



# City of Santa Fe, New Mexico

# memo

**DATE:** February 3, 2014

**TO:** Finance Committee  
Public Works, CIP and Land Use Committee

**VIA:**   
Isaac J. Pino, P.E., Public Works Department Director

**FROM:** Ben Gurule, Parks Division Director 

**ISSUE:**

Buckman Moto Cross Track.

- Request approval to utilize 2008 Parks, Trails and Open Bond funds from the Northwest Quadrant project to perform improvements at Motocross Track located within the NW Quadrant.

**SUMMARY:**

In mid-February 2013, at the request of the Risk & Safety Division, Parks Division staff met with the representatives from Travelers Risk Control to tour the Moto Cross track located in La Tierra in the NW Quadrant. The purpose of the tour was to assess the safety and liability issues at the City owned track. Based on the inspection, Travelers recommended closing the track to allow the City to consider the liabilities with the current condition and use of the track and allow the City to take the appropriate measures to insure the safe management and use of the track (please refer to Exhibit 1).

With these recommendations, the Risk and Safety Division and Travelers Risk Control requested a proposal from Great Outdoor Consultants to assess the safety of the track based on the concerns and recommendations presented by Travelers and provide recommendations to improve the safety of the track.

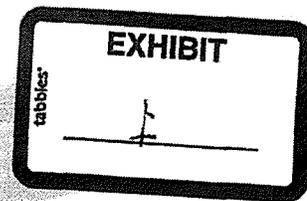
February 3, 2014  
Memo Page 2  
Finance Committee/PW/CIP & LU Committee  
Buckman Motocross Track -  
Request re-allocation of funds

On June 7, 2013 the City Manager approved the Agreement in the amount of \$17,241 with Great Outdoor Consultants to perform the assessment of the track and provide recommendations to improve safety. The assessment report and recommendations were submitted and reviewed by Travelers Insurance. In a meeting with Travelers they concurred with the recommendations and recommended proceeding with renovations. On October 23, 2013 the City Manager approved Amendment #1 to the agreement with Great Outdoor Consultants in the amount of \$25,451 to prepare field specifications for the work required to reopen the track (see Exhibit 2). These services were funded with NW Quadrant bond funds. The City of Santa Fe applied for and received State Grant in the amount \$10,000 (Exhibit 3) to fund in part the motocross assessment and recommendations. The City plans to submit additional grant applications for rider and maintenance training.

The recommended approach to the upgrades to the motocross track is to utilize Public Works Department forces and equipment to perform the work to the extent possible. Staff is estimating the project to cost approximately \$45,000 to \$55,000. The majority of funds are for required fencing and signage.

**ACTION:**

The Public Works Department is requesting that Finance and Public Works/CIP and Land Use Committees concur with staff to utilize funds from the 2008 Parks and Trails Bond for the NW Quadrant to perform the required upgrades and reopen the track to the public.



Travelers Risk Control  
6060 S. Willow Drive Suite 180  
Greenwood Village, CO 80111

February 19, 2013

Ms. Barbara Boltrek  
Risk Manager  
City of Santa Fe  
2651 Siringo Rd, Bldg J  
Santa Fe, NM 87505

Dear Barb:

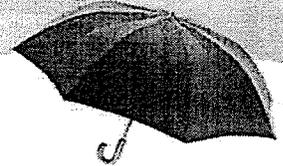
This correspondence follows our visit to the motocross track on February 18, 2013. At your request, we walked the grounds and were later joined by Ben, Chris and Steve from the Parks department. This tract of land has a history of use by the general public for motorized sport activities. After the property was deeded to Santa Fe, the City's maintenance department modified and customized the site to include various ramps, jumps and turns at the public's request.

The MX track is now posted as closed for the winter. It should remain closed until the City has the opportunity to consider the risks and liabilities associated with the current operation and use of the land and takes appropriate steps toward risk management and control.

Motorsports are inherently dangerous and, in the absence of recreational immunities, the City is liable for potential injuries and fatalities. The City has an obligation to provide the highest degree of care to invited guests and spectators, as well as a degree of care to trespassers. Due diligence and documentation is required to confirm safe design of the track, security, ongoing maintenance and facility upkeep, as well as to provide the documentation to respond to a claim. From a risk management standpoint, this letter summarizes options to eliminate, transfer, or mitigate the City's liability, exposures and risk as regards public use of the site:

1. Bulldoze the grounds and close the track.
2. Lease the site to a certified third party company/ vendor to operate the track.
3. Engage the services of a certified motocross design engineer to conduct a formal assessment and comply with all submitted recommendations.
4. Review the plans for City's design, modifications to and use of the MX track and ensure that there is adequate documentation of the process (see below).

Simply posting "...at your own risk" alone is not a reasonable defense to injury. The following comments reflect the major hazards associated with MX track operation that the City knew or should have known when it offered the site to the general public for motorized sport use. From the beginning of the process, location and layout, site assessment, design, planning, professional creation of jumps, traffic controls, cushioning around obstacles and turns, spectator safety and fencing are issues that should receive due diligence to minimize/ mitigate allegations of negligence. It must be noted that option 2 requires strong and unambiguous risk transfer contractual language and options 3 and 4 are not intended to absolve the City from liability associated with the track.



**Location** – Research environmental impact; protect from trespassers.

**Site risk assessment** – Inspect the site and identify high risk and restricted areas. Determine what can go wrong – injuries, user and spectator behaviors, structural collapse, dangerous materials, fire, public access/ egress, weather – as well as the consequences and likelihood. Determine risk controls – avoid, treat, accept, transfer, isolate, substitute, reduce by physical controls, reduce by administrative rules, warnings, signage, PPE requirements. What natural obstacles (trees, shrubs and other) need to be removed?

