



# County of Los Alamos

1000 Central Avenue  
Los Alamos, NM 87544

## Agenda - Final Transportation Board

*Brian O'Neil, Chair; Sriram Swaninarayan, Vice-Chair; Nancy Jo Barnes; Eileen Lime; Don Machen; and James L. Nesmith, Members*

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Thursday, August 3, 2017

5:30 PM

1000 Central Avenue, Room 110

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1. **CALL TO ORDER / ROLL CALL**

2. **APPROVAL OF AGENDA**

3. **PUBLIC COMMENT**

*This section of the agenda is reserved for comments from the public on items that are not otherwise included in this agenda.*

*Please Limit Public Comment to 3 Minutes.*

4. **LIAISONS' REPORTS**

5. **APPROVAL OF MINUTES**

[9770-17](#) Approval of the July 6, 2017 Transportation Board Minutes

**Presenters:** Brian O'Neil, Chair of the Transportation Board

**Attachments:** [A - DRAFT July 6, 2017 Meeting Minutes](#)

6. **OLD BUSINESS -Possible Action**

[9772-17](#) North Road and Urban Street

**Presenters:** Daniel Erickson, Traffic & Streets Division Manager

7. **NEW BUSINESS - Possible Action**

[9776-17](#) Introduction New Transportation Board Member - David Schiferl

**Presenters:** Brian O'Neil, Chair of the Transportation Board

[9773-17](#) Traffic Management Center Presentation

**Presenters:** Philo Shelton, Public Works Director

**Attachments:**     [A - Traffic Management Center Overview Presentation](#)

[9774-17](#)

Incorporated County of Los Alamos Resolution No. 17-17

**Presenters:**     Jon Bulthuis, Deputy Public Works Director

**Attachments:**     [A - Incorporated County of Los Alamos Resolution No. 17-17](#)  
[B - Summary Comparison 5311 Grant Funds FY 18 to FY 19](#)

[9775-17](#)

Incorporated County of Los Alamos Resolution No. 17-18.

**Presenters:**     Jon Bulthuis, Deputy Public Works Director

**Attachments:**     [A - Grant Application and Proposal Profile](#)  
[B - Supplemental Form and Attachments](#)  
[C - Incorporated County of Los Alamos Resolution No. 17-18](#)

## 8.     PROJECT UPDATES

[9771-17](#)

Public Works Staff/Project Update - July 2017

**Presenters:**     Philo Shelton, Public Works Director

**Attachments:**     [A - Public Works Update for July 2017](#)

## 9.     CHAIRPERSON'S REPORT

## 10.    FUTURE AGENDA ITEMS

*ADA Transition Plan*

*Complete Streets Design Check List*

*Update rider policy for one ride per completed route.*

## 11.    ADJOURNMENT

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Human Resources Division at 505-662-8040 at least one week prior to the meeting or as soon as possible.

Public documents, including the agenda and minutes can be provided in various accessible formats. Please contact the personnel in the Public Works Division at 505-662-8150 if a summary or other type of accessible format is needed.



# County of Los Alamos

## Staff Report

August 03, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 9770-17

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**...Title**

Approval of the July 6, 2017 Transportation Board Minutes

**...Recommended Action**

**I move that the Transportation Board approve the July 6, 2017 minutes as presented.**

**...Attachments**

A - July 6, 2017 DRAFT Transportation Board Minutes



# County of Los Alamos

## Minutes

### Transportation Board

1000 Central Avenue  
Los Alamos, NM 87544

*Brian O'Neil, Chair; Sriram Swaminarayan, Vice-Chair; Nancy Jo Barnes; Eileen Lime; Don Machen; and James L. Nesmith, Members*

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Thursday, July 6, 2017

5:30 PM

1000 Central Avenue, Room 110

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#### 1. CALL TO ORDER / ROLL CALL

The July 6, 2017 Transportation Board Meeting was called to order at 5:32 p.m.

Present: Chair O'Neil, Vice-chair Member Swaminarayan Member Machen, Member Lime, Member Barnes. Member Nesmith was absent.

Staff in attendance: Philo Shelton, Public Works Director; Jon Bulthuis, Deputy Public Works Director; Annette Granillo, Transit Manager; Dan Erickson, Traffic and Streets Manager; Alvin Leaphart, County Attorney; Terry Burge, Transit Operator II; and Lenora Maes, Senior Office Specialist.

Council Liaison: Councilor Chris Chandler.

Members of the public in attendance: David Schiferl.

#### 2. APPROVAL OF AGENDA

A motion was made by Member Machen, seconded by Member Barnes, that the July 6, 2017 agenda be approved as presented; motion passed unanimously.

#### 3. PUBLIC COMMENT

Member Barnes spoke regarding Urban and North Road. Member Barnes feels speed limit should be reduced to 15 mph around Urban Park as well as placing speed cameras within the area.

#### 4. LIAISONS' REPORTS

Member Machen mentioned as of last month, 530 kilowatts of solar panels were installed throughout the County and probably more by now. He also

stated that plastic 3 to #7 recycling is on hold and not going away any time soon. ESB is trying to get new rates through Council.

## 5. APPROVAL OF MINUTES

9557-17

A motion was made by Member Machen, seconded by Member Barnes, that the June 1, 2017 meeting minutes be approved as presented; motion passed unanimously.

## 6. OLD BUSINESS -Possible Action

## 7. NEW BUSINESS - Possible Action

9645-17

Approval of the Atomic City Transit Customer Service Policy and Disruptive Passenger Conduct Policy.

Project Presentation - Presented by Jon Bulthuis, Deputy Public Works Director and Annette Granillo, Transit Manager

Atomic City Transit Customer Service Policy

- Observing Instructions
- Courtesy & Behavior
- Boarding the Vehicle
- Inside Seat
- Feet Off the Seats
- Exiting the Vehicle
- Profane Language
- Horseplay & Fighting
- Lost or Stolen Property
- Food & Beverages
- Good Personal Hygiene
- Alcoholic Beverages & Illegal Drugs
- Under the Influence
- Illegal Weapons
- Vandalism
- Tobacco Free Zone
- Trash Removal
- Dial-A-Ride and ACT Assist Buckle Up
- Service Animals
- Emergency Instructions

Disruptive Passenger Conduct Policy

- Atomic City Transit (ACT) provides public transportation that is open to all members of the public, without regard to race, sex, religion, disability, age, national origin, pregnancy, gender, sexual orientation, income level, or any other personal factor (“Personal Characteristics”). It is expected that ACT personnel will treat all passengers with dignity and respect.
- Policy has been established to protect the welfare of, and to assure the safety and comfort for, the general public riding ACT vehicles or on ACT property and to protect the continuing safe operation of the Transit System.
- Occasionally there are times when a passenger’s conduct on the bus becomes extremely offensive and/or disruptive to the other passengers or drivers. Some examples of offensive behavior include, but not limited to:
  - Any illegal activity
  - Violence or threats of violence
  - Displaying a weapon
  - Unwelcome physical contact
  - Damaging another’s property on the bus
  - Shouting, profanity and unruly behavior
  - Use of drugs or alcohol on the bus
  - Being intoxicated and disorderly
  - Spitting or relieving oneself on the bus
- These situations shall be handled in a consistent manner, without regard to any Personal Characteristics of the individual(s) involved. The bus operator shall document all incidents involving disruptive passengers via ACT’s Incident/Accident Report.

Councilor Chris Chandler asked for clarification regarding what is considered an illegal weapon. Annette Granillo, Transit Manager stated that a knife over 6 inches (blade) would be considered an illegal weapon.

