

**MINUTES OF THE  
SANTA FÉ COUNTY  
COUNTY OPEN LAND TRAILS AND PARKS ADVISORY COMMITTEE  
(COLTPAC)  
February 7, 2018**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

Roll Call indicated the presence of a quorum as follows:

**Members Present**

Dave Dannenberg, Chair  
Greg Betts  
Rubén Cedeño  
Sandra Madrid Massengill  
Sue Murphy (telephonically)  
Ernesto Ortega  
Jean Pike

**Members Absent/Excused**

John Parker, Vice Chair  
Linda Siegel

**Staff Members Present**

Maria F. Lohmann, Open Space and Trails Planner  
Paul Olafson, Planning Projects Manager

**Others Present**

Claudia Horn, Design Team  
Carl Boaz, Stenographer

**3. APPROVAL OF THE AGENDA**

**Member Betts moved to approve the agenda. Member Murphy seconded the motion and it passed by unanimous voice vote.**

#### 4. APPROVAL OF MINUTES - January 3, 2018

Member Murphy commented regarding the comparisons on page 4 at the top of the page that she had raised a concern about the narrow band of age range and the focus limited to Colorado and that they should look at other states' communities with relevant characteristics - a broader sampling, more representative of the US and not just the Rockies. In the third paragraph, she agreed with that, but it was left out. It is not just financial but other benefits for the community and she also agreed with Jean Pike's comments. At the bottom of the page, she was neutral, but it should be inclusive. The Galisteo Basin should be inclusive to all parties and not exclusive to anyone.

**Member Massengill moved to approve the minutes of January 3, 2018 as amended. Member Betts seconded the motion and it passed by unanimous voice vote.**

#### 5. MATTERS OF PUBLIC CONCERN

There were no public comments.

#### 6. DISCUSSION ITEMS

##### A. Presentation and discussion of Rail Trail Management Plan

Ms. Horn presented the Rail Trail Management Plan (its first public presentation), after introducing herself. Her company has more than 30 years' experience and some were trail builders. This format parallels the management plans for other trails. The purpose is to ensure each Santa Fe County-owned property has a defined direction for resource preservation and visitor use. The Rail Trail will ultimately be an 18-mile trail, paralleling the Santa Fe Southern Line which was originally financed by the City of Santa Fe. From Lamy to the City, the City maintains 4 miles and County has an 8.5-mile section with a soft surface trail that will ultimately go either to Lamy or intersect a trail paralleling the ATSF trail Right-of-Way. She described the segments and noted that the section beyond where it hits 285 is very conceptual at present. The Trail does not include the 3-mile Spur Trail.

The Rail Trail is unique, having a 20' easement with NMDOT. Legally, that is the only section the County maintains. There were restrictions that came with the agreement. Since it is by an active railroad, it has to meet federal safety requirements and NMDOT regulations, as well as AASHTO and be ADA accessible. As a commuter trail it is shared use with recreation, mountain bikers, etc.

The Design Team has provided extensive public outreach and some people saying don't improve it at all and others asking to help them get to work. Getting the rail line to get it active, working with NMDOT, and then building it ten feet from centerline on either side was challenging. The right-of-way narrows in places and expands to as much as 200'. There is clearance for safety as well as access restrictions. She shared the AASHTO and ADA standards. Crusher fines surface meets the requirement.

In the existing conditions assessment, they used lots of GIS data and put together a spreadsheet of items for the assessment to identify issues and an opportunity to collect further data from Staff and the public. She got feedback on design considerations for some features and the need to make drainage work. Erosion was mostly from storm events and the management must stay on top of erosion. Terrain management is fairly new and has been taken care of. Roadway intersections are a big concern. She showed the other major issues. There is a problem with shortcuts and those were not all documented but there needs to be a way to either formalize the social trails or address the issue because currently, it is out of compliance. There is also a lot of private property back up to the trail and some use the trail and cross the railroad tracks. Ms. Lohmann clarified that the tracks are still an active rail line and is why the trespassing is such a big issue. Although no trains run on it now, there could be in the future.

The last thing they did was the trail assessment for what can be implemented to increase their enjoyment. There is only one official trail head, so we need an active management system. In the planning process, she met with staff, users, representatives from local organizations that use the trail. She said the County needs more collaboration because there is so much more going on. The Volunteer Coordinator and her students have done a lot. The recommendations included advocating for trail stewards to do monitoring and maintenance.

