



# County of Los Alamos

Los Alamos, NM 87544  
www.losalamosnm.us

## Agenda - Final County Council - Work Session

*David Izraelevitz, Council Chair; Susan O'Leary, Council Vice  
Chair; Christine Chandler; James Chrobocinski; Antonio  
Maggiore; Rick Reiss; and Pete Sheehey, Councilors*

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Tuesday, August 22, 2017

6:00 PM

Fire Station No. 3  
129 State Road 4 - White Rock  
**TELEVISED**

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1. OPENING/ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

4. APPROVAL OF AGENDA

5. BUSINESS

A. [9796-17](#) Action to Suspend Council Rules for Work Session

**Presenters:** County Council - Work Session

B. [RE0352-17](#) Incorporated County of Los Alamos Resolution No. 17-18 to authorize the application to Federal Transit Administration (FTA) for a 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.

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

**Attachments:** [A - Grant Application and Proposal Profile](#)  
[B - Grant Application Package and Attachments](#)  
[C - Grant Analysis and Financial Matrix Form](#)  
[D - Publication Notice of Resolution No. 17-18](#)  
[E - Incorporated County of Los Alamos Resolution No. 17-18](#)

6. PRESENTATIONS, PROCLAMATIONS AND RECOGNITIONS

A. [9601-17](#) Briefing to Council by Susie Schillaci, Chair of the Arts in Public

Places Board.

**Presenters:** Libby Carlsten, Senior Management Analyst

**Attachments:** [A - FY18 APPB Work Plan.pdf](#)  
[B - APPB Presentation.pdf](#)

- B. [9729-17](#) Update on Tourism Strategic Plan project and membership of Manhattan Project National Historical Park subcommittee

**Presenters:** Susan O'Leary, County Council Vice Chair and  
Linda Matteson, Assistant to the County Manager

**Attachments:** [A - Charter of MAPR Subcommittee](#)

- C. [9719-17](#) Community Development Department Presentation and Discussion on Neighborhoods and Affordable Housing

**Presenters:** Paul Andrus, Community Development Director

**Attachments:** [A - Neighborhoods and Affordable Housing](#)  
[B - Neighborhood Associations](#)

## 7. PUBLIC COMMENT

## 8. 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 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 Office of the County Manager at 663-1750 if a summary or other type of accessible format is needed.



# County of Los Alamos

## Staff Report

August 22, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** A.

**Index (Council Goals):** \* 2017 Council Goal - N/A

**Presenters:** County Council - Work Session

**Legislative File:** 9796-17

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### **Title**

Action to Suspend Council Rules for Work Session

### **Recommended Action**

**I move that Council suspend their procedural rules for this work session, August 22, 2017, so that formal action may be taken.**

### **Body**

The 2017 Los Alamos County Council Procedural Rules identifies a Work Session as follows:

**"Work Session.** The Council may schedule work sessions on a regular basis under the requirements of the annual Open Meetings Resolution. Council meetings designated as work sessions shall be held for the primary purpose of discussing issues at length with staff in an informal setting without taking formal action. Public comment will generally be taken only at the beginning and ending."

This action would suspend that rule for this meeting to enable Council to take formal action on an agenda item scheduled for this work session.



# County of Los Alamos

## Staff Report

August 22, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:** B.

**Index (Council Goals):** \* 2017 Council Goal – Quality of Life – Mobility – Maintain and Improve Transportation and Mobility

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

**Legislative File:** RE0352-17

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### **Title**

Incorporated County of Los Alamos Resolution No. 17-18 to authorize the application to Federal Transit Administration (FTA) for a 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.

### **.Recommended Action**

**I move to approve Incorporated County of Los Alamos Resolution No. 17-18 authorizing 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.**

### **County Manager's Recommendation**

The County Manager recommends that Council approve the Resolution as presented.

### **.Board, Commission or Committee Recommendation**

The Transportation Board supports Incorporated County of Los Alamos Resolution No. 17-18

### **Fiscal and Staff Impact/New Item**

The County has been utilizing FTA federal transit funds to provide administrative, operating and capital assistance for Atomic City Transit since 2007. The funds are programmed by the NMDOT Transit and Rail Division based upon the submittal of an application for funding opportunities. The proposed project will replace a 2011 Glaval E50, which will exceed its useful life in miles.

### **Fiscal and Staff Impact/Planned Item**

The federal match is estimated to be \$296,000.00, and the local share of \$74,000 is available from FY18 billable capital line item with NCRTD in Los Alamos County FY18 Service Plan. This replacement bus is not currently programmed in the fleet fund but meets all of FTA's criteria for replacement.

### **Attachments**

- A - Grant Application and Proposal Profile
- B - Supplemental Form and Attachments
- C - Grant Analysis and Financial Matrix Form
- D - Publication Notice of Resolution No. 17-18
- E - 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

## Grant Application Package

Opportunity Title:	FY 2017 Competitive Funding Opportunity: Bus and Bus Fa
Offering Agency:	DOT/Federal Transit Administration
CFDA Number:	20.526
CFDA Description:	Bus and Bus Facilities Formula Program
Opportunity Number:	FTA-2017-004-TFM-BUS
Competition ID:	FTA-2017-004-TFM-BUS
Opportunity Open Date:	07/14/2017
Opportunity Close Date:	08/25/2017
Agency Contact:	Mark G. Bathrick Office of Program Management 202-366-9955

This opportunity is only open to organizations, applicants who are submitting grant applications on behalf of a company, state, local or tribal government, academia, or other type of organization.