**Design** – Layout should be designed with consideration of but not limited to age and skill level of all users; installation, consistency and shape of jump faces; minimal stop/ start turns; lanes to circumvent jumps; dirt pack/ compression; heights of dirt barriers around turns; drainage, speeds. Professional design and creation will best contemplate and create a safer environment. Since there are currently no age restrictions, fewer smaller jumps, wider turns and longer straight-aways should be considered for beginners, as opposed to more and larger jumps and tighter turns for experienced users. An accurate drawing/ diagram of the site indicating the starting point, turns, jumps, obstacles and installations should be posted at the entrance to the MX track.

**Planning** – Using the natural elements and obstacles of the land – valleys, hills and grass – minimize man-made obstacles and corresponding hazards. During the planning stage, the site should be flagged in accordance with the drawings and tested to determine if the layout needs to be changed to ensure safety.

**Traffic control** – Design and use of track barriers including but not limited to clearly marked entrance, use of flexible plastic rods placed in an outward angle from the track, plastic barrier fencing, visible and unobstructed directional signs should be installed on the perimeter of the track and around inside lanes for directional traffic control.

**Cushioning** – Use of hay/ straw bales, tires or other cushioning or padding material *should be installed* around sharp turns and obstacles.

**Site perimeter security** – Secure the track with a fence around the accessible sections of the site with a locked gate. Include “no trespassing” signs every 20’. Ensure that the security measures do not present additional hazards.

**Spectators/ general public** – Since spectators and the general public are not expected to know and understand the dangers inherent in motorized sport, standard notices/ warnings should be posted indicating prohibited/ restricted areas, that the activities are dangerous and spectators/ general public attending the track do so at their own risk. This control is predicated on the fact that due diligence and care has been exercised in the design and creation of the track.

The City must also consider the following items during the due diligence process to determine the degree of liability it wishes to accept:

**Preventative and scheduled site and track maintenance** – includes but is not limited to landscape, debris, and dust control; filling potholes; ensuring that jumps, turns and other obstacles are in good condition; cushioning is in place; removal of unauthorized obstacles and trash.

**Track supervision/ security** – includes but is not limited to staffing the track during operating hours; use of a Release and Waiver of Liability and Indemnity Agreement form for adults and minors; law



enforcement patrols; crowd control; trained and educated flaggers on the track to monitor activity at high risk areas; access to emergency medical treatment; fire extinguishers; AEDs; oxygen supply; procedure for responding to and reporting incidents/ crashes.

**Signage** considerations should include, but are not limited to, the following:

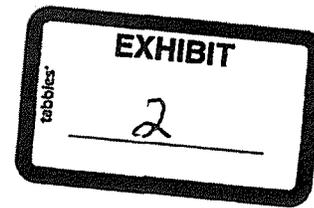
- Age groups permitted to use the track
- Age group separation
- Class of bikes/ ATVs permitted on the track
- Number of vehicles permitted on the track at one time; staggered starts?
- Condition, registration, insurance requirements
- Compliance with NM statutes for off-highway vehicles
- Statement of Responsibility – “You have voluntarily entered and are voluntarily using this facility. Motorsports are inherently dangerous. You should use this facility based on your own assessment of your abilities.” (Language is taken from the from the American Motorcycle Association and the Metropolitan Sports Committee Guide Book)
- Riders should inspect the course before using
- Hours of operation
- Emergency phone numbers
- Phone numbers for reporting hazards and problems
- Parent/ guardian supervision for age groups
- Condition of vehicles and competence to operate them
- Drug and alcohol restrictions
- Double riding
- Unsafe and inappropriate behaviors and activities
- Number and type of vehicles permitted at one time
- PPE – suggest full coverage helmets; boots; protective eyewear; long sleeved shirts; long pants
- Spectators assume all risk of injury or damage resulting from operations
- Racing and competition prohibitions
- Right of the City to close the track for weather, unsafe behaviors, inappropriate activities or rule violations

The MX site appears to be located in an area remote from residential neighborhoods; however, we did note openings in the perimeter fence along the highway and at the entrance, suggesting unauthorized entry and use of the site. “No trespassing” signs should be posted at intervals along the fence.

Barb, please let me know if you have questions or comments regarding our meeting or this correspondence as well as the decision of the City management going forward. I appreciate the opportunity to help the City reduce the exposures and loss potentials presented by the MX track.

Sincerely,

Teresa Saia, ARM, ALCM, CPSI



## BUCKMAN MOTOCROSS TRACK REPORT

*Draft Report – 12/20/13*

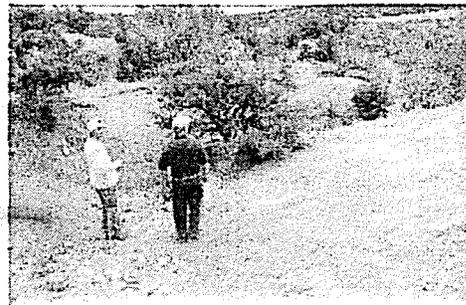
### Introduction

The motocross track at Buckman Off-Highway Vehicle (OHV) Park was created over the last 40 years by local riders and volunteers in the Santa Fe area. The popularity of the track and need for a legal riding area justified the City of Santa Fe to include the park in the 2011 Master Plan for the La Tierra Trails Open Space. As the first legal ATV/MX track in Santa Fe, the Master Plan design guidelines called for proper planning, layout, construction, and signs for the area to ensure safety and enjoyment for all users. In 2011, volunteers and City staff modified the motocross track to add more challenge and improve some sight-lines. This work was completed just prior to the grand re-opening in October 2012. The track was closed in the winter of 2012 due to additional safety issues identified by the City and its insurance carrier Travelers Insurance. An assessment of the Buckman OHV Park was completed by Great Outdoors Consultants (GOC) in August of 2013, and phased in recommendations were made to improve the safety and recreational experience for park users.