A motion was made by Member Machen, seconded by Member Barnes, that the Atomic City Transit Customer Service Policy and Disruptive Passenger Conduct Policy be approved as presented; motion passed unanimously.

**8. PROJECT UPDATES**

[9621-17](#) Public Works Project Updates were briefly discussed.

**9. CHAIRPERSON'S REPORT**

Chair O'Neil recognized and thanked the Public Works Transit Staff for the excellent service provided on the 4th of July event in White Rock.

**10. FUTURE AGENDA ITEMS**

- North Road and Urban Street Traffic Calming
- Complete Streets
- Data Collection on County Traffic Lights

**11. ADJOURNMENT**

Meeting adjourned at 6:05 p.m.

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# County of Los Alamos

## Staff Report

August 03, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 9772-17

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**...Title**

North Road and Urban Street

**...Body**

- Moved speed trailers from North Road to Urban Street for collecting speed data
- Signs and stripes installation on North Road
- Continued outreach to Mountain School for dedicated parent drop off area.





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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 9776-17

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**...Title**

Introduction New Transportation Board Member - David Schiferl



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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 9773-17

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### **...Title**

Traffic Management Center Presentation

### **...Body**

The mission of the Los Alamos County Traffic Management Center (TMC) is to monitor, coordinate and adjust the County's traffic signals on a real-time basis to improve the flow of traffic on county streets. The TMC accomplishes this mission using specialized software to communicate and control traffic signals and through visual monitoring on CCTVs.

The TMC also serves as a central location to manage incidents and special events, identify and direct repair of malfunctioning traffic signals and serves as a coordination point with emergency respondents.

### **...Attachments**

A - Traffic Management Center Presentation

# Los Alamos County Traffic & Streets Traffic Management Center

Overview of Operations

History of the LAC Traffic Management Center (TMC)

Equipment and Software

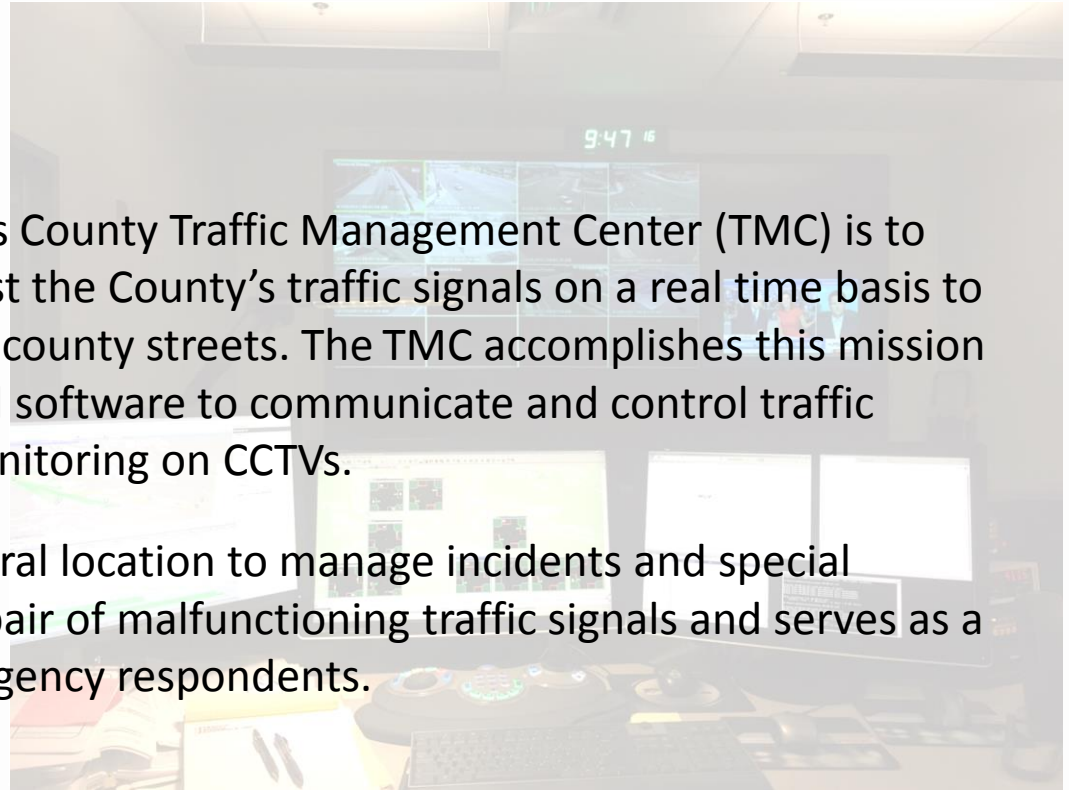


## Mission Statement –

- What we do & why we do it –

The mission of the Los Alamos County Traffic Management Center (TMC) is to monitor, coordinate and adjust the County's traffic signals on a real time basis to improve the flow of traffic on county streets. The TMC accomplishes this mission through the use of specialized software to communicate and control traffic signals and through visual monitoring on CCTVs.

The TMC also serves as a central location to manage incidents and special events, identify and direct repair of malfunctioning traffic signals and serves as a coordination point with emergency respondents.



## History of the LAC Traffic Management Center (TMC)-

- May 5, 2000 – The Cerro Grande Fire ignites and proceeds to burn over 48,000 acres and destroy over 400 dwellings in Los Alamos.
- May 10 & 11, 2000 – Los Alamos & White Rock are Evacuated



## History of the LAC Traffic Management Center -

- December 2005 – Federal grant funding is awarded to Los Alamos County for the initial purchase of equipment to construct and maintain a Traffic Management Center.
- January 2006 – Nancy Talley and Alipio Mondragon travel to Phoenix, AZ to tour TMC's in the metro area. TMC's visited include:
  - City of Phoenix
  - City of Glendale
  - City of Scottsdale
  - City of Mesa
  - Maricopa County
  - City of Chandler



## History of the LAC Traffic Management Center -

- June 2006 – Radio and Traffic Signal Central Software is purchased and a limited function TMC is established in the Traffic Division office located at the Trinity Drive Annex.



901 Trinity Dr. Base



Quemazon  
Repeater



Typical Intersection  
Install

## History of the LAC Traffic Management Center -

- January 2010 – TMC is relocated to its current location in the Traffic & Streets Division Office at Pajarito Cliffs Site Building 1. A 40' communications tower and repeaters are installed on the building to allow communications from the TMC to the repeater at the Quemazon Water Tank.