Application Filing Name:

### Select Forms to Complete

#### Mandatory

[SF424 Mandatory Form](#)

[Grants.gov Lobbying Form](#)

[Attachments](#)

#### Optional

### Instructions

[Show Instructions >>](#)

This electronic grants application is intended to be used to apply for the specific Federal funding opportunity referenced here.

If the Federal funding opportunity listed is not the opportunity for which you want to apply, close this application package by clicking on the "Cancel" button at the top of this screen. You will then need to locate the correct Federal funding opportunity, download its application and then apply.

# APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY

## 1.a. Type of Submission:

- ☒ Application  
☐ Plan  
☐ Funding Request  
☐ Other

Other (specify):

## 1.b. Frequency:

- ☐ Annual  
☐ Quarterly  
☒ Other

Other (specify):

FTA-2017-004-TPM-Bus,  
Facilities Infrastruct.

## 1.d. Version:

- ☒ Initial ☐ Resubmission ☐ Revision ☐ Update

## 2. Date Received:

Completed by Grants.gov upon submission.

## STATE USE ONLY:

## 3. Applicant Identifier:

## 4a. Federal Entity Identifier:

## 4b. Federal Award Identifier:

## 5. Date Received by State:

## 6. State Application Identifier:

## 1.c. Consolidated Application/Plan/Funding Request?

Yes ☒ No ☐

Explanation

## 7. APPLICANT INFORMATION:

### a. Legal Name:

Incorporated County of Los Alamos

### b. Employer/Taxpayer Identification Number (EIN/TIN):

85-6000679

### c. Organizational DUNS:

1178831780000

### d. Address:

#### Street1:

1000 Central Ave

#### Street2:

#### City:

Los Alamos

#### County / Parish:

#### State:

NM: New Mexico

#### Province:

#### Country:

USA: UNITED STATES

#### Zip / Postal Code:

87544-4059

### e. Organizational Unit:

#### Department Name:

#### Division Name:

### f. Name and contact information of person to be contacted on matters involving this submission:

#### Prefix:

#### First Name:

Annette

#### Middle Name:

#### Last Name:

Granillo

#### Suffix:

Title: Transit Manager

#### Organizational Affiliation:

Telephone Number: (505) 663-1770

Fax Number:

Email: annette.granillo@lacnm.us

**APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY****8a. TYPE OF APPLICANT:**

B: County Government

Other (specify):

b. Additional Description:

**9. Name of Federal Agency:**

DOT/Federal Transit Administration

**10. Catalog of Federal Domestic Assistance Number:**

20.526

CFDA Title:

Bus and Bus Facilities Formula Program

**11. Descriptive Title of Applicant's Project:**

Replacement 30 - Ft bus

**12. Areas Affected by Funding:****13. CONGRESSIONAL DISTRICTS OF:**

a. Applicant:

3

b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

**14. FUNDING PERIOD:**

a. Start Date:

10/01/2017

b. End Date:

09/30/2018

**15. ESTIMATED FUNDING:**

a. Federal (\$):

296,000.00

b. Match (\$):

74,000.00

**16. IS SUBMISSION SUBJECT TO REVIEW BY STATE UNDER EXECUTIVE ORDER 12372 PROCESS?**☐

a. This submission was made available to the State under the Executive Order 12372 Process for review on:

☐

b. Program is subject to E.O. 12372 but has not been selected by State for review.

☒

c. Program is not covered by E.O. 12372.

## APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY

17. Is The Applicant Delinquent On Any Federal Debt?

Yes ☐

No ☒

18. By signing this application, I certify (1) to the statements contained in the list of certifications\*\* and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances\*\* and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

\*\* I Agree ☒

\*\* This list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix:

First Name:

Middle Name:

Last Name:

Suffix:

Title:

Organizational Affiliation:

Telephone Number:

Fax Number:

Email:

Signature of Authorized Representative:

Date Signed:

Attach supporting documents as specified in agency instructions.

## APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY

### Consolidated Application/Plan/Funding Request Explanation:

The proposed project is for the procurement of one (1) 30-ft, 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 Department of Transportation (NMDOT). Without this funding opportunity, Los Alamos County would have to defer replacement of the older bus for one year or more.

As a sub-recipient of FTA operating and capital funding assistance under 49 U.S.C. Section 5311 (Formula Grants for Rural Areas), the County is submitting this proposal for inclusion in the NMDOT consolidated application for this funding opportunity.