### ***Purpose of Track Improvements***

The assessment by GOC called for a two phase implementation strategy to improve the park. Phase 1 recommended improvements prior to re-opening the MX track to the public. Phase 2 addresses recreational use of the rest of the park and would be completed when funding becomes available. This report details the steps for implementation of Phase 1 addressing improvements to the safety of riders and spectators, and track maintenance. It also identifies the location





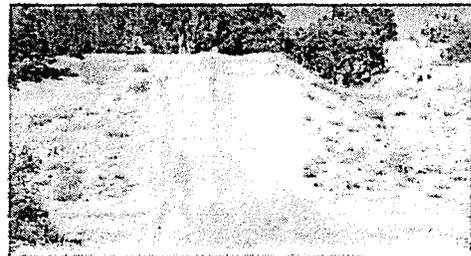
of an OHV safety training area along with a pedestrian pathway to a spectator viewing area for the MX track.

### *Process and Schedule*

Preparation of the Buckman MX Track modification report took place late October - December of 2013. A meeting with City Staff and track users was held on October 30, 2013 to review a work plan for the project that was prepared by GOC. City staff asked GOC to focus on the recommendations under Phase 1 specific to the motocross track while also identifying the location for a safety training area. Stakeholder meetings, several site visits consisting of design and maintenance review of the tracks current condition, and a review of the track layout and constructed features took place during the months of October and November. Upon presenting a draft of the recommended changes to the committee, a site visit took place on December 4, 2013 to review and discuss the proposed changes to the MX track. A final report and map was submitted to the City of Santa Fe in December 2013 for implementation.

### **Key Design Improvements to MX Track**

The Buckman MX Track is intended to provide intermediate level motorcycle riders an opportunity to learn and practice motocross skills while providing more seasoned riders a fun day of riding.



The modifications recommended by GOC are intended to improve the overall safety of the Buckman MX track using similar design specifications featured in other managed public motocross parks in the West. As was addressed in the Assessment by GOC and Travelers Insurance, cross traffic posed a significant threat at the facility and will be minimized by fencing off the track and posting directional signs. A Kiosk placed in the parking lot will feature the track layout and directional flow, while signs on the track will reinforce the directional flow. Straw rolls can be used to define some edges to keep riders on the track to prevent free riding.

Closing the 2 optional routes on the west end of the track will remove the merging points on the north end of the track. Merge points create potential collision risk and cause riders to be looking for other riders merging instead of focusing on their ride. Closed routes should be blocked with dirt berms and "closed" signs should be installed. Ripping the soil and seeding the closed routes will slow erosion as vegetation grows and hide the route over time. See Map 2 for recommended route closures.



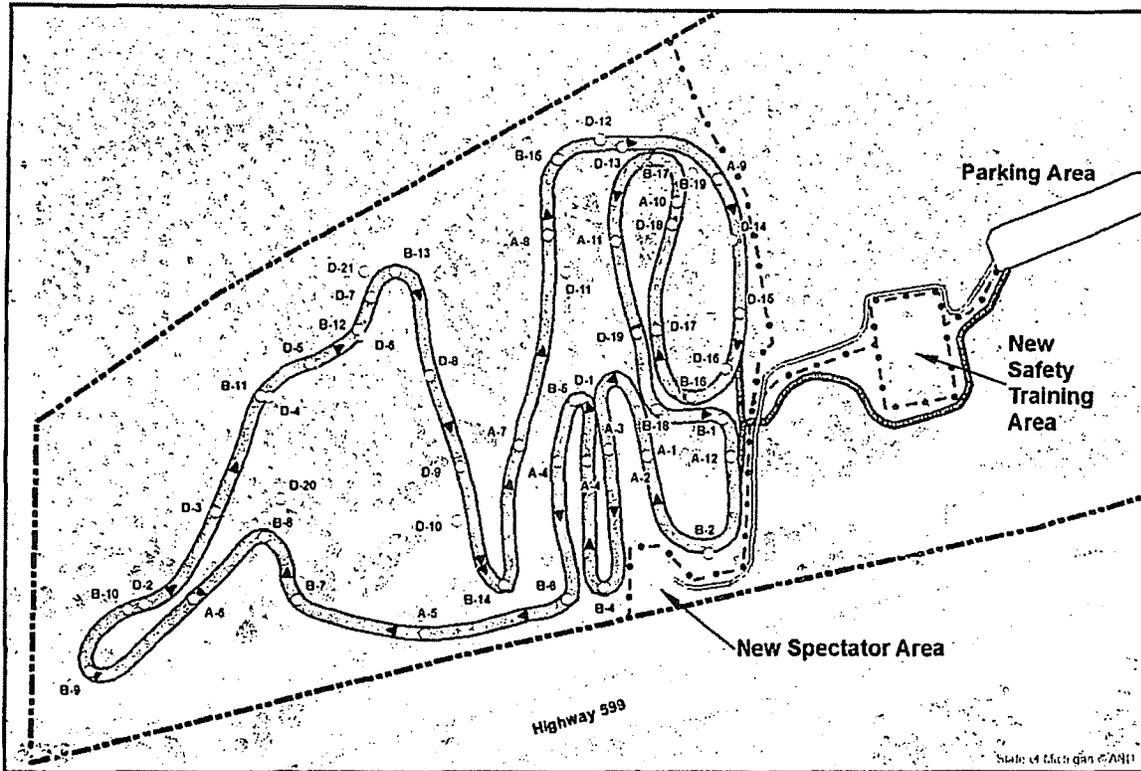
The track now will only be open to motorcycles. The track cannot safely provide use by ATVs or side-by-side machines (ROVs) at the same time as motorcycles due to their difference in size, performance and slower speeds. For safety, it is also recommended that the track be closed to children and inexperienced riders to avoid potential collisions with intermediate to advanced riders. A width restrictor gate and fence enclosure will be installed to prevent ATVs or larger vehicles from entering the track. Pedestrians will not be allowed on the track. A pedestrian path and spectator area off of the track will allow for parental supervision of youth riders, family members and friends to watch in a safe area behind a fence. (see map 1).



