



LOS ALAMOS

# County of Los Alamos

1000 Central Avenue  
Los Alamos, NM 87544

## BCC Agenda - Final

### Parks and Recreation Board

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

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Thursday, January 13, 2022

5:30 PM

Meeting will be conducted remotely. Please  
see the agenda for the ZOOM link.

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**Meeting will be conducted remotely. Please see the agenda for the ZOOM link.**

You are invited to a Zoom webinar.

When: Jan 13, 2022 05:30 PM Mountain Time (US and Canada)

Topic: PRB Board Meeting

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/86807309467>

Or One tap mobile :

US: +17207072699,,86807309467# or +12532158782,,86807309467#

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or +1 312 626 6799

Webinar ID: 868 0730 9467

International numbers available: <https://us06web.zoom.us/j/86807309467>

#### 1. CALL TO ORDER

#### 2. PUBLIC COMMENT

#### 3. BUSINESS

- A. [15316-21](#) Approval of Minutes from the December 9, 2021 Meeting

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

**Presenters:** Ramiro Pereyra

**Attachments:** [Minutes from the December 9, 2021 Meeting](#)

- B. [15340-22](#) Pueblo Canyon Trail & Bike Park Update and Discussion

**Presenters:** Cory Styron

- C. [15384-22](#) Election of Officers

**Recommendation:** I move that the Board elect member \_\_\_\_ to serve as Parks & Recreation Board Chair  
and member \_\_\_\_ to serve as Parks & Recreation Board Vice-chair.

**Presenters:** Parks and Recreation Board

D. [15341-22](#) FY22 PRB Work Plan Review & Update

Presenters: Ramiro Pereyra

Attachments: [A - FY21 Work Plan](#)

#### 4. BOARD/STAFF COMMUNICATIONS

A. [15317-21](#) Chairman's Report

Presenters: Ramiro Pereyra

B. [15318-21](#) Staff Report

Presenters: Dianne Marquez

Attachments: [A - PROS Staff Report](#)  
[B - Project Updates](#)

C. [15319-21](#) Parks & Recreation Subcommittee & Task Force Updates

Presenters: Parks and Recreation Board

#### 5. COUNCIL COMMUNICATIONS

#### 6. PREVIEW OF NEXT MEETING - February 10, 2022

#### 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

January 13, 2022

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** A.

**Index (Council Goals):**

**Presenters:** Ramiro Pereyra

**Legislative File:** 15316-21

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### **Title**

Approval of Minutes from the December 9, 2021 Meeting

### **Recommended Action**

I move that the Board approve the attached meeting minutes.

### **Body**

The December 9, 2021 meeting minutes are ready for consideration and approval.

### **Attachments**

A - Minutes from the December 9, 2021 Meeting



# 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, December 9, 2021

5:30 PM

<https://us06web.zoom.us/j/89682757767>

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626 6799 or +1 646 558 8656  
Webinar ID: 896 8275 7767

#### 1. CALL TO ORDER

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

#### 2. PUBLIC COMMENT

No public comment.

#### 3. BUSINESS

##### A. [15226-21](#) Approval of Minutes from the November 4, 2021 Meeting

**Presenters:** Ramiro Pereyra

**Attachments:** [A - Minutes from the November 4, 2021 Meeting](#)

Minutes approved 6-0. Olsen-Move, Weiss-2nd.

**Approval**

B. [15227-21](#) New EDD Director Dan Ungerleider Introduction

**Presenters:** Daniel Ungerleider

Dan Ungerleider introduced himself as new EDD Director.

C. [15228-21](#) Leisure Lagoon Update/Presentation

**Presenters:** Wayne Kohlrust

**Attachments:** [A - Leisure Lagoon Presentation](#)

Project Manager Wayne Kohlrust updated the Board on the status of the Leisure Lagoon Project. Discussion was had.

