

APPENDIX E
SITE ASSESSMENT MASTER PLAN DRAFT
PHASE 2 PLANS AND SPECIFICATIONS

DRAFT

POJOAQUE SPORTS FIELDS

SITE ASSESSMENT



May 2014

DRAFT

POJOAQUE SPORTS FIELDS
SITE ASSESSMENT

PREPARED FOR:
SANTA FE COUNTY

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EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

The Pojoaque Sports Fields is at a transition point as its ownership shifts from Pojoaque Valley Public Schools to Santa Fe County. The property, an 11.06-acre open space along the Rio Tesuque, has been utilized for its recreational fields by the school district (softball) and local little leagues (baseball, tee ball, soccer) for almost 30 years. Centrally located in a community without local public park facilities, it has the capacity for not only continuing to serve as a recreational destination for leagues, but also for expanding its recreational offerings to the greater community.

To guide future development of the Pojoaque Sports Fields in a logical and cohesive manner, Santa Fe County initiated an existing conditions site assessment and a site planning effort. An assessment of the existing facilities and site extents reveals that there are opportunities for Santa Fe County to reorganize the site circulation and expand some of the peripheral areas of the site with additional recreational uses. In addition to the existing recreational fields, parking, and amenities (restroom/concessions building, memorial, parking), the site has the capacity to provide additional needed active and passive recreational uses for the local residents of all ages. These uses include walking paths, playgrounds, basketball, and picnicking areas for both families and larger groups. As a guiding vision, the Site Plan provides a practical framework for future investment in the Park over time, expanding recreational opportunities for the citizens of the Pojoaque Valley, that appeals to the broadest possible constituency.

INTRODUCTION

HISTORY + PRIOR USE

Context

The 11.06-acre Pojoaque Sports Fields site is located along the Rio Tesuque northwest of the NM 285 / 502 interchange. The fields are accessed by Oweenge Road to the north and the site is bounded by the Rio Tesuque to the southwest and residential properties to the east. The site's southwestern edge is within the 100 year FEMA floodplain (Zone AE). Located within close proximity of Pojoaque Middle School and Pojoaque Pueblo (.25 mi.), the recreational sports facility includes a softball field and a multi-use field for soccer and baseball.

History

Over the last thirty years, the Pojoaque Sports Fields have experienced several rounds of improvements to accommodate recreational use in the Pojoaque Valley. In 1984-5, as part of a Land and Water Conservation improvement, the multi-use field, dugouts and restroom facility were installed. The fields were used by sports leagues in the summer and the Pojoaque Valley School District in the spring and fall. In 1994, additional site improvements were made, including a new well, pump building, irrigation system, and a softball field. Sometime between 1984 and 1994, the large storage area in the restroom building was renovated into a concessions area and storage closet. According to design plans issued in 1994 (Appendix A: Survey + Prior As-built Drawings), a tee ball field was to be constructed in the southeast corner of the site. Two abandoned dugouts still exist in this area with no evidence of other field improvements in this area.

Site location map - North Pojoaque



INTRODUCTION

SITE ANALYSIS

Ownership

Originally owned by the Pojoaque Valley School District, the property was purchased by Santa Fe County in Spring 2014. At that time, the sports fields became the first publicly owned park in Pojoaque.

History of Use

Since its construction, the Pojoaque Sports Fields have served as a facility for local little leagues (ages 5-12). Currently, the Pojoaque Valley Little League uses both the multi-purpose field and the softball field from March to July. The Pojoaque Valley Youth Soccer Program uses the multi-use field from August to November. These leagues entered signed use agreements with Pojoaque Valley Public Schools for use of the facilities.

Until recently, the softball field was primarily used by the Pojoaque Middle School girls' softball team. Upon completion of the new Pojoaque High School, school recreational facilities were relocated and the team moved practices and games to the new complex.

Access

The site is positioned in close proximity to existing facilities and nearby residents.

b. Access points

- The site borders the Rio Tesuque to the south creating a dense buffer of mature plant material between the park and the river.
- A dilapidate fence runs the 3/4 of the length of the Rio Tesuque border. It will need to be replaced.
- Pathway evidence suggests that park visitors (children) access the river from park.
- Jersey barriers near the scorer's box indicate vehicular access from the river was an issue in the past.
- A perimeter fence along Oweenge Road prevents vehicular access when the park is closed.
- There are two gaps in the fence on the eastern boundary where neighbors access the site. Limited perimeter fence repair is necessary.
- A pedestrian gate remains unlocked along Oweenge Road at all times.

Drainage + Topography

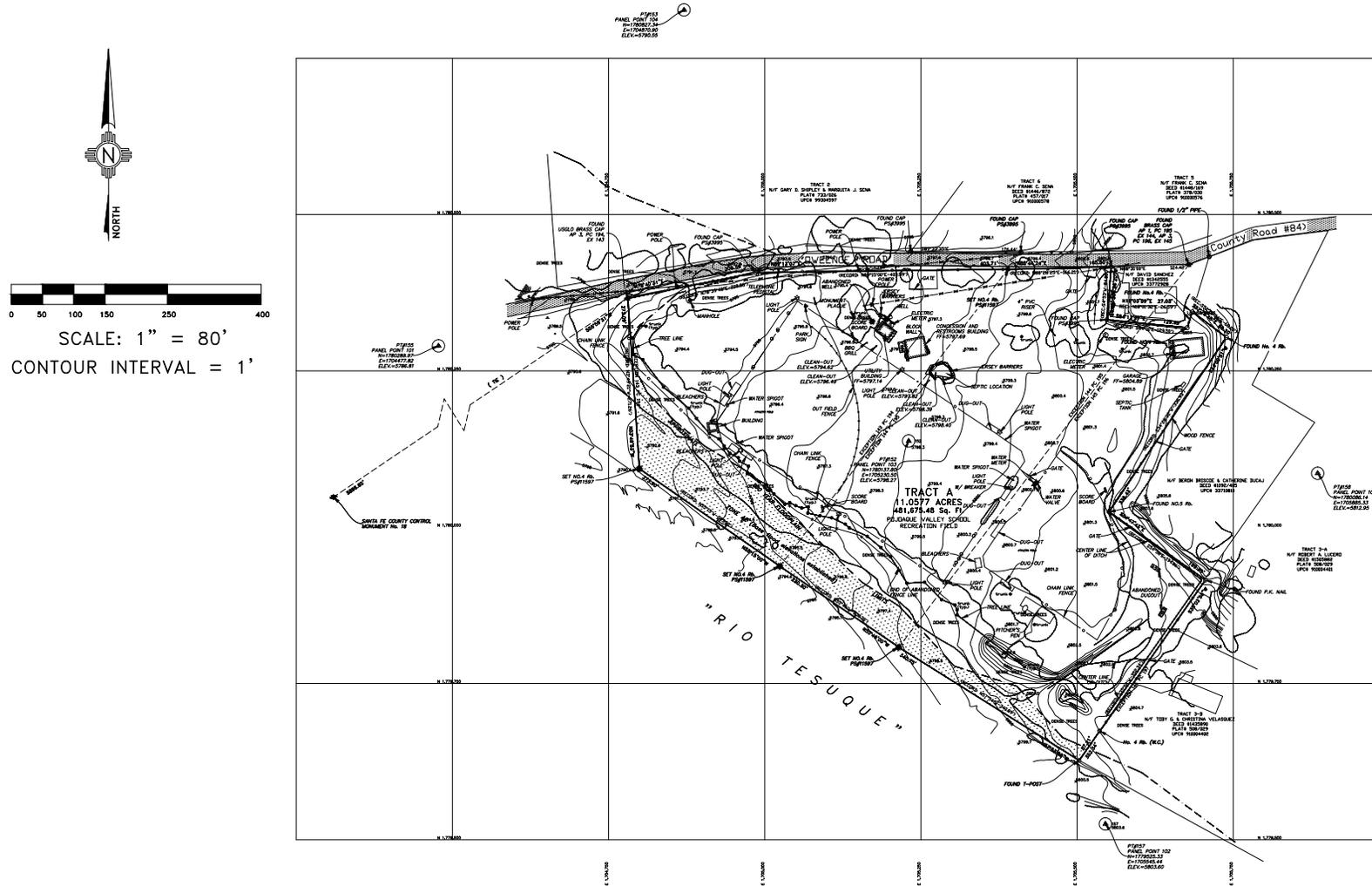
The site is flat but generally slopes from east to west from an elevation of 5809' behind the storage building to 5793' at the west property boundary (1.7%).

a. Topographic Elements

- The site drains from east to west and discharges into the Rio Tesuque on the northwest corner of the site.
- The multi-use field also drains east to west and has swales running parallel to the north and south to prevent flows from entering the field.
- The site is bounded by a flood zone to the southwest.
- There are numerous, small ponding areas throughout the site, including on the multi-use field.
- On the south west side of the site there is a minor swale covered in dense tree growth.
- Two large berm exists in the southeast corner. They are at least 5' tall in places and appears to be man-made; likely as a barrier during Rio Tesuque flood events. The berms are covered in discarded plant material and appears to have been used as a scrap pile for landscape waste.
- The eastern site boundary is comprised of the most elevation on site, albeit very minimal. Due to the higher topography of adjacent properties here, evidence suggest that water drains into the site from neighbor's fields.
- Drainage issues are of a primary concern east of the softball center field fence due to the slanting topography. A 1' deep trench exists here, used either for drainage or apart of an abandoned irrigation system.

INTRODUCTION

Pojoaque Sports Fields, Topographic Survey (2014)



- LEGEND:**
- = PROPERTY CORNER FOUND (AS NOTED)
 - = SET PROPERTY CORNER (Refer #11597)
 - = U.S. GENERAL LAND OFFICE SURVEY BRASS CAP
 - = CHAIN LINK FENCE
 - = WOOD FENCE
 - = OVERHEAD UTILITY
 - = ASPHALT ROAD
 - = BOUNDARY LINE
 - = 100 YR FLOODPLAIN (ZONE A3)
 - = DENSE TREES
 - = 5' INTERVAL CONTOUR LINE
 - = 1' INTERVAL CONTOUR LINE
 - = TREE LINE
 - = CENTER LINE OF DITCH

NOTES:
 AERIAL PHOTOGRAPHY & TOPOGRAPHY
 WAS OBTAINED BY BLUE SKIES
 CONSULTING, LLC.
 PHOTO TAKEN 8-19-2013

SURVEYOR'S CERTIFICATE

THIS MAP HAS BEEN PRODUCED ACCORDING TO PROCEDURES THAT HAVE BEEN DEMONSTRATED TO PRODUCE DATA THAT MEETS OR EXCEEDS THE MINIMUM STANDARDS FOR A TOPOGRAPHIC MAP COMPILED AT A SCALE OF 1"=80' WITH A CONTOUR INTERVAL OF 1'. PREPARED FROM A FIELD SURVEY BY ME ON AUGUST 28TH, 2013, AND IS TRUE AND CORRECT TO THE BEST RELIEF.

Brian K. McClintock 4/28/2014
 BRIAN K. MCCLINTOCK H.M.P.S. No. 11597 DATE



TOPOGRAPHIC SURVEY
 OF
 POJOAQUE VALLEY SCHOOL
 RECREATION FIELD

BLUELINE CONSTRUCTION
 (SURVEY DEPARTMENT)
 20 REATA ROAD
 SANTA FE NEW MEXICO
 505-216-7809

INTRODUCTION

Views

Due to large trees along the site's perimeter, distant views are limited. There are distinct views of Las Barrachas to the north/northwest from the parking lot and softball field. There are views of the Sangre de Cristo Mountains to the east when standing in the middle of the multi-use field.



Softball parking area looking west; views of Las Barrachas in distance and Rio Tesuque vegetation on the left

Utilities

Present utilities include water supplied from an on-site well, electricity, and a sewer system including a septic tank and leach field. Air conditioning is present but a heating system does not exist. Water is turned off during the winter months. The septic tank is located to the east of the restroom building and is surrounded by jersey barriers. It is pumped out periodically (every 3-5 years). The leach field is located on the northwest corner of the property along the property boundary and a portion of the water, presumably from the sinks, is thought to be directed there. Utility usage records may be obtained at the PVPS central office. Two septic tanks are located east of the building. It is currently marked by jersey barriers to prevent vehicle from driving over the tanks. The leach field is located along the western perimeter with access via a manhole on the southwest extents. There are no exterior lights for the restroom / concession building.

INTRODUCTION

PLANNING + DESIGN CONSIDERATIONS

Future Trail Connections

Planned (very long term) development of walking trails to the Tesuque River (to the south). Consider pedestrian connection from (future) trail to site. Other nearby community facilities include El Rancho Community Center, Chimayo Community Center (near Fire Station and Head Start) and Nambe Community Center.

Vandalism

The park was subject to vandalism in the past and PVPS responded with limiting access during non park hours.

- a. Access gates are locked in the evening and buildings remain locked when not in use.
 - Graffiti has been a problem in the past but was reduced with gate closure.
 - The restroom building previously had windows that were smashed. SVPS responded by eliminating windows from the building.
 - Concrete barriers prevent vehicular access from the river but the park could still be accessed from this point.
 - In the past bleacher seats were stolen even though the park was locked. SVPS suspects the site was accessed via the river. The seats have since been replaced.

