



LOS ALAMOS

County of Los Alamos

1000 Central Avenue
Los Alamos, NM 87544

BCC Agenda - Final

Parks and Recreation Board

David Hampton, Chair; James Wernicke, Vice-Chair; George Marsden; Christopher Olsen; Jody Schwartz, and David Teter, Members

Thursday, June 8, 2023

5:30 PM

1000 Central Avenue, Council Chambers
Zoom (see agenda for the link)

Members of the public wishing to attend and /or provide public comment can do so via Zoom or by calling the conference call lines in the agenda.

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

<https://us06web.zoom.us/j/84169385033>

Or Telephone:

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

US: +1 253 215 8782 (Tacoma) or +1 346 248 7799 (Houston) or +1 669 444 9171 or +1 719 359 4580 or +1 720 707 2699 (Denver) or +1 253 205 0468 or +1 312 626 6799 (Chicago) or +1 360 209 5623 or +1 386 347 5053 or +1 507 473 4847 or +1 564 217 2000 or +1 646 558 8656 (New York) or +1 646 931 3860 or +1 689 278 1000 or +1 301 715 8592 (Washington DC) or +1 305 224 1968 or +1 309 205 3325

Webinar ID: 841 6938 5033

1. CALL TO ORDER

2. PUBLIC COMMENT

3. BUSINESS

- A. [17477-23](#) Approval of Minutes from the April 13, 2023 Meeting

Recommendation: I move that the Board approve the attached meeting minutes from April 13, 2023.

Presenters: David Hampton

Attachments: [A - Minutes from the April 13, 2023 Meeting](#)

- B. [17478-23](#) Assignment of PRB Members as Subcommittee Liaisons

Recommendation: The Parks and Recreation Board approves to retain the [name(s) of subcommittees] and appoints the following board members as liaisons to each subcommittee/board as follows:

Presenters: David Hampton

4. BOARD/STAFF COMMUNICATIONS

- A. [17479-23](#) Chairman's Report

Presenters: David Hampton

- B. [17480-23](#) Staff Report
Presenters: Cory Styron, Katherine Hudspeth and Wendy Parker
Attachments: [A - Project Updates](#)
- C. [17481-23](#) Parks & Recreation Subcommittee & Task Force Updates
Presenters: Parks and Recreation Board

5. COUNCIL COMMUNICATIONS

6. PREVIEW OF NEXT MEETING - July 13, 2023

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

June 08, 2023

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.: A.
Index (Council Goals):
Presenters: David Hampton
Legislative File: 17477-23

Title

Approval of Minutes from the April 13, 2023 Meeting

Recommended Action

I move that the Board approve the attached meeting minutes from April 13, 2023.

Body

The April 13, 2023 meeting minutes are ready for consideration and approval.

Attachments

A - Minutes from the April 13, 2023 Meeting



County of Los Alamos
BCC Meeting Minutes
Parks and Recreation Board

1000 Central Avenue
Los Alamos, NM 87544

*David Hampton, Chair; James Wernicke, Vice-Chair; George Marsden; Christopher Olsen;
Jody Schwartz, and David Teter, Members*

Thursday, April 13, 2023

5:30 PM

1000 Central Avenue, Council Chambers
Zoom (see agenda for the link)

**Members of the public wishing to attend and /or provide public comment can do so via
Zoom or by calling the conference call lines in the agenda.**

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1000 or +1 301 715 8592 or +1 305 224 1968 or +1 309 205 3325 or +1 312 626 6799 or +1 360 209 5623 or
+1 386 347 5053

Webinar ID: 810 5711 1833

1. CALL TO ORDER

Present 4 - Member Hampton, Member Schwartz, Member Wernicke and
Member Olsen

Absent 2 - Member Marsden and Member Teter

2. PUBLIC COMMENT

Public comment was made by Kevin Powers.

3. BUSINESS

A. [17293-23](#) Approval of Minutes from the March 9, 2023 Meeting

Presenters: David Hampton

Attachments: [A - Minutes from the March 9, 2023 Meeting](#)

Member Schwartz - Move, Member Wernicke - 2nd, Approved with correction
4-0.

approved as amended

B. [17295-23](#) Los Alamos Arts Council (LAAC) Presentation

Presenters: Parks and Recreation Board

Attachments: [A - LAAC Presentation](#)

Brandi Engeman presented her LAAC Presentation to the Board. Questions from the Board were answered.

