

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

**May 7, 2014**

**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 Judy Kowalski in the Santa Fé County Attorney's Conference Room, County Administration Building, Santa Fé, New Mexico.

**2. ROLL CALL**

Roll Call indicated the presence of a quorum as follows:

**Members Present**

Judy Kowalski, Chair  
William Baker  
Coleman Burnett  
Patricia Conoway  
Dave Dannenberg  
Ernesto Ortega  
Zach Taylor, Vice-Chair

**Members Absent**

Devin Bent, PhD [excused]  
Alumedena Ortíz Cué [excused]

**Staff Members Present**

Lisa Roach, Open Space and Trails Planner

**Others Present**

Bill Baxter  
John Busemeyer

**3. APPROVAL OF THE AGENDA**

Ms. Roach had one thing to add from matters from County Staff, a request from BTAC.

Mr. Bill Baxter asked for an item on donation of properties.

**Mr. Taylor moved to approve the agenda with the additions. Mr. Ortega seconded the motion and it passed by unanimous voice vote.**

**4. APPROVAL OF THE MINUTES**

**April 12, 2014**

Chair Kowalski asked what "snake area" meant on page 4.

Ms. Roach explained they were calling the skate board location a "snake run." She suggested putting it in quotes. It was a linear skate park for skateboarders.

Mr. Baker asked for a correction on page 5 at the bottom where it should be 1999.

Mr. Taylor requested a change on page 3 where he was trying to explain that the water use in the park was the same water rights for bathroom use.

**Mr. Ortega moved to approve the minutes of April 12, 2014 as amended. Ms. Conway seconded the motion and it passed by unanimous voice vote.**

## 5. Presentations

### A. Presentation of the Draft Cerrillos Hills State Park Management Plan (State Parks)

Mr. John Busemeyer was present to make the presentation. He said that in the next month or two they would come out with the management plan for Cerrillos Hills State Park. They try to have a 5-year goal for every state park. Cerrillos Hills had been around for six years and this was the first management plan for it.

In preparing the plan, they consider threats, opportunities and improvements and then consult the public and the county. Not everything brought up was addressed in the plan. Based on that input they put out a preliminary action plan to the public. Not all of the projects would happen - some for lack of funding. On May 27<sup>th</sup> a presentation would be made to the Board of County Commissioners (BCC) and then it would be posted on the website for 30 days for public comments in June. Then the components would be incorporated into the plan.

Mr. Busemeyer shared the figures for revenue and visitation. Revenue was modest. Expenses were against revenue.

Mr. Baker asked about the revenue sources.

Mr. Busemeyer said most of the revenue came from daily passes. Some daily pass users might have gone to an annual pass. Last year they got \$6,000 from annual passes.

Mr. Dannenberg asked how they tracked it to this park.

Mr. Busemeyer said it was done when people come to the visitor center whether by vehicle or horseback.

Mr. Baker said the BCC would ask that question on revenues - be prepared.

2014 MAY 07 09:23 AM  
SANTA FE COUNTY RECORDS  
130

The Committee noted that although attendance was higher, revenue was not.

Mr. Ortega suggested perhaps school groups were attending as a group to account for higher visits but not higher revenue.

Mr. Busemeyer agreed. He showed a map of the park area boundaries. It showed official and unofficial trails. He pointed out the pay station, parking area, restrooms, kiosk there. The visitor center was completed in 2012. He pointed out the county property list (F) in the packet.

The first action item in the management plan was to control and remove invasive species including Russian olive sprouts - Salt Cedar. Some have already been thinned and treated with herbicide. They were also pulling them up by their roots.

They would designate conservation areas and incorporate public education in the effort. They would evaluate wildlife resources by holding a "BioBlitz" in which the park invited professionals and knowledgeable volunteers to count everything alive out there.

The next item was to improve the trail system using contractors and volunteer labor. They wanted to get rid of redundant trails to prevent unnecessary erosion. Another idea was to attach some connections on the north part of the park. They would close trails that were impacting natural or cultural resources and prioritize sections of trail needing work and rehabilitate them as the opportunity arose.

The plan called for them to organize interpretive materials into self-guided thematic backpacks that have a program guide. They would experiment with offering a guided hike every weekend that covered the main interpretive theme of the park - how geology influenced the cultural history. They would program more events specifically to draw in tourists who come to the Balloon Fiesta in Albuquerque and Indian Market in Santa Fé. They would also make interactive puzzles, scavenger hunts or other activities for visitors at the information kiosk. Exhibits would be developed for the exhibit room in the Visitor Center and add signage, physical artifacts and interactive activities. Eventually they would purchase a laptop for the exhibit room with historic data.