Land and Water Conservation Improvement Funds Restrictions

A sign on the northeast corner of the field indicates prior improvements were made from Land and Water Conservation Improvement Funds in 1985. This funding source obligates the owner to follow certain guidelines. SF County will need to transfer the paperwork over and identify from the State what the obligations are that may impact future development on the site.

EXISTING CONDITIONS

INTRODUCTION

A site inventory and assessment was conducted in February 2014 to identify the extent and conditions of improvements at the site. Information collected as part of the site assessment are derived from visual inspections and interviews with representatives from Pojoaque Valley Public Schools, the previous owner responsible for maintaining the site. This information is summarized on the following pages.

Site Inventory

The following amenities exist on the 11.06 acre Pojoaque Sports Fields, see locations on aerial photo to right:

1. Multi-purpose Sports Field (approx. 595' x 244')
2. Memorial
3. Pump Building (357 sq.ft.)
4. Well
5. Restroom Building / Concessions Stand (985 sq.ft.)
6. Leach Field
7. Main Entrance
8. Parking
9. Storage Building (1,467 sq.ft.)
10. Softball Field (approx. 215' x 215' along foul line)
11. Batting Cage (935 sq. ft.)
12. Scorer's Box
13. Jersey Barriers
14. Manhole

Pojoaque Sports Fields - Aerial Photo, 2011



EXISTING CONDITIONS

RECREATIONAL FIELDS

Multi-Use Field

The multi-use field is approximately 595' x 244' (145,180 sf) and surrounded by a 4' tall chainlink fence. It is a natural grass field with two dirt infield areas for Little League play. See (Appendix B: League Documents) for a current use layout.

a. Field Surface

- Grass appears to be stressed and compacted due to overuse.
- The field finish surface grade is uneven and has low spots with less grass.
- Infield areas collect weeds, including Goatheads.
- There is evidence of prairie dog activity on the east side of the field.

b. Fencing + Access Control

- Sections of the perimeter fencing requires repair or replacement.

c. Field Irrigation

- **The** main point of connection for the irrigation system is at the pump building.
- Irrigation valves and main distribution lines run north/south along the east edge of the main field outside the chain link fence.
- Controller: located in pump building
- Zones: 10 stations
- PVPS recommends a complete replacement of this system, since it was originally installed in the mid 1980's with thin schedule 80 PVC pipe. At the beginning of each season, in at least one location there is a major failure in the system which requires the replacement of sections of the system.
- 2 hose bibs are located near the each existing dugout for wetting the infield dirt.

d. Field Maintenance

- PVPS aerates the fields every year and reseeds with Sports Turf Seed Mix.
- A challenge has been the overlap of reestablishing/rehabilitating the fields at the beginning of the season when the leagues would like to begin playing on them.
- PVPS crews usually do a seasonal clean up and prep in early May and maintain minimally through summer. Maintenance includes mowing and irrigation checking.

e. Dugouts

- There are two sets of dugouts around the multi-use field, each 200 sq.ft.
- Dugouts are constructed of CMU blocks and accessible via the field of play. Players are protected by a chain link fence.
- Dugouts are in deteriorating condition due to lack of maintenance.

f. Scorer's Booth

- The scorer's booth is located on the southwest portion of the field and is a wood constructed building with an opening on the field side exposed to the weather. It is built on CMU blocks 2'6" above grade and is 275 sq.ft. It is accessible by a non ADA compliant stairway.
- The interior is wired in Romex and contains indoor rated electrical fixtures and a panel exposed to the elements.
- It has been susceptible to vandalism due to its accessibility to the river and is left unlocked to prevent people from trying to break in.



Multi-purpose field; looking southwest



Multi-purpose field and dugout; looking east along river's edge



Multi-purpose field dugout

EXISTING CONDITIONS

g. Site Furnishings

- Bleachers: three sets of moveable bleachers are located around the perimeter of the multi-use field. Bleachers are made of aluminum and some have wood benches that have recently been replaced.
- Trash cans: 5 moveable barrels, used as trash cans, are located around the field perimeter. Trash cans at the site are dilapidated.
- Dumpster: Little League supplies a dumpster at the site during their season.

h. Scoreboard

- One scoreboard is located on the north side of the field near the pump building. It is only used during tournaments and is remotely controlled.
- Two poles on the south side of the field mark the location of a former scoreboard. The electrical connections at this location have been energized and have damaged the outlets and the wiring at this location

i. Lighting

- Sports field lighting is original to the field (1985) and consists of lights mounted on creosote-soaked wooden poles.
- Bulb replacement has to be contracted out (cherry picker needed to replace bulbs)
- The field light fixtures are comprised of an external ballasted enclosure fed by a disconnect at the lower base of the pole.
- Several of the light fixtures have broken lenses which will hamper the lamp life during the fixtures operation.
- The probability of all of the lights to be in working order is unlikely and the work involved to replace the ballasts and relamp the fixtures is costly.
- Parents complain their kids area exposed to concentrations of creosote that collects at the base of the poles.



Scoreboard; multi-purpose field



Multi-Use Field; looking northeast



Multi-Use Field; sports lighting



Creosote soaked light pole

EXISTING CONDITIONS

Softball Field

The field is in newer and generally in better condition than the multi-use field. It consists of a grass outfield, dirt infield, two dugouts and a batting cage.

a. Use

- The softball field is currently without a primary user as it is no longer used by the girl's softball team.
- Little League uses the field for tee ball games.
- Youth Soccer uses the outfield for practices.

b. Field Condition and Maintenance

- Softball field grass appears to be well kept
- Turf is thick and well watered. Infields are dragged to minimize Goatsheads.
- The chain link fence around the field perimeter is in good condition.
- The field is accessed via pedestrian gates at the infield and a maintenance gate in left field.
- Fencing around infield is low (3') and may need to be upgraded to 6'.

c. Irrigation

- Controller: located on light pole on southwest corner of the main field
- Zones: 5 stations
- Valves and back flow preventer located along softball fence line near controller
- Upgrade recommendation: at this time no upgrade is needed; the system was updated 10 years ago and has not had any significant issues.

d. Dugouts

- There is one set of dugouts around the softball field. They are in good condition.
- A chain link fence separates players from the field of play.

e. Batting Cage

- Batting cage is made of chain link and is kept locked. It is in good condition but is littered with leaves.

e. Site Furnishings

- Bleachers formerly located around the softball field were relocated to Pojoaque Valley High School. It is unknown if PVPS plans to move them back to the park upon finalization of property sale.
- There are no trash cans located near the softball field.

f. Scoreboard

- The softball scoreboard was removed and relocated to the Pojoaque High School.
- steel posts and electrical connections remain outside of the outfield fence, the electrical connections at this location have been energized and have damaged the outlets and the wiring at this location.

e. Lights

- There are no lights located at the softball field.



Softball Field; looking North



Softball Field Dugout



Missing softball scoreboard location

EXISTING CONDITIONS

Tee Ball Field

There are remnants of a tee ball field located in the southeast corner of the site. Documents from 1994 indicate that there were plans to develop tee ball field in conjunction with the softball field (Appendix A: Survey and Prior As-Builts). Elements may be salvaged and reused.

a. Dugouts

- Two dilapidated dugouts remain in the area. The concrete slab for both dugouts is in good condition.
- One of the dugout walls is damaged.
- The roofs are in good condition but the dugouts are overgrown with vegetation.

b. Playing Area

- The area is overgrown with vegetation.
- There are a series of drainage ditches that transect the area and drain toward the river. They are a tripping hazard.
- A swale runs the length of the site's perimeter and drains toward the river.
- This swale is overgrown and takes water from adjacent neighbor's fields.

c. Access

- An opening in the site's perimeter fence allows access to the park from the east.
- A gated opening in site's perimeter fence allows access from the north.



One of two existing dilapidated dugouts

UPGRADE RECOMMENDATIONS RECREATIONAL FIELDS

Multi-Use Field

As the Multi-Use Field is upgraded, considerations can be made for refurbishing the existing natural grass field, or replacing the surfacing with artificial turf.

Multi-Use Field - Grass

- Surfacing: prepare subgrade and reestablish grass surface
- Irrigation: replace the entire existing irrigation distribution system with new equipment, including heads, lateral lines, and valves
- Grading: regrade field at current slopes to establish a smooth, consistently sloped field
- Site Furnishings: repair bleachers, replace components
- Lighting: install new sports field lighting, upgrade electrical service
- Scoreboard: repair scoreboard
- Dugouts: clean and repaint existing dugouts
- Press Box: repair / replace existing press box
- Fencing: repair holes in existing chainlink fence and repair / replace access gates

Multi-Use Field - Artificial Turf

- Surfacing: install new artificial turf surfacing with subgrade and perimeter concrete header curb
- Grading: regrade field to establish a consistent slope
- Site Furnishings: repair bleachers, replace components
- Lighting: install new sports field lighting, upgrade electrical service
- Dugouts: clean and repaint existing dugouts
- Scoreboard: repair scoreboard
- Press Box: repair / replace existing press box
- Fencing: remove and replace existing chainlink fence and access gates, adjust fence line locations per new field dimensions

Softball Field (Grass)

- Irrigation: provide routine irrigation system maintenance
- Site Furnishings: install new bleachers (3)
- Scoreboard: install new scoreboard panel onto existing structure
- Lighting: install new sports field lighting
- Dugouts: clean and repaint existing dugouts
- Batting Cage: clean and repair existing
- Fencing: no repairs necessary

Tee Ball Field (Grass)

- Surfacing: prepare subgrade and reestablish grass surface
- Irrigation: provide new irrigation system, tie into existing system at softball field
- Grading: grade field to establish a smooth, consistent slope, fill in ditches
- Site Furnishings: install new bleachers (3)
- Dugouts: repair existing dugouts, add side walls, and paint finish surface
- Fencing: provide new perimeter chain link fence and access gates, tie into softball field fencing

EXISTING CONDITIONS

STRUCTURES

Restroom + Concession Building

The building is 985 sq.ft. and comprised of three main rooms with separate entry points. The women's room consists of three stalls and one sink. It is accessed from the north. The men's room houses one stall, two urinals, and one sink. It is accessed from the south. A concession and storage area makes up the remainder of the building.

a. Equipment

- The concession area houses a range, vent hood, storage space for kitchen equipment and utilities, and a closet.
- The kitchen hood has a roof exhaust but is missing internal filters.
- Food refrigeration is dependent on Leagues supplying their own ice chest during events.
- Hot water heater in **chase** is dated and piping is missing insulation.
- Existing plumbing on southwest wall equipped for ice machine.
- **The bathroom facility was not open for inspection by the team at the time of the site visit. Accessibility issues may be an issue.**
- Maintenance crews let the leagues maintain the restroom buildings during the season.

b. Operations

- Pojoaque Valley Public Schools opens the building at the beginning of league season (May), does routine maintenance to the facilities and hands the keys over to the leagues for day to day operations.
- Although a user agreement exists, between the Little League and PVPS (Appendix B: League Documents) terms of care and maintenance requirements are not outlined in the agreement.
- Leagues generally take it upon themselves to clean the bathrooms and remove trash

c. Utilities

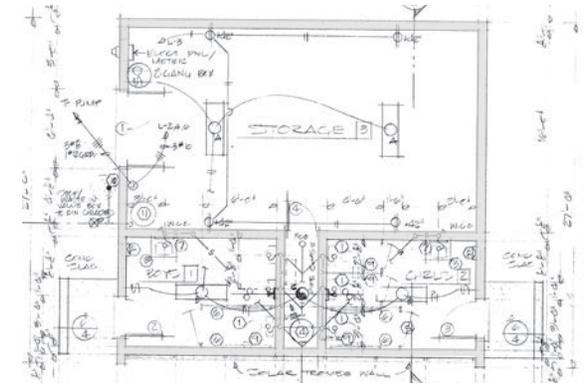
- Present utilities include water supplied from an on-site well, electricity, and a sewer system including a septic tank and leach field.
- Air conditioning is present but a heating system does not exist.
- Water is turned off during the winter months.
- The septic tank is located to the east of the restroom building and is surrounded by jersey barriers. It is pumped out periodically (every 3-5 years).
- The leach field is located on the northwest corner of the property along the property boundary and a portion of the water, presumably from the sinks, is thought to be directed there.
- Utility usage records may be obtained at the PVPS central office
- Two septic tanks are located east of the building. It is currently marked by jersey barriers to prevent vehicle from driving over the tanks.
- The leach field is located along the western perimeter with access via a manhole on the southwest extents.
- There are no exterior lights for the restroom / concession building.

d. New Mexico Environment Department

- Pojoaque Valley Little League holds a food permit for the concession stand which is inspected annually at the beginning of the season (Appendix B: League Documents).
- Water inspections on the well are conducted every 3-5 years.
- The contact for inspections will need to be transferred to Robert George at Santa Fe County upon completion of the land purchase.



Restroom / Concession Building



Restroom / Concession Floor Plan (1984)



Restroom / Concession Building Interior

EXISTING CONDITIONS

Leach Field

The restroom leach field is located 30' southeast of the restroom / concession building. It encompasses an area of approximately 900 sq.ft.

a. Contents

- Six jersey barriers mark the leach field location and prevent vehicles from driving on it.
- There are three clean out pipes near the leach field and two between the restroom building and the leach field. They are in poor condition.