C. [17298-23](#) PRB Subcommittee Appointments

Presenters: David Hampton

Attachments: [A - Celeste Raffin Application](#)
[B - Lise Brackbill Application](#)

Celeste Raffin was voted into the Open Spaces Subcommittee. Member Hampton - Move. Approved 4-0.

D. [17300-23](#) Baling Twine Recycling Presentation

Presenters: Parks and Recreation Board

Attachments: [A - Baling Twine Recycling Presentation](#)

Lisa Reader presented her presentation on recycling baling twine. Questions from the Board were answered.

4. BOARD/STAFF COMMUNICATIONS**A. [17301-23](#) Chairman's Report**

Presenters: David Hampton

Chair Hampton provided the Chairman's report.

B. [17302-23](#) Staff Report

Presenters: Cory Styron, Katherine Hudspeth and Wendy Parker

Attachments: [A - Project Updates](#)
[B - Parks Flyer](#)

Cory Styron, Katherine Hudspeth and Wendy Parker provided project updates on the projects provided on the attached spreadsheet.

C. [17303-23](#) Parks & Recreation Subcommittee & Task Force Updates

Presenters: Parks and Recreation Board
ELAS - Vice Chair Hampton - No updates.
GCAS - TBD - No updates.
IRRAS - TBD - No updates.
OSAS - Member Olsen - Gave updates.
Tourism - Member Teter - Not present, no updates.

ESB - Dina Pesenson - Not present, no updates.

5. COUNCIL COMMUNICATIONS

Councilor Havemann had no Council updates.

6. PREVIEW OF NEXT MEETING - May 11, 2023

Budget and updates from Parks

7. ADJOURNMENT

Adjourned at 6:23pm.

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Staff Report

June 08, 2023

Agenda No.: B.
Index (Council Goals):
Presenters: David Hampton
Legislative File: 17478-23

Title

Assignment of PRB Members as Subcommittee Liaisons

Recommended Action

The Parks and Recreation Board approves to retain the [name(s) of subcommittees] and appoints the following board members as liaisons to each subcommittee/board as follows:

Body

The Board will discuss the subcommittees below and if applicable assign PRB members as approved by the Board.

- Golf Course Advisory Subcommittee (GCAS)
- Open Space Advisory Subcommittee (OSAS)
- Ice Rink & Recreation Advisory Subcommittee (IRRAS)
- Equine and Livestock Advisory Subcommittee (ELAS)
- Tourism Board



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Staff Report

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Agenda No.: A.
Index (Council Goals):
Presenters: David Hampton
Legislative File: 17479-23

Title

Chairman's Report

Body

Chair Hampton will present the Chairman's Report.



County of Los Alamos

Staff Report

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Agenda No.: B.

Index (Council Goals):

Presenters: Cory Styron, Katherine Hudspeth and Wendy Parker

Legislative File: 17480-23

Title

Staff Report

Body

A CSD liaison will provide PRB Report and project updates.

- Discussion of FY24 CSD approved budget.

Attachments

A - Project Updates

Parks and Recreation Board Project Updates

Parks Small Capital Projects	FY21 Budget	Where at in County Flow?
BMX Update	\$150,000	2/1/2022 Cory and Dianne spoke with Justin Travis with USA BMX. Will be looking at a new path forward and after discussions with Procurement will develop a path forward. Presentation and discussion on 5/12 on direction of the track and impacts to the tennis courts and road. <u>6/1 Admin staff is revising RFP to additional information.</u> Working with Procurement on the sole source aspect of the process. Procurement made sole source determination. Staff is working directly with USABMX.
Parks Small Capital Projects	FY22 Budget	Where at in County Flow?
Barranca Mesa, Rover Park and Pinion Tennis Courts and Myrtle Pickleball Court Resurfacing (Funding Allocations / FY21 = \$45K, FY22 = \$129,944)	174,944	Hellas Construction was selected to resurface Barranca Mesa (3 courts), Rover Park (2 courts), Pinion Park (3 courts) and Myrtle Park (2 Pickleball courts), total cost \$174,944. The contract is complete and project staging will kick off March 15, with resurfacing beginning in April as the weather warms. Staff continues to have discussions with pickleball players on court layout at Myrtle. A updated PSA will be sent out to inform residence of the resurfacing date changes / June 19 - July 14. Signs will be placed at all locations during construction.
New Tennis Courts Design	\$150,000	2/28/2022: Special session between Council and LAPS School Board to discuss possible sites and get direction. It was determined to secure additional design for planning and design of additional tennis courts at Overlook, North Mesa and Urban Park. Also to revisit site Mesa B and review council action and public input from Western Area. Council on 4/5 removed Mesa (Western) and Urban Park for consideration of the tennis courts. Council moved forward with two options of tennis courts at North Mesa and Overlook Park. <u>Tennis location to be discussed at Aug PRB meeting.</u> Scheduled for County Council presentation in Jan 2023
Pueblo Canyon Trail & Bike Park	\$50,000	3/29 Conceptual plan meetings are scheduled the week of January 10th and at PRB January 13th. Design work back public meetings on May 5th and 10th. May 10th meeting rescheduled to Jun 1 due to CP Fire. Anticipated PRB discussion in Sept. Presentation to County Council in April to reframe the project.
Integrated Master Plan	\$150,000	3/29 Working on survey distribution for April. Level of Service document completed Survey out and closes on May 17th. <u>Summary of findings of survey and level of service audit July 13 and 14th at PRB meetings.</u> BerryDunn working on draft of Jan 2023 presentation