D. [15229-21](#) Golf Course Site Improvements Project Recommendation for Board Consideration and Recommendation to Council

**Presenters:** Anne Laurent, Eric Martinez and Cory Styron

**Attachments:** [C - LAGA & Public Comments - October 12, 2021 Meeting](#)  
[D - LAYGA Comments - October 19, 2021 Meeting](#)  
[E - Restricted Flight Ball Study](#)  
[F - Restricted Flight Ball - Driving Range Survey Results](#)  
[G - Restricted Flight Ball - Golf Flight Professional Feedback](#)  
[H - Restricted Flight Ball - Other Feedback](#)  
[A - Golf Course Site Improvements Presentation - October 12, 2021](#)  
[B - LAGA Petition, Comments & White Papers from Mr. Kurt Anast](#)

Eric Martinez gave updates on the Golf Course Site Improvements Project Recommendations. Cory gave updates and information on this project as well. Discussion was had. Safety issues need to be addressed first. Public comment was given from Kurt Aniston on the golf course limited flight balls. Chris gave public comment on the golf course regarding the safety issue of added netting. Paul Cook gave public comment regarding the golf course. John Stan also gave public comment regarding the golf course. There was further discussion by the Board.

Member Aslin proposed alternate motion.

I move that the Parks & Recreation Board recommend to Council to direct Staff to use currently available remaining CIP funds to issue an RFP (potentially design/build) for a golf course designer/construction contractor to:

- Rehabilitate/add bunkers, tees, greens, trees and areas in disrepair on holes 4-18;
- Install 2 new restrooms (one on the Front 9 and another on the Back 9)
- Continue the use of restricted flight balls to temporarily address the safety concerns at the driving range while a new design can be developed.

I further move that the Parks & Recreation Board recommend Council consider a budget revision for a new golf course design consultant to complete revised design concepts; conduct public involvement; apply for necessary rezoning approvals to the Planning & Zoning Commission and Council; and complete technical design and bid documents for the following improvements to the golf course:

- Expand the course to accommodate one or two new holes so not to shorten the overall course length (holes 1-3);
- Expand the driving range to minimize or eliminate safety netting and include driving and short game practice improvements;
- Design additive alternatives for cart path upgrades

Hampton-2nd. Member Meadows moved for amended motion and Member Aslin accepted amendment. Approved 6-0.

**approved as amended**

E. [15230-21](#) ESB Pesticide Presentation

**Presenters:** Dina Pesenson

**Attachments:** [A - ESB Pesticide Uses and Impacts in Urban Areas Presentation](#)  
[B - Pesticide Presentation to PRB](#)

Dina Pesenson gave a presentation on the use of ESB pesticides in Los Alamos. Question from the Board were discussed and answered. Council Member Williams commented on the recommendation she wishes to take to Council. Cory Styron gave his presentation on herbicides. Discussion was had. Public comment was given from Antonio Maggiore on the ESB Presentation. Public comment was given from EriK Loechell on the ESB Presentation. Member Hampton moved to amend the motion to support the ESB motion to Council. He moved to amend the motion as: The Parks & Recreation Board supports ESB's recommendation to Council and encourages Council to direct continued development of a holistic integrated pest management program. Approved 4-3.

**approved as amended**

**4. BOARD/STAFF COMMUNICATIONS**

A. [15231-21](#) Chairman's Report

**Presenters:** Ramiro Pereyra

Chair Pereyra provided the Chairman's report.

B. [15232-21](#) Staff Report

**Presenters:** Dianne Marquez

**Attachments:** [A - PROS Staff Report](#)  
[B - Project Updates](#)

Dianne Marquez, PROS Division Manager, provided project updates on the projects provided on the attached spreadsheet.

C. [15233-21](#) Parks & Recreation Subcommittee & Task Force Updates

**Presenters:** Parks and Recreation Board

Updates were given as follows:

ACAS - Did not meet  
ELAS - Vice Chair Hampton gave updates  
GCAS - Member Aslin gave updates  
IRRA - Member Meadows gave updates  
OSAS - Member Olsen gave updates  
Tourism - Member Teter gave update

ESB - Dina Pesenson, Liaison to ESB, had no updates to give.

**5. COUNCIL COMMUNICATIONS**

Councilor Williams provided Council updates.

**6. PREVIEW OF NEXT MEETING - January 13, 2021**

Work Plan for 2022.

Seat for Chair and Vice Chair.

**7. ADJOURNMENT**

Adjourned at 9:06 PM.

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# County of Los Alamos

## Staff Report

January 13, 2022

Los Alamos, NM 87544  
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**Agenda No.:** B.