Pump Building

The 357 sq.ft. pump building is a small structure to the north of the concessions / restroom area that houses the mechanical systems for the irrigation system, the well pump, the irrigation controller, and the main electric box.

a. Contents

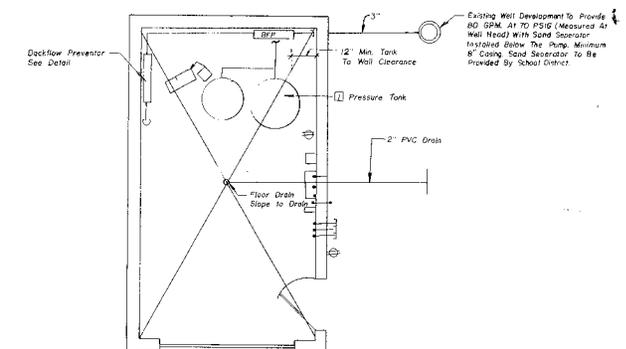
- Two access points: garage and doorway.
- A refrigerator, some vending supplies, a tractor and miscellaneous supplies were located on the floor as it was also being used as storage.
- The primary well is located behind the pump building. An abandoned well is located to the west of the current operating well.
- Leagues store equipment near the pump building which is not ideal for the leagues or maintenance crews.
- There are three exterior lights.

b. Utilities

- Heated by an electric heater on the far corner wall with an attic opening nearby. The building electrical system is comprised of a 200 Amp overhead electrical power drop from an existing PNM pole. The main panel is a 480V source serving a 30 KVA transformer to a 208V panel surrounded by the well pump controller and a lighting contractor.
- The main panel is missing the upper and lower metal barriers on the panel cover.
- The domestic water system piping installed contains a Lakos separator that may need to be setup on a maintenance schedule for the purging of the debris in the filter.



Pump Building



Pump Building Floor Plan (1994)



Pump Building Interior



Storage Building



Storage Building Interior

UPGRADE RECOMMENDATIONS

Restroom + Concession Building

- Upgrade restrooms to conform to ADA codes
- Add ADA compliant handrails and increase bathroom stall width in men's and women's restrooms.
- Provide ramp access to restrooms.
- Install exterior lights at the restroom / concession building.
- Re-key locks to match other buildings on site.
- Repair / replace concessions area fixtures to meet NMED codes.

Pump Building

- Remove all items stored by leagues in the pump building; pump building to be utilized for equipment only.
- Electrical Clearances: electrical clearances are not being maintained in accordance with Sec. 110-26 of the National Electrical Code (NEC) 1) Provide at least a 3-ft clearance in front of all electrical equipment, 2) Provide a 30 in. wide working space in front of equipment operating at 600V or less, 3) Provide minimum headroom clearance of 6 ft or the height of the equipment, whichever is greater.
- Heating: replace attic cover (heating for the building may be hampered due to a missing attic cover)
- Pump: set up a routine maintenance schedule for the purging of the debris in pump filter or purchase an automatic filter purge system from the manufacturer.

Storage Building

- Clear building of all non-usable items.
- Utilize storage building for league equipment.
- Establish protocol for access, use and cleaning.
- Repair building elements as needed.

EXISTING CONDITIONS

SITE ELEMENTS

Memorial

A memorial plaque commemorates local resident and Vietnam Veteran Robert Trujillo. It is located under two large Cottonwood trees west of the pump building.

a. Memorial

- The memorial is a bronze plaque set on a rock base. Wood timbers separate the memorial base from other use areas.
- The monument may be relocated or redesigned as park improvements are made, but plaque should be preserved.
- There is one picnic table and one fixed BBQ in poor condition, located on site near the monument due to the Cottonwood canopy.



Robert Trujillo Memorial

Parking

No organized parking exists for the site. Users drive to one of three cleared dirt areas around the recreational fields and park ad hoc.

a. Dirt Lots

- Due to the lack of structured parking layouts, vehicles drive and park as close to facilities as possible.
- Primary parking is near the restroom/concession building.
- A set of wood railroad ties and jersey barriers near the restroom/concession building prevent people from driving on top of the septic tanks.
- Dirt parking areas are uneven and are likely difficult to use during storm events.
- There is vehicular access to the west side of the site. Parking in this area has degraded the landscape.
- There is limited vehicular access between the softball field and the multi-use field. A few parking spots exist near the batting cage.



Primary parking area looking west

Site Landscape

Vegetation exists primarily along the site perimeter. It is comprised of mixed riparian and invasive species and does not appear to have been formally planted.

a. Vegetation

- There is a dense grove of mature Cottonwoods and undergrowth along the Rio Tesuque that provides shade and wind relief for the site.
- Vegetation along the eastern edge is primarily comprised of Siberian Elms.
- The area east of the softball field is overgrown with tree saplings and undergrowth.
- Along Oweenge Road there are a few mature Cottonwood but the area is primarily open. A swath of tall grasses grows between the gate locations but years of vehicular traffic have prevented much plant growth in this area.
- Two very large Cottonwood trees near the monument plaque provide substantial shade for the concession/restroom building and the pump building.
- The site's west edge has a dense vegetation buffer along the fence line. Plants have overgrown the leach field in this area.
- Aside from the grass fields, the site is not irrigated.



Vegetation along Oweenge Road and interior driveway

EXISTING CONDITIONS

Fencing + Access Control

An existing perimeter fence limits access to the site's interior, however, fencing material is incomplete in places which has resulted in theft.

a. Entry Gates and northern edge

- There are two chain link entry gates along Oweenge Road that permit vehicular access.
- The primary gate (west) is chain link and in good working condition. A pull in driveway allows drivers to pull off the road when opening the gate. The gate is locked when not in use. League representatives and maintenance staff manage the keys.
- There is a pedestrian gate near the west entry gate. It remains unlocked.
- A secondary vehicular gate (east) is only opened during events. Exiting through this gate improves vehicular circulation.

b. Eastern Boundary

- Tight stands of vegetation and a wood slat fence makes an impenetrable barrier along the site's eastern edge.
- Three openings along this edge provide access from neighboring properties to the site.

c. River's Edge

- A dense stand of vegetation provides a visual barrier along the south edge of the site. Openings along this edge permit access to the Rio Tesuque.
- A dilapidated wire fence runs the length of the edge.
- Large berms at the south east edge of the site prevent access to the site and may redirect water during floods.
- In the past vehicles have accessed the park via a gap in vegetation near the scorer's box. Jersey barriers have been placed there to prevent vehicular access from the Rio Tesuque.

d. Western Boundary

- Access is prevented along the site's western edge by a tall chain link fence in good condition. It is obscured by thick vegetation.

Site Furniture

Only a few pieces of site furniture exist on site. Generally, items are well worn and dated.

a. Trash Cans

- There are 5 trash cans scattered across the site, primarily at the multi-purpose field.
- Cans are made of steel drums that pivot on a cross bar for emptying. Two cans have been taken off their stands.
- Youth sport leagues prefer to supply their own bags because cans do not easily tip for emptying.
- Litter is a problem after sport events.
- During their seasons, leagues rent a small dumpster for the site. Any litter left in cans overnight is subject to animal scavenging.

b. Picnic Tables and Seating

- There is one metal picnic table with side benches on site. It is located in the shade near the memorial.
- The table surface is bent and uneven.
- There are no benches or seating elements on site other than the bleachers.

c. Barbecue

- One freestanding (embedded post) grill is located in proximity to the scoreboard at the multi-use field.

d. Bleachers

- See 'Recreational Fields'



Secondary vehicle access; northern edge



Neighbor's access; eastern boundary



Jersey barriers and access to Rio Tesuque

EXISTING CONDITIONS



Existing trash can near Scorer's box



Existing picnic table at memorial



Trash barrels and equipment storage

UPGRADE RECOMMENDATIONS SITE ELEMENTS / OPERATIONS

Parking

- Efficiency: reconfigure parking area and add parking bumpers for greater parking efficiency
- Surfacing: grade and resurface parking for positive drainage
- Safety: improve parking layout to maximize access with minimal vehicle / pedestrian conflicts, provide fire and safety access, maintain applicable sight distances at intersections
- Accessibility: provide recommended accessible spaces and surfacing per ADA code requirements

Pedestrian Circulation

- Safety: separate areas of vehicular access and pedestrian circulation; limit access to all areas west of the restroom area to pedestrians only, with the exception of emergency and maintenance vehicles.
- Accessibility: provide recommended accessible surfacing per ADA code requirements

Site Furnishings

- Supply trash cans / recycling cans at key locations around the site with easy access. Cans to be animal proof.
- Provide picnic tables for family picnicking.
- Relocate barbecue station to new location with picnic tables; add additional barbecue station locations as needed.

Signage

- Install a new sign at the entrance to the site designating the park.
- Install a park rules sign with key emergency contact information and numbers.
- Relocate the existing Conservation Fund sign.

Memorial

- Integrate improvements to the memorial with future improvements alongside the multi-use field.

Electric

- Upgrade electric panel in preparation for lighting and building upgrades.
- Rework electrical system in scorer's booth; secure from weather.

Fencing + Access Control

- Repair / replace perimeter fence and access gates along northern and southern edge to establish boundary and designated access points.
- Restrict vehicular access to Rio Tesuque from the site's interior.
- See 'recreation fields' for recreation-related fence and access upgrades.

Facility Maintenance / Operations

- Identify SF County individual / entity as point person for maintenance, NMED inspections (concessions + well equipment); transfer contact information from PVPS to SF County.
- Establish routine maintenance schedule for park facility, restroom / concessions, fields (grass and artificial turf), etc.
- Schedule routine maintenance for field lighting; subcontract maintenance agreement.
- Establish Facility Use Agreements with leagues to manage access and outline responsibilities.
- Establish Facility Use Agreement protocol, reservation form, and fees for events.
- Maintain a reservation schedule for the facility on the SF County website.
- Establish a protocol for locking / securing the site during non-park hours.

SITE MASTER PLAN

INTRODUCTION

Master plan program elements were derived from recommendations and guidance from Santa Fe County staff and needs generated from the assessment of existing conditions. The design team approached the master planning process with the understanding that the existing park was to be upgraded and existing site elements were to be incorporated and retrofitted, when possible.

Three guiding principles shape the concepts behind the Site Master plan:

- 1 Increase the diversity of program elements in the park while complementing existing elements so that the new park appeals to more of the community.
- 2 Optimize recreational field layouts for a range of sports, users, and ages.
- 3 Establish clear and safe circulation routes throughout the park for pedestrians, joggers, and vehicles; separate vehicular parking from pedestrian zones.

The construction budget for Phase I improvements consisted of \$1.1 million. Pojoaque Sports Fields focusing primarily on the enhancement of the multi-use field. Because the multi-use field space was of primary concern, a turf vs. grass comparison was prepared in order to assess the costs and benefit trade-offs between the two surfaces (Appendix C: Turf / Grass Field Materials Comparisons). The design team also investigated different field layout scenarios in order to understand how to maximize use given pricing and size constraints (Appendix D: Field Layout Analysis).

Parking needs were based on vehicular capacity during high occupancy periods such as Little League and Youth Soccer League events. At maximum use (3-4 games being played) the design team estimated the need for approx. 100 parking spaces.

SITE MASTER PLAN

KEY FEATURES

The Master Plan outlines a series of improvements to help guide the transformation into a community park that provides shaded gathering spaces and recreational field space for a variety of users.

Multi-purpose Field

The artificial turf field is designed to maximize playing area for Little League and Youth Soccer events by eliminating dirt areas and providing a single artificial turf playing surface. Multiple layouts are available depending on league use.

Field Amenities

Site elements complement field installation by improving circulation and improving existing facilities such as the dugouts scorer's box. A pedestrian walkway improves field circulation and sports lighting extends the playing season.

Promenade

The park's central core consists of a pedestrian walkway zone that buffers visitors from the parking area and provides shaded relief during sports events. The promenade includes the restroom and concession area with shaded seating. The Robert S. Trujillo Memorial is enhanced and complemented by an informal picnic area in the shade of large Cottonwood trees.

Parking Improvements

The parking area is formalized with asphalt surfacing and designated ADA accessible parking areas. A central drainage swale collects water from the hardscape to irrigate area shade trees and direct water away from park elements. The lot has a capacity of 109 spaces and will provide access to the storage garage.

Baseball Facility

A new tee ball field will share field space with the softball field, utilizing existing dugouts and maximizing turf space. A crusher fines corridor and trail will improve circulation to Little League amenities.

Natural Play and Picnic Orchard

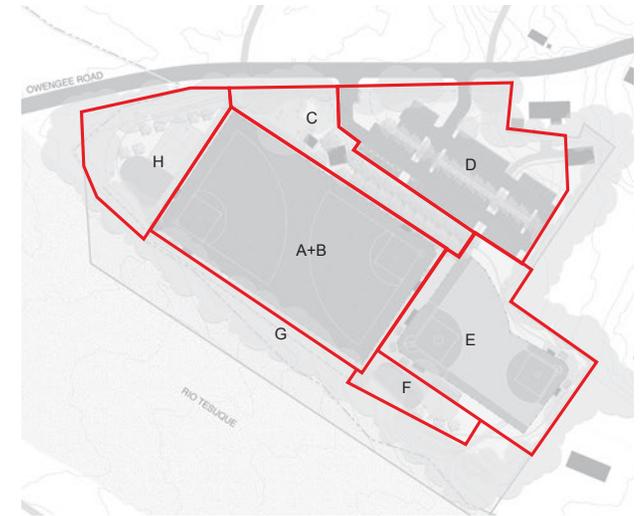
A play area shaped into the existing topography and shaded picnic area among a local fruit orchard provides spectators a shaded respite. The area also acts as a gathering destination for community/family gatherings.

