

**MINUTES OF THE
SANTA FÉ COUNTY
COUNTY OPEN LAND TRAILS AND PARKS ADVISORY COMMITTEE
(COLTPAC)**

May 4, 2016

1. CALL TO ORDER

A regular meeting of the Santa Fé County Open Land, Trails and Parks Advisory Committee (COLTPAC) was called to order on the above date at approximately 6:00 p.m. by Chair Dave Dannenberg in the Projects, Facilities and Open Space Conference Room, 901 West Alameda St., Suite 20C, Santa Fé, New Mexico.

2. ROLL CALL

Roll Call indicated the presence of a quorum as follows:

Members Present

Dave Dannenberg, Chair
Greg Betts
Ruben Cedeño
Patricia Conoway
Jeannie Dodson-Edgars
Judy Kowalski
Ernesto Ortega
John Parker

Members Absent

Garret Veneklasen (resigned)

Staff Members Present

Maria Lohmann, Open Space and Trails Planner
Elizabeth Halpin, County Staff
Paul Olafson, Planning Projects Manager

Others Present

Carl Boaz, Stenographer

3. APPROVAL OF THE AGENDA

Chair Dannenberg welcomed new member, Jeannie Dodson-Edgars to the Committee.

Member Conoway moved to approve the agenda as published. Member Kowalski seconded the motion and it passed by unanimous voice vote.

4. APPROVAL OF MINUTES – March 2, 2016

Member Ortega requested a change on page 3 under #8 to say “Due to family matters, Member Ortega declined.”

Chair Dannenberg requested three small changes on pages 3 and 4 regarding Melanie Pierson’s report to clarify her responsibilities are for the Petroglyph Hill Interpretive Plan, and deletion of two paragraphs.

Ms. Lohmann requested clarification on page 4 that the Trust is the Santa Fe Conservation Trust doing the evaluation.

Member Betts moved to approve the minutes of March 2, 2016 as amended. Member Conway seconded the motion and it passed by unanimous voice vote.

5. MATTERS OF PUBLIC CONCERN

There were no matters of public concern.

6. MATTERS FROM THE COMMITTEE

Chair Dannenberg asked about the future agenda topics and the topic Member Conway had requested about Robert’s Rules of Order.

Ms. Lohmann said that topic is a modification of a previous County Resolution for open meetings and Resolution 2009-02 is about Robert’s Rules of Order.

Chair Dannenberg asked if Staff can you give a summary of what has changed at the next meeting.

Mr. Olafson agreed and said it is mostly a housekeeping matter.

Chair Dannenberg said the two most urgent topics are the review and recommendation for capital plans and the other is on the operating budget. They get approved by the BCC (Board of County Commissioners) in June.

Mr. Olafson agreed and would report next month. They are still looking at capital right now so he had nothing prepared for this meeting. He didn’t think a recommendation is mandatory. The bond issue is also in there. That is still open until summer. And we want COLTPAC input on that. He is working with Ms. Halpin on a 5-year capital process and it will be tied in with the Strategic Plan. The draft framework is to be completed by the end of June. The role of COLTPAC will be enhanced with that. Next month we’ll also devote time to management plans.

Chair Dannenberg said publicity is also a topic to address. We had a publicity committee and they

began identifying some small things.

Ms. Lohmann identified the web in these plans but is not ready to put it into this year's budget. However, they can revisit it at mid-year for a possible budget adjustment.

Chair Dannenberg asked for an update from the Outreach Committee. Also, management plans is another topic. He asked if Thornton Ranch would be ready for the next agenda.

Ms. Lohmann said no.

Chair Dannenberg said El Camino Real Trail Update is another and the plan for how to deal with Los Caminitos. He recalled they decided at an earlier meeting to also review the list of action items. In addition to Los Caminitos was the resolution on the GUTS initiative.

Mr. Olafson said he is working on it with Commissioner Holian and there is expected action on it. He will distribute the draft to COLTPAC.

7. MATTERS FROM COUNTY STAFF

A. Open Space Staff Updates

Ms. Lohmann quickly went through the updates. They wrapped up the public meeting for the management plans. Member Cedeño and Member Betts came to Chimayó and Los Portreros. She will provide a draft of three of them to the members by email on Friday. They will come to the Committee in June to get feedback before taking action. She asked them to respond by May 27 as part of the packet for the meeting on June 1.

Member Betts reported that Los Portreros had a small audience but he was very impressed with how comments were captured on a screen. He also appreciated that staff stayed to make sure everyone was heard.

Member Cedeño asked if he could pick up hard copies of the drafts in her office after Friday. Ms. Lohmann agreed. They will be three separate documents but are all going to the BCC at the same time.

Mr. Olafson said that is largely what we will have for content; not to wordsmith or proof it, but to determine if these plans represent a good strategy moving forward.

Ms. Lohmann said the second set of management plans includes Lamy. The Lamy meeting is tomorrow. She will talk about what a management plan is and get introductory information from the community. Another set of meetings will be held in June.

For the Petroglyph Interpretive Plan, Melanie Pierson will come back in June to meet with the Galisteo Basin Site Protection Plan Working Group and will be able to call it the Galisteo Basin Interpretive Plan and when she is with the Botanical Gardens docents at Ortíz Mountains to get better information from them.

She issued the RFP for County-wide signage plan and hoped for a signed contract soon.

Member Parker asked if the Galisteo Basin Plan is distinct from Thornton Ranch Plan.

