



County of Los Alamos

1000 Central Avenue
Los Alamos, NM 87544

BCC Agenda

Parks and Recreation Board

*Ramiro Pereyra, Chair; David Hampton, Vice-Chair; Jaime Aslin;
Darren Meadows; Christopher Olsen; Greg Weiss, and David
Teter, Members*

Thursday, April 8, 2021

5:30 PM

Due to COVID-19 concerns, meeting will be
conducted remotely.

<https://us02web.zoom.us/j/88451704697>

Members of the Public can, also, join this meeting session to make public comment via Zoom by pasting into their browser the following: <https://us02web.zoom.us/j/88451704697>, once the session has started

Or One tap mobile :

US: +13462487799,,88451704697# or +16699006833,,88451704697#

Or Telephone:

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

US: +1 346 248 7799 or +1 669 900 6833 or +1 253 215 8782 or +1 312 626 6799 or +1 929
205 6099 or +1 301 715 8592

Webinar ID: 884 5170 4697

1. CALL TO ORDER

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. [14056-21](#) Approval of Minutes from the March 11, 2021 Meeting

Recommendation: I move that the Board approve the attached meeting minutes

Presenters: Ramiro Pereyra

Attachments: [A - March 11, 2021 meeting Minutes](#)

B. [14055-21](#) Subcommittee Application(s)

Recommendation: I move that the Board approve the following subcommittee application(s) as follows:
[Name of Applicant (s)] to the Ice Rink and Recreation Advisory Subcommittee and
[Name of Applicant] to the Golf Course Advisory Subcommittee

Presenters: Ramiro Pereyra

Attachments: [A - Bob Nolen - Ice Rink and Recreation Advisory Subcommittee](#)
[B - Dina Pesenson - Ice Rink and Recreation Advisory Subcommittee](#)
[C - Tim Johnson - Golf Course Advisory Subcommittee](#)
[D - Neil Thompson - Golf Course Advisory Subcommittee](#)

C. [14057-21](#) Discussion and Approval of the Upcoming FY22 Work Plan

Recommendation: I move that the Board approve the FY22 draft Work Plan and further authorize the Chair and the Division Manager to make subsequent changes and as directed by Council.

Presenters: Ramiro Pereyra

Attachments: [A - Draft FY22 Work Plan](#)
[B - FY22 Work Plan Table](#)

4. BOARD/STAFF COMMUNICATIONS**A. [14067-21](#) Staff Report**

Presenters: Dianne Marquez

Attachments: [A - Parks & Recreation Report](#)
[B - Small Caps Pending Items](#)

B. [14068-21](#) Chairman's Report

Presenters: Ramiro Pereyra

5. COUNCIL COMMUNICATIONS**6. PREVIEW OF NEXT MEETING - May 13, 2021****7. 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 Community Services Department at 505-662-8241 if a summary or other type of accessible format is needed.



County of Los Alamos

Staff Report

April 08, 2021

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: Ramiro Pereyra

Legislative File: 14056-21

Title

Approval of Minutes from the March 11, 2021 Meeting

Recommended Action

I move that the Board approve the attached meeting minutes

Body

The March 11, 2021 meeting minutes are ready for consideration and approval.

Attachments

A - March 11, 2021 Meeting Minutes



County of Los Alamos

BCC Meeting Minutes

Parks and Recreation Board

1000 Central Avenue
Los Alamos, NM 87544

*Ramiro Pereyra, Chair; David Hampton, Vice-Chair; Jaime Aslin; Darren Meadows;
Christopher Olsen; Greg Weiss, and David Teter, Members*

Thursday, March 11, 2021

5:30 PM

Due to COVID-19 concerns, meeting will
be conducted remotely.
<https://us02web.zoom.us/j/85725339613>

Members of the Public can, also, join this meeting session to make public comment via Zoom by pasting into their browser the following:

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Webinar ID: 857 2533 9613

1. CALL TO ORDER

2. PUBLIC COMMENT

No Public Comment

Present 7 - Member Hampton, Member Olsen, Member Pereyra, Member Meadows, Member Teter, Member Weiss and Member Aslin

3. BUSINESS

A. [13943-21](#) Approval of Minutes from the February 11, 2021 Meeting

Presenters: Ramiro Pereyra

Attachments: [A - February 11, 2021 meeting Minutes](#)

Minutes approved without objection.

B. [13999-21](#) Discussion and Update of the Upcoming FY22 Workplan

Presenters: Ramiro Pereyra

Attachments: [B - FY2022 Work Plan Table](#)
[A - Draft FY22 Work Plan](#)

Parks and Recreation Board, along with staff, discussed changes to the Work Plan.

C. [14002-21](#) Pending Items List

Presenters: Dianne Marquez

Dianne Marquez, PROS Division Manager, reviewed the Pending Items List with the Board. A spreadsheet will be provided moving forward as part of the agenda.

Public Comment was made by Justin Jorgensen, who spoke regarding BMX updates, and Greg White who spoke about Lumen study in 2010 and LED light bulbs.

Dianne Marquez, PROS Division Manager, also gave a quick update on BMX gate during the Staff Report.

4. **BOARD/STAFF COMMUNICATIONS**

A. [13944-21](#) Chairman's Report

Presenters: Ramiro Pereyra

Chair Pereyra mentioned Vice Chair Hampton will be included in item setting meeting.

B. [13945-21](#) Staff Report

Presenters: Dianne Marquez

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

Dianne Marquez, PROS Division Manager, began my stepping back to clarify the BMX gate from the Pending Item List. In addition, she provided updates from the Parks & Recreation Staff Report.

5. **COUNCIL COMMUNICATIONS**

Councilor Williams updated the Board on communications from Council as it applied to Parks & Recreation This Included: discussions with Eric Peterson, Sancre Productions, Federal legislative priorities (including land transfers) and CDAB contact information. Board asked questions of Council Williams.

6. **PREVIEW OF NEXT MEETING - April 8, 2021**

No suggestions from the Board for next meeting.

7. **ADJOURNMENT**

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Parks Recreation Board Project Updates

ProjectF8F8A1:F9A1:F9A1:F11F 8A1:F9A1:F12A1:F10A1:F9	General Fund One Time Expense	Parks Small Cap Projects Fund	Capital Improvement Fund	Not Funded	Where at in County Flow?
County Owned Stables	X				3/2/21 PROS: Asked County Assessor for updated property line assessments. Working on alternate uses for Fire Mitigation; County will review options and then open up some lots. Lot 5 off stable register; Lot 6 will be taken off & used for Animal Control. Remaining lots under review are 48, 115 & 143.
Tree Management Plan				X	Move into CSD Master Plan
Brewer Arena Lighting		X			3/3/21 PROS: Walked site with contractors from Musco Lighting & Bixby Electric for estimate to include underground wiring, replacement of old utility poles, and lighting to meet lumen study from 2020. Waiting on new cost estimate.
North Mesa Recreation Improvements				X	PROS: Review possible recreational uses for land on North Mesa between stables and San Ildefonso Road.
Urban Park Tennis Courts				X	11/7/2017: Presentation from Los Alamos Tennis Association about 5th lit court. Moved to discussions with LAPS and on hold.
Barranca Mesa Tennis Courts		X			Scheduled for resurfacing 2021
BMX Update	X				2/18/2021: Meeting with Procurement Department on all contracts including BMX. Working on Scope of services with PROS & Engineering, finalizing details. Have contacted USA BMX to discuss requirements to build a sanction BMX track and waiting on response. 3/5/2021 US BMX responded and procurement working towards finalizing scope of services. Working towards getting RFP out for publication end of March 2021, and have scheduled recurring, bi-weekly meetings with procurement on contracts and projects. Starting Gate, as proposed to Council and approved, is part of the contract.
Flow Trail			X		11/2016 \$500K ear marked for trails on Pajarito Mountain. 11/2017 \$50K requested for flow trail study, approved. 10/2018 Council - presentation voted on Option 1 - Move that Council approve the discontinuation of the current flow trail project..." 11/2019 \$100K requested be reallocated from \$500K for trail work to reach IMBA bronze level; deferred to budget cycle; \$45K put in FY21 GF budget for Pump Track and skills park. Staff working towards moving projects forward successfully. More information to come.