They planned to construct a replica head frame over one of the back-filled mines on the Jan Calvin Sanchez Trail and use the Park trails to display and interpret larger mine machinery.

The plan included building a new shade shelter and adding a picnic table and/or benches to make the Escalante picnic area a more attractive and usable site. Three to five picnic sites with tables and shelters would be placed along the Village View Trail. They would construct a 30' x 30' group shelter and provide universal accessibility to the facilities at the main trail head. Groups could rent out shelters for parties on weekends. One of the trails was ADA accessible and wanted to restore it to that condition.

Ms. Conway asked if they had any kind of priority on this list.

Mr. Busemeyer said they didn't know yet but it would happen eventually.

Ms. Conway asked about any time table on them.

Chair Kowalski said it was a five year plan. State Parks has a process for prioritizing them. She explained how they did it and listed the criteria they used.

Ms. Conoway asked if they tracked attendance by month.

Mr. Busemeyer agreed. It was a year-round park. It was more popular in November than in June or July. Some of the trails were very easy and others pretty difficult but there was not much in between. Ten miles for a mountain biker was nothing.

Mr. Busemeyer added that they would redesign the parking areas, two of which would be ADA areas and all would be built to State standards. They would also develop a design for the plaza area adjacent to the Visitor Center and install a new fence around it.

Mr. Baxter said this area was built up by railroad people for mining. There were other manifestations of that. Cerrillos didn't have a plaza but this lot had become the plaza de facto. It was a good example of how cultures merged and yet kept identity.

Mr. Busemeyer said signage had been confusing so they would shift sign locations and/or develop new signs. People found them confusing.

Ms. Burnett said the visitor center was not actually at the park and that might be confusing. There also seemed to be some private roads branching out. She didn't want to trespass and wasn't sure which way she was going.

Mr. Busemeyer agreed. They would leave drainage areas inaccessible to vehicles and add signs indicating that they were conservation areas. They would work with the County to obtain easements across private land wherever beneficial and practical.

Mr. Taylor asked if COLTPAC would eventually make recommendations on this plan.

Ms. Roach suggested they could give feedback on it and she could put it on the June 4 agenda to do that.

Chair Kowalski thought it was certainly appropriate for COLTPAC to give recommendations to the BCC.

Ms. Roach agreed that COLTPAC's review would be valuable. State Parks was asking for the input from the County. She thanked Mr. Busemeyer.

## **6. ACTION ITEMS**

### **A. Recommendation for Prioritization of Open Space Management Plans**

Ms. Roach consolidated the discussion from the last meeting into a draft memo from COLTPAC to BCC. She asked for help to put in any changes the Committee wanted. Ideally, she would submit it before budget review at the end of May.

Mr. Baker suggested formatting to highlight the specific recommendations.

Ms. Roach agreed to bullet them.

Chair Kowalski noted that some of them would be a lot of work and it should be clear there were resource constraints and they should be put into two categories. Maybe tier one and tier two.

Ms. Roach agreed to adjust that.

Chair Kowalski asked that the recommendations be justified by saying why they were needed.

Ms. Roach said in the second paragraph she tried to capture the factors that were discussed in talking about management. She agreed to make that stronger.

Chair Kowalski asked if they needed to vote on it.

Ms. Roach agreed that would help and also to have Chair Kowalski submit it to the County Manager as a recommendation with a copy to herself. It would be most effective to send prior to the budget approval which would be done at month end.

Mr. Baker moved to send the letter as amended as a recommendation to the BCC. Mr. Ortega seconded the motion and it passed by unanimous voice vote.

## **7. MATTERS FROM COUNTY STAFF**

### **A. Project Updates**

Ms. Roach got a few updates from Colleen Baker (Project Manager) and from Carol Branch (Volunteer Coordinator) to share with the Committee. She went through them with brief bullet points: 1) Romero Park was at 60% construction documents and planned for 95% by end of May; 2) Santa Fé River Greenway interpretive wayside exhibits are progressing; 3) Agua Fria Gateway Monument, through a contract with Cornerstones Community Partnerships would make the adobe bricks and the monument. She shared a handout that depicted the proposed monument design. Construction is to begin in June by Cornerstones.

Chair Kowalski asked where the monument would be in relation to the church.