**APPLICATION FOR FEDERAL ASSISTANCE SF-424 - MANDATORY**

**Applicant Federal Debt Delinquency Explanation:**

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## CERTIFICATION REGARDING LOBBYING

### Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

### Statement for Loan Guarantees and Loan Insurance

The undersigned states, to the best of his or her knowledge and belief, that:

If any funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this commitment providing for the United States to insure or guarantee a loan, the undersigned shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions. Submission of this statement is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required statement shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

<b>* APPLICANT'S ORGANIZATION</b> Incorporated County of Los Alamos	
<b>* PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE</b>	
Prefix: <input type="text"/>	* First Name: <input type="text" value="Harry"/> Middle Name: <input type="text"/>
* Last Name: <input type="text" value="Burgess"/>	Suffix: <input type="text"/>
* Title: <input type="text" value="County Manager"/>	
<b>* SIGNATURE:</b> <input type="text" value="Completed on submission to Grants.gov"/>	<b>* DATE:</b> <input type="text" value="Completed on submission to Grants.gov"/>

## 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	FY 2018 Equipment Replacement	Add Attachment	Delete Attachment	View Attachment
2) Please attach Attachment 2	NCRTD Final 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.

## County of Los Alamos

GRANT APPLICANT:

Matrix Form Submission Status: X Initial Revised

Grant Agency/Source FTA/NMDOT Transit & Rail Division  
Name of Grant Program Section 5339(b) Discretionary Program 2017 for Funding Opportunity grant application for the 2017 fiscal year  
Application Submission Deadline: 08/25/2017  
Federal Grantor/Program Title: Federal Transit Administration Section 5339(b)  
Federal CFDA Number: DUNS Number 0679423424  
*Check Only One:* Federal Direct        OR Federal Indirect       X        
State Grantor/Program Title: NMDOT Transit & Rail Division  
Private Organization: n/a  
Grant **Application:** \$ 296,000 **Match:** \$ 74,000 **Total:** \$ 370,000  
Estimated Date for Notice of Award (if awarded): Federal FY 17  
Does Grant include loan component? Yes        No X  
Loan Terms (interest rate, years to repay)        n/a

## Review and Approvals

Department Head: \_\_\_\_\_  
Signature \_\_\_\_\_ Date 1-28-11

Other Department Head: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Budget Manager: *[Signature]* 7-31-16  
Signature Date

Finance Grants Mgr: \_\_\_\_\_ Signature \_\_\_\_\_ Date 8-1-17

County Manager: \_\_\_\_\_ Signature \_\_\_\_\_ Date 8/11/17

Attachment C

- A. Describe the purpose of the grant and what will be accomplished: The County has been utilizing FTA federal transit funds to provide administrative, operating and capital assistance for Atomic city Transit, public transportation since 2007. Funds are programmed by NMDOT transit & Rail Division based upon the submittal of an application for discretionary program grant funding opportunities.

B. Grant Budget

Expense Type	Grant	Match/In Kind Requirement	Budget Authority (Yes or No)
Operational	\$	\$	
Outside Services	\$	\$	
Capital Outlay	\$ 296,000	\$ 74,000	Yes
TOTAL	\$ 296,000	\$ 74,000	Yes

- C. Source of Match/In Kind: NCRTD Gross Receipts Tax

- D. Will a budget revision be required if grant awarded? Yes \_\_\_\_\_ No X

- E. Do the resources exist in your department to accomplish the goals of the grant? Yes

- F. Will resources (\$ or people) from another department be required? Yes \_\_\_ No X

If yes, describe: n/a

- G. Frequency of reporting requirement Monthly \_\_\_\_\_ Quarterly \_\_\_\_\_ Annually X

- H. Frequency of pay requests for reimbursement Monthly \_\_\_\_\_ Quarterly \_\_\_\_\_ Annually X

- I. What, if anything, is the County's obligation (personnel or \$) beyond the life of the grant?  
The application award is a fixed amount and any cost increases must be funded by the County from local matching funds. The County does not expect any cost increases to be funded with Section 5339(b) funds beyond the award identified in the Memorandum of Agreement.

- J. Is the County the final recipient of the grant proceeds or will there be a sub-recipient?

The County is the final recipient of the grant proceeds

- K. Who within the department will have responsibility for this grant?

Programmatic Reporting? Kyle Hatch, Transit Management Analyst

Financial Reporting? Kyle Hatch, Transit Management Analyst

**NOTICE OF RESOLUTION NO. 17-18**

**STATE OF NEW MEXICO, COUNTY OF LOS ALAMOS**

Notice is hereby given that the Council, Incorporated County of Los Alamos, State of New Mexico, has directed publication of Los Alamos County Resolution No. 17-18. This will be considered by the County Council at an open meeting on Tuesday, August 22, 2017 at 6:00 PM, at the White Rock Fire Station 3: 129 State Road 4, White Rock. The full copy is available for inspection or purchase, during regular business hours, in the County Clerk's Office: 1000 Central Ave, Suite 240.

Council of the Incorporated County of Los Alamos

By: /s/ David Izraelevitz, Council Chair

Attest: /s/ Naomi D. Maestas, County Clerk

**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**

**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 22nd 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 22, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

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<b>Agenda No.:</b>	A.
<b>Index (Council Goals):</b>	* 2017 Council Goal – Quality Governance – Operational Excellence – Maintain Quality Essential Services and Supporting Infrastructure
<b>Presenters:</b>	Libby Carlsten, Senior Management Analyst
<b>Legislative File:</b>	9601-17

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### **Title**

Briefing to Council by Susie Schillaci, Chair of the Arts in Public Places Board.

### **Body**

Council leadership has requested that each Board/Commission or Committee Chair make a presentation to the Council once a year focused on what has been completed and what they are currently working on, and what challenges or opportunities they see coming up in the future.