Lowering and widening the jumps, providing longer takeoff and landing areas, and floating down the sides of the table top jumps will lower the technical riding level of the track and improve sight lines from the front of the jump to the landing area. Lowering berm heights, softening the soil, widening the track and creating secondary lines for slower riders will increase rider visibility, lower speeds, and allow for passing of slower riders.

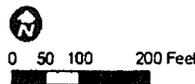


Map 1 – Recommended Track Improvements



Legend

- Track Improvement Clusters
- New Fence (1,351 Feet Total)
- New Production Path (300 Feet)
- New Trail to the Track (600 Feet)
- Motorcross Track (improved - 1 mile)
- Buckman Boundary - 55 acres



**Buckman OHV Track**  
**Track Improvements**  
 City of Santa Fe  
 December 17, 2013

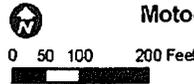


Map 2 – Recommended Motocross Sections to Remove



**Legend**

- Motocross Track Sections to Remove (2,025 feet)
- Buckman Boundary - 55 acres



**Buckman OIV Track**  
**Motocross Track to Remove**  
City of Santa Fe  
December 17, 2013

The following is a detailed list of recommended track improvements listed by station. The minimal width of the track in all locations should be 15' wide. See Map 1 for the location of each station. These stations are also provided as GPS points (shapefile) in case they need to be relocated. Additionally, the maps included in this report are geospatial PDF files that can be used on smart phones and tablets using the [PDF Maps App](#). The App shows the users current GPS location on the maps while on site.

### Modifications to Table Top Jumps and Obstacles

Map ID	Improvement Description
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A-1	Incline Table Top
-----	-------------------

1. Lower the jump face by 3' to overall height of 6' to improve visibility to top of jump and landing area
2. The ramp face should be a gradual smooth 25' long upward slope with no kicker lip or belly shape
3. Flatten the table top landing surface to allow visibility to landing area
4. Landing area should be 26' long or greater, and angled to the west 4' to align with adjacent berm modification
5. The jump face, top, and landing should be widened from 11' to 15' and cleared of vegetation
6. Table top sides should be floated to ground to allow for accidental riding off edge



A-2	Double Step down
-----	------------------

1. Extend ramp face to 15' wide with smooth gradual upward slope with no kicker lip or belly shape, existing height is acceptable
2. Fill the center of table top to be smooth and rounded to landing area
3. Float all sides of table top to ground level to allow for accidental riding off edge
4. Widen jump face, top, and landing area from 11' to 15'
5. Existing landing area length is sufficient but should be smooth

A-3	Incline Table Top
-----	-------------------

1. Lower the jump face from 7' to 5' to improve visibility to top and landing area
2. Ramp face should be 20' long with smooth gradual upward slope to top of jump
3. Remove the rise in jump to allow visibility to landing area
4. Landing area should be 25' long or greater with smooth soil transition to



adjacent berm

5. Widen jump face, top, and landing area from 11' to 15'
6. Float to ground all sides of table top to allow for accidental riding off edge

A-4 Table Top with kicker lip

1. Adjust obstacle to the east 5' to follow track line and landing area
2. Ramp face should be 20' long 5' high with smooth gradual upward slope to top of jump, no kicker lip or belly shape to ramp surface
3. Widen jump face, top, and landing area from 11' to 15' wide
4. Float to ground all sides of table top to allow for accidental riding off edge
5. Adjust landing area to east 5' to follow track line, landing slope should be 20' or greater

A-5 Roller Hill

1. No change necessary, regular maintenance should ensure obstacle remains at minimum 15' from fence

A-6 Roller Whoops Section

1. A small section of whoops already exists but track line should be widened to 15' to allow for passing of slower riders, soil should remain loose and natural

A-7 Table Top Step Up

1. Lower jump face 2' to overall height of 5'
2. Jump face should be 20' long with a smooth gradual upward slope
3. Remove edge barricades of jump face to widen jump face to 15' wide
4. Flatten table top to allow for visibility to landing area and widen to overall width of 15'
5. Landing should be smooth and gradual slope extending 25' or more
6. All sides of jump need to be floated to ground and clear of vegetation

A-8 Ascending Table Top

1. Lengthen jump face to 20' with smooth gradual height of 4'
2. Remove large rocks from face of jump
3. Widen jump face, top and landing to 15'
4. Landing area should be smooth, current slope and height of landing area is acceptable

A-9 Track exit lane

1. Widen track to 15' extending to south exit area
2. Flatten exit lane to east side of track to exit area
3. Place sign at top of 9-A turn to indicate exit to left side
4. Smooth out exit lane to track staging area

A-10 and A-11

1. Remove rocks and smooth out ruts
2. No other changes recommended

A-12 Jump at starting area

1. Remove jump at track entrance area
2. Widen track to 15' with gradual merging from entrance staging area

## Modifications to Berms

Map ID	Improvement Description
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- |     |  |
|-----|--|
| B-1 | <p>Berm at track entry</p> <ol style="list-style-type: none"> <li>1. The East berm needs to be lowered by 3' to improve visibility of riders entering the track from gate location</li> <li>2. Back drag berm to soften soil and create lower berm line for passing, do not hard pack berm with roller, softer soil will reduce speeds at track entrance</li> <li>3. Remove rocks from corner</li> </ol> |
|-----|--|



*Typical Existing Berm Heights on the Track*

- |     |   |
|-----|---|
| B-2 | <p>Berm near spectator area</p> <ol style="list-style-type: none"> <li>1. Berm needs to be relocated to north at a minimum 15' from fence line</li> <li>2. New berm needs to be semi-loose soil and have a second lower line for passing or slower riders</li> <li>3. Overall berm height of 5'</li> <li>4. Grade and smooth bumps leading to jump</li> </ol> |
|-----|---|