Member Murphy asked if the role of the steward is policing. Ms. Horn said it is more one of monitoring than policing. The work on the trail includes use of heavy equipment where erosion has occurred.

Member Murphy suggested that monitoring might include attention to people using equipment that should not be on the trail. Ms. Horn said the monitoring is more about the condition of the trail.

Ms. Horn summarized the issues as safety, amenities that help with future enjoyment, resolving conflicts, establishing and maintaining the trail conditions, managing the ecosystem, and building staff capacity with stewardship and outreach. She agreed to send copies of the maintenance projects, implementation projects, and planning projects. Drainage, intersections and signage need to be addressed. The trail extension beyond 285 is a longer-term project.

Member Cedeño commented that, potentially, this can stimulate more users of the trail but noticed on Rabbit Road there is only one restroom provided. That could be a problem on the Rail Trail and asked if any consideration had been given.

Ms. Horn said they did not consider it and didn't hear it from the public either. This goes back to the public for additional offering as the plan grows and that could be recommended with intermediate locations. Ms. Lohmann added that how to locate those facilities could be included.

Chair Dannenberg asked for the members to get a copy of the document.

Member Murphy noted it is a big trail and asked if she could get a copy of the plan for erosion control because that is a major thing.

Ms. Lohmann said she would sent it out next week and give the Committee a couple of weeks for other comments.

Mr. Olafson said the facility is functioning very well and has been well received from the public. The County needs to make the investment now and the goal is to maintain it and give the public more ownership in maintenance.

## 7. MATTERS FROM THE COMMITTEE

Chair Dannenberg, Member Parker, Ms. Lohmann and Mr. Olafson met to work on keeping the momentum going around OSTP 2.0 and getting the public meetings set up with County Management and the BCC.

Member Cedeño asked if the Committee is going to discuss our role and vision that was begun last year or if that is dead now.

Ms. Lohmann said it is not dead; that will be wrapped into the strategic plan - how COLTPAC interacts with the County and Commissioners.

Member Pike asked if there is a reason why the presentation needs to be wrapped up immediately and rolled out on the same schedule as SMP. It feels like that should come out of what the Committee decides to include in the SMP. There are issues in the presentation the Committee hasn't fully vetted.

Chair Dannenberg said the presentation is lofty and visionary and meant to get people excited about the Strategic Management Plan.

Member Pike asked if there is a need to make presentations before finishing the management plans.

Chair Dannenberg said the original goal was to make these presentations as part of the budget cycle in hopes that everything the Committee asked for would get funded for this cycle. Nobody has really seen the list of what has been funded and accomplished over the last twenty years.

Member Pike asked what the funding cycle is for it = when requests are made, when the decision gets made.

Mr. Olafson said the County has accelerated the budget process by 2.5 months, so Staff is preparing the budget next week and due to the managers on next Friday and due to the Finance Department on the following Friday. Then there are internal meetings with every department. He anticipated that our department will get everything we are requesting. We are doing well with the budget and have lots of people support. The whole Strategic Plan is \$50 million - \$21 million for property acquisitions and \$31 million for capital improvements. That will help clarify our role.

Member Pike noted that the members have not yet seen the strategic plan. Ms. Lohmann agreed and will discuss it tonight.

Chair Dannenberg pointed out that a lot of it is about communications; developing some working relationships. He said the second topic is about the flavor of the COLTPAC meetings and focus of the agendas. We probably want to shift away from the strategic plans in the next year or two and look more at tactical operational issues.

Ms. Lohmann said part of her presentation will speak to that issue.

## **8. MATTERS FROM COUNTY STAFF**

### **A. Presentation on Santa Fe County Open Space, Trails and Parks Maintenance Crew Training**

Ms. Lohmann used a power point for her presentation. Part of the contract with Ecotone included Staff training to learn about riparian management, etc. They did eight intensive, full-day workshops about landscape conservation, hiking up and down the mountain. She showed some slides from the workshops that took place at various county property sites. It is not finished yet. The participants are given certificates of completion who took eight days out of their regular work for the training. It included the five crew members and David, the foreman. This was a one-time contract, but she is working on having more.