### **Attachments**

- A - FY18 APPB Work Plan
- B - APPB Presentation



## **FY18 Work Plan for Los Alamos County Boards and Commissions**

**(Fiscal Year 2018: July 1, 2017 – June 30, 2018)**

**Board and Commission Name: Art in Public Places Board**

**Date prepared: 12/12/2016 – 2/23/2017    Date approved by Council: 6-6-17**

**Prepared by: Susie Schillaci and Libby Carlsten, with APPB approval**

**This work plan will be accomplished in the following time frame: from July 1, 2017 to June 30, 2018**

**Chairperson: Susie Schillaci**

**Members and terms:**

**Pete Carson: 1<sup>st</sup> term to 3/23/19 – eligible for re-appointment**  
**Britton Donharl: 2<sup>nd</sup> term to 3/23/19 – not eligible for re-appointment**  
**Catherine Ozment: 1<sup>st</sup> term to 3/23/19 – eligible for re-appointment**  
**Susie Schillaci: 2<sup>nd</sup> term to 11/2/17 – not eligible for re-appointment**  
**Jeremy Smith: 1<sup>st</sup> term to 2/11/18 – eligible for re-appointment**

**Department Director: Brian Brogan**

**Work plan developed in collaboration with Department Director? (Y/N?): Yes**

**Staff Liaison: Libby Carlsten**

**Administrative Support provided by: Kirsten Bell**

**Council Liaison: Reviewed by Council Liaison? \_\_\_\_ Yes \_**

<p><b>1.0 Provide a brief Summary of your Board or Commission’s activities over the past twelve months. Please describe your Board or Commission’s accomplishments and identify constraints. List any “lessons learned” and identify the greatest challenges faced by the Board or Commission.</b></p>
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**Activities and Accomplishments**

Golf Course – To make way for the proposed new Trinity/Central/Canyon roundabout, the iridescent metal sculpture “Nexus,” originally located in the pocket park near the old Hilltop House, was re-located to the golf course near the practice putting green.

Golf Course Clubhouse – On October 27, 2015, Council approved an APPB recommendation to commission a dichroic glass sculpture by Albuquerque artist Doug Czor. The sculpture will be installed along the ceiling in the entry hallway between the golf pro shop and the restaurant. APPB members and staff have been providing guidance and working with the artist as he fabricates the sculpture. Mr. Czor is planning to complete and install the sculpture in the spring of 2017

Municipal Building – The large sculpture “Solar Tree” was installed in the Municipal Building west plaza and dedicated on June 23, 2016. A small oil painting “Red with Black on Black” by Cary Ennis was removed from APP storage and installed beside the door to Room #110. Small brass identification tags were installed for all the 2-D art (paintings, photographs, wall hangings, etc.) in the Municipal Building. APPB members have been working with Utilities Department staff to develop plans for an artistic/educational display at the top of the main staircase using the artwork from the former Smart House.

White Rock Branch Library and the White Rock Senior Center – On February 24, 2016, a dedication ceremony was conducted at the White Rock Branch Library for a pair of origami-based metal sculptures by Kevin Box and Robert J. Lang plus a re-dedication ceremony for the large four-panel John Hogan painting titled “Los Alamos Skyscape.” In the early 1990’s, this painting was one of the first art pieces commissioned for the public collection. The board has received many complements on these artwork pieces at the WR Branch. The penguin sculpture, “Who Me,” placed in storage early summer 2016 for the duration of the renovation project for the WR Municipal Complex, has been re-installed in the courtyard of the renovated White Rock Senior Center as the project is completed. APPB members and WR Branch Library staff have worked with Scott Robertson, a private WR citizen, to identify locations for a set of limited prints that Mr. Robertson offered to donate to the public collection. Approximately twelve prints have already been accepted by the WR Branch for the Library collection. The art board plans to identify potential locations

for the remaining prints, if any, primarily in the renovated WRSC, before coming before Council with the donation offer.

Large San Ildefonso Pot Replicas – The placement of a historical progression of six large San Ildefonso pot replicas along the NM 4 corridor through White Rock was accomplished in early summer 2016. The dedication ceremony event on August 31, 2016 was well attended and several of the San Ildefonso artists described for the audience their personal experiences working on this project, especially the emotional aspect of the collaboration between the two communities. Bronze plaques were installed at each pot location prior to the dedication event. APPB members are continuing to work with Communications and Public Relations staff to design a permanent educational plaque to be installed at the White Rock Visitors Center to provide photographs and more explanatory information than is provided on the small bronze plaques.

Aquatic Center metal wall sculptures – One additional seahorse was added to the scrap metal sculpture mural donated by Richard Swenson, a Los Alamos based scrap metal artist, and installed on the large wall west of the pool.

Los Alamos Community Building (home of the newly renovated Teen Center, the Visitor Center for the Manhattan Project National Historical Park, the Cooperative Extension Service Office, PAC-8, and the Youth Activity Center) The APPB is in the beginning stages of exploring ideas for the front courtyard of this building. The board plans to draft an open “Call for Art” for this area.