Parks Recreation Board Project Updates

Project	General Fund One Time Expense	Parks Small Cap Projects Fund	Capital Improvement Fund	Not Funded	Where at in County Flow?
Pump Track / Skills Park	X				FY21 Budget Cycle \$45K approved; staff revisiting cost estimates as was for a portable track, assessments on locations not completed; starting from scratch.
LA/WR Bike Corridor				X	Project on hold.
Pickleball Courts				X	Staff adding pickleball striping to North Mesa tennis courts and looking to repurpose another court in Los Alamos.



County of Los Alamos

Staff Report

April 08, 2021

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: B.
Index (Council Goals):
Presenters: Ramiro Pereyra
Legislative File: 14055-21

Title

Subcommittee Application(s)

Recommended Action

I move that the Board approve the following subcommittee application(s) as follows:

[Name of Applicant (s)] to the Ice Rink and Recreation Advisory Subcommittee and **[Name of Applicant]** to the Golf Course Advisory Subcommittee

Body

Four applicants have applied to serve on the Parks & Recreation Board subcommittees. IRRAS and GCAS currently have 3 vacancies each.

Per the GCAS Membership Guidelines:

"GCAS will consist of five (5) official voting members (5 Members: 2 LAGA, 1 PRB Liaison & 2 Citizens at Large - All Voting);"

"Four being appointed by the Board and the fifth being a current member of the Board. Preferably two voting members, one representing female golfers, will also be members of the Los Alamos Golf Association (LAGA)."

Michelle Aslin, the existing subcommittee member, is a LAGA member.

Per the IRAS Membership Guidelines:

"IRRAS will consist of five-(5) official voting members, four (4) being appointed by the Board and the fifth being a current member of the Board"

Attachments

- A - Bob Nolen - Ice Rink and Recreation Advisory Subcommittee
- B - Dina Pesenson - Ice Rink and Recreation Advisory Subcommittee
- C - Tim Johnson - Golf Course Advisory Subcommittee
- D - Neil Thompson - Golf Course Advisory Subcommittee

LOS ALAMOS

where discoveries are made

LOS ALAMOS COUNTY PARKS AND RECREATION BOARD SUBCOMMITTEE APPLICATION

Please check the subcommittee for which you are applying:

☐

Aquatic

☐

Equine
Livestock

☒

Ice Rink /
Recreation

☐

Open
Space

☐

Golf

Please be aware that as a public entity, the County of Los Alamos is obligated to furnish this information to the media, if so requested.

Name BOB NOLEN

Address

LOS ALAMOS

Home Phone

Work Phone

E-mail address

Date 02/18/2021

☐

First Term

☒

Second Term

PLEASE NOTE:

If you reside outside Los Alamos County, you are not eligible for appointment.

Briefly state your reason(s) for wanting to serve on this committee and please give any background information and/or prior experience pertinent to this position.

AM PRES. OF LAHA, PAST PRES in 80's, ONIROS in 80's,

Briefly state your understanding of the key issue(s) facing this subcommittee.

CONTINUOUS IMPROVEMENTS AT RINK -
NEED ENTRY INTO ANNOUNCER'S BOX
W/O GOING ON FCE, CONNECT ELECTRICITY
TO LAHA COACHES SHED AFTER UPGRADES
ETC.

Upon completing this form, please return to: ETC.

Larry Walkup Aquatic Center, 2760 Canyon Road, Los Alamos, NM 87544

eMail to: lacrec@lacnm.us or linda.lindstrom@lacnm.us

Fax (505) 662-8034

ATTN: Parks and Recreation Board Secretary

101 Camino Entrada, Building 5
Los Alamos, NM 87544
P 505.662.8159 F 505.661.2690

losalamosnm.us/rec



LOS ALAMOS COUNTY
PARKS AND RECREATION BOARD SUBCOMMITTEE APPLICATION

Please check the subcommittee for which you are applying:

☐ Aquatic ☐ Equine/Livestock ☒ Ice Rink/Recreation

☐ Open Space ☐ Golf

Please be aware that as a public entity, the County of Los Alamos is obligated to furnish this information to the media, if so requested.

Name: Dina Pesenson Address: Home/Work/**Cell** Phone:

E-mail address: Date: 3/22/2021

☒ First Term ☐ Second Term

PLEASE NOTE:
If you reside outside Los Alamos County, you are not eligible for appointment.

Briefly state your reason(s) for wanting to serve on this committee and please give any background information and/or prior experience pertinent to this position.

---My family and I are frequent users of the ice rink during public skate times. I was on PRB for 4 years and for most of those years was the liaison to IRRAS.

Briefly state your understanding of the key issue(s) facing this subcommittee.

---IRRAS exists to oversee the ice rink improvements as well as provide input and representation from ice rink users such as roller derby, public skate, hockey team and general recreation communications. Most recently the subcommittee had a hard time filling member positions and with covid restrictions suffering from not being able to meet for over a year.

Upon completing this form, please return to:

Larry Walkup Aquatic Center, 2760 Canyon Road, Los Alamos, NM 87544

eMail to: lacrec@lacnm.us or linda.lindstrom@lacnm.us

Fax (505) 662-8034

ATTN: Parks and Recreation Board Secretary

LOS ALAMOS

where discoveries are made

LOS ALAMOS COUNTY PARKS AND RECREATION BOARD SUBCOMMITTEE APPLICATION

Please check the subcommittee for which you are applying:

☐

Aquatic

☐

Equine
Livestock

☐

Ice Rink /
Recreation

☐

Open
Space

☒

Golf

Please be aware that as a public entity, the County of Los Alamos is obligated to furnish this information to the media, if so requested.

Name *Timothy Johnson*

Address

Los Alamos, NM 87544

Home Phone

Work Phone

E-mail address

Date *2/18/2021*

☒

First Term

☐

Second Term

PLEASE NOTE:

If you reside outside Los Alamos County, you are not eligible for appointment.

Briefly state your reason(s) for wanting to serve on this committee and please give any background information and/or prior experience pertinent to this position.

Avil & golfer and longtime Los Alamos resident. Past PRB board member. Very interested in the success of the LABC.

Briefly state your understanding of the key issue(s) facing this subcommittee.

- ① Current CAP project involving golf course improvements.*
- ② Restructuring fees to ensure a consistent and competitive structure.*

Upon completing this form, please return to:

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eMail to: lacrec@lacnm.us or linda.lindstrom@lacnm.us

Fax (505) 662-8034

ATTN: Parks and Recreation Board Secretary

LOS ALAMOS

where discoveries are made

LOS ALAMOS COUNTY PARKS AND RECREATION BOARD SUBCOMMITTEE APPLICATION

Please check the subcommittee for which you are applying:

☐

Aquatic

☐

Equine
Livestock

☐

Ice Rink /
Recreation

☐

Open
Space

☒

Golf

Please be aware that as a public entity, the County of Los Alamos is obligated to furnish this information to the media, if so requested.

Name

Neil Thompson

Address

Home Phone

Work Phone

E-mail address

Date

2/25/21

☒

First Term

☐

Second Term

PLEASE NOTE:

If you reside outside Los Alamos County, you are not eligible for appointment.

Briefly state your reason(s) for wanting to serve on this committee and please give any background information and/or prior experience pertinent to this position.

