

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

Thursday, November 15, 2012

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 Sam Pallin at the Santa Fé County Community Projects Conference Room, 901 West Alameda, Santa Fé, New Mexico.

2. ROLL CALL

Roll Call indicated the presence of a quorum as follows:

Members Present

Sam Pallin
Judy Kowalski, Vice Chair
Melissa Houser
William Hutchinson
Sandra Massengill
Michael Patrick
Jerry Rogers

Members Absent

Matthew Montoya
Scott Stovall [excused]

Staff Members Present

Meghan Bayer
Beth Mills

Others Present

Bill Johnson
Bill Baxter
Brent Bonwell

3. APPROVAL OF THE AGENDA

Dr. Mills explained that Mr. Leigland was here to discuss the status of programs in Public Works Department and take any questions.

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

4. APPROVAL OF MINUTES FROM OCTOBER 18, 2012

Ms. Kowalski said on page 3 regarding personal mobility device regulations, it should say, "These

motorized devices and how they are used have an unclear effect on trails.”

Mr. Hutchinson moved to approve the minutes of October 18, 2012 as amended. Ms. Massengill seconded the motion and it passed by unanimous voice vote.

5. MATTERS FROM THE PUBLIC

Mr. Bill Johnson announced an event at Arroyo Hondo after 10 years of work. He read the description for the opening from a press release that he had given to Karen Helton.

There were no further matters from the public.

6. MATTERS FROM OPEN SPACE AND TRAILS STAFF

Dr. Mills announced the Bonds passed by 65.5% - a good margin of support.

Ms. Houser said that was despite the Santa Fe Reporter article.

Dr. Mills said the bond money for remediation at Mt. Chal from the mining there would move the County closer to public access.

A large amount was for Ms. Bayer to manage the work on the Santa Fé River Greenway project.

Ms. Bayer said the construction right now was from Frenchy's to Siler Road.

Dr. Mills said the design at Thornton Ranch has some money. She was excited to get started this winter on it - working with a consultant. She had the conceptual sketch done after lots of hiking on the property. Now they had money to begin to develop the site with a designer working on it. There was also bond money for renovation of Bennie J. Chávez Park in Chimayó. The park was presently owned by the Española School District but would be purchased by the County .

She announced that the Edgewood bid went out and would be awarded to Longhorn Construction who had the lowest bid and was well within the budget with money left over. The contract would go to the BCC for approval at their December meeting and they could get started on it after the first of the year. The company is from Albuquerque.

The groundbreaking ceremony for the Santa Fé River Greenway, Phase 2 at San Isidro took place recently and they had a nice gathering on the river with a lot of new faces. The contractor is out there working now.

She invited COLTPAC members to take a tour of Petroglyph Hill on December 21 at 1:00 p.m. and if the weather holds, it would be a beautiful time of year to be out there with the oblique angle of the light. She was hoping to have photographers. One of them told her he was coming. She would limit the size of the

group to twenty.

She reported that members had done their recruitment for new members. She shared copies of the notice.

Mr. Rogers asked if any member of this group would be listed as part of management. Dr. Mills said that was a good suggestion.

Mr. Baxter asked for more information about Mt. Chal work.

Mr. Leigland said they had waited to see what the bond money would be so they now would just get the access to the property. They were working on the condemnation action and then would modify the road with two tracks instead of one. In the meantime the County had previous bond monies for acquisition and would use the new bond money for remediation.

Mr. Baxter said there was not much publicity about it which was good because of the sensitivity there. That access would also open it to the general public which was something to be avoided.

Mr. Leigland agreed.

A. Adam Leigland's presentation on status of Public Works.

Mr. Leigland said last time he updated the organizational structure in his presentation but it was still in flux and the members had lots of questions. He now had the reorganization pretty complete. He drew an organization chart on the board divided into four divisions that were not around programs but functions.

1. Project Development would develop the projects from the bond issue including parks and open space as well as roads.
2. Project Delivery and Open Space would build the projects. He was keeping Open Space distinct.
3. Operation & Maintenance would take care of about \$500 million of County assets.
4. The Utilities Department had the enterprise activity which was standard for most municipalities.

They didn't really have enough money to go around and would need to stretch it. Project Development is tracking \$389 million of needs and the bond is only \$35 million. Project Delivery is working on \$100 million in projects. This is probably the structure for now. The County has five maintenance districts geographically and the maintenance is done in-house. New construction is contracted out.

Mr. Rogers asked if this structure was already in effect. Mr. Leigland agreed. There were 190 staff members and most of them thought this structure was working well.

Mr. Rogers asked who was in charge of project delivery.

Mr. Leigland said it was Mark Hogan.

Mr. Rogers asked if Open Space was the only unusual one now.

Mr. Leigland agreed. It always has been unique. If Utilities needed something built, they hired Mr. Hogan to do it. So Utilities didn't have project managers.

Ms. Massengill asked if Parks was in Open Space.

Mr. Leigland said they were for now but to optimize things he needed to have Parks moved. It takes something different to maintain the parks. The County has been struggling with how to maintain the far-flung facilities and have been toying with organizing a remote maintenance unit to be proactive instead of waiting for a work request. He thought COLTPAC did best with open space and trails and not with parks.

Ms. Massengill asked if community centers were in a different part of budget.

Mr. Leigland said maintenance was all general fund money.

Dr. Mills announced that Ms. Baker was quite ill and hadn't shared much about the strategy for getting that funding together. They had some deadlines with the feds for the funding received but failed to get the clearances by the deadline. It was about \$300,000.

7. ACTION ITEMS

There were no action items.