**Index (Council Goals):**

**Presenters:** Cory Styron

**Legislative File:** 15340-22

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### **Title**

Pueblo Canyon Trail & Bike Park Update and Discussion

### **Body**

CSD Directory Styron will present the Update and lead the discussion.



# County of Los Alamos

## Staff Report

January 13, 2022

Los Alamos, NM 87544  
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**Agenda No.:** C.

**Index (Council Goals):**

**Presenters:** Parks and Recreation Board

**Legislative File:** 15384-22

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### **Title**

Election of Officers

### **Recommended Action**

I move that the Board elect member \_\_\_\_ to serve as Parks & Recreation Board Chair and member \_\_\_\_ to serve as Parks & Recreation Board Vice-chair.

### **Body**

Parks and Recreation Board will discuss and vote on vacant Board positions. Exiting Chair Pereyra will call the question. In the event of a tie, a motion can only be passed upon the affirmative vote of the majority of the total number of appointed voting members of a board or commission. Therefore, for a board of 7 appointed members, 4 members must vote in the affirmative for it to pass.



# County of Los Alamos

## Staff Report

January 13, 2022

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**Agenda No.:** D.

**Index (Council Goals):**

**Presenters:** Ramiro Pereyra

**Legislative File:** 15341-22

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### **Title**

FY22 PRB Work Plan Review & Update

### **Body**

PRB Members will update FY21 work plan to draft the new FY22 PRB Work Plan.

### **Attachments**

A - FY21 Work Plan



**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: June 29, 2021**

**Prepared by: Dianne Marquez**

**This work plan will be accomplished in the following time frame: July 1, 2021 to June 30, 2022**

**Chairperson: Ramiro Pereyra**

**Members and Terms:**

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

**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: Sean Williams**

**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 Lagoon)
- 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 Trail Project

Identified needed/anticipated interfaces with the Tourism Implementation Task Force (TITF) 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
- Reported on purchasing of several pieces of trail building equipment
- Reported on improved recruitment for Parks & Recreation Board
- Reported on the hiring of a new trail builder in Open Space
- Renaming of the Minor’s A Ballfield to Hope Jaramillo Ballfield
- Installation of individual water meters on each North Mesa Community Garden plot.

**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

- Timely implementation of projects from original vision/cost estimates without escalation of costs due to inflation / challenging bidding environments
- 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: e.g., a matrix of Flow Trail options with each option analyzed by an expert and listing pros and cons
- Clear and concise wording on motions to be considered by Council; e.g. IMBA Bronze Status discussion

### **Greatest Challenges**

- COVID 19
- Staff turnover
- Project delays due to labor shortage / difficult bidding environment
- 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. Ensuring the Board understands the level of services our citizens want will allow us to make appropriate investments in processes and staff to achieve those services
- 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 within Parks Recreation & Open Space.
- 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
- Assist as needed in regards to school-based programs and facility discussions
- Help staff publicly vet the update of the Trails Masterplan
- Pending Projects (funded):
  1. County Owned Stables
  2. Barranca Mesa Tennis Courts
  3. BMX Track
  4. Pump Track Skills Park
  5. Pickleball Courts - General Fund/Striping to North Mesa Courts

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

<b>2.3 Other projects/assignments proposed by the Board or Commission: <i>(Any projects or activities proposed in this section should be discussed with the Council Liaison prior to listing it in this work plan.)</i> To assist with Council review of the work plans, please list the B&amp;C's proposed projects or assignments in priority order.</b>
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- 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.
  1. North Mesa Recreation Improvements (LEGO League)
  2. Flowtrail – Opened for discussion again/fall into ride center improvements
  3. Los Alamos/White Rock Bike Corridor
  4. Pickleball Courts / New court
- Work with subcommittees and receive reports and updates on assigned tasks and projects
  1. 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 (i.e. Reservoir / reservoir access road and parking at West Road)
- Support trail collaboration between County, Triad/LANL, Forest Service inclusive of opportunities to partner on trail maintenance / PRB supports a County collaborated effort for volunteer trail maintenance and construction.
- Evaluate implementation of the Parks Integrated Pest Management Plan for Parks and Open Space Programs. Work with ESB and CDAB towards supporting comprehensive County approaches to environmentally friendly herbicide and pesticide use and weed management.
- 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 Pangaea and ELAS for installation at Ashley Pond.
- Continuing to support the PROS Division and Public Utilities Department regarding best watering practices.