I've served 2 terms on LACA board and 2 terms on GCA's.
I've spent many hours planning & implementing improvements to our golf course.

Briefly state your understanding of the key issue(s) facing this subcommittee.

the tee box expansion plan was not completed. I would like to see this completed. I ~~was~~ ~~have~~ also believe we need to establish a plan for planting and removing trees.

Upon completing this form, please return to:

Larry Walkup Aquatic Center, 2760 Canyon Road, Los Alamos, NM 87544

eMail to: lacrec@lacnm.us or linda.lindstrom@lacnm.us

Fax (505) 662-8034

ATTN: Parks and Recreation Board Secretary



County of Los Alamos

Staff Report

April 08, 2021

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: C.

Index (Council Goals):

Presenters: Ramiro Pereyra

Legislative File: 14057-21

Title

Discussion and Approval of the Upcoming FY22 Work Plan

Recommended Action

I move that the Board approve the FY22 draft Work Plan and further authorize the Chair and the Division Manager to make subsequent changes and as directed by Council.

Body

Board will discuss the FY22 Work Plan

Attachments

- A - Draft FY22 Work Plan
- B - FY22 Work Plan Table



LOS ALAMOS
where discoveries are made

FY22 Work Plan for Los Alamos County Boards and Commissions

Fiscal Year 2021: July 1, 2021 – June 30, 2022

Board and Commission Name: Parks and Recreation Board

Date prepared: April 8, 2021

Date approved by Council: **XXXXXX**

Prepared by: Dianne Marquez

This work plan will be accomplished in the following time frame:
July 1, 2020 to June 30, 2021

Chairperson: Trey Pereyra
Members and terms:

Member	Start/End Dates	Term
Ramiro Pereyra	12/1/2020 – 11/30/2022	1
David Hampton	12/1/2019 – 11/30/2021	1
Chris Olsen	12/1/2019 – 11/30/2021	1
David Teter	12/1/2020 – 11/30/2022	1
Greg Weiss	12/1/2020 – 11/30/2021	1
Darren Meadows	12/1/2020 – 11/30/2022	1
Jamie Aslin	12/1/2020 – 11/30/2022	1

Department Director: Cory Styron

Work plan developed in collaboration with Department Director? **Y**

Staff Liaison: Dianne Marquez

Administrative Support provided by: Linda Lindstrom

Council Liaison: Reviewed by Council Liaison? **Y**

1.0 Provide a brief Summary of your Board or Commission's activities over the past twelve months. Please describe your Board or Commission's accomplishments and identify constraints. List any "lessons learned" and identify the greatest challenges faced by the Board or Commission.

Activities:

Supported the Parks and Recreation Board's (PRB) FY21 Work Plan that is linked to Council goals and priorities for the support of new and existing recreation facilities, activities, and Open Space in Los Alamos County (LAC).

- Annual review of PRB subcommittee charters
- Discussed and approved a path forward for the Brewer Arena Lighting Replacement Project
- Discussed and implemented new trailbuilding
- Discussed and implemented a new full time position for Open Space
- Received comments, reviewed, presented to Council and implemented the BMX Track Rebuild Project
- Safety Netting at Overlook Park
- CIP Projects (Golf Course Irrigation and Improvements, Ice Rink Locker Room, White Rock Splash Pad, Leisure Pool)
- Focused PRB subcommittees on areas of their charters that support the Recreation CIP and other initiatives
- Continued to support the Los Alamos County Comprehensive Plan, including Open Space Plan recommendations.
- Continue to monitor and work with stakeholders on the continued development of a BMX facility.
- Provided recommendations on the Canyon Rim Trail / Urban Connect

Identified needed/anticipated interfaces with the Tourism Implementation Task Force for the achievement of common goals.

- Tourism Strategic Plan review
- Collaborated on shared Open Space goals
- Formed working group with TITF to evaluate and plan events that overlap between PRB and TITF
- Identified the needs and efforts for public involvement and informing the public.

Accomplishments:

- Supported Council's lead for public input and involvement on proposed Capital Improvement Projects, including involvement with subcommittee focus groups, listening sessions, and presentations.
- Recommended to Council that Capital Improvement Projects move forward, as supported through a collaborative public process
- Purchased several pieces of trail building equipment
- Improved recruitment for Parks & Recreation Board
- Hired a new trail builder in Open Space
- Renaming of the Minor's A Ballfield to Hope Jarmillo Ballfield

Constraints:

- COVID 19 / Pandemic:
 - Navigating communication and coordination with Board members, subcommittees, Council, the public, and other Boards and Commissions
- Project delays due to staffing creating a challenging bidding environment
- Difficult labor market making it hard to fill County positions / vacancies
- Transition challenges with key staff vacancies throughout department

Lessons Learned

- Communicating motivation for actions (staff & PRB) to ease public concern; e.g., explaining to concerned citizens the reasons for COVID safety protocols and facility issues
- Fostering effective communication between all parties so that everyone feels heard
- Managing timing on projects that need public input, so that the public has specific plans in front of them with concrete options for review
- Clear and concise wording on motions to be considered by Council and involving the appropriate departments in advance

Greatest Challenges

- COVID 19
- Staff turnover
- Project delays due to labor shortage and budget costs ?(underestimated)
- Timely implementation of projects from original vision / cost estimates without escalation of costs due to inflation / challenging bidding environments

2.0 Describe the future work plans for this Board or Commission using the following items and showing the relationship to those items: *(Please remember that Council approval of this work plan does not constitute official Council approval of proposed projects, assignments, or anticipated recommendations included in this work plan that have budget implications.)*

2.1 List any special projects or assignments given to this Board or Commission by Council or the Department director:

- Help County Council with planning for appropriate levels of county services. Making sure we understand the level of services our citizens want will allow us to make appropriate investments in processes and staff to achieve them
- Help County Council with protecting and maintaining our open spaces, recreational, and cultural amenities. Los Alamos County open spaces and cultural attractions are greatly valued by the community and provide opportunities for recreational and economic growth; appropriately allocating resources to ensure their health and sustainability is important to our citizens
- Help County Council with investing in infrastructure. Appropriately balancing maintenance of existing infrastructure with new investments in county utilities, roads, facilities and amenities will help improve environmental stewardship, sustainability, and quality of life

- Continue to monitor and work with stakeholders on the continued development of a BMX facility.
- Review priority rankings created by staff of potential projects for each general category in the Parks Small Cap Fund (Trail Improvements, Canyon Restoration, Sports Field Improvements, Sport Court Improvements, and Playground Improvements)
- Review User Fee policy update
- Review and get public input on fee structures for each division
- Review priority rankings created by staff for programming in Aquatics, Golf, Ice and Recreation Programming
- Participate as needed and requested in support of the Council's CIP next steps process in regard to CIP decisions related to recreation facilities. Participate in the project scoping process of individual recreation initiatives
- Participate as needed and requested to support the Tourism Strategic Planning effort
- Assisting as needed on school-based programs and facility discussions
- Help staff publicly vet the update of the Trails Masterplan
- **PENDING ITEMS: ** Funded – (discussion of adding these to this section)**
 - .1.1 County Owned Stables,
 - .1.2 Brewer Arena Lighting**Parks Small Caps
 - .1.3 Tree Mgmt ** Moving to CSD Master plan
 - .1.4 NM Rec Improve (LEGO) - **Not funded space between Stables and San Ildefonso
 - .1.5 Urban Park Tennis **Not funded – presented in 2017 to PRB / On hold/potential
 - .1.6 BM Tennis Courts ** Resurfacing this year
 - .1.7 BMX ** Funded for this year
 - .1.8 Flowtrail – Not funded / Opened for discussion again/fall into ride center improvements
 - .1.9 Pump track skills park **Funded for this year
 - .1.10 LA/WR Bike Corridor - **Not funded/on hold
 - .1.11 Pickleball Courts ** Funded Parks General Fund/Striping to North Mesa Courts / New court non funded

2.2 List the guiding documents/plans (with approval or revision dates listed) used by this Board or Commission.
--

Parks Master Plan – Updated 2007
Parks Integrated Maintenance Plan – 2010
Recreation User Fee Policy – 1998
Recreation Needs Assessment – 2004
Open Space Management Plan – 2015
Community Wildfire Protection Plan – 2016
Canyon Rim Trail Master Plan – 2011
Comprehensive Plan – 2016
Trails Management Planning Documents – 2009
Council Strategic Plan – 2021

2.3 Other projects/assignments proposed by the Board or Commission: (Any projects or activities proposed in this section should be discussed with the Council Liaison prior to listing it in this work plan.) To assist with Council review of the work plans, please list the B&C's proposed projects or assignments in priority order.