8. MATTERS FROM THE COMMITTEE

A. Discussion of results of joint POSAC, BTAC and COLTPAC meeting - Next steps?

Chair Pallin said there was a great spirit of cooperation and if the staff noticed something in the minutes that should be addressed they could let the Committee know.

Mr. Hutchinson was grateful to use a project as an example and thanked Dr. Mills for coming up with it.

Dr. Mills said they were going to work on the trail connection between South Meadows and the Santa Fé River Greenway. The extension for Rufina was a City ROW but was now owned by the Homeowners Association at Fairway Village.

Mr. Rogers hoped that would lead to another project.

Dr. Mills said for South Meadows they had a consultant working on the design and were about to

deliver 65% of phase one by the end of November. The city had a long list of requirements for permitting which means going through several committees at the city. So she was calling POSAC to see how they could help move it through. She thought they would be a big help getting through the hoops.

Ms. Kowalski was impressed with all BTAC had accomplished - They've been very active. They wanted everyone to commit to a second meeting but we didn't have our calendars so we need to work on that. She had suggested waiting until new members come on.

Dr. Mills hoped for the appointments to be made at the first BCC meeting in January.

Ms. Kowalski asked that be communicated to those people.

Dr. Mills agreed to share the minutes.

Dr. Mills said she listened a lot at the meeting and as COLTPAC moves forward in the new year we probably will want to understand the interest of members in working with the MPO area and an interface between city and county and the Arroyo Hondo Trail to see who wants to focus on that and have them push the joint work. Some people may not have the interest and others might have a keen interest in it.

B. Subcommittee report on volunteer program

The guidelines for the Volunteer Program had been sent to all members.

Mr. Patrick thought it was a good effort. Ms. Houser and Ms. Kowalski met with him several times and got a lot of information. They went to the National Association of Open Space Directors and made some outreach to Bernalillo County and Albuquerque and so they put together what they thought was a foundation. They wanted to reinforce the BCC decision and also give recommendations to this new person as he or she started out.

He asked the members to give some feedback to the subcommittee by email.

He added that they had many e-files of things they found. Ms. Houser found some information on liability issues and insurance. So the new person can get hold of a lot of documents to help.

Dr. Mills felt these were great suggestions. To get it to BCC they should separate out the resources that were just for the Coordinator and extract succinctly the recommendations to the BCC and summarize the approach the Committee wants to take. As a start, the general approach has to do with reaching out and tapping all volunteer organizations in the county and identifying the key people in them; then grow those relationships and work to raise the volunteer base at that leader level.

Mr. Patrick thought the best way to move forward was more of that: a needs assessment across all resources and tapping into those organizations. He knew of universities that had done natural resource protection and graduate student work on them. Then they could work one-on-one for recruitment.

Ms. Kowalski wanted to emphasize this was a full-time job and didn't want the responsibilities to be watered down in any way. They could get overburdened with other duties.

Chair Pallin agreed. The volunteers need to have someone to go to.

Dr. Mills didn't think that would happen in the near future.

Ms. Massengill thought the job specs should help in that regard.

Mr. Patrick requested the Committee to take action at the next meeting.

Dr. Mills asked people on COLTPAC to attend the first January meeting of BCC for recognition.

Chair Pallin thought the new employee was fortunate to have this document and the Committee support. Dr. Mills agreed to circulate the job description.

Dr. Mills wanted to have a retreat in January during the hiring process and have an outside facilitator in order to have a draft work plan for the new person to be clear on which way things were going. She thought open space staff would be there for two whole days and schedule times to invite in managers, other county staff, etc. And then they would have an hour of COLTPAC business during the retreat for something to address the importance of the Advisory Committee. They went through lots of changes in the last couple of years. So she would like to have a lot of it clear and settled for the program as they bring on more staff. She asked the members to think about that.

She suggested having the retreat at the Foreman's House at La Bajada (Canyon Ranch).

Ms. Massengill asked if the coordinator would also pursue grant funding.

Dr. Mills asked if she thought it should be in the job description.

Ms. Massengill said they just needed money to do a good volunteer program. It might be something to look at.

Ms. Kowalski felt that was a different skill set.

Chair Pallin thought that would be good for a volunteer to do.

Other Matters

Chair Pallin asked if there was any more information on the Glorieta Conference Center.

Dr. Mills said she had not followed up on it. The way to handle it is through the Santa Fe ConservationTrust for approaching that easement.

Ms. Houser said she and Mr. O'Leary were supposed to meet at the property and didn't get to do that. It is a huge property and the Conservation Trust would get tax credits. The best approach for the land owner would be to choose which entity they wanted to deal with - the Trust or the County.

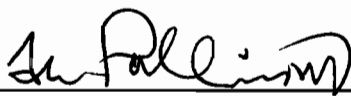
Chair Pallin thought it would be a lot easier to buy than to prove prescriptive use.

Chair Pallin said it had been a privilege to be here and as a novice member among so much talent here.

9. ADJOURN - Next meeting - December 13, 2012


Ms. Kowalski moved to adjourn and the meeting was adjourned at 7:25 p.m.

Approved by:



Sam Pallin, Chair

Submitted by:


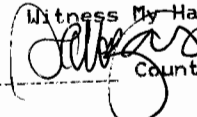


Carl Boaz, Stenographer



COUNTY OF SANTA FE)
STATE OF NEW MEXICO) ss
COLTPAC MINUTES
PAGES: 7

I Hereby Certify That This Instrument Was Filed for Record On The 17TH Day Of December, 2012 at 03:35:35 PM And Was Duly Recorded as Instrument # 1690840 Of The Records Of Santa Fe County

Deputy  
Witness My Hand And Seal Of Office
Valerie Espinoza
County Clerk, Santa Fe, NM