### **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, interfacing with boards regarding the pesticide discussion, and the Site Improvements for Ashley Pond are good examples of the type of interfaces needed between the listed Boards and Commissions.

Community Development Advisory Board  
 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  
 Transportation Board  
 Historic Preservation Advisory Board  
 Historical Society Board  
 Planning & Zoning Commission  
 Board of Public Utilities  
 Department of Public Utilities  
 Tourism Implementation Task Force  
 Racial Equity and Inclusivity Task Force  
 Resiliency, Environmental Sustainability 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), White Rock Canyon safety concerns, Flow Trail efforts, IMBA ride-center goals, Integrative Pest Management discussion, Comprehensive Plan follow-on, camping enhancements, canyon restoration plan, BMX track, coordination with TITF, 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.

<b>5.0 List the current subcommittees for this Board or Commission.</b>
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<p><b>5.1 For subcommittees with members that are not members of the parent board or commission:</b> <b>List the subcommittee members and their terms.</b> <b>Explain how sub-committee members are selected or appointed.</b> <b>Provide a description of each subcommittee's charter or purpose.</b> <b>Describe the expected duration for the subcommittee and their work plan(s) demonstrating how they support the Board or Commission:</b></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.

**Provide a copy of your Board or Commission's "Purpose" and "Duties and Responsibilities" from Chapter 8 of the County Code:**

## **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 04/11/2021

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.

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Attachment A

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

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

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**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 <sup>st</sup> Term Beg	1 <sup>st</sup> Term Exp.	2 <sup>nd</sup> Term Beg	2 <sup>nd</sup> Term Exp.
<b>Chris Jeffery</b>	June 2018	July 2018	June 2021**		
<b>Bob Nolen</b>	April 2021	May 2021	April 2023		
<b>Dina Pesenson</b>	April 2021	May 2021	April 2023		
<b>Vacant</b>					
<b>PRB Liaison</b>	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 <sup>st</sup> Term Beg	1 <sup>st</sup> Term Exp.	2 <sup>nd</sup> Term Beg	2 <sup>nd</sup> Term Exp.
<b>Michelle Aslin</b>	Feb 2019	March 2019	February 2022**		
<b>Tim Johnson</b>	April 2021	May 2021	April 2023		
<b>Vacant</b>					
<b>Vacant</b>					
<b>PRB Liaison</b>	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 <sup>st</sup> Term Beg	1 <sup>st</sup> Term Exp.	2 <sup>nd</sup> Term Beg	2 <sup>nd</sup> Term Exp.
<b>Maria Musgrave</b>	March 2019	April 2019	March 2022**		
<b>Vacant</b>					
<b>Vacant</b>					
<b>Vacant</b>					
<b>PRB Liaison</b>	Chris Olsen		** Terms extended one year due to COVID		

**Staff Liaison** Eric Peterson Open Space Specialist

### Meeting Information:

Subcommittee meets second Tuesday of each month / Aquatic Center Training Room/4:30-5:30 p.m.

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

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Name	Appointed Date	1 <sup>st</sup> Term Beg	1 <sup>st</sup> Term Exp.	2 <sup>nd</sup> Term Beg	2 <sup>nd</sup> Term Exp.
<b>Lisa Reader</b>	October 2018	November 2018	October 2021**		
<b>June Wall</b>	October 2018	November 2018	October 2021**		
<b>Logan Luffel</b>	November 2020	October 2022			
<b>Vacant</b>					
<b>PRB Liaison</b>	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

**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:**

## 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.	X
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.	X
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	X
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.	X



# County of Los Alamos

## Staff Report

January 13, 2022

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** A.

**Index (Council Goals):**

**Presenters:** Ramiro Pereyra

**Legislative File:** 15317-21

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### **Title**

Chairman's Report

### **Body**

Chair Pereyra will present the Chairman's Report.



# County of Los Alamos

## Staff Report

January 13, 2022

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** B.

**Index (Council Goals):**

**Presenters:** Dianne Marquez

**Legislative File:** 15318-21

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### **Title**

Staff Report

### **Body**

Dianne Marquez, PROS Division Manager, will provide PRB Report and project updates.