- Support guiding documents and master plans above (e.g., Open Space Management Plan)
- Represent the public's wish for additional funding from Council for underfunded Parks and Recreation initiatives.
 - List unfunded here or above??
- Discuss the Integrated Pest Management Plan for Parks and Open Space Programs as well as the weed ordinance with ESB and CDAB in relation to Parks and Open Space properties. Work with ESB and CDAB towards comprehensive County approaches to environmentally friendly herbicide and pesticide use and weed management.
 - Approach LANL about recreational use of LANL properties as permitted (e.g., LA and DP canyon) – board doesn't approach/change language / Combine with 2 / identify and recommend to County for them to approach to LANL
- Work with subcommittees and receive reports and updates on assigned tasks and projects and recommendations on new projects that are brought forward by subcommittee.
 - Serve as the eyes and ears for the public to bring matters to the Council and County staff, also serve as a conduit for communication from Council and County staff to the public (KEEP? ie:Reservoir / reservoir access road and parking at West Road)
- Support trail collaboration between County, TRIAD, Forest Service inclusive of opportunities to partner on trail maintenance / PRB supports a County collaborated effort for volunteer trail maintenance and construction.
-
- Leverage the relationship with Mountain Capital to maintain and potentially improve community access to Pajarito Mountain
- Consideration and support of the duck feeder proposal by Pet Pangea and ELAS for installation at Ashley Pond.
- Help Parks and Recreation Department educate community regarding best watering practices at community garden.

- Prioritize potential future expansion of the Urban Park tennis courts, in relation to other PRB initiatives.

3.0 Identify any interfaces for the goals/tasks in this work plan with County Departments and other Boards and Commissions. Specify the coordination required.

To effectively address the goals and tasks outlined, the Board will incorporate input from the listed Boards and Commissions. The integration of these diverse perspectives will produce collaborative project outcomes. The Museum Campus Wayfinding Projects, Integrated Pest Management Plan and the Site Improvements for Ashley Pond are good examples of the type of interfaces needed between the listed Boards and Commissions.

Community Development Department
Library Board
Art in Public Places Board
Lodgers' Tax Advisory Board
Public Works Department
Fire Department
Police Department
Parks, Recreation and Open Space Division
Library Division
Environmental Sustainability Board
Community Development Advisory Board
Transportation Board
Historic Preservation Advisory Board
Historical Society Board
Planning & Zoning Commission
Board of Public Utilities
Department of Public Utilities
Tourism Implementation Task Force

4.0 List any special public information or involvement meetings or efforts to be conducted by this Board or Commission:

North Mesa trail-planning efforts for multiple use (including equestrians), pickleball courts, Flow Trail efforts, IMBA ride-center goals, Integrative Pest Management discussion, Comprehensive Plan follow-on, camping enhancements, canyon restoration plan, BMX track, coordination with TITE, and CIP recreation facility initiatives will require public information and involvement meetings.

Based upon the needs and strategies that are determined by the PRB as the work plan is developed for each of the above referenced topics, with adequate budget, staff and resources for advertising and community or business outreach, this section's tasks will be determined in consultation as needed with the PIO as the year progresses.

5.0 List the current subcommittees for this Board or Commission.

<p>5.1 For subcommittees with members that are not members of the parent board or commission: List the subcommittee members and their terms. Explain how sub-committee members are selected or appointed. Provide a description of each subcommittee's charter or purpose. Describe the expected duration for the subcommittee and their work plan(s) demonstrating how they support the Board or Commission:</p>
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Aquatic Center Advisory Subcommittee

1. List of Members and Terms (Attachment A).
2. Description of Purpose and Guidelines (Attachment F).
3. This subcommittee is expected to exist for one year with annual reevaluation.
4. ACAS Work Plan
 - A. Support associated CIP projects for a splash pad and a multi-generational pool.
 - B. Review Aquatic Center programs and facility and submit recommendations for improvement.
 - C. Gather public input on Aquatic Center programs and facility.
 - D. Promote maximum utilization of the Aquatic Center programs and facility.
5. Coordinate a meeting annually with the outdoor pools.

Ice Rink and Recreation Advisory Subcommittee

1. List of Members and Terms (Attachment B).
2. Description of Purpose and Guidelines (Attachment G).
3. This subcommittee is expected to exist for one year with annual reevaluation.
4. IRRAS Work Plan
 - A. Support Ice Rink CIP for upgrades and improvements.
 - B. programs and facility and submit recommendations for improvement.
 - C. Gather public input on Ice Rink and Recreation programs and facility.
 - D. Promote maximum utilization of the Ice Rink and Recreation programs and facility.

Golf Course Advisory Subcommittee

1. List of Members and Terms (Attachment C).
2. Description of Purpose and Guidelines (Attachment H).
3. This subcommittee is expected to exist for one year with annual reevaluation.
4. GCAS Work Plan
 - A. Support associated CIP project for golf course improvement.
 - B. Review Golf Course programs and facility and submit recommendations for improvement.
 - C. Gather public input on Golf Course programs and facility.
 - D. Promote maximum utilization of the Golf Course programs and facility.
 - E. Participate as needed and as requested in support of the Council's CIP next steps.

Open Space Advisory Subcommittee

1. List of Members and Terms (Attachment D).
2. Description of Purpose and Guidelines (Attachment I).
3. This subcommittee is expected to exist for one year with annual reevaluation.
4. OSAS Work Plan

- A. Review Open Space functions and facilities and submit recommendations for improvement.
- B. Gather public input on Open Space functions and facility.
- C. Promote maximum utilization of the Open Space functions and facilities.
- D. Participate as needed and as requested in support of the Council's CIP next steps.

Equine & Livestock Advisory Subcommittee

- 1. List of Members and Terms (Attachment E)
- 2. Description of Purpose and Guidelines (Attachment J)
- 3. This subcommittee is expected to exist for one (1) year with annual reevaluation
- 4. ELAS Work Plan
 - A. Review Equine & Livestock functions and facilities and submit recommendations for improvement.
 - B. Gather public input on equine & Livestock programs, facilities and fees.
 - C. Promote maximum utilization of the Equine & Livestock programs and facilities
 - D. Participate as needed and as requested in support of Board's initiatives.

The need for advisory subcommittees of the Parks and Recreation Board is evaluated and approved annually by the board on interest by the public in the various operations of the Parks, Recreation and Open Space Division. Subcommittees may be eliminated, added or reconfigured as the need arises, following the procedures identified in the BCC Procedural Rules. Currently, there are five subcommittees – Aquatic Advisory Subcommittee, Golf Course Advisory Subcommittee, Ice Rink/Recreation Advisory Subcommittee, Open Space Advisory Subcommittee and Equine and Livestock Advisory Subcommittee. Even though some of these subcommittees are long term in their function, their existence is based on the annual review by the Board. Due to the potential short life of all or any one subcommittee, the Parks and Recreation Board has approved the appointments from interested citizens on an as needed basis. New subcommittees created by the Board and approved by County Council have members on the subcommittees that are approved by the Board.