Pajarito Cliffs Site  
Radio Tower Install



TMC Console &  
Video Wall

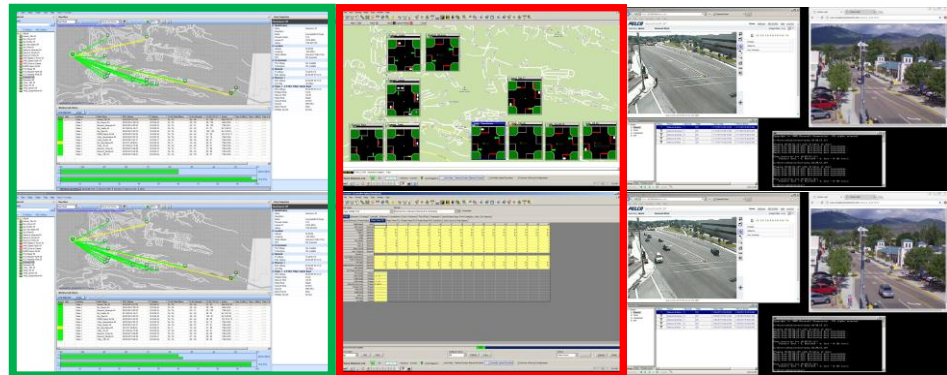


TMC Server Equipment



# Equipment and Software -

- Software –
  - Controller Central Software –
    - IQ Central
  - Radio Control –
    - Encom Stratos
  - Video Display –
    - Control Point
  - Video Detection –
    - Iteris Vantage
  - Traffic Counts
    - Sensys



## Equipment and Software -

- Hardware –
  - Communications
    - Encom Broadband Radios 4.9 Ghz Licensed & 5.8 Ghz Unlicensed
    - SM Fiber Connections
  - Display & Control
    - Americon Video Projection Wall w/Jupiter Video Processor
    - Dual operation console workstations
  - Video –
    - Pelco Spectra IV PTZ Cameras (Surveillance)
    - Iteris RZ-4 Advanced WDR Video Detection Cameras (Detection)
    - Pelco 5100, 8 channel DVR



## Equipment and Software -

- Detection Cameras –
  - Iteris RZ-4 Advanced WDR Video Detection Camera
    - Used for vehicle detection at actuated traffic signal approaches
    - 4 Cameras per intersection (one per approach)
    - Monitor movement in the programmed detection zones
    - Can also be used for bicycle detection and vehicle counts
    - Video feed processed by Vantage Video Processor.



## Equipment and Software -

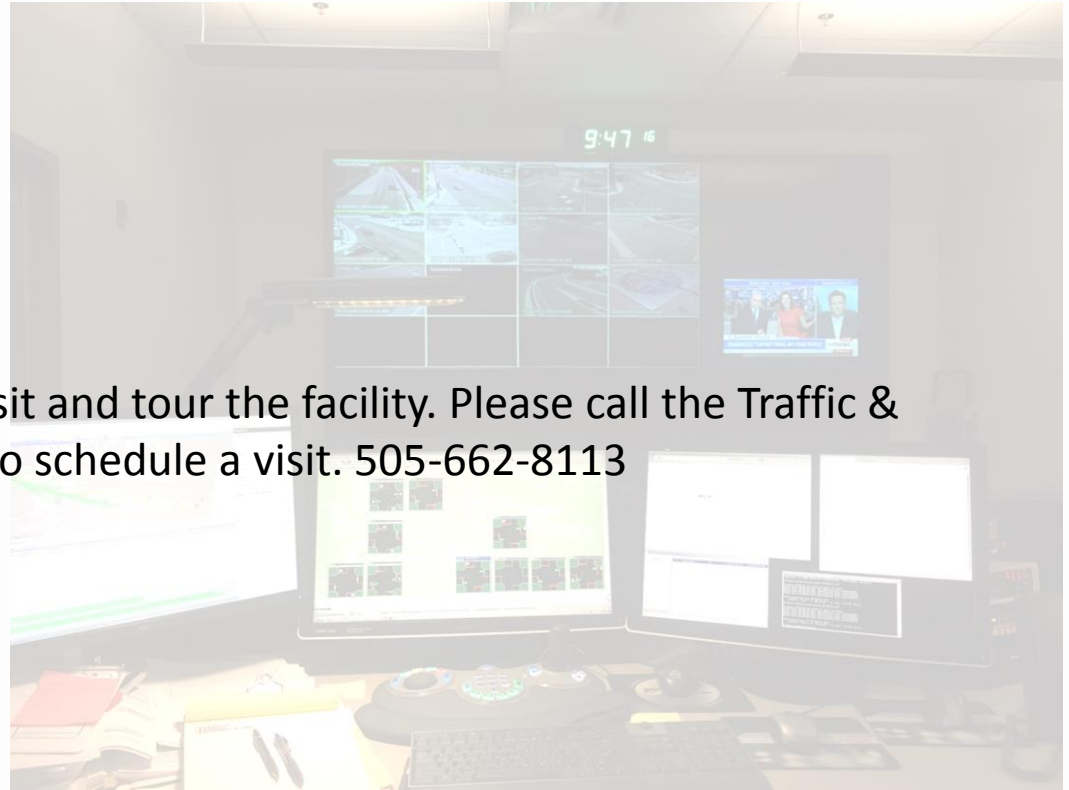
- Surveillance Cameras –
  - Pelco Spectra IV PTZ Cameras
    - Used for traffic monitoring at actuated traffic signal approaches
    - 1 Cameras per intersection
    - Used to monitor traffic flow on arterials and collector streets
    - Pan, tilt & zoom ability allow for 360° range of movement
    - Do NOT record or store video feed



## TMC Location –

Pajarito Cliffs Site  
101 Camino Entrada  
Bldg. 1, Rm. 216

Public & visitors are welcome to visit and tour the facility. Please call the Traffic & Streets Division Office in advance to schedule a visit. 505-662-8113



# Questions –





# County of Los Alamos

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:** Jon Bulthuis, Deputy Public Works Director

**Legislative File:** 9774-17

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**.Title**

Incorporated County of Los Alamos Resolution No. 17-17

**.Recommended Action**

I move to approve Incorporated County of Los Alamos Resolution No. 17-17 and recommend that Council authorize Staff to submit an application to the NMDOT for FY19 Section 5311 Public Rural Transportation Program for an estimated total amount of \$4,338,088, to fund the Administrative, Operating, and Capital needs of Atomic City Transit and support Incorporated County of Los Alamos Resolution No. 17-17 Committing the local match in the amount of \$1,775,614 to fund the Section 5311 Transit Program for FY19.

**.Attachments**

A - Incorporated County of Los Alamos Resolution No. 17-17

B- Summary Comparison FY 18 to FY 19 Federal Budget Request

**INCORPORATED COUNTY OF LOS ALAMOS RESOLUTION NO. 17-17**

**A RESOLUTION OF THE INCORPORATED COUNTY OF LOS ALAMOS COUNCIL  
AUTHORIZING APPLICATION FOR FEDERAL TRANSIT ADMINISTRATION SECTION 5311  
RURAL TRANSPORTATION PROJECT FUNDING FOR FY19**

**WHEREAS**, The U.S. Department of Transportation is authorized to disburse grants to States through the Federal Transit Administration (FTA), Federal Transit Section 5311 grant program to fund rural transportation projects (Section 5311 funding) as found in 49 U.S.C. § 5311; and

**WHEREAS**, the New Mexico Department of Transportation Transit and Rail Division (NMDOT) is the oversight and planning body for the region for Section 5311 grants; and

**WHEREAS**, eligible local governments wishing to receive Section 5311 funding must submit an application first with NMDOT and through the Northern Pueblos Regional Planning Organization (NPRPO) for review and possible inclusion on the State and regional Section 5311 funding listing; and

**WHEREAS**, the NMDOT has allocated FTA Section 5311 funds toward the administrative, operating and capital assistance for the Incorporated County of Los Alamos (County); and

**WHEREAS**, the County is an eligible project sponsor for FTA Section 5311 funding and is authorized to submit an application to receive FTA Section 5311 funding; and

**WHEREAS**, the County wishes to submit a grant application to NMDOT and NPRPO for eligible Section 5311 rural transit related projects.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE INCORPORATED COUNTY OF LOS ALAMOS**, that the County Council, by adopting this resolution, does hereby authorize the County's Transit Division to submit an FTA Section 5311 grant application on behalf of the County.

**BE IT FURTHER RESOLVED** that the County Manager is authorized to execute any necessary documents with NMDOT or FTA, or related agency, for receipt of such funding and is authorized to commit to the required local match of One Million Seven Hundred Thirty Thousand Three Hundred Sixty-Three Dollars (\$1,730,363.00) for the 2019 Fiscal Year.