Ms. Roach pointed it out along Agua Fria Road and Henry Lynch Road and agreed that it didn't relate with the River Trail.

Ms. Roach continued with the list: 4) Colleen Baker was meeting with homeowner associations to get their blessing for the alignment of the Arroyo Hondo Trail; 5) The Mt. Chal acquisition was in the final stages. The original zoning map draft issued in December was changed recently, and was affecting the valuation of the property. Hopefully it would work out. 6) Pojoaque Sports fields were under preliminary design and the landscape architecture. The master plan and preliminary cost estimates were being submitted.

7) Cultural Resources contract for the Thornton Ranch open space was signed and would start this summer. Parametrix was the consulting firm from Albuquerque.

8) Nambé Community Center Park improvements would achieve full completion by the end of June.

9) Rail Trail - the question last time was on the amount of money dedicated to construction of segments 2 and 3. It was about \$1 million between County GRT and FHWA funds. Segments 2 and 3 had gone out to bid, but Segment 4 didn't have enough money yet.

Ms. Roach went next to Ms. Branch's volunteer events. Earth Day at Cerrillos Hills State Park was highly successful. The Army National Guard, County Open Space staff and Volunteers for the Outdoors were out in force.

There were 13 volunteers from the Master's Program for trail maintenance and reroute at Little Tesuque.

Mr. Taylor said he had made that connection with the school and it ended up that the students were certified as fire prevention specialists out of it. In one case it helped change a kid's life around. He saw it as an example of how they could be involved in design and maintenance.

Ms. Roach said they would be recognized at a BCC meeting.

Ms. Roach mentioned the updated signage at the Arroyo Hondo trail head. Staff would install picnic table and a porta potty there. They talked about making a three sided screen for the porta potty to help prevent it from being knocked over easily and to screen it in a visually appealing way. There was funding in the budget for putting them at several locations of county trail heads. It was definitely a need for trailhead restrooms. This would be at least a short-term solution.

Mr. Dannenberg felt the screening was essential there. The parking lot there didn't seem to get much activity. He had never seen a car in there. He used ride his bike there weekly.

Ms. Roach - Dale Ball Day was a highly successful collaborative event and included recognition ceremony and a guided hike and mountain bike ride there that day.

The federal grant application for El Camino Real Buckman Road Retracement reached the short list for FLAP funding for New Mexico. They were about to enter into a contract with FHWA on detailed scoping. The decision committee would make a decision this summer.

The other project application was from Albuquerque associated with the new wildlife refuge at Valle de Oro. They requested the full \$14.1 million allocated for the state and she thought they would only get a portion of that. It was possible both would be funded and even seemed likely.

She noted that May was Heritage Preservation month and the Historic Santa Fé Foundation would host a reception at El Zagan on Canyon Road, displaying Heritage Preservation Month posters from the last 20 years. She passed around a calendar of events for Heritage Preservation in the month. Events were happening all over the state.

May 12 - 16 was Bike to Work Week. At the end of that week was the Bike and Brew event - a celebration of craft beer and biking. There were lots of events. Outside Magazine was the sponsor. City and County were sponsors. And on Sunday was the Santa Fé Century event. It was all on line and set to be a great event.

### **B. Request from BTAC.**

Ms. Roach said BTAC requested to have a member of COLTPAC also serve on BTAC and to distribute information about that and find out if there was any interest on this. She passed around a summary of their duties and didn't know how many COLTPAC members lived in the Santa Fe City limits.

Mr. Dannenberg and Mr. Ortega were interested.

Ms. Roach explained they were interested in closer collaboration. She recognized it was another commitment to serve. There was also POSAC to consider. She was open for thoughts.

Mr. Taylor thought if they had someone make a commitment maybe they could attend periodically.

Ms. Roach added there was an effort last year for a summit of all three groups.

Chair Kowalski thought it would be useful to have someone attend the meetings. She would be willing if no one else could. It was important and she could see how useful it would be.

Ms. Roach agreed. So far it had just been emails back and forth. If they had a common member they could coordinate efforts and avoid duplication.

Mr. Taylor suggested every other month a BTAC member attend here and alternate months a COLTPAC member could attend their meeting.

Ms. Roach agreed to take these suggestions to BTAC on May 21.

Chair Kowalski asked her to notify her if she want her to go. But if anyone else wants to, that would be great.