Perimeter Trail

A crusher fines path that circumnavigates the site's program elements. The loop provides walkers a designated recreational pathway that can be repeated. Two loops is equal to 1.5 km and may be connected to a larger, regional trail system in the future.

Activity Commons

The commons area is situated among a stand of Cottonwood that help to provided shaded relief for spectators and act as a destination area for park visitors. It consists of a basketball court, play area and provides seating with sweeping views of the Sangre de Cristo Mountains to the east.



Concept Areas Diagram

- | | | |
|--------------------------|------------------------------------|----------------------------|
| A. 'Multi-purpose Field' | D. 'Parking Improvements' | G. Perimeter Walking Trail |
| B. 'Field Amenities' | E. Baseball Facility | H. Activity Commons |
| C. 'Promenade' | F. Natural Play and Picnic Orchard | |

SITE MASTER PLAN

SITE MASTER PLAN ILLUSTRATIVE

LEGEND

- Master Plan Project Boundary
- - - 100 Year Flood Plain
- Fence line
- Topography, 2' Intervals
- - - Swale
- Parcel Boundary
- Building
- Crusher Fines
- Sand, Riverbed
- Park Landscape, Native
- Landscape Buffer
- Grass, Irrigated
- Turf, Artificial
- Fruit Tree
- Shade Tree

PARK ELEMENTS

1. Playground
2. Basketball Court
3. Multi-purpose Sports Field (Artificial Turf)
4. Memorial
5. Pump Building
6. Restroom Building / Concessions Stand
7. Gathering Plaza
8. Promenade
9. Trailhead
10. Portable Bathrooms
11. Storage Building
12. Softball Field (Grass)
13. Tee ball Field (Grass)
14. Batting Cage
15. Natural Play Playground
16. Picnic Area
17. Walking Trail
18. Future Regional Trail Connection



POJOAQUE SPORTS FIELDS

SITE ASSESSMENT

APPENDIX

A - Survey + Prior As-Builts

- Survey (2014)
- Plans (1985)
- Plans (1994)

B - League Documents

- Field Layout
- Facilities Request Form
- Lease (2013)
- NMED Food Permit Report (2009)

C - Turf / Grass Field Material Comparisons

- Artificial vs. Grass

D - Field Layout Analysis

- Field Options

E - Estimate of Probable Cost

- Estimate of Probable Cost

F - Drainage Study

- Drainage Study

G - Phase 1 Improvements

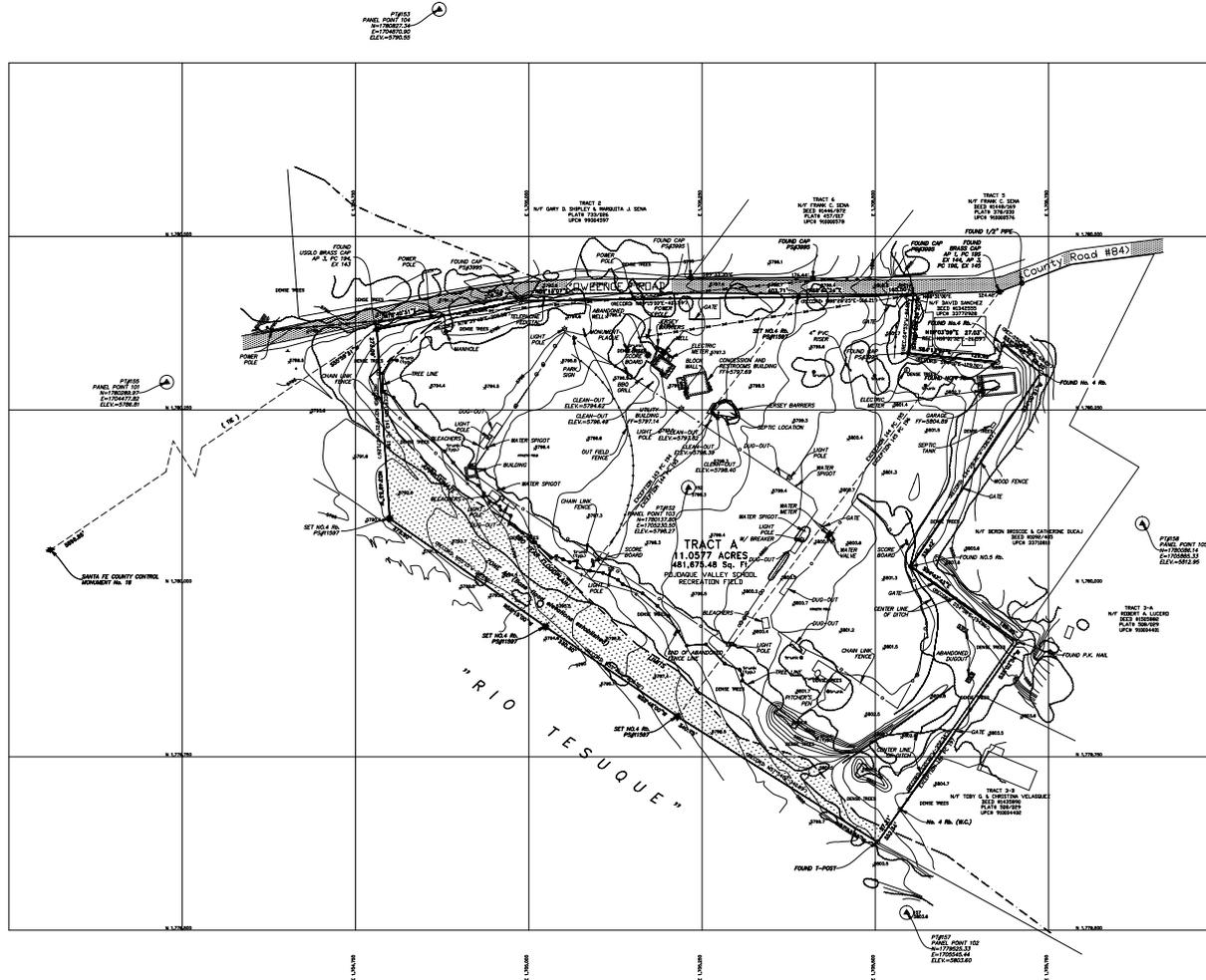
- Phase 1 Improvements

APPENDIX

APPENDIX A - Survey and Prior As-builts



SCALE: 1" = 80'
 CONTOUR INTERVAL = 1'



- LEGEND:**
- = PROPERTY CORNERS FOUND (AS NOTED)
 - = SET PROPERTY CORNER (Under #11597)
 - ⊙ = U.S. GENERAL LAND OFFICE SURVEY BRASS CAP
 - = CHAIN LINE FENCE
 - = WOOD FENCE
 - = OVERHEAD UTILITY
 - = ASPHALT ROAD
 - = BOUNDARY LINE
 - = 100 YR FLOODPLAIN (ZONE AE)
 - = DENSE TREES
 - = 5' INTERVAL CONTOUR LINE
 - = 1' INTERVAL CONTOUR LINE
 - = TREE LINE
 - = CENTER LINE OF DITCH

NOTES:
 AERIAL PHOTOGRAPHY & TOPOGRAPHY
 WAS OBTAINED BY BLUE SKIES
 CONSULTING, LLC.
 PHOTO TAKEN 8-19-2013

SURVEYOR'S CERTIFICATE

THIS MAP HAS BEEN PRODUCED ACCORDING TO PROCEDURES THAT HAVE BEEN DEMONSTRATED TO PRODUCE DATA THAT MEETS OR EXCEEDS THE MINIMUM STANDARDS FOR A TOPOGRAPHIC MAP COMPILED AT A SCALE OF 1"=50' WITH A CONTOUR INTERVAL OF 1'. PREPARED FROM A FIELD SURVEY BY ME ON AUGUST 28th, 2013, AND IS TRUE AND CORRECT TO THE BEST BELIEF

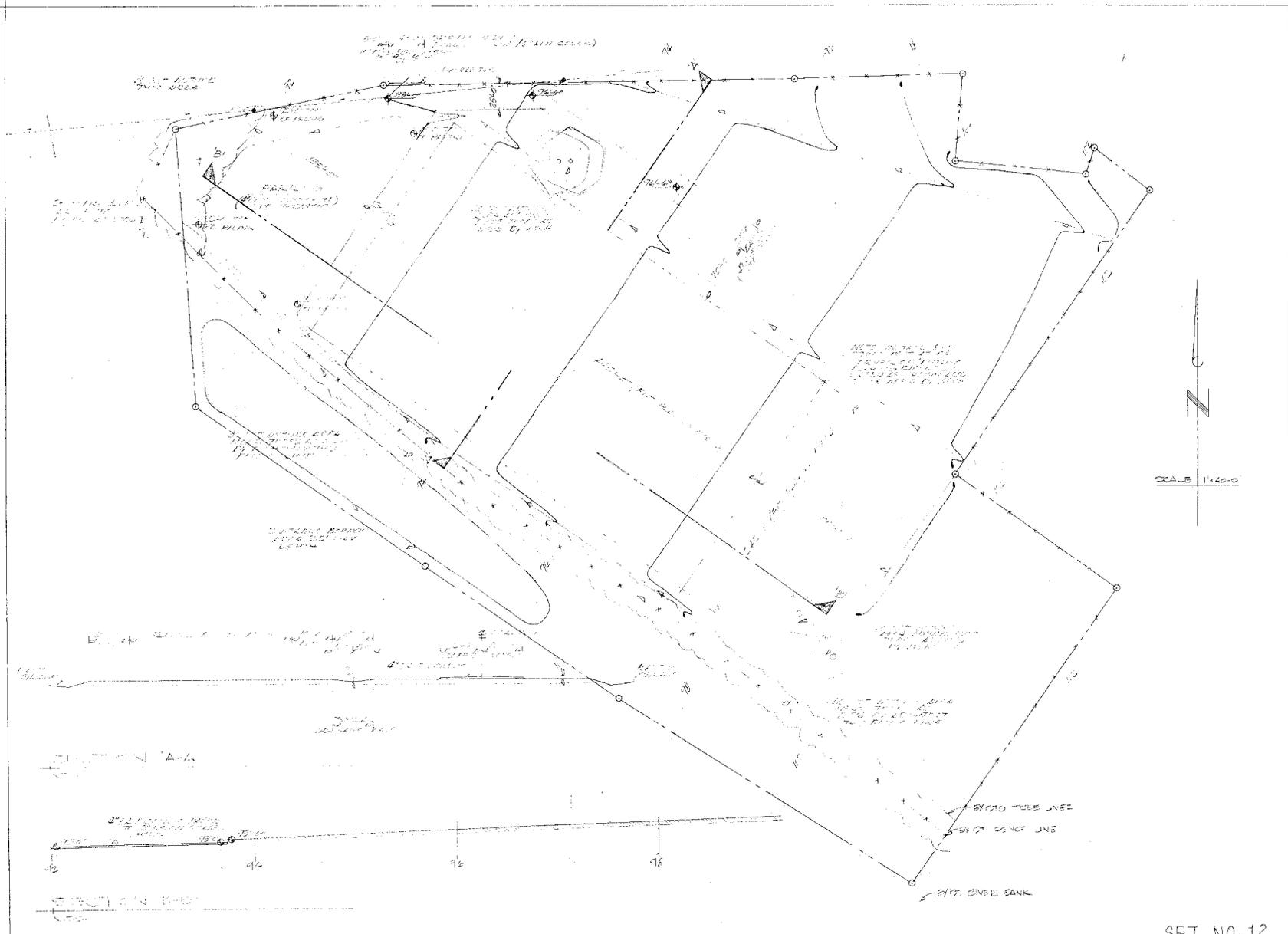
Brian K. McClintock 4/28/2014

BRIAN K. MCCLINTOCK N.M.P.S. No. 11597 DATE



TOPOGRAPHIC SURVEY
 OF
 POJOAQUE VALLEY SCHOOL
 RECREATION FIELD

BLUELINE CONSTRUCTION
 (SURVEY DEPARTMENT)
 20 REATA ROAD
 SANTA FE NEW MEXICO
 505-216-7909



SCALE 1/4"=10'