**PASSED AND ADOPTED** this \_\_\_\_<sup>th</sup> day of August 2017.

**COUNCIL OF THE INCORPORATED  
COUNTY OF LOS ALAMOS**

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**David Izraelevitz  
Council Chair**

**ATTEST:**

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**Naomi D. Maestas  
Los Alamos County Clerk**



## Summary Comparison 5311 Grant Funds FY 18 to FY 19

5311 Grant Funds	Federal FY18	Local FY18	Total FY18	Federal Proposed FY19	Local Proposed FY19	Total Proposed FY19
Administrative (80/20)	\$156,452	\$39,113	\$195,565	\$161,146	\$40,286	\$201,432
Operational (50/50)	\$1,469,250	\$1,469,250	\$2,938,500	\$1,513,328	\$1,513,328	\$3,026,656
Capital Outlay (80/20)	\$ 0	\$ 0	\$0	\$888,000	\$222,000	\$1,110,000
TOTAL	\$1,625,702	\$1,508,363	\$3,134,065	\$2,562,474	\$1,775,614	\$4,338,088



# County of Los Alamos

## Staff Report

August 03, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:** Jon Bulhuis, Deputy Public Works Director

**Legislative File:** 9775-17

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### **Title**

Incorporated County of Los Alamos Resolution No. 17-18.

### **.Recommended Action**

**I move to approve Incorporated County of Los Alamos Resolution No. 17-18 and recommend that Council authorize Staff to submit an application to Federal Transit Administration (FTA) for the Bus and Bus Facilities 5339(b) Discretionary Program 2017 Funding Opportunity for the 2017 Federal Fiscal Year; committing to the local match in the amount of \$74,000 toward the estimated total grant amount of \$370,000, to fund the capital needs of the system for a replacement bus.**

### **Attachments**

- A - Grant Application and Proposal Profile
- B - Supplemental Form and Attachments
- C - Incorporated County of Los Alamos Resolution No. 17-18

# Bus and Bus Facilities Infrastructure Investment Program (5339(b))

## Applicant and Proposal Profile

Is this a resubmission due to an invalid/error message from FTA? ☐ Yes ☒ No

### Section I. Applicant Information

Organization Legal Name: Incorporated Los Alamos County - Atomic City Transit

FTA Recipient ID Number: N/A (County Government)

- Applicant Eligibility:
- ☒ Designated recipient
  - ☐ State
  - ☐ Local Governmental Agency (operate fixed route bus service)
  - ☐ Tribe (Federally recognized Native American Tribe)

- Project Location:
- ☐ Urbanized Area
  - ☒ Rural

Description of services provided and areas served.

Los Alamos County (dba, Atomic City Transit) provides fixed route service with 16 buses on 13 routes in peak service; evening demand-response service for the general public; and ADA complementary paratransit service with an origin and destination anywhere within the County. Atomic City Transit services provided over passenger trips in FY 2016 (ending June 30, 2016).

### Section II. Project Information/Evaluation Criteria (This section repeats per project)

#### About the Project

Project Title: Replacement 30-Ft Bus  
(Descriptive title of this project)

Project Executive Summary:

Procurement of one (1) 32-ft, medium or heavy duty, low floor transit bus, to replace an older bus that has exceeded its useful life in transit service. This project is not scalable, as one bus must be purchased in its entirety. This is a one-time need that cannot reasonably be funded from annual FTA program formula allocations administered by the New Mexico DOT. Without this funding opportunity, the County would have to defer replacement of the older bus by one year or more.

- Project Type: ☒ Buses and/or bus equipment for replacement or rehabilitation  
☐ Buses and/or bus equipment for fleet expansion  
☐ Bus maintenance facility rehabilitation, replacement or expansion  
☐ Bus passenger facility rehabilitation, replacement, or expansion  
☐ Other

If Other, specify:

**\*\*\*Address each of the evaluation criteria as described in the Notice of Funding Opportunity.\*\*\***

## Demonstration of Need

The proposed project will replace a 2011 medium duty, high floor bus. The older bus is rated by FTA as a 8 year/240K mile vehicle, and has exceeded its useful life in year in 2017. While having a good performance replacement of a similar type of vehicle to continue service for the heavy passenger loads that are placed upon it in fixed route service. The replacement bus is a 13 year/455K mile vehicle, and will serve Los Alamos County for years to come. As it is a replacement vehicle, the County's current spare ratio of 23.8 percent for the fixed route fleet will also be maintained.

**For vehicle replacement/facility rehabilitation projects only:**

Vehicle Description	QTY	Vehicle Year	Vehicle Mileage
30- ft, medium duty, Glaval E50 low floor, 8 year/240,000 mile bus	1	2011	231,531

Facility Description	Years Facility Used by Applicant	Facility Construction Date	Last Renovation Date
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

## Demonstration of Benefits

The proposed project will enable Atomic City Transit to continue to provide a high level of service on one of its most heavily-utilized fixed routes - with nearly 2 passengers per service mile and over 22 passengers per service hour. Replacing a highly used vehicle with a similar "purpose built" for the heavy passenger loads, will provide residents and visitors to Los Alamos with an enhanced transportation experience, and more access to economic opportunities in the community. The low-floor design of the proposed vehicle will also significantly improve the transit experience of individuals with disabilities, who will be able to enter/exit the bus, with dignity, through the front door - like all other passengers.

## Planning and Local/Regional Prioritization

The proposed project is consistent with the Comprehensive Transit Study and Five-Year Plan adopted by the Los Alamos County Council in March 2015, which called for smaller, heavy-duty buses that have a longer expected life, better endurance and lower maintenance costs in the Los Alamos environment; as well as the advantages of flexibility in usage and consistency within the transit fleet.

## Local Financial Commitment

The source of the local cost share will be the Regional Transit Gross Receipts Tax that is collected by Los Alamos County and re-distributed by the North Central Regional Transit District (NCRTD), per the service plan submitted by the County and approved by the NCRTD board of directors. In FY 2018 (July 1, 2017 - June 30, 2018), the amount of transit gross receipts tax estimated to be returned to the County is \$1,444,500 (see Attachment 1). The service plan for FY 2018 has been approved by Los Alamos Council as well as the NCRTD Board of Directors.

## Project Implementation Strategy

The proposed project can be implemented within months of the award of Federal funds. The County will use the State of New Mexico, General Services Department, Statewide Price Agreement for transit vehicles (#60-000-15-00015), which has a term of April 4, 2016 to April 3, 2018, to procure the vehicle.

Can this project be implemented within 12 months? ☒ Yes ☐ No

## Technical, Legal, and Financial Capacity

Los Alamos County has been an eligible recipient of 49 U.S.C. Sections 5309, 5310 and 5311 funds since 2007, and has the technical, legal and financial capacity to implement the proposed project. There are no outstanding issues that would affect the outcome of the proposed project.

## Project Budget

Description	QTY	Federal Amount	Local Match	Total Cost
Replacement 32-Ft Bus	1	296,000	74,000	370,000



Total:

## Project Scalability

Is Project scope scalable? ☐ Yes ☒ No

If Yes, specify minimum Federal Funds necessary:

Provide explanation of scalability with specific references to the budget line items above.

The proposed project is for the procurement for one (1) 32-ft bus, which must be purchased in its entirety.

## Matching Funds Information

Matching Funds Amount:

Source of Matching Funds.