APPB Policies and Procedures Update – The Art In Public Places Board updated and customized the Policies and Guidelines in 2016 to more accurately reflect current standards, modernize templates, and coalesce APPB documents for future board member use. The current document defines the actions and suggested actions to be taken by the APP Board, including the intent of the policy; definitions of APPB terminology; general purpose and objectives of the board; acquisition, donation, and disposal; placement, movement or relocation; maintenance, repair, and restoration; and plaque and identification signs for the collection. These policies were approved by Council on August 30, 2016.

Web presence, APPB brochure, Maintenance, Plaques – There is strong board interest in improving the county’s public art presence through a public art website managed by [www.publicartarchive.org](http://www.publicartarchive.org); however, it is the board’s decision that until current inventory and maintenance issues are resolved, and new photographs are taken for some of the art collection, we are not yet in the position to participate fully in the live website. The board continues to improve the maintenance of current

works of art in the county's public collection and in the fall of 2016 awarded a new maintenance contract to Sculpture Smart (a Santa Fe based company) for the outdoor sculptures. With addition of a significant number of new works over the last several years, the board is continuing to order and install plaques, and to replace old or missing plaques as part of the maintenance of the artwork.

Public Education/Outreach Efforts – The Board has noted that the source of APP funding, the restrictions on its use, and the process by which public art projects are developed, recommended and approved, are unclear to many members of the community. The board has attempted to inform the public about its roles and responsibilities, and the enabling County ordinance, whenever the opportunity arose. In the past year, board members manned a table at a summer Farmer's Market and the APPB Chair provided explanatory information about the APPB in her opening remarks at each dedication event. Also, a newspaper article was written by the APPB Chair about the re-location of "Nexus" which included general information about the public art program. Former APPB Chair, Steve Foltyn, spoke at the League of Women Voters monthly meeting on September 20, 2015. He described the Los Alamos public art program and how public art is selected and funded. APPB Staff Liaison did a short presentation on February 10 for the current Leadership Los Alamos class explaining the funding for the public art collection.

### **Challenges and Lessons Learned**

- The County has engaged in numerous capital projects over the past decade, resulting in a substantial influx of funds to the Art in Public Places Account. The board responded by recommending major new artwork for the Nature Center, Municipal Building, White Rock Visitor Center, Branch Library, the renovated NM4 corridor in White Rock, and the Golf Course Clubhouse. Going forward, the board will address some smaller scale projects, such as the relocation of Smart House art, but does not anticipate the initiation of any more large projects in the near future other than recommending potential artwork for the area in front of the Community Building. The board plans to concentrate on the upkeep of the existing collection and to evaluate remaining public art funds and annual expenses to determine the amount of funding available for future art projects.
- In 2015, the board implemented a new policy stipulating that artists will be responsible for engineering, permitting, construction, and installation of large art projects such as "Solar Tree." Previously these activities relied heavily on the help of County personnel whose operational workload required that they fit in art projects "as and when," and the policy is intended to formalize the artist's responsibilities and to reduce the board's reliance on County personnel. Nonetheless, even with the policy in place, assistance continues to be needed from the appropriate County

building manager to safeguard County assets. In other cases, such as artwork relocation or special projects like the WR Pottery Replicas, a great deal of assistance from County personnel is often still required. The lesson learned is that, while the board makes every effort to budget appropriately for County staff assistance, and very much appreciates the help, we must also be aware that other County priorities may take precedence, and projects may not be completed according to the board's timeline. With this in mind the board should use private contractors whenever possible, with appropriate county oversight, to avoid lengthy delays in project completion.

- APPB receives strong, high-level County staff and administrative support, including developing and negotiating contracts for maintenance and commissions, researching and drafting policies, and acting as liaison with County departments. However, this support is not unlimited, and it is incumbent upon the Board to realistically prioritize and manage their demands.
- It remains the case, apparent from some public input, that the source of funding for public art, the restrictions on its use, and the process by which public art projects are developed, recommended and approved, are unclear to many members of the community. The board will continue their efforts to inform the public about its roles and responsibilities, and the enabling County ordinance, whenever the opportunity arises.

**2.0 Describe the future work plans for this Board or Commission using the following items and showing the relationship to those items: *(Please remember that Council approval of this work plan does not constitute official Council approval of proposed projects, assignments, or anticipated recommendations included in this work plan that have budget implications.)***

**2.1 List any special projects or assignments given to this Board or Commission by Council or the Department director:**

- Meet with the Community Services Department Director and other CSD Board Chairs as requested, for discussion and information sharing.
- Participate in the public input gathering and master planning for Ashley Pond Park and contiguous areas as requested.
- Conduct public outreach activities after the art collection is added to the "Public Art Archives" to develop both the public's interest in art and a better understanding of how public art is funded. Some suggested activities are: developing a prominent link to the PAA on the County's web site, staffing the County table at the Farmer's Market, giving talks in schools, to civic groups, and

at the Senior Center lunches – or providing articles or photos (daily postcards) to the Los Alamos Daily Post and the Los Alamos Monitor

**2.2 List the guiding documents/plans (with approval or revision dates listed) used by this Board or Commission.**

- APPB enabling legislation in the County Code
- APPB Policies and Guidelines – Approved by Council on August 30, 2016
- Contractual relationships for sculpture maintenance
- Contractual agreements with artists
- County Comprehensive Plan and Master Plans related to land use