SET NO. 12

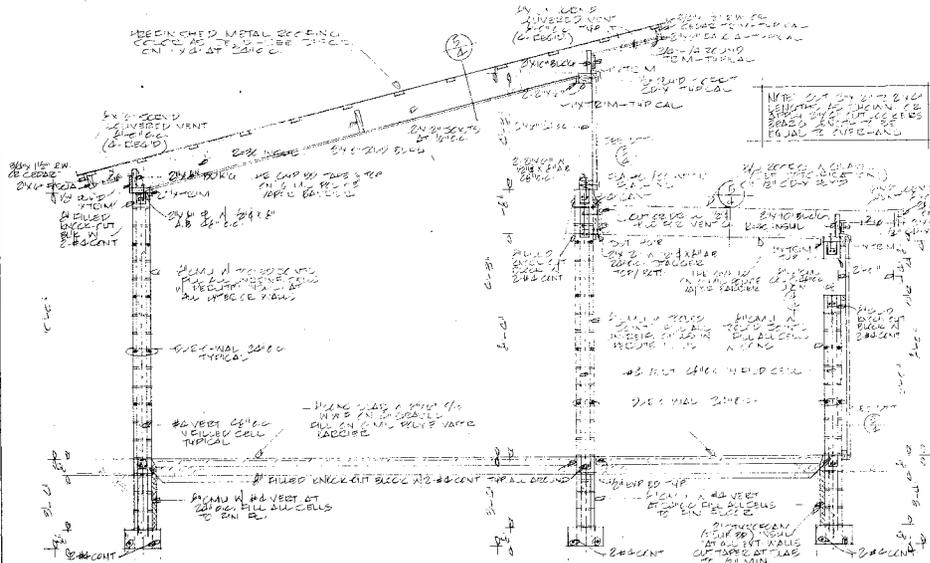
PODCAQUE VALLEY REGION
 DISTRICT NO. 1
 PD BOX 2464 PODCAQUE STATION
 SANTA FE, NEW MEXICO
 (805) 455-2384

289

DESIGNED BY	ALLEN L. MENCAN
DRAWN BY	ALLEN L. MENCAN
CHECKED BY	ALLEN L. MENCAN
DATE	1/11/84

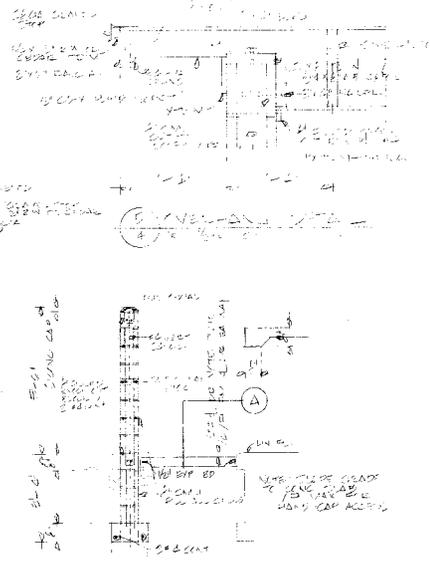
SITE PLAN, DRAINAGE & DETECTION
 PODCAQUE VALLEY FACILITY
 289

ALLEN L. MENCAN
 ARCHITECT
 RT. 1 BOX 220 PODCAQUE
 SANTA FE, NEW MEXICO
 (805) 455-2411

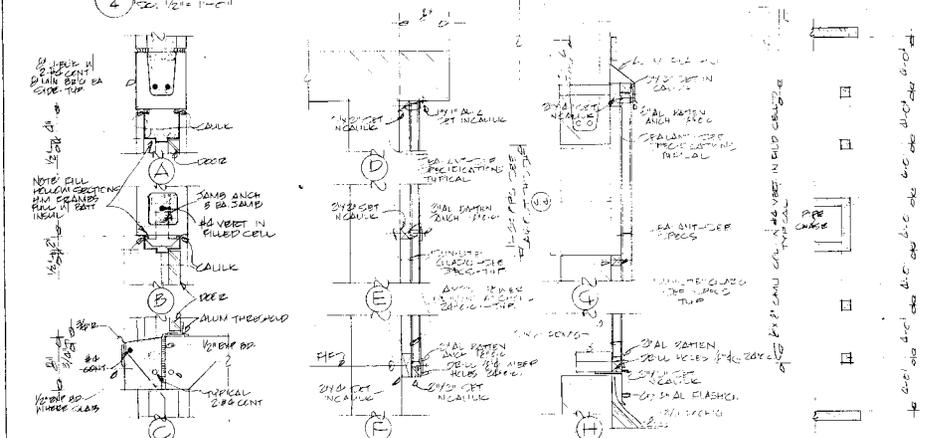


1 BUILDING SECTION
SCALE: 1/8" = 1'-0"

TYPICAL SECTION ALL INTERIOR WALLS
TYPICAL SECTION ALL EXTERIOR WALLS



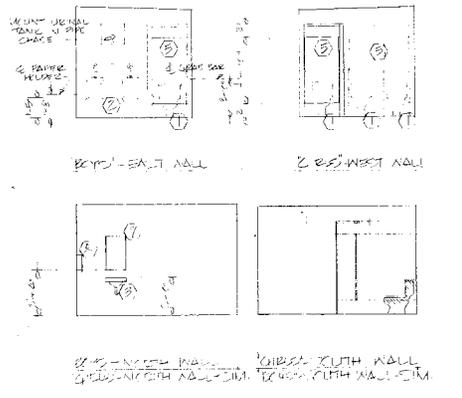
2 COLUMN WALL DET.
SCALE: 1/8" = 1'-0"



2 TYP DR DET.
SCALE: 1/8" = 1'-0"

3 TYP GLAZING DETAIL
SCALE: 1/8" = 1'-0"

4 LAYOUT PLAN
SCALE: 1/8" = 1'-0"



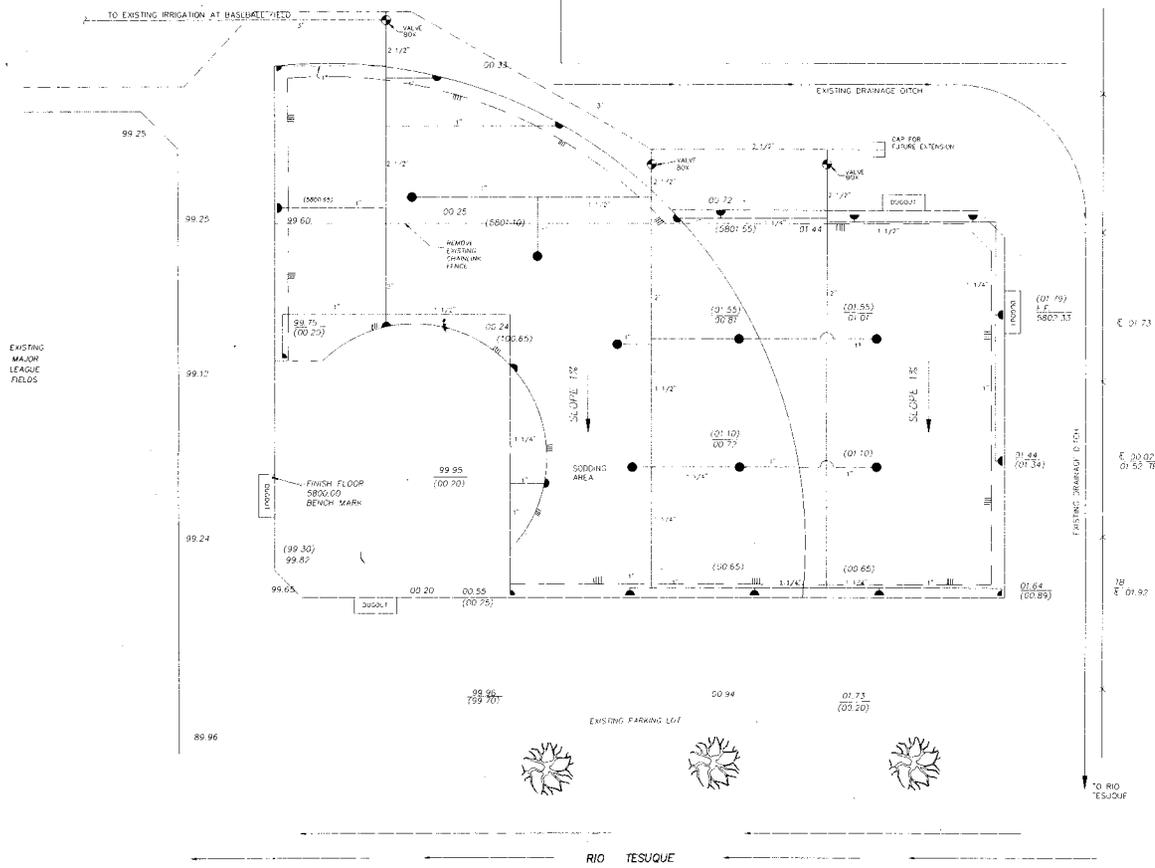
5 ELEVATIONS OF EXTERIOR WALLS
SCALE: 1/8" = 1'-0"

ALLEN L. MCKEAN
ARCHITECT
101 BOX 206
SANTA FE, NEW MEXICO
(505) 455-2564
PROJECT: FACILITY
RELOCATION

RELOCATED BY RECCO
FOR BOX 206 FACILITY
SANTA FE, NEW MEXICO
(505) 455-2564
PROJECT: FACILITY
RELOCATION

NO. 4
DATE: FEBRUARY 11, 1964

SCALE: 1" = 20'



NOTES

- GRUBBING MATERIALS TO BE PLACED ALONG THE ARROYO BANK
- REMOVE APPROXIMATELY 6" EXISTING SUB-SOIL REPLACE WITH 6" TO 8" TOP SOIL FILL MATERIAL / MAINTAIN 1% SLOPE TO THE WEST FOR DRAINAGE.
- FIELD SURVEYING AND LAYOUT TO BE PROVIDED BY G/A CONSULTING ENGINEERS, INC. FOR COORDINATION CALL (505) 984-2591 WITH MINIMUM 24 HOUR NOTICE.
- IRRIGATION HEADS TO BE TORO, MODEL CENTROLL VISION 2, WITH PLASTIC CABINET WITH 6 STATIONS, SPRINKLER HEADS 640 SERIES OR EQUAL.
- IRRIGATION VALVES TO BE TORO 216 SERVICES OR EQUAL.
- (99.55) (01.07) DESIGNATES EXISTING GROUND ELEVATION SHOTS AND PROPOSED FINISH GRADES IN PARENTHESIS.

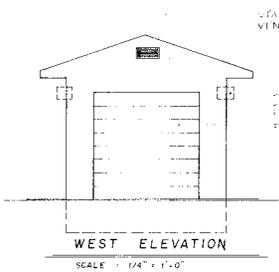
ALTERNATE BID # 4

IRRIGATION & SODDING PLAN
 SOFTBALL FIELD IMPROVEMENTS
 POJOAQUE VALLEY SCHOOL DISTRICT
 PHASE I
 YOUTH RECREATION FACILITY IMPROV.

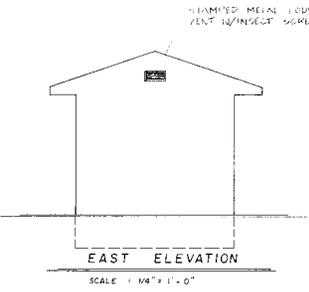


DRAWN BY: R.G.	DATE:	12/21/04
CHECKED BY: G.W.A.B.S.	SCALE:	AS SHOWN
APPROVED BY: L.O.S.	PROJECT NO:	0305984-2591

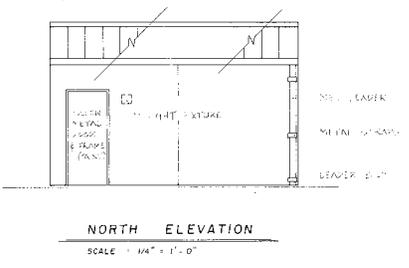
1221-A St. Francis Dr.
 Santa Fe, New Mexico
 87501
 (505) 984-2591



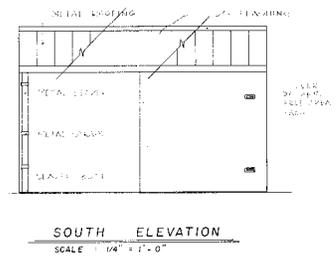
WEST ELEVATION
SCALE = 1/4" = 1'-0"



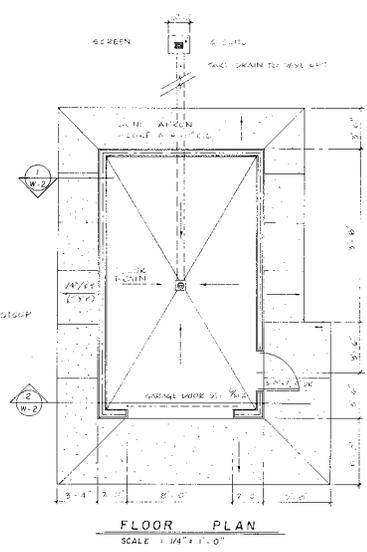
EAST ELEVATION
SCALE = 1/4" = 1'-0"



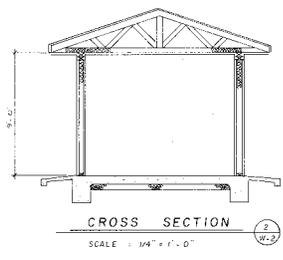
NORTH ELEVATION
SCALE = 1/4" = 1'-0"