Regional Transit Gross Receipts Tax, collected by Los Alamos County and re-distributed by the North Central Regional Transit District (NCRTD), per the service plan submitted by the County and approved by the NCRTD board of directors.

Supporting Documentation of Local Match.

FY18 Regional Transit Gross Receipts Tax Approved by the County and NCRTD Board of Directors (see Attachment 1)  
FY18 Equipment Replacement Schedule, approved by County Council on April 25, 2017 (see Attachment 2)

## Project Timeline

Timeline Item Description

Timeline Item Date

Issue Purchase Order

10/03/2017

**Congressional Districts** (Place of Performance)

Congressional District

Congressional Representative

NM-003

Luján, Ben Ray

## ATTACHMENTS FORM

**Instructions:** On this form, you will attach the various files that make up your grant application. Please consult with the appropriate Agency Guidelines for more information about each needed file. Please remember that any files you attach must be in the document format and named as specified in the Guidelines.

**Important:** Please attach your files in the proper sequence. See the appropriate Agency Guidelines for details.

1) Please attach Attachment 1	FY18 Equip Repl Budget	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	NCRTD FY18 Service Plan	Add Attachment	Delete Attachment	View Attachment
3) Please attach Attachment 3		Add Attachment	Delete Attachment	View Attachment
4) Please attach Attachment 4		Add Attachment	Delete Attachment	View Attachment
5) Please attach Attachment 5		Add Attachment	Delete Attachment	View Attachment
6) Please attach Attachment 6		Add Attachment	Delete Attachment	View Attachment
7) Please attach Attachment 7		Add Attachment	Delete Attachment	View Attachment
8) Please attach Attachment 8		Add Attachment	Delete Attachment	View Attachment
9) Please attach Attachment 9		Add Attachment	Delete Attachment	View Attachment
10) Please attach Attachment 10		Add Attachment	Delete Attachment	View Attachment
11) Please attach Attachment 11		Add Attachment	Delete Attachment	View Attachment
12) Please attach Attachment 12		Add Attachment	Delete Attachment	View Attachment
13) Please attach Attachment 13		Add Attachment	Delete Attachment	View Attachment
14) Please attach Attachment 14		Add Attachment	Delete Attachment	View Attachment
15) Please attach Attachment 15		Add Attachment	Delete Attachment	View Attachment



## FY 2018 Equipment Replacement

### General Fund Divisions

Unit#	Division	Year of Unit	DESCRIPTION	Estimated Replacement cost
1089	Police Department	2008	Chevrolet Express Van	\$49,000
1098	Police Department	2009	Ford Expedition	\$49,000
1099	Police Department	2009	Ford Expedition	\$49,000
1030	Parks Maintenance	2004	Ford Ranger Economy 4WD Ext Cab	\$28,000
3139	Parks Maintenance	2010	Hustler Super z 28hp mower reel type riding	\$15,000
3096	Parks Maintenance	2008	John Deere 370 mower Reel Type Riding	\$15,000
3048	Golf Course	2006	John Deere Industrial Tractor	\$40,000
1092	Facilities Maintenance	2008	Truck with Utility body 1 ton 4x4	\$41,000
2108	Fire Marshall	2002	Truck 4wd Crew cab	\$40,000
1020	Fleet Motor Pool	2005	Mini Van	\$30,000
969	Streets	2002	Bucket Truck	\$200,000
3034	Streets	2005	Street Sweeper	\$280,000
			Equipment Fund Subtotal	\$787,000

### Enterprise Funds

Unit#	Division	Year of Unit	DESCRIPTION	Estimated Replacement Cost
1088	Utilities Electrical Production	2008	Truck 1/2 ton 4WD Ext Cab	\$32,000
1110	Utilities Water Production	2009	Truck 3/4 ton Utility body 4WD Ext Cab	\$41,000
1077	Utilities Electrical Distribution	2007	Truck with Digger Derrick DC47	\$354,000
1133	PW Environmental Services	2011	Refuse Truck Side Loader	\$300,000
new	PW Environmental Services	new	Side Loaded Truck for Organic Yard Waste	\$300,000
			Equipment Fund Subtotal	\$1,027,000

### Transit Fund

Because these buses are grant funded, the grant funded portion resides in the Transit Budget. The replacement cost of these buses is split between the Transit Fund and the Equipment Fund.						
Unit#	Division	Year of Unit	Description	Full Cost	Transit Fund	Estimated Replacement Cost
4111	PW Transit	2008	Ford Transit Bus	\$380,000	\$304,000	\$76,000
4114	PW Transit	2009	Chevy Arboc	\$140,000	\$112,000	\$28,000
					Equipment Fund Subtotal	\$104,000
					Equipment Fund Grand Total	\$1,918,000



**Los Alamos County (LAC) FY18 Service Plan  
Submitted to the North Central Regional Transit District (NCRTD)  
for the Distribution of Transit Gross Receipts Tax**

**Wednesday, June 28, 2017**

<b><u>Continuation of Existing NCRTD Funded Routes</u></b>	<b><u>FY18 Cost Estimates</u></b>
Route 2 White Rock (Park & Ride, White Rock & NCRTD Linked) <i>Note: Includes an additional 7 runs per day in anticipation of construction</i>	\$ 1,017,855
Enhanced Services (Park & Ride and White Rock Linked) <i>Note: 30 minute service all day Route 3 &amp; 4 Peak Service on Route 6</i>	\$ 464,332
Route 11 Afternoon Express (White Rock to Los Alamos)	\$ 30,000
<b>Continuation of Existing NCRTD Routes:</b>	<b>\$ 1,512,187</b>

**LAC FY18 Billable Capital**

A combination of Local Share of Grant Capital Awards (Vehicles, Bus Shelters & Bus Stops, AVA System, Upgrades to Bus Shelters, and Bus Stop Improvements), Upgrade or replacement of existing vehicle video & audio system.

**\$ 250,000**

**FY18 ESTIMATED BILLABLE: \$ 1,762,187**

FY18 NCRTD GRT BUDGETED FOR LAC: \$ 1,444,500

Estimated Amount Underfunded in FY18: \$ (317,687)

**Notes:** Cost of routes and capital listed are estimates. Routes will be billed on a quarterly basis using the Allocated Cost Method, which allocates actual expenses by actual miles, hours, and vehicles. Actual costs of capital will be billed on a quarterly basis.

**INCORPORATED COUNTY OF LOS ALAMOS RESOLUTION NO. 17-18**

**A RESOLUTION OF THE INCORPORATED COUNTY OF LOS ALAMOS  
COUNCIL AUTHORIZING APPLICATION FOR FEDERAL TRANSIT ADMINISTRATION  
SECTION 5339 BUS AND BUS FACILITY COMPETITIVE GRANTS FOR FY17**

**WHEREAS**, The U.S. Department of Transportation, Federal Transit Administration (FTA) is authorized pursuant to 49 U.S.C. § 5339 (Section 5339(b)) to assist in funding state and local governing body, on a competitive basis, bus and bus facility capital purchases and projects; and

**WHEREAS**, the New Mexico Department of Transportation Transit and Rail Division (NMDOT) is the oversight and planning body for the region for receive Section 5339(b) Discretionary Program 2017 Funding Opportunity monies; and

**WHEREAS**, eligible New Mexico recipients wishing to receive Section 5339(b) funding must submit an application first to NMDOT for review and inclusion in the Section 5339(b) program listing; and

**WHEREAS**, the NMDOT has allocated toward the capital assistance for the County; and

**WHEREAS**, the County is eligible to submit and received FTA Section 5339(b) Discretionary Program 2017 funding; and

**WHEREAS**, the County's Transit Division wishes to submit a grant application to NMDOT for the Section 5339(b) Discretionary Program 2017 Funding Opportunity monies.

**NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE INCORPORATED COUNTY OF LOS ALAMOS**, that the County Council, by adopting this Resolution, does hereby authorize the County's Transit Division to submit a Section 5339(b) Discretionary Program 2017 Funding Opportunity grant application for the 2018 fiscal year.

**BE IT FURTHER RESOLVED**, that the County Manager is authorized to execute any necessary documents with NMDOT or FTA, or related agency, for receipt of such funding and is authorized to commit to the required local match of Seventy-Four Thousand Dollars (\$74,000.00) for the 2018 fiscal year.

**PASSED AND ADOPTED** this \_\_\_\_<sup>th</sup> day of August 2017.

**COUNCIL OF THE INCORPORATED  
COUNTY OF LOS ALAMOS**

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**David Izraelevitz  
Council Chair**

**ATTEST:**

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**Naomi D. Maestas  
Los Alamos County Clerk**



# County of Los Alamos

## Staff Report

August 03, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 9771-17

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**...Title**

Public Works Staff/Project Update - July 2017

**...Attachments**

A - Public Works Update - July 2017



# In the Works....

## Public Works Update – July 2017

### Administration Division

#### Welcome Amy



We are thrilled to officially welcome Amy Danforth to the Public Works Department. We are very pleased that she has joined our Team. Welcome aboard!

### Transportation Board



The Transportation Board meets the first Thursday of the month at 5:30 p.m. Meetings are held at 1000 Central Avenue, Room #110. County Council appointed David Schiferl to the Transportation Board on July 25, 2017.

### Airport Division

#### New Hangars



The hangar manufacturer delivered the steel framework for the building on Thursday, July 20th. The sheet metal and the insulation for the building were delivered the next day. We are now in the process of completing the contracts for the design of the electrical system and the construction of the building

itself. We are hoping to begin construction in August and have the entire building completed in early October.

#### Fence Project

The required surveying for the design of the new wildlife/security fence has been completed and sent to the airport engineering consultants. The design should be completed within the next two months. The FAA grant for the design has been delayed due to the FAA receiving congressional authorization for the funds late in FY 2017.

We expect to receive the grant within the next month and expect the FAA to issue a grant for the construction of the fence sometime in FY 2018.

## **Custodial Division**

The Custodial Division supported 253 events during the month of July. July is the busiest month for weddings at Fuller Lodge and sometimes it takes half of our crew to set up for these large events!

The Division hired 2 new custodians for maintaining the Pajarito Cliffs Site.

As part of our transition to green cleaning, a new window cleaning system was purchased which allows both exterior and interior cleaning without the use of chemicals. This is achieved through a 3-stage filtration system which rinses the windows with only “pure” water (free of minerals, etc.) and dries spot free.



The Division also purchased a rectangular buffer. This is basically a giant sander which will reduce the time needed to strip wax off floors and refinish wood floors.

## **Engineering & Project Management Division**

### **Fire Station 3**

Architectural design work is nearing completion and includes a more substantial reroofing, as well as a new wall system, window replacement and HVAC system modifications to better insulate and control the temperature in the bunkrooms. A review set of plans and specifications is scheduled to be received at the end of August. Once the design work is completed, the project will be advertised and awarded later in the year. This project is scheduled to be completed in FY2018.

### **Fire Station 4**

The Fire Station 4 HVAC replacement project consists of replacing the rooftop units with combination heating and AC units, replacing the existing boiler with a more efficient unit. This project was awarded at the May 2nd County Council meeting to CAC, Inc. Abatement work has been completed for the Day Room, Bunk Room and Kitchen area. The ceilings

have been taken down, the old air handling units mostly removed and the boiler and some of the old heating piping has been removed.



FS4 Day Room – Demolition

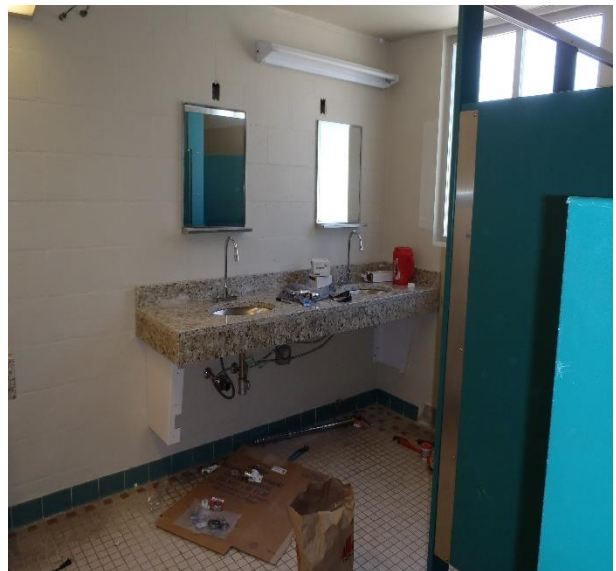


Basement Heating Piping Cut off for New Loop

A second project at Fire Station 4, the shower replacement project is currently in progress, by contractor Allied 360. Crews have one shower unit almost complete and new counter tops are being installed. This work is anticipated to be completed by the end of July.



Captain/Female Sink Completed



Crew Sink Almost Complete

### **North Mesa Improvements Project Phase 1**

The Contractor is currently working on Camino Uva from the Cul-de-sac to San Ildefonso with curb & gutter, drive pads, sidewalk, fillets, ADA curb ramps and the placement of base course material. In addition, they have started removals of curb and gutter on Camino Durasinilla from Camino Uva to San Ildefonso. The contractor intends to pave both Camino Uva and Camino Durasinilla in mid-August.





### **20th Street Extension Project**

The 20th Street Extension Project was awarded at the June 6, 2017 County Council Meeting to Gandy Dancer, LLC. Construction is scheduled to begin in July with an anticipated completion of October 2017. The project will consist of roadway and utility improvements, which includes asphalt paving, curb, gutter, sidewalks, ADA curb ramps, drive pads and drainage structures. The utility improvements include gas, water, sanitary sewer and electrical distribution system improvements supplemental to the development of the 20th Street Extension corridor infrastructure.

In addition to the construction work the County has contracted with Santa Fe Engineering, utilizing an on-call contract, to perform a warrants analysis at the intersection of 20th Street and Trinity Drive. The intention of the study is to determine at what point of development along 20th Street south of Trinity Drive will a traffic signal be warranted. Traffic count data was obtained by the Traffic and Streets division and was provided to the consultant. A draft of the report has been submitted to the County and is currently being reviewed. Once the final draft of the analysis has been completed a copy will be provided to NMDOT for their review.

### **Canyon Rim Trail Phase 3**

The County's consultant has begun work for easement acquisition and preliminary design services for the portion of trail between Knecht Street and 20th Street. The consultant has completed the survey work and submitted a preliminary alignment. A meeting will be held with DOE and County staff the last week of July to discuss this alignment. The Drainage study is underway, and determining easement needs for future acquisitions are in the beginning stages.



### **Canyon Rim Trail Underpass**

A kickoff meeting with NMDOT staff and all awarded municipalities was held in June to explain grant requirements and schedules, including when a cooperative agreement can be expected. The process to obtain a forthcoming cooperative agreement is underway. It is anticipated that an agreement will be available for County approval in late fall/early winter, which will bring an early 2018 design start date.

### **Historical Society Work**

The Survey crew is working with Judith Machen of the Historical Society to locate a couple of the Brooks Homestead's and cabin location within Los Alamos town site and within LANL property using a combination of Old surveys, pictures, field notes and landmarks.