*Recommended Berm Heights for the Track*

- |     |  |
|-----|--|
| B-3 | <p>Berm between (A-1 and A-2)</p> <ol style="list-style-type: none"> <li>1. Lower berm height by 5' to increase buffer area between adjacent berm (B-15)</li> <li>2. Create lower berm line for passing and slower riders</li> <li>3. Soften berm soil and remove rocks, soil may need to be screened to remove large rocks</li> <li>4. Leave berm soil semi-loose and allow to be worked in by riders, do not use roller or hard pack berm</li> </ol> |
| B-4 | <p>Berm between 2-A and 3-A</p> <ol style="list-style-type: none"> <li>1. Widen berm to create lower line for passing and slower riders</li> <li>2. Drag berm line to soften soil and allow for developing of additional lines</li> </ol>  |



- 3. Remove rocks from berm
  - 4. Berm height is adequate
- B-5 Berm between A-3 and A-4
  - 1. Lower berm height by 5' away from vegetation and in line with adjacent table top
  - 2. Fix erosion on berm line by diverting water from ponding area above berm
  - 3. Scuff soil to soften surface and allow for inside slow line, do not hard pack berm
  - 4. Dirt may need to be screened to remove rocks and to maintain softer soil
- B-6 Berm between A-4 and A-5
  - 1. Berm needs to be relocated 15' from fence
  - 2. Create inside line for slower riders
  - 3. Keep soil loose and free of rocks
  - 4. Existing berm height is adequate
  - 5. Grade and smooth bumps leading to jump
- B-7 and B-8
  - 1. Trim back trees and remove large rocks
  - 2. Leave soil loose but widen corners to allow for passing lane
  - 3. Existing berm height is adequate
- B-9
  - 1. Trim back vegetation
  - 2. Push berm to west away from drainage
  - 3. Widen track to 15'
  - 4. Existing berm height is adequate
- B-10, 11, 12
  - 1. Repair drainage issues on adjacent straight sections
  - 2. Widen track to 15'
  - 3. No modifications to berm heights are necessary
- B-13
  - 1. Extend berm to south and west to close off old track
  - 2. Reduce berm slope to allow for a lower riding line
  - 3. Drag soil to soften and remove large rocks
  - 4. Existing berm height is adequate
- B-14
  - 1. Widen to 15' and create inside passing line
  - 2. No other changes
- B-15
  - 1. Widen berm to 15' and extend to North closing old track merging area
  - 2. Remove rocks
  - 3. Drag soil to soften for inside line, and lower berm angle
  - 4. Existing height is adequate
- B-16
  - 1. Lower berm height 3' to create buffer between adjacent berm
  - 2. Widen berm to 15' and cut back trees on inside of berm
  - 3. Drag soil to soften and to remove large rocks
- B-17
  - 1. Lower slope and height of berm 2'

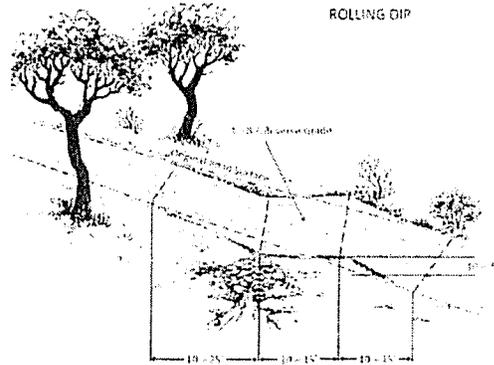
2. Drag soil to soften and remove large rocks
3. Cut back vegetation to inside of turn

B-18

1. Lower height of berm 2' to extend buffer between B-3
2. Drag soil to soften and slow the turn as track approaches entry point

## Drainage Issues

The current condition of the MX Track reveals many drainage issues that will require modifications to reduce hazards and maintenance efforts. In addition, a culvert may be required in the higher flow wash on the trail leading to the track to reduce the risks of erosion hazards after rain events. Rolling dips with water lead-outs are necessary on all long uphill/downhill track sections to reduce erosion ruts. Rolling dips should be at least 4' high to assure adequate strength. Rolling dips are an engineered grade change that forces water off the track. Wash out areas and erosion ruts/rills need to be filled with soil and graded after heavy rain periods. Retention ponds and check dam locations are identified on the map to slow water drainage around track. (See map 1 for location of specific drainage issues and solutions). Blue pin flags which correspond with the map are placed around the track showing the specific locations and modifications for drainage.



Example: Texas A&M Forest Service

### Map ID Improvement Description

- |     |   |
|-----|---|
| D-1 | Check dam needs to be built and reinforced just north of Berm 5 to prevent erosion of berm.   |
| D-2 | Rolling dip is needed to direct water away from track to south.   |
| D-3 | Rolling dip is needed along the straightaway to direct water towards downslope and off the track. Grade existing erosion to a smooth surface. |
| D-4 | Water lead-out to direct water to the east away from track.   |
| D-5 | Culvert may be needed to allow water to flow under track. Fill and grade existing erosion on both sides of track to 15' track width.          |
| D-6 | Rolling dip with water lead-out flowing to the east of track to direct water off track line.  |
| D-7 | Check dam behind berm to hold and slow water flow down track.   |





- D-8 Rolling dip to slow water flow and direct water off of track to existing downslope.
- D-9 Rolling dip to slow water flow and direct water off of track to existing downslope.
- D-10 Rolling dip and basin lead-out to direct water off of track on downslope.
- D-11 Basin lead out to allow water to flow off of track to east.
- D-12 Ponding area exists on the north side of the track and needs to be reinforced to hold water from collecting in berm.
- D-13 Check dam on the south side of track line along B-19 needs to be constructed to keep water from track.
- D-14 Water lead-out to divert water flow from the track to the west.
- D-15 Rolling dip and water lead-out to slow water and direct flow from track to west.
- D-16 Rolling dip and water lead-out to inside line of track (west) diverting water to check dam at berm
- D-17 Rolling dip to slow water and divert off of track and drain to east.
- D-18 Rolling dip to slow water and divert off of track and drain to east.
- D-19 Rolling dip to slow water and divert off of track and drain to east.
- D-20 Check dam to stop slow water from draining onto existing track.