## **B. Discussion of Public Works Design Manual – Open Space, Trails and Parks Guidelines**

Ms. Roach alerted the Committee that Public Works was including open space trails and parks in the manual and she was only notified about it in March when she was asked to provide design guidelines. She shared the information she was given about it. She had concerns that this was putting the “cart before the horse,” but hoped that design standards that will emerge from the countywide planning process with COLTPAC’s guidance will be included eventually. She provided Public Works with what existed on county documents but she was not sure what they were going to produce and had not received a draft yet.

She said it would be great if the Committee could come up with a set of design criteria, not for construction specs but guidelines of what should be taken into consideration. If not stated, such criteria might not be taken into account. They could go to any project manager, not just Colleen Baker.

Mr. Baker said some of those were in the SGMP. Hopefully they were considering those. It was not all encompassing.

Ms. Roach agreed to bring the draft for the Committee when she got it. The Public Works Director specifically asked for COLTPAC input.

Mr. Dannenberg suggested a usability criterion. Would it be implemented or just thrown away? Hopefully they were talking with the project managers.

Ms. Roach said they talked with most of the Public Works staff. She hoped it would be a useful document.

Chair Kowalski asked about the time schedule.

Ms. Roach said they had been working on this since December and was unsure about completion timeframe.

Ms. Conway noted the proposal was dated in September.

Ms. Burnett said it appeared they were just compiling all the standards in use now and wouldn’t add new ones. So the worst case was just a discussion on the planning process. Maybe out of that design standards would be forthcoming.

Ms. Roach agreed - new standards to use in the plan.

Mr. Ortega said this was a proposal from consultants in response to an RFP. Perhaps the Committee should look at the contract to see what the tasks to be accomplished really were.

Ms. Roach agreed to track down the contract.  
Ms. Conway agreed that would help avoiding just spinning our wheels.



## **C. Next Steps for Santa Fe County Open Space, Trails and Parks Plan**

### **2) Inventory**

Ms. Roach said the Committee didn't need to discuss the inventory at this point. It is still in progress, though taking a little longer than initially hoped.

### **3) Public Opinion Survey**

Ms. Roach said she would get help on the survey at a later date.

### **1) Vision / Mission**

The Committee spent some time on revisions to the Vision statement which Ms. Roach had posted on the wall.

Ms. Roach said this was a way for the Committee to really think about what the program was about and what the Committee saw as their role in it. She had been speaking with Mr. Taylor and Chair Kowalski about this issue. It could be a great opportunity to really launch into why this program was important and why the members were here every month talking about these issues.

Mr. Taylor said it was within the scope of organization development and doing good in the community. That was what he taught at SFCC. One of the main tenets was that groups were able to understand why they were here and what they really cared about. It was a common goal and everyone understood their piece of it. When groups understood each other well there was a lot of potential there. That was part of the reason he was pushing for it. He was excited about their objective here.

Ms. Roach thought the vision statement from 2000 was great but it seemed to have combined vision and mission statements into one. The values had become buried in lots of words and there were ways the Committee could improve on it. And then the members could renew their own personal visions about why we were here. This was created by the original COLTPAC in the early stages of the program.

She said a vision statement outlined what they would like the program to be. It should be a broad conceptual statement but succinct.

Mr. Baker thought the vision should be one sentence.

Ms. Roach agreed. The mission statement could be longer.

Mr. Ortega thought they could massage that first sentence to become the vision statement. "This is what we strive for. He suggested "encompasses" rather than "creates."

Mr. Taylor suggested, "strive to be."

Chair Kowalski said they needed to have a reason for having this network of open land and trails and what was important about it.

Mr. Dannenberg felt there had to be a competitive factor - to get to a point compared to and also a perspective of who the customer is. He compared it to the vision of Fort Collins.

Mr. Baker suggested, "the best possible network of resources."

Ms. Conoway liked that.

Mr. Dannenberg suggested, "world class network."

Chair Kowalski suggested, "for the benefit of the community."

Ms. Conoway suggested deleting historical.

Mr. Dannenberg suggested deleting "network of cultural, historical, recreational and natural."

Mr. Baxter suggested "communities."

Ms. Roach hoped to focus just on the vision. This was the beginning of the conversation. She would take the ideas and then start detailing for the mission statement on who was served and how to achieve it.

Mr. Taylor said they could come next time with thought having been given to the statement.

Chair Kowalski asked if they could send thoughts to her by email.

Ms. Roach agreed.

Mr. Taylor thought in some ways it was about hearing each other's thoughts to achieve some synergy.

Ms. Roach clarified that they were here for a common purpose but everyone had their own perspective.

Mr. Ortega thought she could put that in the packet to ask the question.