### **Attachments**

A - PROS Staff Report  
B - Project Updates

## Aquatics

### **Bill Hudson Memorial Swim Meet – December 4<sup>th</sup>, 465 attendees**

The annual Bill Hudson Memorial Swim Meet was hosted by the Los Alamos High School Hilltoppers. The Hilltoppers swept the visiting teams, taking home 1<sup>st</sup> place for both boys and girls teams. A staff of four full time and one casual employees, opened the pool doors from 7:30am to 6pm to host the event.



### **Best of luck in your next adventure, Kathy Tafoya.**

Long time Senior Lifeguard, Kathy Tafoya was honored at her retirement party for her 26 years of service to Los Alamos County. Through the years she has taught hundreds of people how to swim including the majority of our current lifeguard staff. CSD Director Cory Styron presented Kathy with a plaque acknowledging her hard work and commitment. Her passion and dedication to aquatic recreation will forever be apart of the Walkup Aquatic Center's culture.



### **Lifeguard Review Class – December 19<sup>th</sup>, 5 participants**

One of the two remaining American Red Cross Lifeguard Instructors for Los Alamos County, recertified five lifeguards on Dec. 19<sup>th</sup>.

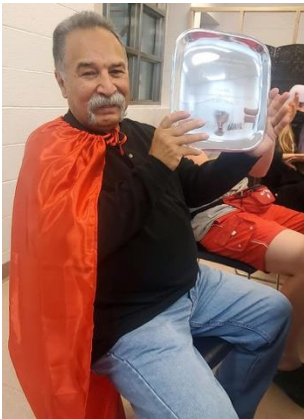
### **Lifeguard Blended Learning Training – December 27<sup>th</sup> – December 31<sup>st</sup>, 7 participants**

Instructor Dacotah Hofer certified seven new lifeguards, during the class that takes place annually over Winter Break. Within this class two individuals were interested in becoming lifeguards for Los Alamos County.



### **Enjoy Retirement, Cippie - we will miss you!**

Cippie (Cipriano) Bustos, who has been the custodian at the Walkup Aquatic Center for 18 years, retired at the end of December. Throughout the years he has dedicated his life to making this facility the cleanest facility in New Mexico. There is no one in the history of the aquatic facility who knows more about the pool, the staff, and the culture. Cippie has always been a friendly face and mentor - Cippie truly is our super hero.



### **Golf Course**

#### **Holiday Sale – December 11<sup>th</sup>**

The Golf Shop held a holiday balloon sale on December 11 from 10:00am to 3:00p. Customers got to pop a balloon to reveal a discount for their holiday shopping purchases. Light hors d'oeuvres along with eggnog, hot cider, and iced tea were available for shoppers to enjoy, while Christmas music played in the background.



### **Wind Damage on Golf Course – December 14<sup>th</sup> & 15<sup>th</sup>**

The golf course held up well during the storm and wind event as a few branches came down on the front nine and back nine, but only one tree toppled. A triple trunked cottonwood, that has been on the right-hand side of #18 fairway since LAGC's beginning, came down this year due to the windstorm. The tree was about 70 feet tall. We were saddened by the loss of this long-time golf course resident.



### **Central bore-through repairs at Los Alamos County Golf Course**

The central bore-through line, that was most recently repaired and was not included in the new irrigation system install, is being replaced with a HDPE line. Approximately nine months after the new system was completed, the central bore-through line experienced several issues that warranted a new line. The old line is an 8" PVC and the new line will be a 6" HDPE that will be placed within the existing 8" PVC. The line runs under Diamond Drive between holes #18 and #10. A couple of snags have slowed the process, but Parker Construction is redirecting their approach and moving forward to complete the install of the new line.



### **Ice Rink**

#### **Opening Day - December 3<sup>rd</sup>, 422 attendees**

After a week of Recreation Staff and LAHA volunteers rushing to make ice after repairs, staff was able to open the ice rink to a crowd of happy skaters on December 3<sup>rd</sup>.