**2.3 Other projects/assignments proposed by the Board or Commission: (*Any projects or activities proposed in this section should be discussed with the Council Liaison prior to listing it in this work plan.*)**

**Administrative Activities**

- APPB Inventory – An update of all existing inventory in the County’s collection is nearly complete. APPB is conducting a search for an appropriate database for accessing and managing the inventory.
- APPB Identification of Artwork Maintenance and Repairs – Each member of the board has taken responsibility for a specific section of the art collection, regularly inspects their section, and reports bi-annually to the entire board about any needed maintenance or repairs. The board as a group then prioritizes the maintenance needs for the entire collection.
- Public Art Web Presence -- The Board has researched and gotten approval from TAG (County’s Technology Group) to move forward with “Public Art Archive,” an on-line database subscription service that will allow the County to provide user-friendly public access to the Los Alamos County Public Art Collection. This database option will provide an instant web presence (without having to develop it ourselves) that is easily searchable, can be viewed on mobile devices, and is connected with Google maps.
- Non-sculpture Maintenance Contract – APPB plans to develop a maintenance plan for 2-D, interior artwork.
- Plaques – In conjunction with the inventory update, plaques will be ordered with a goal of having all art in the County collection properly labeled.

### **Marketing and Communications**

- Public Information - the APPB will continue to look for opportunities to inform the public about the public art collection, the APP funding, and the process the board uses to select and recommend public art pieces. The APPB Chair has asked board members to periodically submit “daily postcards” to the LA Daily Post with pictures of pieces from the public art collection.
- Web Presence – Coordinate efforts to place the County’s public art collection on the web via Public Art Archives, a free on-line database service. After the collection is listed on the PAA – develop a prominent link to the PAA on the County’s web page.
- Open Forum – The APPB has successfully used the County’s Open Forum for soliciting public input in the past and will continue to use it in the future, when appropriate.

### **Current/In-process Projects**

- White Rock State Route 4 - Native American Pots – The pot replicas have been installed. The board is continuing to design an educational plaque and brochure to provide more information to the public about this project.
- Golf Course Community Center - On October 27, 2015, Council approved an APPB recommendation for a dichroic glass sculpture by Albuquerque artist Doug Czor. Mr. Czor is working on his sculpture and plans to have it installed during the spring of 2017. The board will plan and host a dedication event.
- Aquatic Center – The Facilities Division installed the final donated Richard Swenson sculpture, a seahorse, near the other aquatic figures. A plaque will be ordered and a dedication event may be planned.
- Los Alamos Community Building – APPB is in the beginning stages of exploring ideas. Board members are working on a possible “Call for Art” for the outside entry space/courtyard.

### **Potential Future Projects/Locations**

*The following is a list of, including but not limited to, potential projects and/or locations for consideration of public art over the next two years (not in any particular order):*

- Ashley Pond Master Plan – The board will participate in the master planning of this important area and make recommendations regarding rearrangement of the existing small sculptures and the possible addition of a large sculpture.
- Roundabout – The board has discussed recommending a sculpture for the new 502 roundabout and has concluded that this would best be considered after it is

completed and the entire nearby area can be evaluated for potential art locations.

- White Rock Senior Center and Town Hall – Continue to evaluate art possibilities for this area after the renovations are complete. The board may work with potential donor, Scott Robertson, to identify appropriate locations for some limited prints in his collection.
- Smith Auditorium Lobby Remodel - the board has been approached by representatives of the Los Alamos Concert Association about the possibility of selecting an artistic handmade chandelier for the remodeled lobby of the Duane Smith Auditorium. The board is open to this as a potential project, but is aware that there will be some legal aspects (county-owned art in a LAPS owned building) regarding ownership and maintenance if they decide to proceed with the project.
- Deacon Street Project – The board is planning to explore options and ideas for public art along Deacon Street as this renovation/economic development project progresses.
- Potential CIP Bond Recreation Projects – The board will be ready to work with any project teams to recommend public art, including landscaping, if the eight recreational facilities/projects are passed in the upcoming bond election.

<b>3.0 Identify any interfaces for the goals/tasks in this work plan with County Departments and other Boards and Commissions. Specify the coordination required.</b>
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- Throughout the year, the APPB will work closely with Parks, Recreation and Open Space (PROS), Public Works, and Facilities staff as needed, regarding the placement, installation, lighting and landscaping of exterior artwork, and installation of interior artwork.
- A Santa Fe based company (Sculpture Smart), contractually bound to the County through the APPB to clean and maintain the outdoor sculptures in the public collection, also works closely with the Parks Division, as needed, in fulfilling their requirements, such as winterizing water features and maintaining sculptures.
- The Board and staff liaison will coordinate with County departments currently displaying interior art to ensure that said artwork is displayed in appropriate settings and available for public viewing in accordance with County Code.
- The Board will continue to collaborate, as appropriate, with other Los Alamos County Boards, Commissions, and departments including but not limited to the:, Lodger's Tax Advisory Board, Fuller Lodge Historic Districts Advisory Board, Library Board, Parks and Recreation Board, and community stakeholder groups and organizations.