Mr. Baker agreed they had things in common but might not be able to fit it all under the statement.

Ms. Roach felt a lot more discussion was needed and it might take 2 or 3 meetings to complete. And the Committee should devote more than just a half hour to it next time. On next agenda they would both review the Cerrillos Hills Management Plan and think about why we were here.

## **8. MATTERS FROM THE COMMITTEE**

Ms. Burnett announced this would be her last meeting. She and her family were moving. She had been offered a job in Chicago and was using the opportunity to move closer to her family. It was bittersweet because they were sad to lose all the wonderful things that brought them to New Mexico.

Chair Kowalski thanked her for her contribution.

Ms. Burnett said this group inspired the planner in her. The community where she was moving had a lot of community groups for planning.

## **9. MATTERS OF PUBLIC CONCERN**

Mr. Baxter felt had to say who this served. The Committee served in a significant way that you never hear about. Native peoples do pilgrimages to ancestral sites and that included all those who spoke Karis. They were groups you never hear about. Regarding donations of property, he was at the last meeting now he was speaking about a 20 acre parcel in Cerrillos Hills that his group was attempting to donate to Santa Fé County and it got stuck. The County had no provision to fast-track things they didn't pay for. The process of COLTPAC was to examine a property and determine its value. In this case it was a gift. But at this point they couldn't give it to the County because the process was too complicated.

Ms. Roach agreed that filling out the cumbersome 24 point application, having it reviewed by staff, then by COLTPAC, then a site visit and then the process of surveying and appraising was a six month process at the very least.

Mr. Baxter added that there were other parcels in that area that might be donated if it were less onerous a process. But to jump through all the hoops, many of which were superfluous, was too much to require.

Ms. Roach had discussed with Commissioner Holian the need to review that process and come up with different processes for various kinds of acquisitions - like donations. There might be a multi-stage phase to fast-track it. She had worked with others who wanted to donate and the process was to our detriment at times. She was glad Mr. Baxter brought it up. She would get further direction from County management for land donations.

For now, they had to abide by the procedures in the resolution. Unfortunately, many potential donors didn't have the staff, time or knowledge to do all that was required in the application. She had offered technical assistance to them but her time was limited. The Santa Fé Conservation Trust had offered assistance also.

She would share some ideas later but in the short term she needed to know how they could do this.

Mr. Dannenberg asked if the offer would be withdrawn because of that process.

Mr. Baxter agreed because the lengthy application process was a deterrent.

Chair Kowalski asked about donating it to the Conservation Trust or the Trust for Public Land.

Mr. Baxter said the parcel was too small for them.

Mr. Baker thought maybe they could donate it to the State first.

Ms. Burnett said the resolution was short and related to the application. It might be easier to revise the application.

Ms. Roach agreed. It also needed revision because of the new CIP process. She would look for guidance on it and follow up with Mr. Baxter on this property.

**10. NEXT MEETING: Wednesday, June 4, 2014**

**11. ADJOURNMENT**

Mr. Taylor moved to adjourn the meeting. It was adjourned at 8:12 p.m.

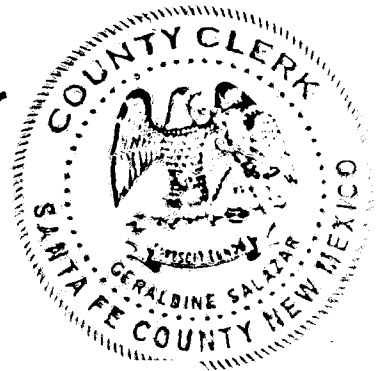
Approved by:

  
\_\_\_\_\_  
Judy Kowalski, Chair

Attest:

  
\_\_\_\_\_  
Geraldine Salazar, County Clerk

7-9-2014



Submitted by:

  
\_\_\_\_\_  
Carl G. Boaz, Inc. by Carl G. Boaz



COUNTY OF SANTA FE )  
STATE OF NEW MEXICO ) ss

COLTPAC MINUTES  
PAGES: 12

I Hereby Certify That This Instrument Was Filed for  
Record On The 10TH Day Of July, 2014 at 11:03:49 AM  
And Was Duly Recorded as Instrument # 1741065  
Of The Records Of Santa Fe County

Witness My Hand And Seal Of Office  
Geraldine Salazar  
Deputy \_\_\_\_\_ County Clerk, Santa Fe, NM

REC'D  
CLERK  
RECORDED  
7/13/14  
12:11 PM