### **Future Projects...**

- NM 4/East Jemez Rd. (Truck Route) Intersection: Staff continues to work with DOE, NMDOT, and Army Corps of Engineers to program, design and construct intersection upgrades to improve capacity and safety.
- NM 502 Reconstruction, Knecht St. to Tewa Loop: Staff continues to coordinate with NMDOT on this state lead project scheduled to begin this summer. NMDOT held a project bid letting on April 28, 2017, only one bid was submitted and unfortunately the bid was \$3.5 million over budget.

## **Environmental Services Division**

### **Science Fest**



Environmental Services staff and members of the Environmental Sustainability Board hosted a booth at Los Alamos Science Fest on July 15<sup>th</sup> to educate members of the public of the importance of recycling and sustainability. The public was invited to play the recycle sorting game which has participants sort materials into trash or recycling. The public also had the opportunity to vote on the new curbside brush bin color. The two colors up for vote are Kelly green and light beige/tan. The current winner is tan. The ESB will continue to seek public input at the County Fair in August.

## Curbside Brush Bin Program Update

Environmental Services plans to implement the brush bin in July 2018 for the purpose of collecting brush material to include, pine needles, grass clippings, pine cones, small branches and leaves. The brush collection truck has been ordered and is expected to arrive in December 2017. Environmental Services is in the process of collecting public input for the color of the brush bin.

## Compost Facility Tour

Environmental Services and staff from the Los Alamos Waste Water Treatment Plant hosted a tour of the compost facility on July 20<sup>th</sup>. Members of the Environmental Sustainability Board, County Council, and Los Alamos Citizens were given a close look at the composting operation and the process of turning waste into a usable material.



## Summer 2017 Brush Collection Schedule



### Brush Collection Summer Schedule 2017

Area	Set out no sooner than	Collection starts
Barranca Mesa, Ponderosa Estates, Loma Linda & Hawks Landing	Aug. 4 <sup>th</sup>	Aug. 14 <sup>th</sup>
Quemazon, Sandia, Trinity, Orange & Nickel	Aug. 11 <sup>th</sup>	Aug. 21 <sup>st</sup>
North Mesa	Aug. 18 <sup>th</sup>	Aug. 28 <sup>th</sup>
Walnut, Yucca, Urban, Arizona, Town Site	Aug. 25 <sup>th</sup>	Sept. 4 <sup>th</sup>
Rover, Old Town, Meadow Lane, Aragon, Bryce Avenue	Sept. 1 <sup>st</sup>	Sept. 11 <sup>th</sup>
La Vista, Canada Way, Canada Circle, Barcelona, Canyon Vista, Sierra Vista, Monte Vista, La Paloma	Sept. 8 <sup>th</sup>	Sept. 18 <sup>th</sup>
La Senda & Piedra Loop	Sept. 15 <sup>th</sup>	Sept. 25 <sup>th</sup>
Pajarito Acres, Monte Rey, Rio Bravo, Potrillo, Estante Way	Sept. 22 <sup>nd</sup>	Oct. 2 <sup>nd</sup>

#### Please Remember:

- ✓ One pickup per household, piles no larger than 8 cubic yards or 6 feet x 12 feet x 3 feet.
- ✓ Set items close to curb – do not place items under power lines, trees, or next to cars or utility boxes.
- ✓ Available to residents with weekly curbside refuse collection.
- ✓ All leaves, pine needles and yard clippings must be placed in paper yard waste bags.
- ✓ Items that will be picked up: brush, pine needles, leaves and yard clippings
- ✓ Place trash in your trash roll cart.

**Items that will NOT be collected:** Mattresses, large appliances/large furniture, televisions, refrigerators/freezers, glass, trash bags, construction material, lumber, tires, concrete, railroad ties, fencing materials, or paints/chemicals

*For more information call Environmental Services 662-8163.*

**\*\*DO NOT set items out before listed date or Code Enforcement will be notified**

# Residential Sustainability Report



## Residential Sustainability Report

Service Period: June 2017

Recyclables Collected: 112.48 tons  
 Trash Collected: 478.08 tons  
 Compostable Materials Collected: 3.68 tons  
 Total Material Collected: 594.24 tons



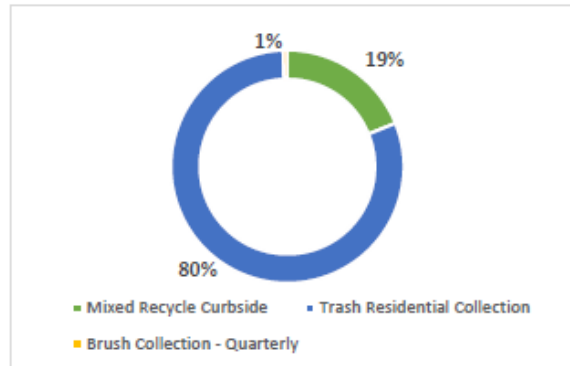
## Monthly Collection Report

May Diversion Rate: 25%

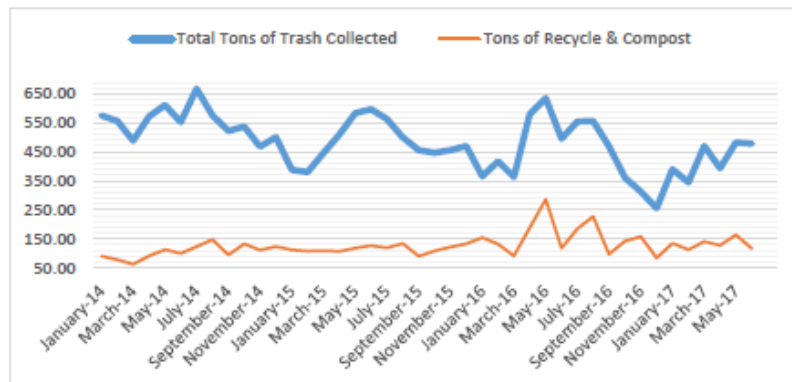
June Diversion Rate: 20%

A 20% Decrease in Diversion

The *diversion rate* is the percent of materials recycled and composted.

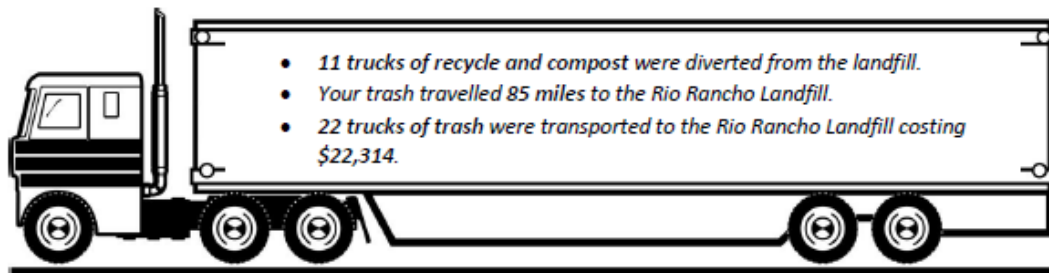


## Month by Month Recycling Comparison



Recycling one ton of newsprint:

- Saves 601 kWh of energy
- Saves 1.7 barrels (71 gallons) of oil
- Saves 10.2 million Btu's of energy
- Saves 4.6 cubic yards of landfill space
- Saves 7,000 gallons of water
- Saves 15 trees



## Facilities Division



- Crew members are completing the painting of the metal screens at the Municipal Building.
- Working on HVAC issues at Pajarito Cliffs Site Building 5.
- Reconfiguring riser needs at Environmental Services.