When a vacancy or upcoming vacancy on a sub-committee is determined the following shall occur:

- 1) A verbal or written notification will be given to current members who are eligible for reappointment to submit their intention to be reappointed. A new application is not required unless applicants choose to update it.
- 2) Parks, Recreation and Open Space staff shall send a public service announcement (PSA) informing the community of the vacancy.
- 3) New applications will be taken at the Parks, Recreation and Open Space Division Office and given to specific subcommittees.
- 4) Recommendations along with copies of all applications shall be submitted to PRB for discussion and appointment.
- 5) Letter informing all applicants of the appointment shall be mailed.
- 6) If there is more than one applicant for a position on a subcommittee, an interview process should be followed. The interviews should be conducted by the Parks and Recreation

Board members with recommendations (as to the applicants) from the subcommittee members. This will allow for diversity and eliminate the self-perpetuating selection by the subcommittee of its members.

<u>Attachment A: Provide a copy of your Board or Commission's "Purpose" and "Duties and Responsibilities" from Chapter 8 of the County Code:</u>

ARTICLE VII. - PARKS AND RECREATION BOARD

Sec. 8-141. - Purpose.

The Parks and Recreation Board is established to serve as a central point of communication for the parks and recreation interests of the county and as an advisory body to the county council. The October 17, 1977, resolution creating the recreation board for the Incorporated County of Los Alamos is hereby repealed and voided.

(Ord. No. 02-078, § 2, 10-3-2006)

Sec. 8-142. - Membership, terms and qualifications.

The Los Alamos County Parks and Recreation Board shall consist of seven members with two-year staggered terms beginning on December 1 and ending on November 30.

(Ord. No. 02-078, § 2, 10-3-2006)

Sec. 8-143. - Duties and responsibilities.

The board shall be an advisory board to the Council of the Incorporated County of Los Alamos, and as such shall have the following functions, responsibilities and duties:

- (1) Review current parks and recreation programs and facilities in the county to determine additional needs, and submit recommendations pertaining to parks and recreation guidelines, policies, facilities, or user fees to the Council. For this purpose, the board shall gather public input in ways appropriate to the circumstances, which may include public hearings dedicated to specific topics;
- (2) Provide and/or gather public input on parks and recreation related long-range plans;
- (3) Serve in an advisory capacity to the planning and zoning commission for the location, construction, maintenance and funding of parks and recreation facilities; and
- (4) Review all parks and recreation related matters submitted to the board by Council.
- (5) Within the current county Council goals, objectives, and budget, perform the abovementioned duties using the following criteria:
 - a. Promote maximum utilization of parks, recreation facilities and programs;
 - b. Enhance the quality of the leisure life of all county residents through parks and recreation programs and services;
 - c. Provide to county residents as wide a variety of recreational opportunities as possible, taking into consideration programs other than county offerings.

Current Parks & Recreation Board Subcommittee Members as of 03/11/2021

All First terms will start at the first schedule meeting following the date of appointment by Parks & Recreation Board.

All Second terms will start two years from the date of their first appointment.

Attachment A

ACAS (Aquatic Center Advisory Subcommittee) 5 Members 4 Citizens & 1 PRB Liaison – All Voting

Name	Appointed Date	1 st Term Beg	1 st Term Exp.	2 nd Term Beg	2 nd Term Exp.
Shelby Redondo	Feb-17	Mar-17	Feb-19	Feb-19	Feb-21
Teralene Foxx	Feb-19	Mar-19	Feb-22**		
Caroline Mason	Feb. 19	Mar-19	Feb-22**		
Vacant					
PRB Liaison	Greg Wise		** Terms extended one year due to COVID		

Staff Liaison Denise McCoy Program Manager

Meeting Information:

Subcommittee meets 1st Tuesday of each month, unless it falls on the 1st - then it is moved to the 2nd week / Aquatic Center Training Room / 12:00 Noon

IRRAS (Ice Rink & Recreation Advisory Subcommittee) 5 Members 4 Citizens & 1 PRB Liaison – All Voting

Name	Appointed Date	1 st Term Beg	1 st Term Exp.	2 nd Term Beg	2 nd Term Exp.
Chris Jeffery	June 2018	July 2018	June 2021**		
Vacant					
Vacant					
Vacant					
PRB Liaison	Darren Meadows		** Terms extended one year due to COVID		

Staff Liaison Mike Lippiatt Program Manager

Meeting Information:

Subcommittee meets 1st Thursday of each month / Aquatic Center Training Room / 5:30 PM

GCAS (Golf Course Advisory Subcommittee) 5 Members 2 LAGA, 1 PRB Liaison & 2 Citizens at Large – All Voting

Name	Appointed Date	1 st Term Beg	1 st Term Exp.	2 nd Term Beg	2 nd Term Exp.
Michelle Aslin	Feb-19	March 2019	February 2022**		
Vacant					
Vacant					
Vacant					
PRB Liaison	Jaime Aslin		** Terms extended one year due to COVID		

Staff Liaison Mike Lippiatt Program Manager

Meeting Information:

Subcommittee meets 3rd Wednesday of each month / Golf Course / 5:30 PM

OSAS (Open Space Advisory Subcommittee) 5 Members 4 Citizens & 1 PRB Liaison – All Voting

Name	Appointed Date	1 st Term Beg	1 st Term Exp.	2 nd Term Beg	2 nd Term Exp.
Maria Musgrave	March 2019	April 2019	March 2022**		
Jonathan Creel					
Vacant					
Vacant					
PRB Liaison	Chris Olsen		** Terms extended one year due to COVID		

Staff Liaison Eric Peterson Open Space Specialist

Meeting Information:

Subcommittee meets **XXX** of each month / Aquatic Center Training Room/ 11:45AM

ELAS (Equine & Livestock Advisory Subcommittee) 5 Members 4 Citizens & 1 PRB Liaison – All Voting

Name	Appointed Date	1 st Term Beg	1 st Term Exp.	2 nd Term Beg	2 nd Term Exp.
Lisa Reader	October 2018	November 2018	October 2021**		
June Wall	October 2018	November 2018	October 2021**		
Logan Luffel	November 2020	October 2022			
Vacant					
PRB Liaison	David Hampton		** Terms extended one year due to COVID		

Staff Liaison Emmanuel Abeyta Acting Parks Superintendent

Meeting Information:

Subcommittee meets 1st Thursday of each month / Aquatic Center Training Room / 5:30 PM

**Los Alamos County
PARKS AND RECREATION BOARD
Aquatic Center Advisory Subcommittee**

GUIDELINES

PURPOSE

The purpose of the Aquatic Center Advisory Subcommittee (ACAS) is to gather public input and advise the Parks and Recreation Board (the Board) on policy issues relating to the Larry R. Walkup Aquatic Center. The ACAS shall be established on a year-to-year basis upon affirmative vote of the Board and approval by Council.

The duties and responsibilities of ACAS are:

1. Provide a forum for discussion of aquatic policies and serve as an advisory body to the Board and a resource to staff.
2. When asked, review current aquatic programs in the County to determine additional needs and submit recommendations pertaining to aquatic center programs, guidelines, policies or user fees to the Board.
3. Review and comment on the long-range plan for the operation and development of the Larry R. Walkup Aquatic Center and serve in an advisory capacity to staff and the Board by recommending improvements or maintenance to aquatic facilities and equipment.
4. With the Aquatic Program, develop and prioritize a list of capital improvements for consideration by the Board.
5. When requested and using the Board's criteria from Los Alamos County Code Section 8-143 sub-paragraph (5) assist staff in the annual review of the aquatic center usage schedule and inform the Board of the subcommittee's recommendations.
6. Provide and/or gather public input on the annual recommended user fee schedule for the aquatic facility.
7. Ensure that all findings, recommendations, or action items identified by ACAS are submitted for Board consideration and/or approval.

