

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

April 1, 2015

S F C C L E R K R E C O R D E D 0 9 / 1 5 / 2 0 1 5

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
William Baker
Devin Bent
Almudena Ortiz Cué
Patricia Conoway
Judy Kowalski
John Parker

Members Absent

Ernesto Ortega [excused]
Zach Taylor

Staff Members Present

Maria Lohmann, Open Space and Trails Planner
Terry Lease, Facilities, Operations and Maintenance Manager

Others Present

Eric Johnson and his sister, Kirsten, from Madrid
Bill Johnson, former member

3. APPROVAL OF THE AGENDA

Chair Dannenberg proposed to move agenda item #8, Discussion, ahead of Matters from County Staff.

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

Discussion on Future Agenda Topics – Chair Dannenberg

Chair Dannenberg talked about agenda items for future meetings. He has been meeting with Ms. Lohmann for the last couple of months to line up topics for the Committee and wants to make recommendations on the budget for June. He recommended focusing on one to three issues that are high priority and highlight them at the meeting.

He asked if there are one or two issues that could be accelerated through extra funding or resourcing. The objective is to inform the Board of County Commissioners (BCC) what the most important items are in the existing budget. The way the agendas are lined out for the next few months focus on budget issues. He explained on his handout that the green items are already booked on a future agenda and the yellow items are not there yet.

Carol Branch will talk about the volunteer program next month and where and the need to include the voluntary program in specific budget items for her.

Ms. Lohmann said she submitted budget requests today.

Mr. Parker liked the idea to be more focused. That way the Committee's efforts will have greater impact.

Dr. Bent commented that the Committee has a very full plate. They won't have transfer of development rights (TDR) with trails or there would be nothing to maintain. He wanted to know if others agreed that the Committee would not take a very active role in TDR. The others agreed.

Mr. Baker asked if there were things emerging with the tool that the Committee needed to look at.

Ms. Lohmann said now the tool is focused on the strategic plan.

Chair Dannenberg wanted to make sure everyone subscribed to this plan and suggested they might pursue a resolution on it.

Ms. Kowalski agreed that is totally appropriate to do. COLTPAC has urged the BCC to fund the volunteer program and funding for maintenance so we've already been doing that.

Chair Dannenberg asked for a resolution proposal.

Ms. Conoway moved that COLTPAC create a resolution. Mr. Parker seconded the motion and it passed by unanimous voice vote.

4. APPROVAL OF THE MINUTES – March 4, 2015

Dr. Bent noted in the summary under Discussion Items, at the second to last sentence there was no indication whether that was true or not.

On page 3, he requested to strike Dr. Bent's suggestion to Commissioner Holian. And on the last line on the page it should say "Mr. White would ask Commissioner Roybal to set up a steering committee."

On page 7, middle of the page, 7th line Mr. Strosser, indicated that "some of the owners ..."

In the next sentence, "it" should be replaced with "their land."

Ms. Lohmann noted that Penny Ellis Green is Growth Manager.

Ms. Kowalski moved to approve the minutes of March 4, 2015 as amended. Ms. Conoway seconded the motion and it passed by unanimous voice vote.

5. MATTERS OF PUBLIC CONCERN

Mr. Eric Johnson asked what "sell develop rights" means.

Ms. Lohmann explained that the County hired two consultants to write the Transfer of Development Rights section in the Sustainable Growth Plan. TDR allows someone who wants to keep agriculture on their land to be able to sell the development rights to a developer to use at another location. So the person who is farming can get money for selling the development rights and keep the land for agriculture forever.

Dr. Bent added it could be for conservation or wildlife corridor. The consultants were hired for two issues - one is community-wide impact like mining. You could own two properties and transfer development rights from one to the other. It could have big impact for Madrid.

Chair Dannenberg said there is a lot of good information on the web about TDR.

6. MATTERS FROM THE COMMITTEE

Letter to Consultants on the Petroglyph Plan.

Ms. Conoway said she read the letter over twice and was confused by Item 8 - plan for trail development. She recalled a statement that before any concrete items were determined that the Committee should get feedback from the pueblos.

Chair Dannenberg clarified that the Committee recommended a policy that the pueblo call for a trail but not that the Committee would do that.

Ms. Conoway asked why the Committee would say we want a trail plan when we haven't gotten feedback from the pueblos or if the Committee didn't know it is feasible.

Dr. Bent said the policy is not just for Petroglyph Hill.

Ms. Conoway disagreed. This is just for Petroglyph Hill.