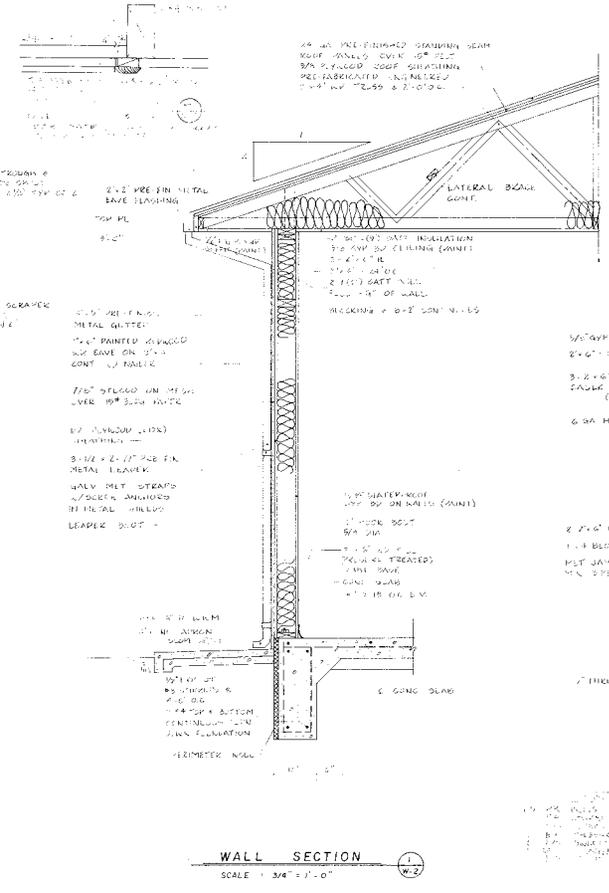
SOUTH ELEVATION
SCALE = 1/4" = 1'-0"



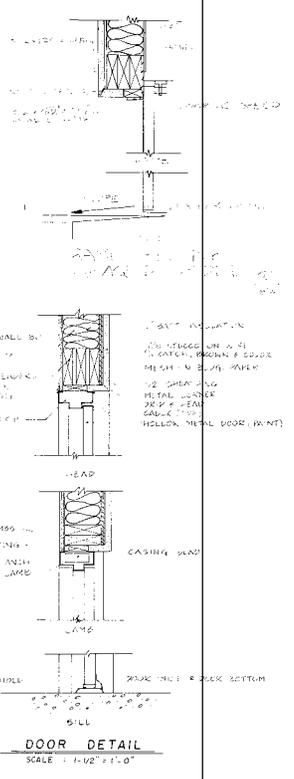
FLOOR PLAN
SCALE = 1/4" = 1'-0"



CROSS SECTION
SCALE = 1/4" = 1'-0"



WALL SECTION
SCALE = 3/4" = 1'-0"



DOOR DETAIL
SCALE = 1/2" = 1'-0"

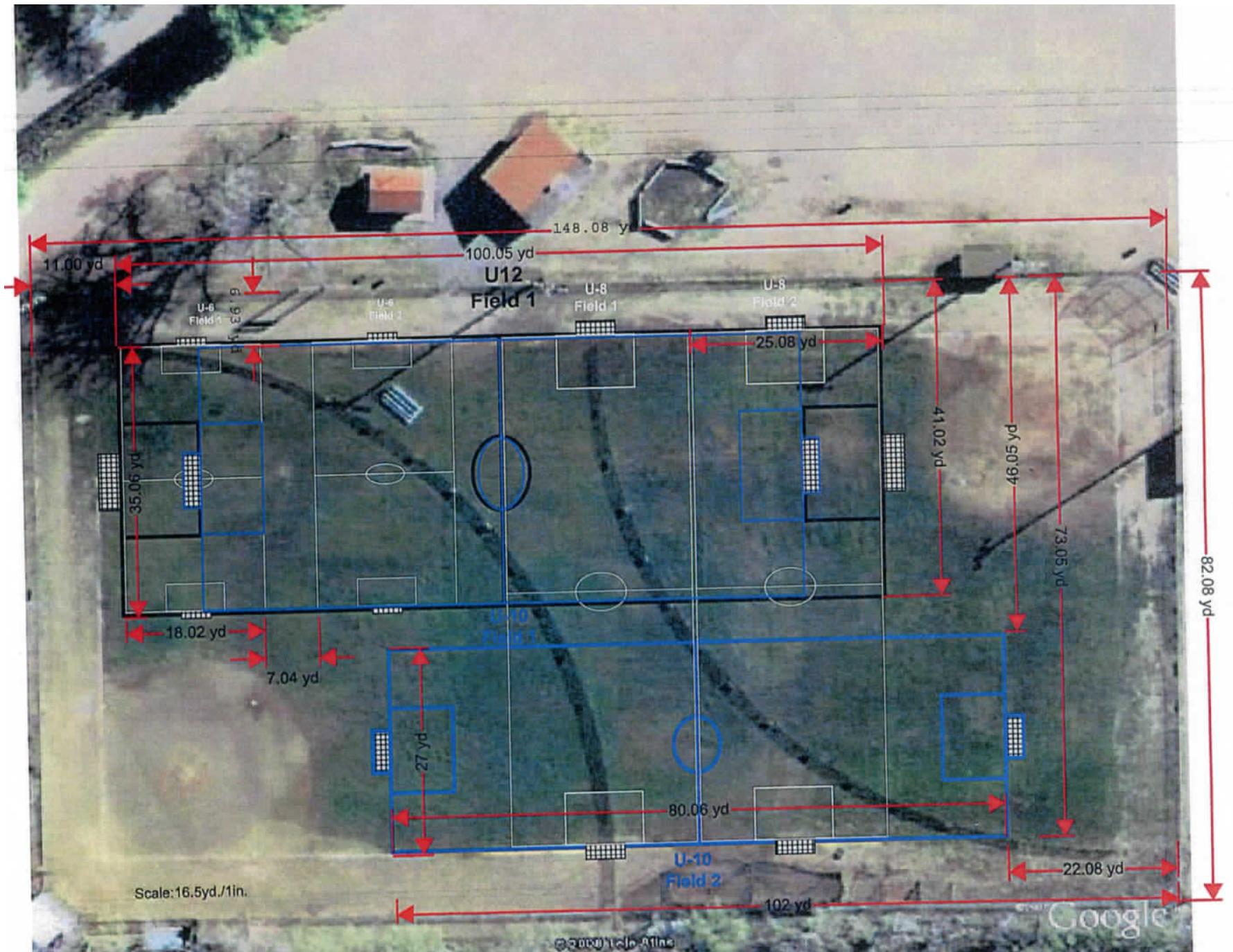
CONCRETE SLAB AND FOOTINGS (BASE BID)
BUILDING CONSTRUCTION (ALTERNATE BI # 2)



WELL HOUSE DETAILS PODMOQUE VALLEY SCHOOL DISTRICT PHASE 1 YOUTH RECREATION FACILITY IMPROVEMENTS		O/A QUALITY ASSURANCE CONSULTING ENGINEERS <small>100% CLIENTERIAL, MEMBERSHIP AND STRUCTURAL UNIVERSITY</small>
Date: MARCH 1994 Drawn By: DM Sheet No. 4 of 4	Scale: Checked By: LAA Project No:	

APPENDIX

APPENDIX B - League Documents



Pojoaque Valley Schools
Post Office Box 3468
Santa Fe, New Mexico 87501
505-455-2282
505-455-7152 FAX

APPLICATION FOR USE OF SCHOOL FACILITIES

Date of Application: 5/14 2013

Name of Organization: Pojoaque Valley Little League

Contact Person: Henry Roybal Phone: _____

Address of Organization: _____

Type of Program or Event: Baseball Games and Practice

Estimate of number of persons expected to attend: 12-50 Amount of Admission Fee: 0

What is the purpose of the fee? _____ Is collection to be taken? _____

Name of School / Facility being requested: Pojoaque High School Baseball

Date: 5-14 thru 7-15-2013 Between the hours of 5:30 am / pm and 8:30 am / pm

Services / Equipment required: Bases, Back Drags, Hoses

Name of person(s) to be in authority: Henry Roybal

AGREEMENT FOR NON-SCHOOL RELATED USE OF PROPERTY

NOTE TO APPLICANT: This agreement is a required part of an application by a non school connected person, group or organization for permission to use a building or other facility of the Pojoaque Valley School District. It legally contains legally significant promises that all applicants must make before a request to use school facilities may even be considered. Do not sign this agreement unless you agree to the following conditions for approval of your requests.

1. **REQUEST FOR APPROVAL:** The undersigned person(s) or organization(s), hereafter called Applicant, hereby requests approval to use the school district facility(ies) described in the accompanying application for the activity (ies) described therein.
2. **ADHERENCE TO DISTRICT POLICY AND REGULATION:** Applicant has read the district's policy and regulations governing the use of school facilities for non-school related activities, and agrees to applicable requirements of them in exchange for the district's approval of the request. See attachment.
3. **EXPLICIT AGREEMENTS:** Without limiting the generality of the foregoing paragraph, but merely to eliminate any possible misunderstanding as to these basic requirements, applicant expressly agrees:
 - a. To pay applicable charges for use of the facilities and for any necessary services of school employees, as provided in the current approved schedule of charges;
 - b. To provide adequate supervision and control of the proposed activity to prevent injury to persons or loss of or damage to property;
 - c. To repair or otherwise make good for any loss of or damage to school property which results from the proposed property;
 - d. To defend and hold the harmless, as further specified below, from any claims for legal liability arising from the proposed activity;
 - e. To provide satisfactory proof of adequate insurance coverage, if required, and make other arrangements which are reasonably required by the district to satisfy the concerns addressed in the Board's policy;
 - f. To consider the district's approval, if granted, as a personal privilege which may not be transferred to any other person or organization.

I have read and understand both the foregoing agreement and the district's policy and regulations governing the use of school facilities by non-school groups. I specifically understand that I / we will protect the district from any loss resulting from my /our activities as more fully set forth above.

If I am signing on behalf of an organizational applicant, I also warrant that I am authorized to bind the organization.

Signature: Henry P. Roybal Date: 5/14/2013

Printed /Typed Name: HENRY P. ROYBAL Title: _____

Address: _____

Daytime Phone: _____ Home Phone: Same

FOR DISTRICT USE ONLY:

_____ Approved

_____ Disapproved

_____ Approved conditionally – include a brief statement of reasons for disapproval or further conditions for approval

Approved by: _____ Title: _____

Date: _____

SAVE HARMLESS AGREEMENT AND COVENANT TO SUE

I, Henry P. Royle, in consideration of being permitted
(Contact / person in authority)

to use facilities of the Pojoaque Valley School District, 1574 State Road 502, Santa Fe, New Mexico in connection with Pojoaque Valley Little League between the dates of 5/14 2003 and 7/15 2003 do hereby covenant
(Organization)

and agree that the Pojoaque Valley School District, their officers, agents, members or representatives shall not be liable for any loss, damage, injury, or liability of any kind to any person or property caused by or arising from any use of the premises on the Pojoaque Valley School District, or any part thereof, or by any building, structure or improvement thereon, or in any equipment to be used therein, or because of the undersigned or its agents, employees, nor shall the above enumerated entities be liable for any loss damage or injury from any cause whatsoever to the property or person of the undersigned or any of its employees, agents or other persons entering upon or using said premises or any part thereof, or to any property stored or placed thereon.

Notwithstanding anything contrary herein contained and irrespective of any insurance carried by the undersigned for the benefit of the above enumerated entities, the undersigned agrees to protect, indemnify, covenant not to sue and hold the above enumerated entities and said premises harmless from any and all damages or liabilities of whatsoever nature arising out of or connections with Pojoaque Valley School District or in the use or occupancy of the premises or arising from any state or condition of said premises or any part thereof.

Signature: Henry P. Royle Dated: 5/14/2013

Address: _____ Bus Phone: _____
_____ Home Phone: _____

POLICY ON USE OF FACILITIES

Every possible opportunity will be provided for the use of school facilities by the citizens of the Pojoaque Valley School District for student, adult, and community activities under conditions prescribed or permitted by State Law and in accordance with adopted policies of the Board of Education.

Application forms for use of school facilities shall be available in the Principal's Office or each facility. All applications must be submitted to the Superintendent for final approval. Rules and regulations relating to the use of school facilities shall be part of the application packet and shall apply as follow:

1. Procedures, rules and regulations shall apply to everyone, with no exceptions;
2. All non-school sponsored classes or activities shall be charged a minimal fee for use of the facility;
3. The use and / or possession of Alcohol / Tobacco shall not be allowed on school premises;
4. Students of the Pojoaque School District shall have priority in the use of school facilities;
4. A Save Harmless Agreement and Covenant Not to Sue in consideration of being permitted to use school facilities must be signed and filed with the Superintendent.

COMMERCIAL LEASE

This lease is made between Pojoaque Valley Schools of Pojoaque, NM, herein called Lessor, and Pojoaque Valley Little League, of Pojoaque, NM, herein called Lessee.

Lessee hereby offers to lease from Lessor the premises situated in the City of Pojoaque, County of Santa Fe, State of NM, described as the Little League/Soccer Fields, upon the following TERMS and CONDITIONS.