MEMBERSHIP

ACAS will consist of five-(5) official voting members, four (4) being appointed by the Board and the fifth being a current member of the Board. The Chairperson of the ACAS shall be elected annually by the voting members of the subcommittee. The County

Aquatic Center Program Manager shall be a non-voting member. The Chairperson of ACAS shall be elected annually by the voting members of the subcommittee.

TERMS

Terms for voting members can be up to two – (2) years from the date approved by the Board. No voting member will serve more than two (2) terms in succession. After serving two terms, a former ACAS member must wait one full year before serving again on the ACAS.

Upon expiration of the term of any regular voting member of ACAS, the Board shall appoint or re-appoint a member for a full term; provided that no member shall be re-appointed to more than two (2) successive terms. When any vacancy shall occur on ACAS for any cause whatsoever, a member shall be appointed by the Board to fill the unexpired term caused by such vacancy.

All vacancies shall be advertised as determined by the Board and the CSD Director or designee with applications submitted to the Parks, Recreation and Open Space Administrative Office, 2760 Canyon Road, Los Alamos, NM.

MEETINGS

Meetings may be conducted monthly. The frequency of the ACAS meetings will be set annually by the Board. Additional ACAS meetings may be called as required and approved by the Chairman of the Board.

RECORDS

All ACAS records shall be retained by the Parks, Recreation and Open Space Division in accordance with the current Los Alamos County record retention policies.

STAFF LIAISON:

Parks, Recreation and Open Space Division Manager – 662-8170

Aquatic Center Manager - 662-8170

**Los Alamos County
PARKS AND RECREATION BOARD
Ice Rink and Recreation Advisory Subcommittee (IRRAS)**

GUIDELINES

PURPOSE:

The purpose of the Ice Rink and Recreation Advisory Subcommittee (IRRAS) is to gather public input and advise the Parks and Recreation Board (the Board) on policy issues relating to the Los Alamos County ice rink facility and general recreation programming. The IRRAS shall be established on a year-to-year basis upon affirmative vote of the Board and approval by Council.

The duties and responsibilities of IRRAS are:

1. Provide a forum for discussion of ice rink and recreation policies and serve as an advisory body to the Board and a resource to staff.
2. When asked, review current ice rink and recreation programs and uses to determine additional needs and submit recommendations pertaining to ice rink and recreation guidelines, policies or user fees to the Board.
3. Review and comment on the long-range plan for the operation and development of the ice rink facility and serve in an advisory capacity to staff and the Board by recommending improvements or maintenance to ice rink and recreation facilities and equipment.
4. With the Recreation Program, develop and prioritize a list of capital improvements for consideration by the Board.
5. When requested and using the Board's criteria from Los Alamos County Code Section 8-143 sub-paragraph (5), assist staff in the annual review of the ice rink usage schedule and inform the Board of the subcommittee's recommendations.
6. Provide and/or gather public input on the annual recommended ice rink and recreation fee schedules.
7. Ensure that all findings, recommendations, or action items identified by IRRAS are submitted for Board consideration and/or approval.

MEMBERSHIP

IRRAS will consist of five-(5) official voting members, four (4) being appointed by the Board and the fifth being a current member of the Board. The non-voting member will be the Recreation Program Manager. The Chairperson of IRRAS shall be elected annually by the voting members of the subcommittee.

TERMS

Terms for voting members can be up to two-(2) years from the date approved by the Board. No voting member will serve more than two (2) terms in succession. After serving two terms, a former IRRAS member must wait one full year before serving again on the IRRAS.

Upon expiration of the term of any regular voting member of IRRAS, the Board shall appoint or re-appoint a member for a full term; provided, however, that no member shall be re-appointed to serve more than two (2) successive terms. When any vacancy shall occur on IRRAS for any cause whatsoever, a member shall be appointed by the Board to fill the unexpired term caused by such vacancy.

All vacancies shall be advertised as determined by the Board and the CSD Director or designee with applications submitted to the Recreation Administrative Office, 2760 Canyon Road, Los Alamos, NM.

MEETINGS

Meetings may be conducted monthly. The frequency of the IRRAS meetings will be set annually by the Board. Additional IRRAS meetings may be called as required and approved by the Chairman of the Board.

RECORDS

All IRRAS records shall be retained by the Recreation Division in accordance with the current Los Alamos County record retention policies.

STAFF LIAISON:

Parks, Recreation and Open Space Division Manager – 662-8170
Recreation Program Manager – 662-8173 or 662-4500

**Los Alamos County
PARKS AND RECREATION BOARD
Golf Course Advisory Subcommittee (GCAS)**

GUIDELINES

PURPOSE:

The purpose of the Golf Course Advisory Subcommittee (GCAS) is to gather public input and advise the Parks and Recreation Board (the Board) on policy issues relating to the Los Alamos County Golf Course. The GCAS shall be established on a year-to-year basis upon affirmative vote of the Board and approval by Council.

The duties and responsibilities of GCAS are:

1. Provide a forum for discussion of golf-related policies and serve as an advisory body to the Board and a resource to staff.
2. When asked, review current golf course programs and uses to determine additional needs and submit recommendations pertaining to the golf course programs, guidelines, policies or user fees to the Board.
3. Review and comment on the long-range plan for the operation and development of the golf course and serve in an advisory capacity to staff and the Board by recommending improvements or maintenance to golf facilities and equipment.
4. With the Golf Program, develop and prioritize a list of capital improvements for consideration by the Board.
5. When requested and using the Board's criteria from Los Alamos County Code Section 8-143 sub-paragraph (5), assist staff in the annual review of the usage schedule and inform the Board of the subcommittee's recommendations.
6. Provide and/or gather public input on the annual recommended fee schedule for golf facility passes.
7. Ensure that all findings, recommendations, or action items identified by GCAS are submitted for Board consideration and/or approval.

MEMBERSHIP

GSAC will consist of five (5) official voting members; Four being appointed by the Board and the fifth being a current member of the Board. Preferably two voting members, one representing female golfers, will also be members of the Los Alamos Golf Association (LAGA.) The non-voting members will be the Golf Course Manager, the Head Golf

Professional, and the Golf Course Superintendent. The Chairperson of GCAS shall be elected annually by the voting members of the subcommittee.

TERMS

Terms for voting members shall be no more than two (2) years from the date approved by the Board. The LAGA may be asked to recommend up to two members, for Board approval. No voting member will serve more than two terms in succession. After serving two terms, a former GCAS member must wait one full year before serving again on GCAS

Upon expiration of the term of any voting member of GCAS, the Board shall appoint or re-appoint a member for a full term; provided, however, that no member shall be re-appointed to serve more than two successive terms. When any vacancy shall occur on GCAS for any cause whatsoever, a member shall be appointed by the Parks and Recreation Board to fill the un-expired term caused by such vacancy.

All vacancies or renewals shall be advertised as determined by the Board and the CSD Director or designee with applications submitted to the Parks, Recreation and Open Space Administrative Office, 2760 Canyon Road or the Golf Course, 4250 Diamond Drive, Los Alamos, NM.

MEETINGS

Meetings may be conducted monthly. The frequency of the GCAS meetings will be set annually by the Board. Additional GCAS meetings may be called as required and approved by the Chair of the Board.

RECORDS

All GSAC records shall be retained by the Parks, Recreation and Open Space Division in accordance with the current Los Alamos County record retention policies.