## Facilities

A safety training area with dimensions of 150' x 100' is planned for the Buckman OHV Area. The area will be delineated with mesh style field fence to absorb the impact if a rider crashes into it. Eight foot wide gates will be provided at either end of the training area for student and maintenance access. Safety training is recommended for all riders and required by New Mexico law for youth operators less than 18 years of age. Safety training provides students with basic safety information and recreational riding skills. Students also learn trail ethics and all of New Mexico's legal requirements for riding Off-Highway vehicles on public lands.

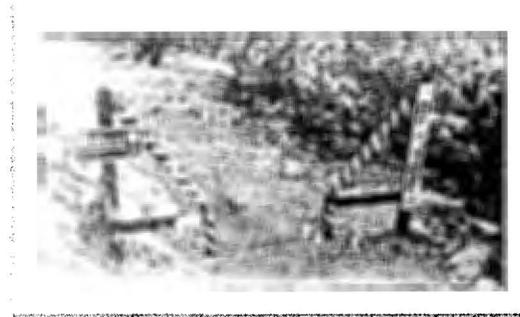


### *MX Track Viewing area and Pedestrian Path*

Motocross riding is a popular and exciting family outdoor activity and attracts spectators of all ages. Providing a viewing area, and a pedestrian path to it, that excludes all OHVs provides a safe zone for the public to view the activity separate from the track. A viewing area also fulfills the New Mexico legal requirement for adult supervision of youth OHV riders. The proposed pedestrian path to the viewing area, shown on Map 1, is located along fence lines to separate OHVs from the path. The viewing area shown on Map 1 is 70' X 90' and provides ample space for spectators to observe riders on the track.

## *Fencing and Gates*

- The Fence along east edge of the motocross track including the spectator area would be approximately 1,085 feet long. The proposed training area fence would be approximately 766 feet long. The recommended fencing material is 3 foot tall mesh style field fencing, installed 12 inches above the ground to allow for wildlife movement. Fencing should be secured to metal t-posts to allow for flexibility if a rider crashes into the fence. Wood posts can be used in corners and in H braces. T-posts should be capped and fencing should be marked with reflectors to increase safety and visibility. Barbed wire fencing used along the highway should be replaced with straight wire field fence to prevent injury to riders or pedestrians. Additional heavy metal post and cable fencing may need to be added between the highway and the mesh fence to prevent further fence cutting and unauthorized access locations. Fencing installed across the Arroyo de Los Frijoles Wash should allow for water flow under it and be designed to "break away" in the event of a flashflood. This same kind of fencing should also be added across the wash at the west edge of the track to prevent unauthorized access and egress.
- A tube style ranch gate or other City approved gates should be used to allow maintenance equipment to enter the track but should prevent ATV passage under the gate. Gates need to be installed on the east and west side of the safety training area to restrict access and to allow for passage across the lot by maintenance equipment. A width restrictor gate only allowing for motorcycle passage needs to be installed at track entry point. The restrictor gate dimension used by the United States Forest Service Districts in New Mexico are; 48" overall height, 80" opening at upper entry point, 30" width at lowest entry point, 30" opening at bottom rises 13" above ground. The width restrictor gate is constructed using metal tubing, with 3" square tubing on outside pillars.
- Pedestrian gates will be needed where the pathway crosses fencing. The gates would allow pedestrians to pass-through but would prevent passage of motorcycles or ATVs
- Motorcycle width restrictor gate at track entrance. see attached photo (prevents ATV access)

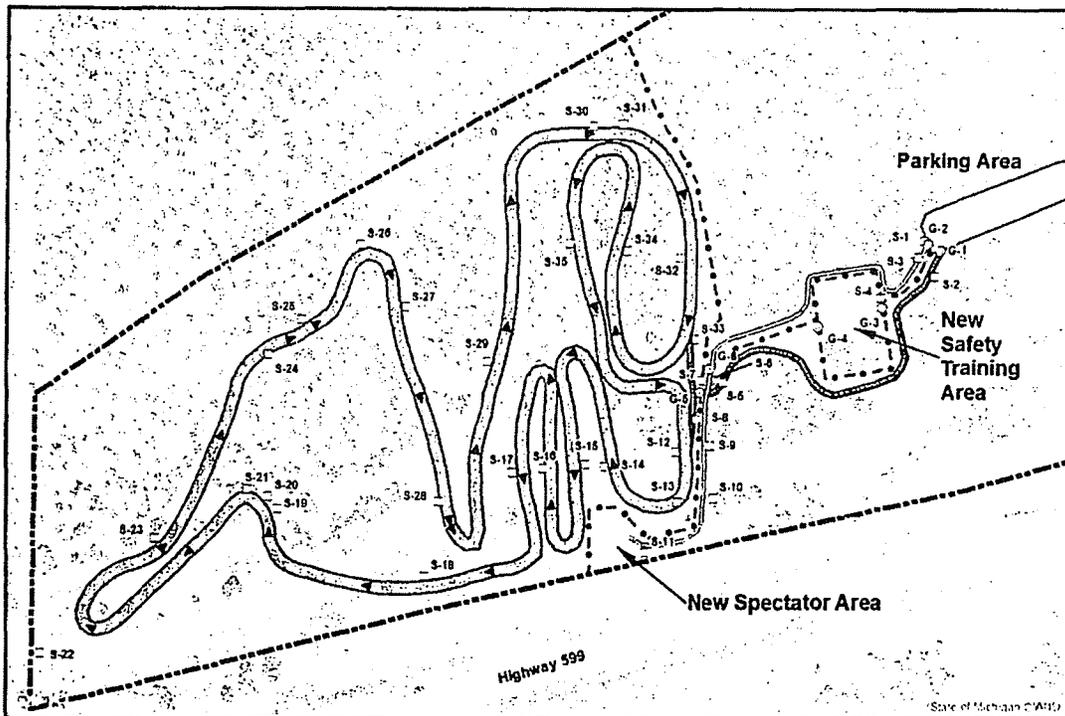




The following is a list of recommended gates. Their locations can be found on Map 3.