1. **Term and Rent.** Lessor demises the above premises for a term of one year(s), commencing _____, 2014, and terminating on _____, 2015 or sooner as provided herein at the annual rental of see item #4 on Attachment A – One Dollar (\$1.00), payable in equal installments in advance on the first day of each month for the month's rental, during the term of this lease. All rental payments shall be made to Lessor, at the address specified above. The term of the rental will expire immediately upon sale of the property.
2. **Use.** Lessee shall use and occupy the premises for Little League & Soccer League activities. The premises shall be used for no other purpose. Lessor represents that the premises may lawfully be used for such purpose.
3. **Care and Maintenance of Premises.** Lessee acknowledges that the premises are in good order and repair, unless otherwise indicated herein. Lessee shall, at his own expense and at all times, maintain the premises in good and safe conditions, including plate glass, electrical wiring, plumbing and heating installations and any other system or equipment upon the premises and shall surrender the same, at termination hereof, in as good condition as received, normal wear and tear expected. Lessee shall be responsible for all repairs required, excepting the roof, exterior walls, structural foundations, and N/A, which shall be maintained by Lessee. Lessee shall also maintain in good condition such portions adjacent to the premises, such as sidewalks, driveways, lawns and shrubbery, which would otherwise be required to be maintained by Lessor.
4. **Alterations.** Lessee shall not, without first obtaining the written consent of the Lessor, make any alterations, additions, or improvements, in, to or about the premises.
5. **Ordinances and Statutes.** Lessee shall comply with all statutes, ordinances and requirements of all municipal, state and federal authorities now in force, or which may hereafter be in force, pertaining to the premises, occasioned by or affecting the use thereof by Lessee.
6. **Assignment and Subletting.** Lessee shall not assign this lease or sublet any portion of the premises without prior written consent of the Lessor, which shall not be unreasonably withheld. Any such assignments or subletting without consent shall be void, and, at the option of the Lessor, may terminate this lease.
7. **Entry and Inspection.** Lessee shall permit Lessor or Lessor's agents to enter upon the premises at reasonable times and upon reasonable notice, for the purpose of inspecting the same and will permit Lessor at any time within sixty (60) days prior to the expiration of the lease, to place upon the premises any usual "To Let" or "For Lease" signs, and permit persons desiring to lease the same to inspect the premises thereafter.
8. **Possessions.** If Lessor is unable to deliver possession of the premises at the commencement hereof, Lessor shall not be liable for any damage caused thereby, nor shall this lease be void or voidable, but Lessee shall not be liable for any rent until possession is delivered. Lessee may terminate this lease if possession is not delivered within 30 days of the commencement of the term hereof.

9. **Utilities.** The electrical utility is in the name of the Lessor through the end of this agreement, at which time all the issue of utilities will be subject to negotiations in future agreements. The Lessee assumes responsibility for other utility costs through the end of this agreement.
10. **Indemnification of Lessor.** Lessor shall not be liable for any damage or injury to Lessee, or any other person, or to any property, occurring on the demised premises or any part thereof, and Lessee agrees to hold Lessor harmless from any claims for damage, no matter how caused.
11. **Insurance.** Lessee, at his expense, shall maintain public liability insurance including bodily injury and property damage insuring Lessee and Lessor with minimum coverage as follows:

Lessee shall provide Lessor with a Certificate of Insurance showing Lessor as additional insured. The Certificate shall provide for a ten-day written notice to Lessor in the event of cancellation or material change of coverage. To the maximum extent permitted by insurance policies which may be owned by Lessor or Lessee, Lessee and Lessor, for the benefit of each other waive any and all rights of subrogation which might otherwise exist.
12. **Eminent Domain.** If the premises or any part thereof or any estate therein, or any other part of the building materially affecting Lessee's use of the premises, shall be taken by eminent domain, this lease shall terminate on the date when title vests pursuant to such taking. The rent, and any additional rent, shall be apportioned as the termination date, and any rent paid for any period beyond that date shall be repaid to Lessee. Lessee shall not be entitled to any part of the award for such taking or any payment in lieu thereof, but Lessee may file a claim for any taking of fixtures and improvements owned by Lessee and for moving expenses.
13. **Destruction of Premises.** In the event of a partial destruction of the premises during the term hereof, from any cause, Lessor shall forthwith repair the same, provided that such repairs can be made within sixty (60) days under existing governmental laws and regulations, but such partial destruction shall not terminate this lease, except that Lessee shall be entitled to a proportionate reduction of rent while such repairs are being made, based upon the extent of which the making of such repairs shall interfere with the business of Lessee on the premises. If such repairs cannot be made within said sixty (60) days, Lessor, at his option, may ask the same within a reasonable time, this lease continuing in effect with the rent proportionately abated as aforesaid, and in the event that Lessor shall not elect to make such repairs which cannot be made within sixty (60) days, this lease may be terminated at the option of either party. In the event that the building in which the demised premises may be situated is destroyed to an extent of not less than one-third of the replacement costs thereof, Lessor may elect to terminate this lease whether the demised premises be injured or not. A total destruction of the building in which the premises may be situated shall terminate this lease.
14. **Lessor's Remedies on Default.** If Lessee defaults in the payment of rent, or any additional rent, or defaults in the performance of any of the other covenants for conditions hereof, Lessor may give Lessee notice of such default and if Lessee does not cure nay such default within 30 days, after the giving of such notice (or if such other default within is of such nature that it cannot be completely cured within such period, if Lessee does not commence such curing within such 15 days and thereafter proceed with reasonable diligence and in good faith to cure such default), the Lessor may terminate this lease on not less than 30 days' notice to Lessee. On the date specified in such notice the term of this lease shall terminate, and Lessee shall then quit and surrender the premises to Lessor, but Lessee shall remain liable as hereinafter provided. If this lease shall have been so terminated by Lessor, Lessor may at any time thereafter resume possession of the premises by any lawful means and remove Lessee or other occupants and their effects. No failure to enforce any term shall be deemed a waiver.

15. **Security Deposit.** No Applicable.
16. **Tax Increase.** Not Applicable.
17. **Attorney's Fees.** In case suit should be brought for recovery of the premises, or for any sum due hereunder, or because of any act which may arise out of the possession of the premises, by either party, the prevailing party shall be entitled to all cost incurred in connection with such action, including a reasonable attorney's fee.
18. **Waiver.** No failure of Lessor to enforce any term hereof shall be deemed to be a waiver.
19. **Notices.** Any notice which either party may or is required to give, shall be given by mailing the same, postage prepaid, to Lessee as the premises, or Lessor at the address specified above, or at such other places as may be designated by the parties from time to time.
20. **Heirs, Assigns, Successors.** The lease is binding upon and inures to the benefit of the heirs, assigns and successors in interest to the parties.
21. **Option to Renew.** Provided that Lessee is not in default in the performance of this lease, Lessee shall have the option to renew the lease for an additional term of ___ months commencing at the expiration of the initial lease term. All of the terms and conditions of the lease shall apply during the renewal term except that the monthly rent shall be the sum of \$-0-. The option shall be exercised by written notice given to Lessor not less than 30 days prior to the expiration of the initial lease term. If notice is not given in the manner provided herein with the time specified, this option shall expire.
22. **Subordination.** This lease is and shall be subordinated to all existing and future liens and encumbrances against the property.
23. **Entire Agreement.** The foregoing, along with Exhibit A (attached), constitutes the entire agreement between the parties and may be modified only in writing signed by both parties.

Signed this _____ day of _____, 2014

By: Pojoaque Valley Little League
Lessor

By: _____
Henry Roybal, President

By: Pojoaque Valley Schools
Lessee

By: _____
Adán Delgado, Superintendent



STATE OF NEW MEXICO
ENVIRONMENT DEPARTMENT
 Food Establishment Inspection/Risk Assessment Report

MUST get Hood vented
 outside and filters
 installed.

17234

Date: 7/9/09	Time:	Firm: Poipogue Valley Little League	Permit:	Exp:	Type:	
Status of Establishment: <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Unsatisfactory <input type="checkbox"/> Immediate Suspension <input type="checkbox"/> Voluntary Closure		Purpose of Inspection: <input type="checkbox"/> Pre-Opening <input type="checkbox"/> Opening <input type="checkbox"/> Initial <input checked="" type="checkbox"/> Regular <input type="checkbox"/> Follow-up <input type="checkbox"/> Complaint <input type="checkbox"/> Investigation <input type="checkbox"/> Closing <input type="checkbox"/> Other		Establishment Location & Phone:		
Training Needed		Follow-up Required: <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes		Date:		

High Risk	<input type="checkbox"/>	CDC Risk Factors: 1. Unsafe Sources: 8M-1,2,4; 9A-1,2,3,4,5,6,7,8,9; 9I-1,2,3,4; 9J		5. Poor Personal Hygiene: 8F-2,3,4; 9G-1,4,5,6; 9H-1,2,5; 10B-1,6
Total #	<input type="checkbox"/>	2. Inadequate Cooking/Cooling: 9B-5,6,7,8 3. Improper Holding: 9A-10; 9B-1,3,4,9,11; 9C-4,9 4. Contaminated Equipment: 9C-5,14; 9D-3,6,13,14,16,17; 9K-4,12		Miscellaneous: 6. Administration: 8I-2,3 7. Plumbing/Waste Disposal: 9F-1,2,3,4,5 8. Storage: 9C-3,11,12,17 Other:

Comments:

Arctic Am Refry. Cheese T=33°F ✓
 Freezer T = -80°F ✓
 Colle Refry T=34.0°F ✓
 (9F2) - Need 2" Air gap underneath the sink.
 Sanitizer -

Moderate Risk	<input type="checkbox"/>	CDC Risk Factors: 3. Improper Holding: 9B-2,10,12,13 4. Contaminated Equipment: 9C-13; 9D-1,2,4,5,7,8,9,10, 11,12,15,18; 9K-13,14,15; 10A-1,2,4,8,9,10 5. Poor Personal Hygiene: 9G-2,3,7; 9H-6		Miscellaneous: 6. Administration: 8A-2; 8B-1,2; 8G-3 9. Animals/Vermin/Openings: 9K-5,6; 10E-1,2,3,4,5 7. Plumbing/Waste Disposal: 9F-7,10,11,12 8. Storage: 9C-2,6,8,10,15,16 Other:
---------------	--------------------------	--	--	---

Comments:

Facility is not being used at this time -
 they didn't have Bleach handy NOT
 (1) Hood vent - Hood is installed but not venting outside - Working
 (2) Use bleach (1-cup) per 1-gallon of w in water
 for Toweles to wipe down tables + under tops.
 (3) Microwave (Sharp) + Crock pots and Roaster NOT NSP - MUST Replace - (10A8)

Low Risk	<input type="checkbox"/>	CDC Risk Factors: 4. Contaminated Equipment: 9K-8,9,10; 10A-3,5,6,7; 10B-9 5. Poor Personal Hygiene: 9H-3,4		10. Floors/Walls/Ceilings: 10B-2,3,4; 10C-1,3,4,5; 10D-1,2 7. Plumbing/Waste Disposal: 9F-6,8,9; 9K-1; 10B-7; 10C-2 8. Storage: 9C-1; 9E-1,2; 9K-2,3,7,11; 10B-8 11. Ventilation/Lighting: 10B-5; 10F-1,2,3; 10G-1,2,3,4 Other:
----------	--------------------------	--	--	---

Comments:

3 Compl sign - ✓
 Dry storage - ✓
 Need 2" Air gap underneath sink.
 perhaps use a funnel.
 Chemicals - ✓
 (10E5) - screen door needs to be installed at entrance
 to keep ins-cris + vermin out.

Received by: [Signature] NMED Representative: Michael Bencomo

Note: Any regulation number may be moved to a different risk level if the immediate situation warrants the change.

APPENDIX

APPENDIX C - Turf / Grass Field Material Comparison

Pojoaque Sports Fields Improvements

april.2014 **DRAFT**

Pojoaque Sports Fields Improvements - Synthetic Turf vs Grass	Little League Field SF (Artificial)	Shaw Sport Turf Synthetic Turf Cost per SF	Little League Field Shaw Synthetic Turf	XGRASS Synthetic Turf Cost per SF	Little League Field -XGRASS Synthetic Turf	Sprinturf Synthetic Turf Cost per SF	Little League Field - Sprinturf Synthetic Turf (67,730 SF)	Artificial Turf Supply Cost per SF	Little League Field - Artificial Turf Supply	Little League Field SF (Grass)	Softball Field SF (Grass)	Grass Cost per SF	Little League Field - Grass	Softball Field - Grass
INITIAL CONSTRUCTION	112,410	\$ 9.00	\$ 1,011,690.00	\$ 8.00	\$ 899,280.00	\$ 7.50	\$ 843,075.00	\$ 5.25	\$ 590,152.50	71,250	32,560	\$ 3.12	\$ 222,300.00	\$ -
MAINTENANCE	112,410	LS	\$ 2,800.00	LS	\$ 8,389.00	LS	\$ 5,000.00	LS	\$ 3,300.00	71,250	32,560	\$ 0.50	\$ 35,625.00	\$ 42,500.00
REPLACEMENT	112,410	\$ -	\$ -	\$ 4.50	\$ 505,845.00	\$ 4.25	\$ 477,742.50	\$ -	\$ -	71,250	32,560	\$ 0.50	\$ 35,625.00	\$ 42,500.00
10 YR Total			\$ 1,039,690.00		\$ 1,489,015.00		\$ 1,370,817.50		\$ 623,152.50				\$ 614,175.00	\$ 467,500.00

Water Usage (Annually)	SF	Annual Water Use (Acre Foot)
Little League Field	71250	5.45
Softball Field	32560	2.49
Total	103,810	8

Demand Assumptions / Six (6) month irrigation period
 Turf Grass 40" year / sf = 1 gallon / week

NOTES: Water source for 100% of the landscape at Pojoaque Sports Fields is to be determined.