### **Ice Wolves Inter-Squad Game - December 5<sup>th</sup>, 78 attendees**

Opening weekend at the ice rink included hosting a North American Hockey League (NAHL) New Mexico Ice Wolves Inter-Squad game. After the game concluded with a shoot out, participants were able to skate (skate rentals were included in the purchase of tickets) with the team, pass the puck and get to know the team personally. All participants, Ice Wolves players, and Coaches stated that this was a great experience. Community Services and PROS hopes that this event will lead to a regular season game hosted at the Ice Rink as part of the New Mexico Ice Wolves 2022-2023 hockey season.



### **LAHS PE Classes – December 7<sup>th</sup> – 10<sup>th</sup>, 120 participants**

High School PE classes had several sessions for three days in a row at the ice with their teachers.

### **LAMS Skating – December 17<sup>th</sup>, 87 participants**

The Ice Rink hosted youth from the Los Alamos Middle School and teachers before school was released for holiday break.

### **Piñon Skating – December 17<sup>th</sup>, 96 participants**

The Ice Rink hosted elementary students, teachers and parents for skating, cocoa and snacks.

### **Skate with Santa - December 18<sup>th</sup>, 257 attendees**

Recreation staff held this annual event with Santa where participants were able to skate with Santa and his Elf, take pictures, and enjoy candy canes from Santa.



### **Ribbon Cutting for Ice Rink Improvements - December 22<sup>nd</sup>, 52 attendees**

The improvement project at the Ice Rink was celebrated with a ceremonial ribbon cutting with County Council, Community Services Department, Project Manager, and community members. After a few speeches were given by Council Chair Ryti, Community Services Director Cory Styron, and Project Manager Wayne Kohlrust, Council Chair Ryti and community members cut the ribbon and then ice skated with attendees of the event around the ice rink. Participants of the ribbon cutting event were able to skate for free and have a complimentary hot chocolate.



### **Annual Holiday Hockey Festival - December 27<sup>th</sup> - 30<sup>th</sup>, 492 attendees**

The Los Alamos County Ice Rink partnered with Los Alamos Hockey Association (LAHA) in hosting hockey teams from New Mexico, Texas, Colorado, and other surrounding states in three days of back-to-back hockey games. Teams range in ages from about 6-year-olds to 18-year-olds.



## **Parks**

### **Ashley Pond Upgrades**

Park staff replaced the air pump on the pond aerators. Aerating the pond improves water quality, reduces algae growth and odors, improve the environment for the fish, and helps with mosquito control.



In Spring 2021 it was noticed that the poles in the shelter at Ashley Pond were cracked and were a safety hazard. Being only seven years old and under warranty, the manufacturer shipped new poles for the parks staff to replace the old poles. Staff drilled holes at the bottom of the poles, with written confirmation from the company that the warranty would not be voided, to provide drainage to avoid cracking issues in the future.



### **Windstorm Clean Up**

Multiple trees did fell during the windstorm around Los Alamos County in mid-December which Parks staff immediately began clean-up efforts. Clean-up included cutting trees into chunks, shredding pieces that were small enough to shred, and sweeping debris, and trimming broken limbs.



## **Let There be New Lighting & a Sound System at the North Stable Rodeo Arena**

MUSCO Lighting Company installed new lights at the Brewer area by removing all the hanging exposed wires and placed them underground wiring. They removed the old lights poles and replaced them with brighter lights and fewer light poles. This upgrade will help the area look less dated, cluttered, and give it a more open feel.



## **Open Space**

### **Tree Removal on the Trails**

Open Space spent the remaining week of December removing over two dozen trees that fell across the trails during the high wind event. Many of these trees were healthy mature ponderosa pines.



### **Feral Cattle Round Up**

During the month of December, Busted Spur Cattle Company and Open Space were able to remove five more unbranded feral cattle from Los Alamos County. They were transferred over to the the New Mexico Livestock Association. This brings the total number of cattle removed to 38. We would like to thank the community for all their support.