Parks and Recreation Board Project Updates

General Fund Budget Options	FY23 Budget	General Fund Budget Options
Add permaculture for barriers and weed protections	\$50,000	Task order AGR22-21c/#3 has been initiated with Huitt-Zollars for recommendations to reduce the maintenance requirements for the medians on Canyon Road while emphasizing aesthetics. First meeting held on 1/25/23, anticipate 2-3 median designs recommendations for public review in March or April.
On-Call Landscape Architect Services	\$70,000	12/22/22: Starting with playgrounds - no updates at this time.
Columbarium	\$40,000	A columbarium has been ordered and installation is anticipated to begin in June or July. The vendor continues to have issues with granite supplies for the project. Spaces are being sold and customers are informed that it will be later this year before the site is available.
Ice Rink Parking Lot Evaluation	\$35,000	Parks Division is working with Public Works on a task order to evaluate and make recommendations on the grade.
Ashley Pond Shade Structures	\$100,000	Desired structure information shared with two vendors. Waiting on respond from the second vendor. Staff will present shelter options to the Historical Board for review.
Park Signage	\$75,000	Reviewing sign specifications and additional park locations, including Camp May.
Scoreboard Replacement - North Mesa	\$25,000	Staff is communicating with field users discussing Daktronics to ensure that everyone accepts this scoreboard standard. Facilities will assist with the install of the new scoreboard in fall of 2023. Scoreboards are scheduled for delivery in September.
White Rock Skate Park	\$250,000	Planning is underway. The Sourcewell Purchasing Co-Op (Los Alamos County, NM – Sourcewell ID# 17705) will be used for this project with American Ramp Company. Procurement is working on the contract. This project is anticipated to begin late summer. Public meetings will be held for feedback on the proposed layouts. Staff has asked that two options be made available.
On call Trail Maintenance Contract	\$50,000	AGR22-33 for On-Call Trail Maintenance Services contract was approved by County Council on December 13, 2022 with CM ArborCare for 7-years. The contract will address trail maintenance throughout the county. First task order is Kwaga Mesa South Trail.
Grand Canyon Tot Lot	\$90,000	No report
Mobile LED screen	\$250,000	RFP is complete and the order has been placed. Delivery is anticipated in June 2023.
Activity Guide	\$40,000	RFP is being developed for Countywide printing

Parks and Recreation Board Project Updates

	Funded	
County Owned Stables	N/A	Staff is working on a lot draw to be held in July at the Municipal Building for lots 48 and 143.
Golf Course Improvements	Yes	3/29- Range netting in Procurement. Install date prior May 30.- Golf Course consultant agreement for Council approval on May 3 agenda. <u>Initial public meeting held May 26th with new consultant.</u> Phase 1 on target to bid in October, Phase 2 conversations to continue n November. Ohase 2 Council Dec 13 , 2022. No bidders for phase 1 being reviewed and adjusted for revisiting the RFP
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. Being discussed as part of the Pueblo Canyon Trail Conceptual plan.
North Mesa Recreation Improvements	No	Review possible recreational uses for land on North Mesa between stables and San Ildefonso Road. Part of a Master Plan exercise to come from the Integrated Master Plan
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 ae currently on file. The goal is to gather all information by Fall 2022 and submit an application in January 2024.



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Title

Parks & Recreation Subcommittee & Task Force Updates

Body

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

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