,570,834	(431,890)	
Other	8,086,510	8,703,179	616,669	
Total	99,436,445	90,258,556	(9,177,889)	

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10. BUSINESS

B. 20015-25

Fiscal Year 2025 3rd Quarter Financial Overview

Please use the Corrected Attachment B:

B - FY2025 3rd Quarter Budget Overview

FY2025 3rd Quarter Budget Overview

<i>General Fund Expenditures as of 3/31/2025</i>	FY 2025 Revised Budget	FY 2025 Jul-Mar Actual Including Encumbrances	FY2025 Remaining Budget	FY2025 % Spent	Salary & Benefits Spent
Expenditures					
County Council	428,753	292,217	136,536	68%	70%
Municipal Court	689,407	494,603	194,804	72%	74%
County Manager	16,134,837	8,485,496	7,649,341	53%	62%
County Assessor	622,192	483,759	138,433	78%	78%
County Attorney	1,556,337	903,471	652,866	58%	71%
County Clerk	1,266,307	877,135	389,172	69%	74%
Probate	9,278	3,923	5,355	42%	60%
County Sheriff	17,512	7,744	9,768	44%	69%
Administrative Services	15,671,034	10,188,569	5,482,465	65%	64%
Community Development	14,648,846	2,838,635	11,810,211	19%	61%
Community Services	18,799,257	13,334,791	5,464,466	71%	63%
Fire	9,777,714	5,691,363	4,086,351	58%	N/A
Police	17,090,290	11,488,642	5,601,648	67%	70%
Public Works	26,268,641	13,618,876	12,649,765	52%	62%
TOTAL GENERAL FUND	122,980,405	68,709,224	54,271,181	56%	65%
<i>General Fund Expenditures</i>	FY 2024	FY 2025	Variance		
	Jul-Mar Actual	Jul-Mar Actual			
Expenditures					
County Council	281,190	292,217	11,027		
Municipal Court	472,151	494,603	22,452		
County Manager	4,099,991	8,485,496	4,385,505		
County Assessor	437,318	483,759	46,441		
County Attorney	1,030,342	903,471	(126,871)		
County Clerk	610,474	877,135	266,661		
Probate	4,190	3,923	(267)		
County Sheriff	9,935	7,744	(2,191)		
Administrative Services	8,956,336	10,188,569	1,232,233		
Community Development	2,545,067	2,838,635	293,568		
Community Services	9,958,495	13,334,791	3,376,296		
Fire	6,235,364	5,691,363	(544,001)		
Police	10,360,376	11,488,642	1,128,266		
Public Works	12,372,050	13,618,876	1,246,826		
TOTAL GENERAL FUND	57,373,279	68,709,224	11,335,945		

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FY2025 3rd Quarter Budget Overview

Other Funds Expenditures				
Other Fund Expenditures as of 3/31/2025	FY 2025 Revised Budget	FY 2025 Jul-Mar Actual Including Encumbrances	FY2025 Remaining Budget	FY2025 % Spent
State Shared Revenue (Road Fund)	500,000	-	500,000	0%
Lodgers' Tax	558,073	487,774	70,299	87%
State Grants	4,729,530	2,825,659	1,903,871	60%
Health Care Assistance	4,657,061	3,473,012	1,184,049	75%
Economic Development	6,305,114	-	6,305,114	0%
Other Special Revenue	1,236,884	314,638	922,246	25%
Emergency Declarations Fund	763,650	405,780	357,870	53%
GRT Revenue Bonds Debt Service	4,549,159	322,079	4,227,080	7%
Utilities	145,729,307	83,367,954	62,361,353	57%
Environmental Services	11,101,453	6,212,021	4,889,432	56%
Transit	11,649,288	8,756,178	2,893,110	75%
Fire	43,591,632	27,818,022	15,773,610	64%
Airport	4,333,716	2,373,878	1,959,838	55%
Fleet	9,117,570	6,642,939	2,474,631	73%
Risk	13,205,346	10,190,881	3,014,465	77%
TOTAL OTHER FUNDS	262,027,783	153,190,815	108,836,968	58%
TOTAL ALL FUNDS	385,008,188	221,900,039	163,108,149	58%
Other Fund Expenditures	FY 2024 Jul-Mar Actual	FY 2025 Jul-Mar Actual	Variance	
State Shared Revenue (Road Fund)	-	-	-	
Lodgers' Tax	290,762	487,774	197,012	
State Grants	454,506	2,825,659	2,371,153	
Health Care Assistance	2,100,718	3,473,012	1,372,294	
Economic Development	-	-	-	
Other Special Revenue	210,832	314,638	103,806	
Emergency Declarations Fund	927,628	405,780	(521,848)	
GRT Revenue Bonds Debt Service	415,079	322,079	(93,000)	
Utilities	60,392,555	83,367,954	22,975,399	
Environmental Services	3,888,236	6,212,021	2,323,785	
Transit	4,801,859	8,756,178	3,954,319	
Fire	27,564,413	27,818,022	253,609	
Airport	470,605	2,373,878	1,903,273	
Fleet	4,190,242	6,642,939	2,452,697	
Risk	8,428,574	10,190,881	1,762,307	
TOTAL OTHER FUNDS	114,136,009	153,190,815	39,054,806	

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Budget Revision 2025 - 65

Council Meeting Date: 05/20/2025

	Fund & Department	Org	Object	Revenue (decrease)	Expenditures (decrease)	Transfers In	Transfers Out	Fund Balance (decrease)
	Admin Medical Insurance/ Insurance (other)	73131110	8439		\$ (180,000)			\$ 180,000
	Admin Medical Insurance/ Insurance (other)	73131110	8496		\$ (35,000)			\$ 35,000
	Transfer Out	73131110	96*				\$ 215,000	\$ (215,000)
	Transfer In	73331330	76*			\$ 215,000		\$ 215,000
	Medical Insurance Fund/ Claims	73331330	8491		\$ 1,015,000			\$ (1,015,000)
								\$ -
<p>Description:Due to an unexpected increase in medical claims within our self-insured medical fund, we are requesting a budget adjustment to ensure sufficient funding is available through the remainder of the fiscal year. Specifically, we are requesting approval to:</p> <p>Transfer \$215,000 from the Administrative Medical Fund to the Medical Claims Fund, and</p> <p>Allocate \$800,000 from the fund balance to supplement the Medical Claims Fund.</p> <p>There are sufficient reserves available within the fund balance to support this adjustment without compromising the financial stability of the fund.</p>								
<p>Fiscal Impact: -\$800,000</p>								

Victoria Pacheco

5/9/2025

Preparer

Date

Anne W. Laurent

5/9/2025

County Manager Approval if Required

Department Director Signature

Erika Thomas

5/9/2025

Budget Manager/Analyst Signature

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