Ms. Lohmann agreed. The County also has Lamy, Arroyo Hondo, and Mt. Chal. Ortiz is also part of Galisteo Basin. They are several sites in the Basin that the County owns. So instead of focusing only on Petroglyph Hills, the better story is to interpret the whole Galisteo Basin in the interpretive plan. There are also separate management plans for those properties. She showed a Gant chart for the open space plan update schedule. The review of the first set of management plans is in June; July or August for the Thornton Ranch Master Plan and the agricultural plan; El Camino Real in September or October; Petroglyph Hills in October or November; Final Open Space Plan draft in November.

8. ACTION ITEMS

None.

9. DISCUSSION ITEMS

A. Open Space Plan Process to Date

Ms. Lohmann presented the framework at this meeting and would come back in July and September for update and review the final in November or December, depending on the BCC schedule. She shared the dates for the internal review.

B. Open Space, Trails and Parks Strategic Management Plan - preliminary review draft

Mr. Lohmann provided a large handout of the Open Space, Trails and Parks Strategic Management Plan and went through it page by page. She had a list of things yet to do on it and wanted a high level feedback from the Committee. If something doesn't make sense, she wanted to hear about it or if a map or chart is needed. She is still working on the purpose of the plan statement. This document is to inform staff over the next few years.

The Committee and Staff spent over an hour reviewing and providing feedback on the draft. Ms. Lohmann wrote each of them down as she went through the sections of the draft. The included defining acronyms; explaining why in many places; and providing more details where statements could be misinterpreted. The Committee asked that the target audience be identified and that elements within a map be identified.

Ms. Lohmann explained how the prioritizing system was established. The weighting was based primarily on intensity of maintenance for a specific property. The plan describes the gap between existing and ideal. The Vision and Mission (Section 2) uses the document drafter by COLTPACC in 2014.

Chair Dannenberg suggested under the GO Bond history to list out the major acquisitions.

Member Ortega suggested including an explanatory statement how the SDA ties into the strategic plan and how it relates and is responsive to it.

Member Kowalski asked that it have a map showing other agency's lands without other things in it.

Member Cedeño asked for a stronger statement on collaboration and identification of partners.

Member Betts asked about level of service on customer satisfaction.

Ms. Lohmann pointed out the classification of each property in the inventory. She is still working on existing conditions. She explained the components for classification including intensity of use, limits on access, archaeology, erosion, agriculture, etc.

Member Betts suggested trail descriptions by purpose or intention of use.

Ms. Lohmann said some trails have no associated properties, including Arroyo Hondo. Rail Trail, Spur Trail, El Camino Real, and Dale Ball trails. The Santa Fé River Greenway is a trail but is also a conservation/restoration project.

Ms. Halpin explained why the land classifications aren't enough when talking about management issues. There is educational programming that take lots of management whether properties are used or not. She went over the factors for development and resource variables.

Ms. Lohmann said preserves take more staff time. Some preserves are high maintenance and some are lower maintenance. Table I in the packet has all the calculation of intensity numbers. She explained how the multiplier was utilized. The multiplier is weighted to maintenance side. It was not a completely arbitrary designation but the table is flexible. It is tied to the reason why the property was purchased. The numbers will be updated every year to take events and changes into account.

Member Betts noted on page 21 the need for 24.5 FTE and we have 4 maintenance staff and a supervisor. The more hard data you can get, would give more justification to close that gap. How can we get the work done with just 5 staff when we need 25?

Ms. Lohmann thanked the Committee for the helpful feedback. She quickly went through the rest of it and asked them to send an email to her for other things they notice.

Member Betts asked about staff to monitor.

Mr. Olafson said part of the strategy is to identify partners who can help monitor.

Ms. Lohmann explained that implementation will be complicated and take a long time to develop. She briefly listed the things Staff members are working on right now.

SEC. CLERK RECORDED 88/85/2016

Ms. Lohmann proposed July or September for discussion of the strategic plan and the action plan. The actions would come out of the goals and strategies. The Committee can help identify what is missing for those two plans. And from that we start to get the idea of our action plan - two sections - foundation steps for the programs and then priority projects to complete.

Chair Dannenberg asked if she wanted any input on this before July.

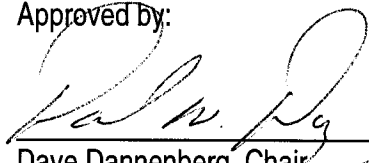
Ms. Lohmann agreed. She can take the input and incorporate it and then in July we will do some more wordsmithing and identify what is missing. She would not send out another full plan for July but she would send the strategic plan and the vision and just work on those sections in July. Her biggest concern was that she would send it to the members and they wouldn't understand it. She showed the list of what needs to be done yet.

10. NEXT MEETING: Wednesday, June 1, 2016

11. ADJOURNMENT

Member Cedeño moved to adjourn the meeting. Member Betts seconded the motion and it passed by unanimous voice vote at 8:03 p.m.

Approved by:


Dave Dannenberg, Chair

Attest:


Geraldine Salazar, County Clerk

Submitted by:


Carl Boaz for Carl G. Boaz, Inc.



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss

COLTPAC MINUTES
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I Hereby Certify That This Instrument Was Filed for
Record On The 5TH Day Of August, 2016 at 02:23:29 PM
And Was Duly Recorded as Instrument # 1800746
Of The Records Of Santa Fe County



Witness My Hand And Seal Of Office
Geraldine Salazar

Deputy  County Clerk, Santa Fe, NM