Ms. Lohmann said both of those things would happen at the same time in the next phases. We set up tribal consultation that will happen in the next couple of months. In her mind it was not to develop a trail plan. That was how she read this document.

Ms. Kowalski asked, if the tribes didn't think anyone should be in the area, if that meant no trail anyway.

Ms. Lohmann believed the BCC would take that into consideration. In this case, they didn't want anyone out there but they were okay with guided tours. So part of the Master Plan is what happens if the tribe says nothing but guided tours. There could be a trail plan just for the guided tours.

Chair Dannenberg observed that is the way the current resource management plan is now.

Ms. Conoway said the other thing missing is that several people talked about a cost/benefit analysis.

Ms. Lohmann said that is also to be in phase 2.

Mr. Parker thought it should be status quo and that there is an established route as a trail instead of letting people wander all over.

Ms. Lohmann assured the Committee that phase 2 would answer a lot of those questions.

Chair Dannenberg said the big objective is to deal with the political pressure. Thornton Ranch has been sitting there for 13 years and it is time to wake up with it.

A. Subcommittee Updates

Dr. Bent said the map subcommittee was not ready to report out.

Chair Dannenberg asked if they wanted to report out in June. He explained this is an incremental process so if the subcommittee doesn't have them identified until then it is okay.

Outreach Committee.

Ms. Lohmann announced they have a web page now, although not finalized yet, and she showed it to the Committee.

Chair Dannenberg added that there were two things that developed out of this. One is Santa Fe Trail Days and there are about two dozen of these across the country. The second is the brand tag line is "Get Up, Get Out, Get Moving and "Santa Fé Open Space, Trails and Parks - connecting you to the Outdoor Treasures of Santa Fé County."

Ms. Ortiz Cué asked if they had checked to make sure no one else is using it. If you want that as a branding, it would be advisable to make sure that it is not a trade mark for anyone else.

Chair Dannenberg suggested leaving that to the PIO as she does good research.

Ms. Lohmann agreed to check that out.

Ms. Lohmann shared the event schedule with the Committee.

Ms. Ortiz Cué said it is great.

Ms. Kowalski wanted a disclaimer that the hike was subject to the cactus blooming.

Ms. Lohmann agreed to put that on the front page.

Chair Dannenberg asked for a sign-up sheet for each of the events and asked members to initial the ones they would be interested in participating in.

Ms. Lohmann said she is putting together a flyer for it.

8. DISCUSSION ITEMS

A. Discussion on COLTPAC Support of Staff

Chair Dannenberg clarified this is more appropriately budget development for staff. We've been presented with program proposals during the last year and we can use that as a starting point and decide which are most important or pick items out of the budget next time. He jotted down items from past agendas. He felt Thornton Ranch and Romero Park were the two top priorities. He read the list.

Ms. Kowalski was confused with calling them programs. The strategic plan is not on the list.

Chair Dannenberg explained these are just ones he picked out to put on here.

Dr. Bent agreed with Thornton Ranch as #1.

Ms. Lohmann wasn't sure they should list any that haven't been accepted yet and funded.

Chair Dannenberg suggested listing them as additional protection plans.

Ms. Lohmann said they are in negotiations.

Dr. Bent asked about the open space plan.

Mr. Parker said he understood the next phase contemplated had been given up on.

Ms. Lohmann explained the County is in phase 3 and they got funding for phase 4 but none yet for phase 5. They will complete 2 and 3 in July and start 4 in June. Phase 4 is between Vista Grande and Avenida Eldorado.

Ms. Lohmann said this is the first time FHWA has built a trail here so there is some confusion regarding El Camino Real.

Dr. Bent asked if the Rio Grande Trail got funded.

Chair Dannenberg clarified that the legislation was to study it.

Ms. Kowalski thought the Governor would sign it.

Chair Dannenberg thought this was a starting point and the Committee should identify a few to concentrate on for next year. They could discuss and recommend budget input at the next meeting and then spend more time on them.

Dr. Bent favored the Revision of the 2000 Master Plan as a top priority.

Chair Dannenberg suggested using A, B, and C for high medium and low priorities. He asked if the Committee needed to discuss Thornton Ranch further. We could talk about goals for it. Those are answers we need to get from County Staff.

Ms. Lohmann said Colleen Baker is the project manager. She thought plans would be done by December and the next challenge is capital funding. The Master Plan and the Petroglyph Hill Management Plan would be done.