## Fleet Division



A new Atomic City Transit bus was received.



## Traffic & Streets Division



Los Alamos Landfill Repair Project is substantially complete and a final walk thru was performed on July 21<sup>st</sup>.

## Maintenance Operations

Crew members backfilled a sinkhole on a utility easement near the Knights of Columbus.







Crew members are seen clearing debris from vacant County land on DP Road.



Crew members assist Utilities GWS on Trinity Drive between DP Road and 4<sup>th</sup> Street where a sinkhole formed due to a leaking sewer main.





Crew members install the new school zone flasher sign that includes a digital speed display near Mountain Elementary School. This sign has been installed per Council request based upon community feedback.

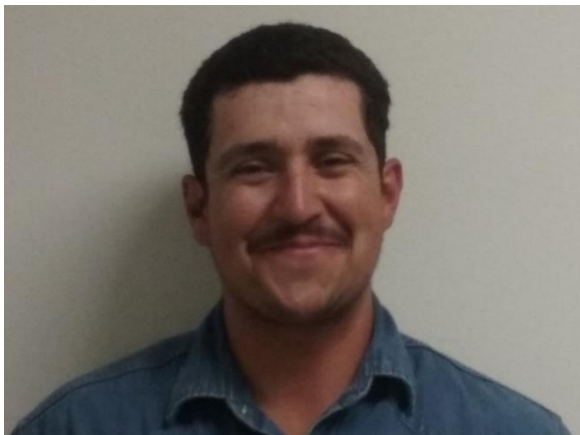


Crew members have been painting curbs, parking, lots, and school zones county wide.



Tree removal at Pajarito Radio Tower – above are images of dead trees that were threatening the tower where the County’s radio system antenna is located near the top of Pajarito Mountain Ski Area. Four large dead trees were fallen and cleared.

### **New Employees**



Benjamin Gonzales has joined the Traffic & Streets Division as an equipment operator. He came to us from the Parks Division.



Nathaniel Salazar has joined the Traffic & Streets Division as an equipment operator. He came to us from Rio Arriba County.



## Transit Division

The Transit Division (Atomic City Transit - ACT) provided tour service for Sciencefest on July 15, 2017. Several customers took advantage of the free tour.

Bandelier Shuttle service continues to be a busy route with lots of visitors to the park and Los Alamos/White Rock area. The service will continue through October 15, 2017. For the month of June, a total of 21,444 riders made the trip to Bandelier. For the months of May and June a total of 35,023 customer trips were performed by Atomic City Transit.



On June 29, 2017 Jonathan Henley presented rider safety tips to the young members of our community. He described all the tips on how to ride the Atomic City Transit at Safety Town.



Once again Atomic City Transit is partnering with ENDWI program to provide a safe and efficient way for Los Alamos and White Rock residents and visitors to enjoy Friday night Gordon Concerts held at Ashley Pond. This service is becoming increasingly popular with each concert increasing in ridership. For the month of June, Atomic City transit provided five concert evenings June 2, June 9, June 16, June 23 and June 30, 2017 servicing Los Alamos and White Rock.







On June 29, 2017 Dispatcher Armando attended the Senior Driving Forum held at the Betty Ehart Senior Center. Armando spoke to a group of residents and staff members regarding ACT Assist transportation program for persons with disabilities. Review of the application process and how to use the program. We are hopeful the Senior Center will continue the lunch time forums and ACT will be available for any information needed.



Jonathan Henley has been busy repairing the bus stop shelter around the White Rock and Los Alamos Community. One particular location was a problem with broken glass. Jonathan researched other options to avoid the glass and came up with a great design.

## Kudos

## Facilities

Hi Jon and Jim -



I wanted to let you know how much the Public Art Board and I appreciate the work of Tim Martinez. We are thrilled with the new display area for the artwork from the former Smart House! See the attached photos. It looks great -- all due to Tim's attention to detail, eye for color and

strong work ethic.

Every time he's been asked to do something for our public art collection -- it ends up looking terrific! As you know, he's an incredibly talented craftsman and it definitely shows in his work! As you can probably tell from the second photo -- he works well with the art board members and is wonderfully patient with all of us.

Thanks again for your support of this project. I really appreciate it -- and I know that the entire art board does as well.

Libby Carlsten

Senior Management Analyst

## Engineering & Project Management

From: Clements family [mailto:1813clements@gmail.com]

Sent: Thursday, July 13, 2017 7:50 PM

To: Shelton, Philo <philo.shelton@lacnm.us>; Martinez, Eric <eric.martinez@lacnm.us>

Subject: Comments on Camino Uva Project

Dear Mr. Shelton and Mr. Martinez,

We just wanted to let you know that we are very pleased with the work being done on the Camino Uva road replacement project, and are looking forward to the completion of the project. We wanted to thank all the workers for doing such a great job and being so helpful.

We wanted you to know that we are impressed with the professionalism and courtesy of the people working on the project. Ernesto Gallegos has worked to minimize the impact of the project on our daily activities and has updated us frequently on the progress. This has really helped us adapt to the constant changes in access as the crews work on the curbs and road.

Two of the landscape contractors, Ricky and Zeke, have been very helpful working with us to restore the area that needed to be removed for the curb project. They are experts at their jobs, and have gone out of their way to accommodate our needs.

We appreciate everyone's efforts on this project, and thank you for the improvements.  
Brad and Jane Clements

From: Sachdeva, Meena [mailto:sachdeva@lanl.gov]

Sent: Friday, July 28, 2017 2:36 PM

To: Gallegos, Ernesto <er.gallegos@lacnm.us>

Cc: Spencer, Khalil <khalil@losalamos.com>; Martinez, Eric <eric.martinez@lacnm.us>

I really appreciate how hard you and the crew are trying to cause us residents the least amount of disruption. You have been a fantastic group of people and Khal and I really appreciate your responsiveness. THANK YOU! Kudos to you all.

Meena

## Atomic City Transit

Comment cards have been placed on all Atomic City Transit vehicles and we welcome your comments and concerns. We have already received feedback and we are excited. Shout out to Transit Operator Deborah and Kyle U. for a job well done.

Description:

Name: Andrew Ulanowski

Message:

"Routes 5 and 1, Deborah, excellent customer service, great driver"

Description:

Name: Theresa Duffy

Message:

"Kyle Uhlenbrock is a courteous, polite safe driver. Also helpful."

Description:

Name: Lilli M. Tafet

Message:

"Kyle - 1 PM - A very good driver, helpful, accommodating, very nice personality. We need more drivers like him."

## Environmental Services

70 Kachina  
Los Alamos NM 87544  
July 10, 2017

Manager Solid Waste  
3701 E Jemez Rd  
Los Alamos NM 87544

Dear Sir


I would like to bring to your attention and extend my thanks to Jose the driver of the garbage truck.

Let me expand on the reason for this letter. I am an elder man with Parkinson's. I had placed the county bin at the top of the driveway the night before. During the night, some animal had knocked over the bin and drug the bags down the driveway. Foolishly I had attempted to repack the bin and fell. I could not stand up again and crawled to my door. Still not able to stand, I called to help as the truck came to a stop. Jose heard my cry and came to my aid, got me standing, helped me into the house, called 911, cleaned up the bag mess.

This certainly showed the thoughtful and helpful person that he is.

Thanks again to Jose.

Sincerely

Forrest W. Brinkley 

70 Kachina  
662-7500

P.S. We are so thankful for the help and care that Jose gave us.

Anne

cc Jose