STAFF LIAISON

Parks, Recreation and Open Space Division Manager – 662-8170

Golf Course Manager – 662-8139

Head Golf Professional – 662-8139

Golf Course Superintendent – 662-8103

**Los Alamos County
PARKS AND RECREATION BOARD
Open Space Advisory Subcommittee (OSAS)**

GUIDELINES

*Facilities included are those that do not have an on-site manager. In particular, this subcommittee is concerned with: trails used by hikers, bikers, equestrians and runners, open space including viewsheds, corridors for wildlife movement, wildfire fuel management, and ecosystem processes, protection of cultural and natural resources and facilities such as a bicycle flow trail or other facilities related to outdoor activities in open space.

GUIDELINES

PURPOSE

The purpose of the Open Space Advisory Subcommittee (OSAS) is to gather public input and advise the Parks and Recreation Board (the Board) on policy issues relating to Los Alamos County resources and facilities as identified above. The OSAS shall be established on a year-to-year basis upon affirmative action of the Board and approval by Council.

The duties and responsibilities of OSAS are:

1. Provide a forum for discussion of open space issues and serve as an advisory body to the Board and a resource to staff.
2. Review current open space programs and facility uses throughout the County to determine additional needs and submit recommendations pertaining to open space programs, guidelines, and policies to the Board.
3. Develop and prioritize a list of capital improvements for consideration by the Board.
4. Review and comment on the County Trails Management Plan
 - a. Make recommendations for additions, deletions and realignments to the County Trail Network.
 - b. Review and comment on adherence to the County Trails Management Plan
 - c. Review proposed developments to ensure preservation of access to the County Trails Network.
 - d. Recommend and document criteria for prioritization of trail projects and conduct an annual assessment of a list of prioritized projects.
5. Review and comment on the Open Space Management Plan
 - a. Make recommendations for additions, deletions and realignments to the Open Space Management Plan.
 - b. Review and comment on adherence to the Open Space Management Plan.

- c. Make recommendations and document in a work plan for the upcoming fiscal year on an annual basis.
6. Ensure that all findings, recommendations, or action items identified by OSAS are submitted for Board consideration and/or approval.

MEMBERSHIP

OSAS will consist of five (5) official voting members; four (4) being appointed by the Board and the fifth member being a current member of the Parks and Recreation Board. The non-voting members will be the Parks, Recreation and Open Space Division Manager, and the Open Space Specialist. The Chairperson of OSAS shall be elected annually by the voting members of the subcommittee.

TERMS

Terms for voting members can be up to two (2) years from the date approved by the Board. No voting member shall serve more than two years in succession. After serving two years, a former OSAS member must wait one full year before serving again on the OSAS.

Upon expiration of the term of any regular voting member of OSAS, the Board shall appoint or re-appoint a member for a full term; provided that no member shall be re-appointed to more than two (2) successive full terms. When any vacancy shall occur on OSAS for any cause whatsoever, a member shall be appointed by the Board to fill the unexpired term caused by such vacancy.

All vacancies shall be advertised as determined by the Board and the CSD Director or designee with applications submitted to the Parks, Recreation and Open Space Department Office, 2760 Canyon Road, Los Alamos, New Mexico 87544.

MEETINGS

Meetings will be conducted monthly. The frequency of the OSAS meetings will be reviewed annually by the Board. Additional OSAS meetings may be called as required and approved by the Chair of the Board.

RECORDS

All OSAS records shall be retained by the Parks, Recreation and Open Space Division in accordance with the current Los Alamos County records retention policies.

STAFF LIAISON

Parks, Recreation and Open Space Division Manager – 662-8170

Open Space Specialist – 662-8159

**Los Alamos County
PARKS AND RECREATION BOARD
Equine & Livestock Advisory Subcommittee (ELAS)**

GUIDELINES

PURPOSE

The purpose of the Equine & Livestock Advisory Subcommittee (ELAS) is to gather public input and advise the Parks and Recreation Board (the Board) on policy issues relating to Los Alamos County equine facilities, trails, resources and education. The ELAS shall be established on a year-to-year basis upon affirmative action of the Board and approval by Council.

The duties and responsibilities of ELAS are:

1. Provide a forum for discussion of equine and livestock issues and serve as an advisory body to the Board and a resource to staff.
2. When asked, review current policies relating to equine and/or livestock programs, facilities, trails, and resource usage to determine additional needs and submit recommendations to the Board.
3. Review and comment on the operation and development of equine and/or livestock facilities, trails, resources and education programs and serve in an advisory capacity to staff and the Board by recommending improvements to and maintenance of facilities, trails, programs and equipment.
4. With the cooperation and collaboration persons involved in equine and livestock pursuits via the ELAS, develop and prioritize a list of capital improvements for consideration by the Board.
5. When requested and using the Board's criteria from Los Alamos County Code Section 8-143, sub-paragraph (5), assist staff in the annual review of equine/livestock facilities usage and fees. Inform the Board of the subcommittee's recommendations.
6. Provide and/or gather public input on any fees associated with equine and/or livestock facilities located in Los Alamos County.
7. Ensure that all findings, recommendations, or action items identified by ELAS are submitted to the Board for consideration and/or approval.

MEMBERSHIP

ELAS will consist of five (5) official voting members: one (1) appointed by the Los Alamos Stable Owners Board; three (3) appointed by the Parks and Recreation Board; and the fifth member being a current member of the Parks and Recreation Board. The non-voting member will be the Parks Superintendent. The Chairperson of ELAS shall be elected annually by the voting members of the subcommittee.

TERMS

Terms for voting members can be up to two (2) years from the date approved by the Board. No voting member shall serve more than two years in succession. After serving two years, a former ELAS member must wait one full year before serving again on the ELAS.

Upon expiration of the term of any regular voting member of ELAS, the Board shall appoint or re-appoint a member for a full term; provided that no member shall be re-appointed to more than two (2) successive full terms. When any vacancy shall occur on ELAS for any cause whatsoever, a member shall be appointed by the Board to fill the unexpired term caused by such vacancy.

All vacancies shall be advertised as determined by the Board and the CSD Director or designee with applications submitted to the Parks, Recreation and Open Space Department Office, 2760 Canyon Road, Los Alamos, New Mexico 87544.

MEETINGS

Meetings will be conducted monthly. The frequency of the ELAS meetings will be reviewed annually by the Board. Additional ELAS meetings may be called as required and approved by the Chair of the Board.

RECORDS

All ELAS records shall be retained by the Parks, Recreation and Open Space Division in accordance with the current Los Alamos County records retention policies.

STAFF LIAISON

Parks, Recreation and Open Space Division Manager — 662-8170

Attachment B: Using the chart below, place an X in the column on the right if the Council Goal is related to the work of the Parks & Recreation Board or Commission:

Mark all that apply on the chart on the following page. (From 2019 Strategic Leadership Plan)

Council Goals and Priority Areas

Enhancing quality of life, economic vitality, environmental sustainability, and racial equity and inclusivity are overarching goals that will be components of all our efforts as we coordinate with Los Alamos National Laboratory and regional partners and plan for appropriate levels of County services.	
Enhancing Communication	
Enhancing communication with the public to promote transparency and strengthen trust in County government.	
Increasing the Amount and Types of Housing Options	
This includes increasing the variety of housing options for all segments of the community, from affordable to new options for those interested in downsizing or moving closer to central areas of the community, and pursuing opportunities for utilization of vacant spaces to address these needs.	
Protecting, Maintaining, and Improving Our Open Spaces, Recreational, and Cultural Amenities	
Los Alamos County open spaces and cultural attractions are greatly valued by the community and provide opportunities for recreational and economic growth; appropriately allocating resources to ensure their health and sustainability is important to our citizens.	
Enhancing Support and Opportunities for the Local Business Environment	
This includes appropriately supporting existing businesses, growing new businesses, supporting technology start-ups and spin-offs, and identifying opportunities for utilizing vacant space as a part of these efforts.	
Supporting Social Services Improvement	
Behavioral, mental, and physical health and social services are important quality of life components; there are key areas where appropriate types and levels of County support could help address current needs	
Improving Access to High Quality Broadband	
Enabling reliable high-speed broadband service throughout the county by determining appropriate investments (e.g., conduct a community needs analysis, evaluate technical options).	
Investing in Infrastructure	
Appropriately balancing maintenance of existing infrastructure with new investments in county utilities, roads, trails, expanded transit options, facilities and amenities, which will help improve environmental stewardship, sustainability, and quality of life, while allowing for sustainable growth.	