**4.0 List any special public information or involvement meetings or efforts to be conducted by this Board or Commission:**

- Staff will work with both the Community Development Department, the Public Works Department, and the Community Services Department to identify, for specific capital projects, at which point APPB input and/or involvement is appropriate.
- Board will solicit public input during the development of requests for proposals for new acquisitions, as well as during the selection process.
- Public receptions/dedications will be held for the installation/re-installation of major pieces of artwork.
- Continue to work with the news media by providing information and articles, daily postcards, and be available for interviews.
- As noted in Section 2.0 – the board may conduct public outreach activities after the art collection is added to the “Public Art Archives” to develop both the public’s interest in art and a better understanding of how public art is funded. Some suggested activities are: developing a link from the County’s web site to the PAA, staffing the County booth at the Farmer’s Market, giving talks in schools, to civic groups, and at the Senior Center lunches – or providing photos (daily postcards) to the Los Alamos Daily Post. These activities should have a low costs and/or low staff support requirements.

**5.0 List the current subcommittees for this Board or Commission.**

**5.1 For subcommittees with members that are not members of the parent board or commission:  
List the subcommittee members and their terms.  
Explain how sub- committee members are selected or appointed.  
Provide a description of each subcommittee’s charter or purpose.  
Describe the expected duration for the subcommittee and their work plan(s) demonstrating how they support the Board or Commission:**

None

**Attachment A: Provide a copy of your Board or Commission’s “Purpose” and “Duties and Responsibilities” from Chapter 8 of the County Code:**

**Sec. 8-31. - Purpose**

The art in public places board shall promote and encourage public programs to further the development and community awareness of and interest in public art and shall encourage the integration of art into the architecture of municipal structures, and shall visually enhance the community. Staff shall submit to the art in public places board for its review

and recommendation all expenditures of the art in public places account which is created and set aside for the arts pursuant to Chapter 20 article III. (Ord. No. 02-078, § 2, 10-3-2006)

**Sec. 8-32. - Membership, terms, and qualifications.**

The art in public places board shall consist of five regular members and two provisional members. The term of each regular member shall be two years with staggered terms. The term of each provisional member shall be two years beginning with the appointment to each term after the adoption of this ordinance. Provisional memberships are intended to provide additional assistance to the board during a time in which the board will have a greater than normal work load. Each regular member and each provisional member shall have equal voting strength on the board and shall be authorized to attend, participate in, and vote at all board meetings. At the end of the initial two year term, the provisional memberships shall expire and the board shall revert to only five regular members.

(Ord. No. 02-078, § 2, 10-3-2006; Ord. No. 02-233, § 1, 7-26-2013)

**Sec. 8-33. - Duties and responsibilities.**

The art in public places board shall serve in an advisory capacity to the county council and shall have the following functions, powers and duties:

- (1) Recommend to the council the acquisition and maintenance of all works of art funded from the art in public places account. The source selection provisions in County Code sections 20-101 through 20-140 shall not apply to works of art recommended for acquisition by the arts in public places board;
- (2) Recommend to the council the public sites selected for the display of art funded from the art in public places account and establish criteria for the selection of the artists or the work of art desired;
- (3) Advise the council on the proposed removal, relocation or alteration of any public facility or works of art funded from the arts in public places account;
- (4) Recommend to the council programs and policies to further the development and public awareness of public art;
- (5) Seek private donations for the county to supplement the art in public places account and advise the council regarding additional sources of funding for public art;
- (6) Recommend such policies and procedures as are necessary to effect the purpose of this article subject to the approval of the council; these policies and procedures shall include, but not be limited to, criteria for selection of artists, procedures for artistic

- competitions, selection of public locations for art equitably distributed throughout the community, and recommendations for the maintenance of art funded by the art in public places account;
- (7) Recommend a policy to coordinate with the county's capital improvements program and other county activities to ensure that works of art funded by the arts in public places account are properly integrated into the community and do not pose excessive maintenance costs or public health risk and do not unduly encumber public lands;
  - (8) Perform such additional related duties as may be assigned by the county council or requested by the county administrator.

*(Ord. No. 02-078, § 2, 10-3-2006)*

**Sec. 8-34. - Selection of art.**

- (a) The board may establish such policies, guidelines and timetables for the selection of art and artists and the placement of art, subject to the approval of the council.
- (b) Any work of art that is chosen must comply with the following standards in addition to any guidelines established:
  - (1) The work of art must be located in a public place with public visibility and impact.
  - (2) The work of art shall have a permanence generally of at least 20 years and shall be likely to remain a thing of value for this time period given appropriate site selection and maintenance.
  - (3) The work of art shall enhance the environment of the county.
- (c) The board shall recommend an artist or a work of art to the council. The board may recommend purchasing a completed work of art, commissioning a work of art, holding a competition to select a work of art, or creating some other appropriate mode of selection. In the event that the work of art is to be purchased and placed in conjunction with a county project, the board shall consult with the appropriate county staff and the project architect, if any, and involve them in the selection process. The board may request in advance council approval to purchase a work of art at a juried show.