Ms. Kowalski said they have to be realistic so if the Master Plan is done in December and construction documents could easily take six months and then would have to be contracted, a reasonable goal would be designs in construction docs by the next fiscal year.

Ms. Lohmann said all of that will be done. Phase 2 will start next month and be done by December.

Ms. Ortiz Cué said a revision of the 2000 Open Space Master Plan is very important. We need to look at the bigger picture and perhaps we can have them going at once. And the rest could be set aside.

Chair Dannenberg agreed. There should be 2-4 priority items.

Dr. Bent asked what was needed to move forward with it.

Ms. Lohmann said she requested some money for meeting facilitation for updating the 2000 Master Plan.

Mr. Baker asked if that meant COLTPAC will try to get the strategic plan moving.

Ms. Lohmann agreed and is shooting for July to get started.

Ms. Kowalski asked what is in the budget for Thornton Ranch.

Ms. Lohmann didn't think it was in the budget. It is challenging to know what to ask for. There is some for security and maintenance.

Chair Dannenberg said the Committee should plan for construction documents by next year.

Ms. Lohmann didn't remember the details. Colleen Baker is hesitant to move quickly with Thornton Ranch but as project manager, she has more information.

Ms. Kowalski suggested hearing from Colleen. We might ask for a budget for construction documents. It is useful to be specific rather than just saying Thornton Ranch is a priority for COLTPAC.

Chair Dannenberg put "AA" by Thornton Ranch and "A" by the 2000 Master Plan revision. Romero Park is urgent and there was a hiccup on the contract. He asked if there is something that needs to be done on it next year.

Ms. Lohmann said construction starts on Monday at Romero and is expected to take six months and this is just the first phase. They had to split it into two parts - first is civil

and then landscaping. That is why it was delayed.

Mr. Parker suggested rather than rating it to just say "deferred." That is the way he felt about the Rail Trail too.

Chair Dannenberg suggested a "C" for the Rail Trail because it is going ahead. Mr. Parker agreed.

Mr. Lease said South Meadows is now annexed.

Mr. Baker said they had encouraged the County to sell it to the City.

Ms. Lohmann agreed but added that the City doesn't have much money for it. It got complicated.

Dr. Bent said for the San Pedro Open Space, they had a volunteer team to build the trail so it wouldn't be a big item.

Mr. Baker said the study has to get done. For the East Mountain Trail Committee, he would like to see something done for next year.

Ms. Kowalski noted that the first phase is getting done.

Chair Dannenberg suggested that probably the highest among management plans is the Santa Fé Rail Trail.

Ms. Lohmann said she asked for extra money for advertising, document production, etc. They are all things the Committee has talked about. If it makes it through the first round we can support it.

Chair Dannenberg asked how the Committee could get that out to the BCC. They have an open forum hearing for the budget. He asked if the Committee members could talk with Commissioners or if they should write a letter.

Ms. Kowalski said the members should be present at the open forum for the budget. That is very effective.

Dr. Bent agreed and it shows public support, not just the staff.

Chair Dannenberg said he and Ms. Lohmann would get with the County Manager about it also.

Mr. Lease commented that from a maintenance point of view, these are great projects. We will have Pojoaque coming on. He would like to see a maintenance component for each of the County's new resources in shape the way it should be.

Dr. Bent thought Pojoaque was part of the state bill that died.

Mr. Lease said that is in process.

Chair Dannenberg asked if there is a single recommendation for maintenance.

Mr. Lease said no.

Ms. Kowalski proposed to suggest that maintenance be part of each management plan.

Mr. Lease agreed. Maintenance so often gets forgotten.

Ms. Ortiz Cué asked if it is also the role of COLTPAC to inform about process.

Chair Dannenberg didn't think the process was under the purview of COLTPAC. We just shouldn't recommend a process to be followed.

7. MATTERS FROM COUNTY STAFF

A. Maintenance Update – Terry Lease

Mr. Lease said that adequate staffing is the biggest problem and it took quite a while to get a maintenance supervisor - Maintenance Foreman. He came from Hyde Park at the State. He is hands-on and found challenges and still is a hands-on guy. He has gotten knee-deep in the budget and deals with staffing issues, rehires, etc. He is doing a great job. So he has two seasoned workers and the supervision. He is asking them to do things for which they have to be trained. He has only been fully staffed for a few months. Some of the staffing problems come from the process.

Mr. Lease reported that he made lots of staffing changes because he didn't want to keep those who were unwilling to give 100%. He clarified that he was not being critical. "They work as hard as I do."