County of Los Alamos

Staff Report

April 08, 2011

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.

Index (Council Goals):

Presenters: Dianne Marquez

Legislative File: 14067-21

Title

Staff Report

Body

Dianne Marquez, PROS Division Manager, will present Community Services Department updates to the Board

Attachments

A - Parks & Recreation Report
B - Small Caps Pending Items

Aquatics

The Aquatic Center March Lane Reservations: 3,012

March main pool reservations totaled 2,681 and the Therapy pool was 331. Winter weather, on March 24th didn't keep the swimmers away with 132 in attendance; there were 25 Cancellations and 17 no shows. Our busiest day was March 12th with 194 lap swimmers. Youth swim team count increases our overall total usage to 4,453. The customers are always thanking the staff for a job well done.



New Temperature Kiosk

Temperature screening made simple, it's fast and non-contact. Easy to use for all ages.



Multigenerational Pool Project Update

Everyone one is excited to see the everyday changes at the Aquatic Center. The site is almost bare and ready to progress further. New adventures ahead.



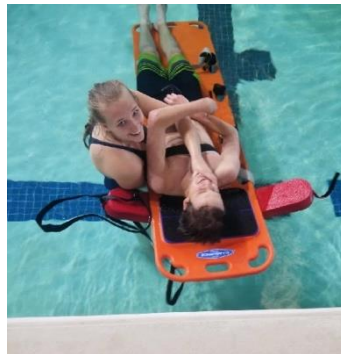
High School Swimming & Diving Program became a Spring Sport This Year – March 15th

Los Alamos High School has started their swim and dive season for 2021. They practice Monday thru Friday from 3:15pm – 6:30 pm. The men's team looks very strong – look out State Championships! We are working with both swim and dive teams to hold intra-squad meets. Unfortunately, there will be no spectators or parents allowed to observe meets.



Lifeguard Recertification Classes – March 20th & 27th, 20 participants

The Aquatic Center was happy to see this March lifeguard recertification class full and ready to start a new season recertifying lifeguards for our community pools.



Recreation

Mobile Rec Van – March 10th, 16 attendees

Rec staff in conjunction with library, DWI, and Golf staff hosted the last Wednesday mobile Rec van event at Rover Park in White Rock. The program was a success each week that the spring weather would allow us to host it. With that success talks have begun about a summer Rec van program.



HOWL Los Alamos – March 24th

Recreation staff drove the Rec van with posters advertising Howl Los Alamos on it around to different neighborhood parks in Los Alamos and White Rock playing music to help promote the community to Howl that night at 8pm.



Golf Course

Golf Course Improvements Project

The golf course improvement project has remained in design phase throughout March but has moved forward with a few more options to accommodate safety issues related to the driving range. Tee box renovations and additions, sand trap renovations, restrooms and some possible work on greens are all in the priority mix. We are hopeful to conclude the design phase in the near future and move forward to the construction phase.

Club House Patio Enclosure Project

The patio enclosure project, at the golf course restaurant, has moved forward at a rapid pace in March. All the folding window enclosures are installed and “store front” windows and doors have been installed at each end of the patio. Finish and detail work on the inside of the patio is all but completed, with just a few minor touches to be completed in some areas. Lighting has been reconfigured and will soon be installed soon. The fire marshal has done his initial inspection and the building inspector is scheduled to come by the first days of April.



First to Play Golf in 2021 – March 5th, 2 players

Ed Leal and Scott Christensen got the “first to tee off” honors, opening the 2021 golf season on March 5th.



Los Alamos High School Cross Country Meet – March 19th, 60 attendees

Los Alamos High School hosted their district cross country meet at the golf course. Four teams were represented in the event with 60 people attending that included participants, race assistants and coaches. We had perfect weather with sunny skies, very little wind and a temperature of near 60. Both the girls' and boys' teams achieved perfect scores in the meet, earning top honors, and won the district title, GO TOPPERS!



Late Snow – March 24th

The Golf Course saw a substantial snow fall on March 23rd & 24th that brought out sledders, snow shoers and cross-country skiers to the golf course for a last couple days of fun in the snow.



Parks

Mesa Stable Lot 6

Parks staff has completed renovation of North Mesa Stable lot 6, which will be used for Los Alamos Animal control.



Pinon Splash Pad

Parks staff installed chain link fence and gate to restrict vehicle access to splash pad in White Rock.



Pine Street Tot Lot Improvements

Parks crew installed steps and retaining wall at pine street tot lot, in preparation of receiving new playground equipment for this neighborhood park.



Mario Pratti - 5 year Anniversary!

Mario Pratti received his five year certificate in the month of March! Congratulations!



Open Space

Fences and Cows

Over the past month Open Space has repaired two miles of fence that was destroyed by feral cows. Without this fence feral cows can access Los Alamos County Open Space where resource damage is occurring. The fence had to be reinforced with a top strand of barbed wire to prevent the cattle from breaking through. Open Space and Trails is working with a Professional Wrangler to catch and remove these cattle from Open Space



Parks Recreation Board Project Updates

PROJECT	General Fund One Time Expense	Parks Small Cap Projects Fund	Capital Improvement Fund	Not Funded	Where at in County Flow?
BMX Update	X				3/25/2021 RFP for Design Build publicized; 3/31/2021 BMI non-mandatory Pre-bid meeting held to discuss project with interested contractors. Three contractors joined the meeting to discuss project and ask questions. 4/2/2021 - Addendum to RFP sent out by Procurement with questions from pre-bid meeting and those received via email or phones.
Urban Park Tennis Courts				X	3/21/2021 - email received for Bob Nolen, President of Los Alamos Tennis Club noting they are recalling this proposal. The LATC plans to submit a new proposal.
County Owned Stables	X				3/2/21 PROS: Asked County Assessor for updated property line assessments. Working on alternate uses for Fire Mitigation; County will review options and then open up some lots. Lot 5 off stable register; Lot 6 will be taken off & used for Animal Control. Remaining lots under review are 48, 115 & 143.
Brewer Arena Lighting		X			3/3/21 PROS: Walked site with contractors from Musco Lighting & Bixby Electric for estimate to include underground wiring, replacement of old utility poles, and lighting to meet lumen study from 2020. Waiting on new cost estimate.
North Mesa Recreation Improvements				X	PROS: Review possible recreational uses for land on North Mesa between stables and San Ildefonso Road.
Barranca Mesa Tennis Courts		X			Scheduled for resurfacing 2021
Project	General Fund One Time Expense	Parks Small Cap Projects Fund	Capital Improvement Fund	Not Funded	Where at in County Flow?
Pump Track / Skills Park	X				FY21 Budget Cycle \$45K approved; staff revisiting cost estimates as was for a portable track, assessments on locations not completed; starting from scratch.
LA/WR Bike Corridor				X	Project on hold.
Pickleball Courts				X	Staff adding pickleball striping to North Mesa tennis courts and looking to repurpose another court in Los Alamos.



County of Los Alamos

Staff Report

April 08, 2021

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: B.

Index (Council Goals):

Presenters: Ramiro Pereyra

Legislative File: 14068-21

Title

Chairman's Report

Body

Chair Pereyra will present the Chairman's Report