They have demonstrated their new skills as a result. The crew members have a passion for it and great knowledge for their work.

### **B. Update and discussion on the OSTP Strategic Management Plan process and schedule**

Ms. Lohmann shared the work being done on the SMP. She reviewed the policies and how the three policies feed the vision. The management will be accomplished by using best management practices, building staff capacity, determining appropriate access, sharing more information with people, etc. All the strategies are great, but staff need to figure out how the County operates. The department is not unified and that creates some challenges. The document is to express how the work flow should be done. "Planning calls the shots." Planning leads to project development which leads to construction. Implementation leads to volunteers. Communication is key with loops for feedback.

Chair Dannenberg liked the middle part (resource management) and the message. Ms. Lohmann said the diagram was more complicated, so she simplified it on paper.

Member Pike liked it and asked where acquisition fell in the diagram. Ms. Lohmann said it was with planning or project development, probably.

The Committee discussed the implications from the diagram.

Mr. Olafson mentioned how it engenders the cultural concept. Member Ortega liked the concept of using volunteers. Member Pike mentioned stewardship. Ms. Lohmann added the need for communication with each component.

Ms. Lohmann went through the pages of the management processes and policies. Then on communications and partnerships with other departments and agencies as well as volunteers.

Member Betts saw no mention of policies for persons with special needs for using trails and facilities. The policy should ensure that the experience is inclusive of that population - for all community members.

Ms. Lohmann said they compressed it into a policy on diversity. She offered to add language that talked more about it and call it out as a separate strategy. Member Betts advocated for going beyond the minimum requirements.

Ms. Lohmann went next to the action steps and shared a Gant Chart as the action plan. Mostly, it was a list of proposed. She and Mr. Olafson went to the end point up to 20 years out and identified the action steps to get to that end point in increments of 5 years, 10 years, and 20 years. She explained the legend in the plans. Mr. Olafson said there is no budget for acquisitions over the next 20 years. Chair Dannenberg thought it was important to have them included as placeholders. Member Pike agreed. There will be more demand at some time in future. Mr. Olafson said there could be opportunistic acquisition as they present themselves. Ms. Lohmann said strategic acquisitions that help streamline management would be important. Mr. Olafson called it leveraging other public lands to reduce the need for building more trails.

Ms. Lohmann described the local focus for various sections of the County.

Ms. Lohmann said resource management is the major focus for the next five years. The next was Program Development and Stewardship which will also have a major focus in the next five years. There are four parts in the spectrum. She has not assigned percentages yet and is an analysis she needs to do.

Ms. Lohmann agreed to send each member the power point and the outline for the document.

Member Cedeño asked to have a deadline for feedback.

Ms. Lohmann said she needs it as soon as possible.

Member Pike was glad to see the interesting diagram showing the nuts and bolts of managing.

Mr. Olafson said Staff wants to make it a practical action/decision plan.

Member Pike said we need specific goals on completing it.

Member Cedeño thought the goals are part of the policies.

Ms. Lohmann said she was trying to read them as goals.

Ms. Lohmann announced the Camino Real Trail is roughed in. It might be open a little before National Trails Day.

Mr. Olafson said the River Trail is also moving right along.

9. ACTION ITEMS: None

10. NEXT MEETING: Wednesday, March 7, 2018

11. ADJOURNMENT

Upon motion by Member Betts, the meeting was adjourned at 8:10 p.m.

Approved by:

*[Signature]*  
Dave Dannenberg, Chair

Attest:

*[Signature]*  
Geraldine Salazar, County Clerk



Submitted by:

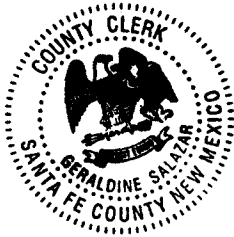
*[Signature]*  
Carl Boaz for Carl G. Boaz, Inc.

SFC CLERK RECORDED 09/10/2018

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 10TH Day Of September, 2018 at 08:21:19 AM  
And Was Duly Recorded as Instrument # 1867012  
Of The Records Of Santa Fe County



Witness My Hand And Seal Of Office  
Deputy *[Signature]* Geraldine Salazar  
County Clerk, Santa Fe, NM