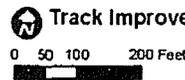
Map ID	Type	Description
G-1	Width Restrictor	50 Inch Wide Width Restrictor
G-2	Pedestrian Gate	Pedestrian Gate
G-3	Large Gate	8 Foot Wide Access - Maintenance Gate
G-4	Large Gate	8 Foot Wide Access - Maintenance Gate
G-5	Width Restrictor	30 Inch Wide Width Restrictor
G-6	Pedestrian Gate	Pedestrian Gate

Map 3 – Recommended Gates and Signs



**Legend**

- New Gate
- New Sign
- Buckman Boundary - 55 acres
- New Fence (1,351 Feet Total)
- New Pedestrian Path (200 Feet)
- New Trail to the Track (600 Feet)
- Motorcycle Track (modified) - 1 mile



**Buckman OHV Track**  
**Track Improvements - Signs & Gates**  
 City of Santa Fe  
 December 17, 2013



## Education and Information

### *Information Kiosk*

An information kiosk provides important orientation information for park visitors. The following provides a list of recommended contents and a design for the kiosk.

#### **PANEL 1 - TRACK RULES AND RIDER RESPONSIBILITIES**

- A. Please take a moment to read the park rules for your safety as well as fellow riders and spectators.
- By entering this property, you are assuming personal responsibility for your own actions. The City of Santa Fe is not liable for personal injury, death, lost, damaged or stolen property while at the Buckman OHV Park.
  - Never participate in Off-Highway Vehicle riding alone. State law requires youth riders to be supervised by a parent or guardian and to have completed a safety training course before riding on public land.
  - The park is only open during daylight hours.
  - All Off-highway vehicles are required to display a current registration decal or plate on their vehicle while riding at Buckman or on any public lands.
  - All riders using the park MUST wear the following safety gear while riding: DOT approved motorcycle helmet, pants, boots, gloves, long sleeve shirt or jersey and goggles. Additional suggested safety gear includes knee pads, knee braces, hip pads, chest protector, and neck brace.
  - It is your responsibility as a parent or guardian to be aware of your child's whereabouts and behavior. It is your responsibility to educate your child on ALL of the rules and regulations for riding at the Buckman OHV Park.
  - No alcohol, drugs, or firearms are permitted at the park.
  - No pets are allowed for the safety of riders.
  - Please keep the park clean and deposit waste in trash cans.
  - If you have a complaint, suggestion or wish to report a hazard, please call the City of Santa Fe Parks Department at 505-955-2100.
  - For the safety of all park users, we ask that you and your party follow all park rules during your visit. If you witness someone breaking park rules and creating an unsafe environment, please report it to the City of Santa Fe at 505-955-2100, or the New



Mexico OHV Program at 800-366-4868.

- For all laws pertaining to OHV recreation in New Mexico, go to [www.B4uRide.com](http://www.B4uRide.com).

#### *Motocross Track Rules & Information*

- The Motocross track is **only open to motorcycles**; ATVs, side-by-sides and other OHVs are not allowed on the track.
- First gear only (5 mph) in the parking lot and to and from track. No fast or aggressive riding off of MX track.
- The Motocross Track should only be used by experienced riders and is not recommended for small children or inexperienced riders.
- The motocross track is a one-way trail. Never ride the track in the wrong direction; this may result in the injury to another rider as well as yourself.
- All riders should familiarize themselves with the track map to be sure you fully understand the direction of the track you are riding on. Enter and exit the track at the designated entrance **ONLY**.
- The City of Santa Fe can and will close the track at any time for track maintenance, including but not limited to preparation work, watering, irrigation repair, and safety issues. Riding on the track during maintenance is prohibited.
- Riding off of the track is strictly forbidden and dangerous to you and other riders.
- No spectators are allowed on MX track. A pedestrian path and viewing area on the south edge of the track are provided for your safety and the safety of the riders.
- Rider down: In the event that you fall, if you are able, get off the track immediately. If a rider goes down please lend your assistance and warn oncoming riders of the hazard. If a rider is unable to move from the track call 911. **DO NOT MOVE THEM.**

#### **PANEL 2 – BUCKMAN MAP AND OTHER INFORMATION**

##### **A. MAP**

- a. Map should indicate flow to and from track for riders and pedestrians
- b. Track map should have clear arrows showing flow of track
- c. Viewing area highlighted on map
- d. Areas to be developed under phase 2 highlighted in different color



- B. **BECOME A BUCKMAN VOLUNTEER** - Web address for more information.
- C. **Improvements to the Buckman MX Track were funded by the City of Santa Fe and a grant from the New Mexico Off-Highway Vehicle Program.**



Insert Information Kiosk Design Graphic

### *Sign Plan*

The following sign plan provides an important solution to orient visitors and improve safety.

- Directional signs should be flexible carsonite or the high visible yellow flexible posts like currently used at track. Reflective motorcycle decals and directional arrows should be placed on all track signs to remind riders of track flow and to restrict ATV use. Motorcycle decals with double directional signs placed on path to and from the track with speed limit of 5mph or "first gear only," since most dirt bikes do not have a speedometer. Reflective Pedestrian signs on the pedestrian path directing flow to spectator area with No OHV symbols. Border Signs should be reflective, and hazard signs leading up to fence need to be reflective and highly visible during day or night.
- The existing clockwise directional flow should be utilized based upon the track layout and previous user experience. Signage placed throughout the track will reinforce the correct track flow.