APPENDIX

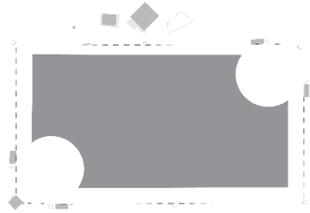
APPENDIX D - Field Layout Analysis

FIELD OPTIONS

FIELD CONFIGURATIONS

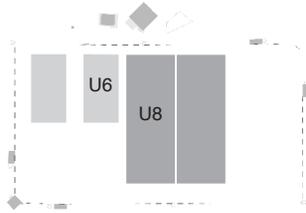
CURRENT

Current Grass Field (69,450 SF 206' x 395')

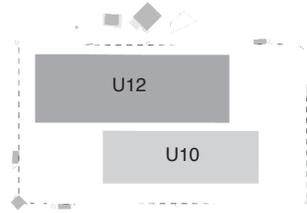


SOCCER CONFIGURATIONS

U6 Soccer (54.06' x 105.18') + U8 Soccer (75.24' x 198.36')

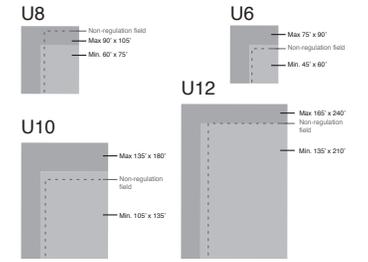
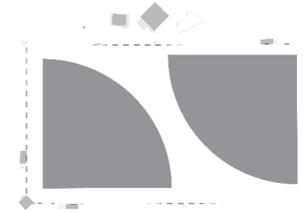


U10 Soccer (81' x 240.18') + U12 Soccer Field (105.18' x 300.15')



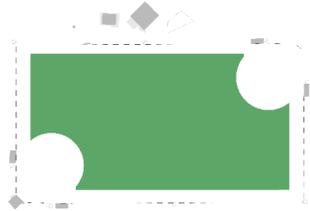
LITTLE LEAGUE CONFIGURATIONS REGULATION FIELD DIMENSIONS

Little League (60' regulation field)

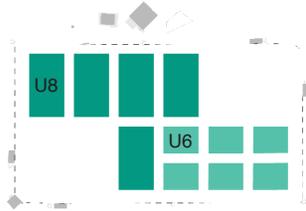


PROPOSED

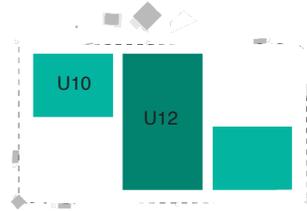
Non-Regulation Grass or Artificial Turf Field (69,450 SF 206' x 395')



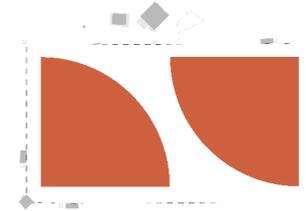
U6 Soccer (41.25' x 54') + U8 Soccer (54' x 97.5')



U10 Soccer (97.5' x 123') + U12 Soccer (123' x 210')



Little League (60' regulation field)



TRADE-OFFS

- allows for 6-U6, 5-U8, 2-U10, + 1-U12 fields
- fence does not need to be expanded
- clay infield and safety zone

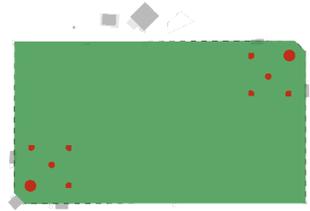
Grass Field

- requires watering + mowing
- upgrade irrigation

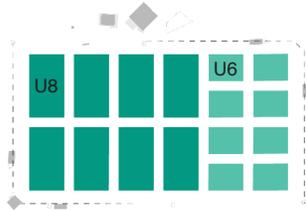
Artificial Turf Field

- requires grooming + topdressing w/ rubber
- does not require watering

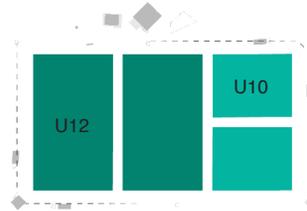
Non-Regulation Artificial Turf Field (112,250 SF 250' x 445')



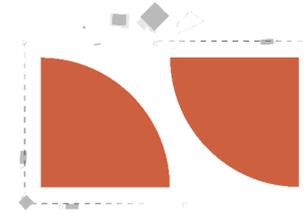
U6 Soccer (41.25' x 54') + U8 Soccer (54' x 97.5')



U10 Soccer (97.5' x 123') + U12 Soccer (123' x 210')

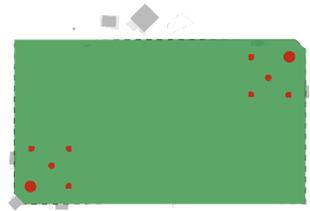


Little League (60' regulation field)

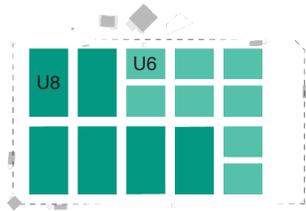


- requires grooming + topdressing w/ rubber
- does not require watering
- expand fence 1.5' to north-east
- allows for 8-U6, 8-U8, 2-U10, + 2-U12 fields

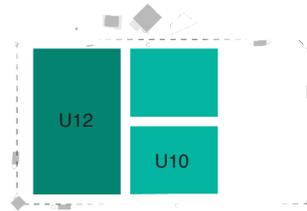
Regulation Artificial Turf Field (112,410 SF 254' x 450')



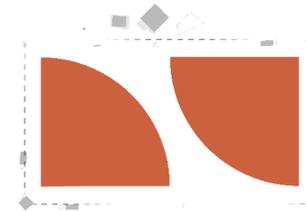
U6 Soccer (47.5' x 60') + U8 Soccer (60' x 105')



U10 Soccer (105' x 135') + U12 Soccer (135' x 225')



Little League (60' regulation field)



- requires grooming + topdressing w/ rubber
- does not require watering
- expand fence 11' to north-east, 3' to north-west + south-east
- relocation of north-east dugout + lights
- allows for 6-U6, 5-U8, 2-U10, + 1-U12 fields

POJOAQUE SPORTS FIELDS

MASTER PLAN

produced for Santa Fe County design office . Wilson & Co . Studio Southwest Architects

DRAFT FIELD OPTIONS

⊗ PROJECT INFORMATION

APRIL 2014

APPENDIX

APPENDIX E - Estimate of Probable Cost

POJOAQUE SPORTS FIELDS

CONCEPTUAL SITE DESIGN - OPINION OF PROBABLE COSTS - **DRAFT**

15.May.2014

DESCRIPTION	ESTIMATED COST
Site Preparation / Earthwork	
Mobilization	\$ 10,000
Fine Grading	\$ 10,000
Demolition	\$ 16,424
Subtotal, Landscape Improvements	\$ 36,424
Civil Improvements	
Parking	\$ 245,225
Culverts	\$ 13,000
Utilities-Water	\$ 5,500
Miscellaneous	\$ 18,500
Subtotal, Civil Improvements	\$ 282,225
Hardscape	
Restroom Area	\$ 17,045
Commons Areas	\$ 61,321
Perimeter Walkway	\$ 48,942
Swale	\$ 47,031
Subtotal, Landscape Improvements	\$ 174,338
Architectural Features	
Portable Restroom, 2 units (ADA Accessible)	\$ 3,800
Restroom / Concessions Building	\$ 39,000
Dugout improvements	\$ 6,000
Site Furnishings	\$ 66,715
Signage	\$ 3,700
Subtotal, Site Improvements	\$ 115,415
Multi-Purpose Sports Field	
Multi-purpose Sports Field (non regulation)	\$ 974,375
Subtotal, Multi-Purpose Sports Field	\$ 974,375
Program Features	
Playground 1 (west)	\$ 113,478
Playground 2 (southeast)	\$ 117,663
Basketball Court (1)	\$ 59,800
Teeball Field	\$ 70,614
Softball Field	\$ 40,600
Subtotal, Site Improvements	\$ 402,155
Fences, Walls, and Barriers	
Post + Cable (Replace Fence near Rio Tesuque)	\$ 9,000
Repair perimeter fence and relocate gates	\$ 11,000
Subtotal, Fences and Barriers	\$ 20,000
Landscape	
Shade Trees	\$ 31,570
Buffer Areas	\$ 42,362
Grasses	\$ 4,200
Boulders (ca. 2'x3')	\$ 4,200
Subtotal, Landscape	\$ 78,132
Irrigation	
Irrigation System	\$ 47,423
Subtotal, Irrigation	\$ 47,423
Lighting	
Sports Field Lighting, Multi-purpose sports field 4 pole: materials+installation (Musco 30' poles)	\$ 200,000
Sports Field Lighting, Softball and Teeball field 6 poles: materials+installation (Musco 30' poles)	\$ 145,000
Electrical upgrades, Multi-purpose sports field (transformer service upgrade, new perimeter conduit)	\$ 48,000
Electrical upgrades, Softball and Teeball field (transformer service upgrade, new perimeter conduit)	\$ 46,000
Pole lights, 16 ft LED, w/ concrete base	\$ 38,500
Subtotal, Lighting	\$ 477,500
Subtotal Estimated Construction Cost	\$ 2,607,987
NMGRT	\$ 179,299
Contingency	\$ 521,597
Total Estimated Construction Cost	\$ 3,308,883

Notes:

1. Landscape revegetation costs is based on estimated plant density: 2 trees per 1000 sq.ft, 7 shrubs per 1000 sq.ft
2. Artificial turf field drainage is assumed to be surface drained; no subgrade drainage is included in the estimate.

APPENDIX

APPENDIX F - Drainage Study

APPENDIX

APPENDIX G - Phase I Plan Improvements

POJOAQUE SPORTS FIELDS MASTER PLAN

LEGEND

- Master Plan Project Boundary
- 100-year Flood Zone, Zone AE
- Drainageway, Swale
- Topography, 2-ft Contour
- Fence, New

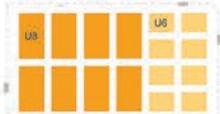
- Bladed Earth
- Turf, Artificial
- Turf, Artificial

Artificial Turf Field Layout (112,200 SF 250' x 445')
Requires moving fence line 1.5' to the north

Little League (92' regulation field)



U8 Soccer (41.25' x 64') + U8 Soccer (54' x 97.5')

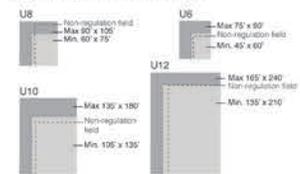


U10 Soccer (67.5' x 123') + U12 Soccer (123' x 210')



Field Size Comparison

Regulation vs. Non-regulation Youth Soccer Field sizes



MASTER PLAN - DRAFT
POJOAQUE SPORTS FIELDS



Produced for Santa Fe County
design office . wilson + co

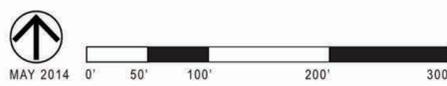
POJOAQUE SPORTS FIELDS MASTER PLAN

LEGEND

-  Master Plan Project Boundary
 -  100-year Flood Zone, Zone AE
 -  Parcel Boundary
 -  Topography, 2-ft Contour
 -  Drainageway, Swale
 -  Fence, New
 -  Building Footprint
 -  Crusher Fines
 -  Sand, River Bed
 -  Park Landscape, Native Prairie Restoration
 -  Landscape Buffer, Enhanced Native
 -  Grass, Irrigated Turf Lawn
 -  Turf, Artificial
 -  Tree, Deciduous - Fruit
 -  Tree, Deciduous - Shade
-
- 1** Playground
 - 2** Basketball Court
 - 3** Multi-purpose Sports Fields (Artificial Turf)
 - 4** Memorial
 - 5** Pump Building
 - 6** Concessions / Restroom
 - 7** Gathering Plaza
 - 8** Promenade
 - 9** Trailhead
 - 10** Portable Bathrooms
 - 11** Storage Building
 - 12** Softball Field (Grass)
 - 13** Teeball Field (Grass)
 - 14** Sitting Orchard
 - 15** Natural Play Playground
 - 16** Picnic Area
 - 17** Walking Trail
 - 18** Future Regional Trail Connection



MASTER PLAN - DRAFT POJOAQUE SPORTS FIELDS



Produced for Santa Fe County design office . wilson + co

PROGRAM AREA ESTIMATES

Includes Construction, NMGR, Contingency and Design Fees

- A Multi-purpose Field (\$1,400,000)**
Artificial turf surface improvements, perimeter fencing
- B Field Amenities (\$400,000)**
Dugout and pressbox improvements with pedestrian connections, sports lighting and site furnishings
- C Promenade (\$330,000)**
Pedestrian corridor, shaded gathering space, restroom and concession upgrades, memorial, landscape buffer from street, drainage swale, lighting
- D Parking Improvements (\$512,000)**
Asphalt parking area with curb and drainage swale, ADA parking spaces, landscape buffer, street trees and connecting pathways upgrades and picnic areas
- E Baseball Facility (\$440,000)**
Teeball field additions, dugout renovation, sports lighting, fencing upgrades and play area with picnic orchard
- F Natural Play and Picnic Orchard (\$180,000)**
A play area sculpted into the existing landscape and seating area shaded by local fruit trees complements intense recreational use.
- G Perimeter Walking Trail (\$90,000)**
Crusher fines walking path with concrete curb, site furnishings and signage
- H Activity Commons (\$335,000)**
Basketball court, playground, and gathering space with tables for flexible community use.