## Parks and Recreation Board Project Updates

Parks Small Capital Projects	FY21 Budget	Where at in County Flow?
BMX Update	\$150,000	RFP21-39 BMX Track Design-Build Phase II - Review committee agreed that this needed to go back out for a new RFP as the one vendor could not provide what was requested.
Brewer Arena Lighting	\$350,000	As of Wednesday, December 23rd they set the pedestal for the new 400 AMP panel, switches and meter. Work will resume after the 1st of the year.
Safety Netting at Overlook Park	\$75,00	On hold due to 59% increase in material costs from original quotes.
Barranca Mesa Tennis Courts	\$45,000	On hold until Spring 2022 as the contractor was booked through November. Does not book jobs after November 15th due to temperature constraints.
Rover Park & Pine Street Tot Lots	\$200,000	Pine Tree Tot Lot the contract was approved on Wednesday, December 1 and the final signed contract was complete on 12/6/2021. Update from the vendor has the pieces arriving January 19th and installation to begin the week of January 25, 2022.
Parks Small Capital Projects	FY22 Budget	Where at in County Flow?
Urban Park Tennis Court Lights	\$120,000	Waiting to Pine Street Lot to enter Notice of Award. Then can enter wage rate request to Work Force Solutions. Will use same contract template for Brewer Arena lighting.
Repurpose Basketball Courts for Pickle Ball	\$25,000	Holding off on any permanent netting changes until can survey surrounding community/neighborhood users.
Pinon Park Tennis Court Resurfacing	\$50,000	Will be working on RFP/RFQ for this project with Procurement.
Sport Court Improvements	\$20,000	
Playground Improvements	\$20,000	
General Fund Budget Options	FY22 Budget	Where at in County Flow?
Aquatics Play Structures - Leisure Lagoon	\$15,000	Climbing Wall and log rolling structures for Leisure Lagoon. Will be purchased closer to completion of project.
New Tennis Courts Design	\$150,000	No Update: New Tennis courts with lights. Site to be determined. (CIP Fund) : 08/04/21 started discussion with Public Works Engineering Division to get history of project and any updates. Project has been on hold and they'll be revisiting and including PROS.
F-450 XL Truck for Open Space	\$80,000	Ordered in September 2021 and Fleet waiting to receive.
General Fund Budget Options	FY22 Budget	Where at in County Flow?

## Parks and Recreation Board Project Updates

<b>Canyon &amp; Mesa Top Restoration</b>	\$50,000	\$11K of this funding is being used in FY22 to install fencing in Pueblo Canyon to keep the Feral cattle off of County property and Main Hill Road. The remaining funding is being used by the on-call contractor Natural Channel Design.
<b>ADA Transition Plan</b>	\$75,000	10/7/21: Contract awarded off of RFP and had kick-off meeting with WTP Group. They have already started inspecting parks and facilities, two community feedback meetings held by the WT Group on November 30.
<b>Pueblo Canyon Trail &amp; Bike Park</b>	Grant	Two of the trail builders were here to drone and see the canyon; catch the users groups. Conceptual plan meetings are scheduled the week of January 10th and at PRB January 13th.
<b>Integrated Master Plan</b>	\$150,000	The contractors, Green Play will be back on January 31st. Will be part of Manager meeting and several other focus group meetings.

## Parks and Recreation Board Project Updates

Projects in Review	Funded	c
County Owned Stables	N/A	Lots 5 & 6 off stable register; Lot 6 is for Animal Control. Remaining lots under review are 48, 115 & 143. Currently the County is not anticipating putting these lots up for sale as staff review future operations.
Pump Track / Skills Park	Yes	FY21 Budget Cycle \$45K approved; staff revisiting cost estimates as was for a portable track, assessments on locations not completed; starting from scratch.
North Mesa Recreation Improvements	No	PROS: Review possible recreational uses for land on North Mesa between stables and San Ildefonso Road.
CAPRA: Certified Accreditation of Park and Recreation Agencies	N/A	Staff has been working on gathering current CSD and County Policies, Processes, Master Plans and Maintenance Plans that are currently on file. The goal is to gather all information by Fall 2022 and submit an application in January 2023.



# County of Los Alamos

## Staff Report

January 13, 2022

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** C.

**Index (Council Goals):**

**Presenters:** Parks and Recreation Board

**Legislative File:** 15319-21

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### **Title**

Parks & Recreation Subcommittee & Task Force Updates

### **Body**

Board liaison to each subcommittee & task force will update on monthly meetings.

- Aquatic Center Advisory Subcommittee
- Equine & Livestock Advisory Subcommittee
- Golf Advisory Subcommittee
- Ice Rink & Recreation Advisory Subcommittee
- Open Space Advisory Subcommittee
- Tourism Task Force