The following sign locations can be found on Map 3:

Map ID	Type	Description
S-1	Kiosk	Information Kiosk
S-2	Two-Way	Two-Way Directional
S-3	Pedestrian Path	Pedestrian Path Only
S-4	Safety Training Area	Safety Training Area
S-5	Two-Way	Two-Way Directional
S-6	Caution	Caution - Motorcycle Trail Crossing
S-7	Entrance	Entrance - Motorcycles Only - Stay Left
S-8	One-Way	One-Way Directional Arrow - Merge
S-9	Flash Flood Area	Caution Flash Flood Area - Stay on Path
S-10	Flash Flood Area	Caution Flash Flood Area
S-11	Spectator Area	Spectator Area - No Machines - Do Not Cross Fence
S-12	Flash Flood Area	Caution Flash Flood Area - Stay on Path
S-13	One-Way	One-Way Directional Arrow
S-14	One-Way	One-Way Directional Arrow
S-15	One-Way	One-Way Directional Arrow
S-16	One-Way	One-Way Directional Arrow
S-17	One-Way	One-Way Directional Arrow
S-18	One-Way	One-Way Directional Arrow
S-19	Closed	Closed Trail
S-20	Closed	Closed Trail
S-21	One-Way	One-Way Directional Arrow
S-22	Boundary	Track Boundary
S-23	One-Way	One-Way Directional Arrow
S-24	Closed	Closed Trail
S-25	One-Way	One-Way Directional Arrow
S-26	Closed	Closed Trail
S-27	One-Way	One-Way Directional Arrow
S-28	Closed	Closed Trail
S-29	One-Way	One-Way Directional Arrow
S-30	Closed	Closed Trail
S-31	One-Way	One-Way Directional Arrow
S-32	One-Way	One-Way Directional Arrow
S-33	Exit	Exit - SLOW
S-34	One-Way	One-Way Directional Arrow
S-35	One-Way	One-Way Directional Arrow

## *Evaluation & Maintenance*

### **Maintenance Guidelines for the Facility**

Maintenance and inspections should be conducted at least once per week and leading up to weekend activity. A trained staff member with track riding experience should conduct regular maintenance and keep a track maintenance log to ensure consistency and thoroughness. Maintenance should include: removing large rocks from the track area, addressing overgrown vegetation, ripping and watering, smoothing ruts or erosion, and checking for and removing other hazards from both the track and from access routes used by riders and pedestrians. The track will need to be closed while conducting maintenance activities like ripping the soil and watering. Ripping the soil and watering prior to and after heavy use or events will soften the track surface, improve traction, and minimize dust. On-going adjustments to the track surface for water drainage will be dependent on rainfall and should be part of regular maintenance. Checking and repairing fences is necessary to keep unauthorized vehicles from entering the track and use during park closures. *A sample track inspection form is included as an attachment to this report.*



### **Addressing User Created Trails and Other Issues**

Identifying problems early by monitoring activity on the track and un-developed areas should be part of regular park maintenance. Remove user created routes immediately by placing signs or visual barriers like straw rolls to maintain the designated flow of the track. Good communication with park users will be helpful in evaluating the track and other areas of Buckman that are being utilized by visitors. Providing the public with a phone number to report user created trails or illegal activity will be helpful in maintaining the facility.

### **Recommended Training for Good OHV Management**

*The National Off-Highway Vehicle Conservation Council (NOHVCC) develops and provides a wide spectrum of programs, materials and information, or "tools", to individuals, clubs, associations and agencies in order to further a positive future for responsible OHV recreation. Their annual conference schedule for August of 2014 would be valuable for City staff members who will be managing the Buckman facility. Go to \_\_\_\_\_ for conference information.*



## Project Contacts

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Estes Park, CO



ITEM # 13-1186

Grant Agreement Amendment

This First Amendment to Grant Agreement (the "Amendment") is made by the New Mexico Department of Game and Fish, an agency of the State of New Mexico, ("Department") and the City of Santa Fe ("The City"), as of the date of signature of the Direction of the Department.

WHEREAS, The City and Department entered into that certain Grant Agreement for the City of Santa Fe Buckman MX and OHV Track Project dated September 3, 2013 (the "Agreement");

WHEREAS, Department wishes to expend additional funds from its Trail Safety Fund that the Department did not know it would have when awarding initial grants;

WHEREAS, The City and Department mutually desire to amend said Agreement as set forth herein;

WHEREFORE, The City and Department mutually agree as follows:

1. Section B, subpart 1 is deleted in its entirety and replaced with the following subpart 1: The Department agrees to provide a maximum of \$10,000 to the City of Santa Fe for approved direct and documented assessment and recommendation plan development described herein and in the Grant Application.

a. The grant funds shall be provided in accordance with the following schedule:

For plan development during the period October through December, the City shall submit documentation as described in paragraph A.9, no later than January 15<sup>th</sup> of the following calendar year.

For plan development during the period January through March, the City shall submit documentation as described in Paragraph 9 not later than April 15<sup>th</sup> of the same calendar year.

2. Section B, subpart 2 is deleted in its entirety and replaced with the following subpart 2: Upon approval of the submitted documentation the Department will reimburse the City for approved expenditures not to exceed the cumulative maximum of \$ 10,000 as stated above. Such payment will be made not later than 45 days following approval of the submitted documentation. Any funds not supported by adequate documentation shall not be reimbursed and will be retained in the Trail Safety Fund.

3. Except as set forth in this Amendment, the Agreement shall remain unchanged and shall continue in full force and effect in accordance with its terms and conditions. If there is conflict between this Amendment and the Agreement or any earlier amendment, the terms of this Amendment shall prevail.

New Mexico Department of Game and Fish

Director: \_\_\_\_\_

Date: \_\_\_\_\_

CITY OF SANTA FE

David Coss  
DAVID COSS, MAYOR

DATE: 12-19-13

ATTEST:

Yolanda Y. Migil  
YOLANDA Y. MIGIL,  
CITY CLERK  
cc mtg. 12-11-13

APPROVED AS TO FORM:

Judith Brennan for 11/14/13  
KELLEY A. BRENNAN, INTERIM CITY ATTORNEY

APPROVED:

Marcos A. Tapia  
MARCOS A. TAPIA,  
FINANCE DIRECTOR

416007.490215 & 426007.572960  
BUSINESS UNIT/LINE ITEM  
OHV Program Grant, First Amendment  
dac