The Open Space Maintenance Technicians go through HR and that takes some time. It is a good 60 days before he sees them come on line. Internal transfers take about 30 days. All new hires must start on the first day of the pay period. They are looking at those things to help us get through the process. He does hire some temps.

Part of the challenge is the range of \$13.59 to \$17. There are COLA raises but no adjustments with pay raises. He is told he has to hire at the low end. It is hard to hire a person for \$13/hr. He has had a person show up the first day drunk.

Dr. Bent was surprised that Mr. Lease also had buildings to maintain. He asked if there is a number to call when discovering a problem.

Mr. Lease agreed and said he got a lot of requests through the County Manager.

He said the equipment is too light and it is time to fix that. Carol Branch is a great volunteer coordinator but she is very busy and does a great job right around the City. She doesn't have time or staff for projects north.

Chair Dannenberg asked if there are maintenance jobs that Carol Branch could cover instead of his staff. Mr. Lease said it was possible.

Mr. Lease pointed out that the County is good about training opportunities. Also, communication between maintenance and projects is getting better. He still hasn't developed the maintenance standard he wants to and he needs a benchmark.

There is no coordinated signage plan and he has requested some budget for that. His staff is also doing some projects - working on a playground - removing a balance beam which is unsafe. The volleyball court has been neglected. Regarding the Rail Trail phase 1 - in the construction, drainage areas were not graded properly so there has been damage. There is grant funding and equipment available and he has requested funds for it. They are having drainage issues with the trail head and will make improvements to the trail head.

In his maintenance budget request, he included a Bobcat. If they get the grant, it will offset the equipment cost. The tool cat has a dump bed and a blade up front.

Dr. Bent said the parking lot at Nambé Center is shared with Head Start and it is washed out there. There was a very good piece of equipment that scooped it up.

Mr. Lease said that was Property Control staff and they have bigger equipment that was used.

He reported that they go out to Thornton Ranch regularly and find lots of trash, beer cans, etc. They go seven days a week in the summer as a deterrent at the petroglyphs. They also have a security company there. He put that in the budget request too.

They did a condition assessment for everything and they want to do a safety / ADA assessment of playgrounds. They also put in budget for the Rail Trail - \$75,000 for the repairs that need to be done. He also included funds for a signage study plan.

At Ortiz Mountains, one side is very steep so they need an archaeological study and an open space study for Ortiz Mountains.

Chair Dannenberg asked what his highest priority was.

Mr. Lease said that was hard to say but overall it would be increased salary range.

The Committee thanked him.

B. Demonstration of Open Space Mapping Tool

Ms. Lohmann did a quick demo of the Tool. She identified the factors that were put into the model. She explained that the criteria or suitability ranking numbers can be changed.

9. Action Items – None

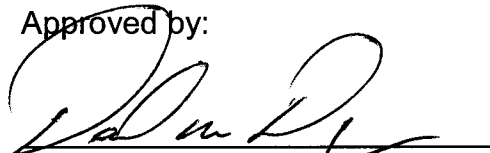
10. Next Meeting – Wednesday, May 6, 2015

11. Adjournment

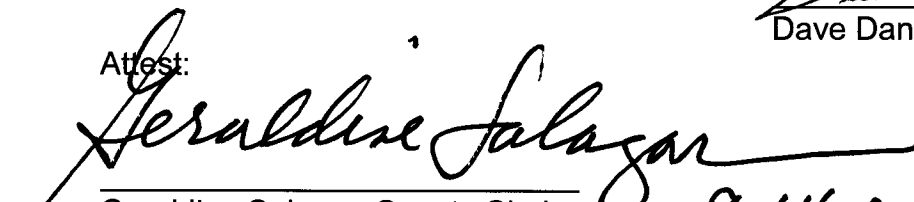
Dr. Bent moved to adjourn the meeting. Ms. Conoway seconded the motion and it passed by unanimous voice vote.

The meeting was adjourned at 8:03 p.m.

Approved by:

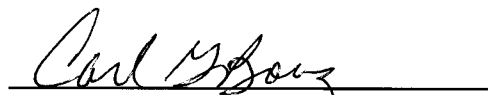

Dave Dannenberg, Chair

Attest:


Geraldine Salazar, County Clerk

9-14-2015

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 15TH Day Of September, 2015 at 09:01:23 AM
And Was Duly Recorded as Instrument # 1774543
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Deputy  Witness My Hand And Seal Of Office
Geraldine Salazar
County Clerk, Santa Fe, NM