**Attachment B:** Using the chart below, place an X in the column on the right if the Council Goal is related to the work of the Art in Public Places Board:

Mark all that apply

Economic Vitality	
<u>Economic Vitality:</u>	
• <b>Priority Area</b> – Build the local tourism economy	X
• <b>Priority Area</b> - Revitalize and eliminate blight in Los Alamos and White Rock	X
• Promote a strong and diverse economic base by encouraging new business growth	
• Collaborate with Los Alamos National Laboratory as the area's #1 employer	
<u>Financial Sustainability</u>	
• Encourage the retention of existing businesses and assist in their opportunities for growth	
• Support spinoff business opportunities from LANL	
• Significantly improve the quantity and quality of retail business	
Quality of Life	
<u>Housing:</u>	
• <b>Priority Area</b> -- Promote the creation of a variety of housing options for all segments of the Los Alamos Community, including infill opportunities as appropriate	
• <b>Priority Area</b> -- Support development of affordable workforce housing	
<u>Education:</u>	
• Support Los Alamos Public Schools' goal of ranking among the top public schools in the nation	
• Partner with Los Alamos Public Schools and the University of New Mexico – Los Alamos; and support, as appropriate, the delivery of their educational services to community standards	
<u>Quality Cultural and Recreational Amenities:</u>	
• Implement a comprehensive range of recreational and cultural amenities that enhance the Los Alamos community	X
<u>Environmental Stewardship:</u>	
• Enhance environmental quality and sustainability balancing costs and benefits including County services and utilities	
<u>Mobility:</u>	
• Maintain and improve transportation and mobility	

Quality Governance	
<u>Operational Excellence:</u>	
<ul style="list-style-type: none"> <li>• <b>Priority Area</b> – Implement the Comprehensive Plan with an emphasis on neighborhoods and zoning</li> </ul>	
<ul style="list-style-type: none"> <li>• <b>Priority Area</b> – Simplify permit requirements and improve the overall development and building code processes to become easier to work with for all participants</li> </ul>	
<ul style="list-style-type: none"> <li>• Maintain quality essential services and supporting infrastructure</li> </ul>	X
<ul style="list-style-type: none"> <li>• Invest in staff development to create a high performing organization</li> </ul>	
<ul style="list-style-type: none"> <li>• Manage commercial growth well following an updated, concise, and consistent comprehensive plan</li> </ul>	
<ul style="list-style-type: none"> <li>• Establish and implement a mechanism for effective Utility policy setting and review</li> </ul>	
<u>Communication:</u>	
<ul style="list-style-type: none"> <li>• Improve transparency in policy setting and implementation</li> </ul>	X
<ul style="list-style-type: none"> <li>• Create a communication process that provides measurable improvement in citizen trust in government</li> </ul>	X
<u>Intergovernmental Relations:</u>	
<ul style="list-style-type: none"> <li>• Strengthen coordination and cooperation between County government, LANL, and the regional and national partners</li> </ul>	X
<ul style="list-style-type: none"> <li>• Actively pursue land transfer opportunities</li> </ul>	

# FY18 Work Plan

## Art in Public Places



“The art in public places board shall promote and encourage public programs to further the development and community awareness of and interest in public art and shall encourage the integration of art into architecture of municipal structures, and shall visually enhance the community.”

# Activities and Accomplishments



**Aquatic Center dedication event for  
“Denizens of the Deep” By Richard  
Swenson**



**Golf Course Community Building  
“Carry The Light” by Doug Czor**



**“Who Me” now  
at the WRSC**



**County Municipal Building,  
Smart House Art Display**



**Asymmetric bench by Colin Selig will be painted yellow  
and installed in front of the Community Center**

ATTACHMENT B

# Activities and Accomplishments

- Dichroic Glass Sculpture by Doug Czor: The 6 piece sculpture has been installed at the Golf Course Community Building and a dedication event will take place Sept. 7, 2017
- Smart House Artwork: The display alcove has been built and the artwork from the Smart House is on display. Still to come are three photos from Minesh Bacrania, one of which was on display in the Smart House and two additional photos to compliment the original piece. This was a collaborative project with Los Alamos County Utilities Department , in addition to the artwork, it will include informational posters about the Smart House.
- Colin Selig recycled propane tank benches/sculptures: Two benches are being made for installation in front of the Community Building. Once these are installed the artist will begin work on a few lighted sculptures to complete the project.
- Web presence, APPB brochure, Maintenance, Plaques: The board has been working on improving the County's public art presence through a public art website managed by [www.publicartarchive.org](http://www.publicartarchive.org). This includes making sure we have plaques and photographs for every piece in the collection. The Board is also working on getting permission from the artists to allow us to publish their art online.
  - A brochure was put together for the San Ildefonso Pottery Replica Project and is currently available at the White Rock Visitor's Center in addition to other County buildings.
  - Maintenance is an ongoing project that has become a bigger job as our collection continues to grow. We have put together a systematic plan that all 5 Board Members participate in.
  - This year we have focused on getting plaques up for pieces that were missing plaques or had inaccurate plaques, this job is almost finished!

# FY17 Focus/Potential Future Projects

- Public Art Web Presence
  - Art Account Budget
  - Public Art Collection Maintenance
  - Public Art Collection Inventory and Plaques
  - Public Outreach
- Ashley Pond Master Plan: The Board will participate by making recommendations regarding rearrangement of existing sculptures and the possible addition of additional public art.
  - Roundabout: The Board has discussed this area as being a potential site for a signature piece for the entry to town, much like White Rock now has with the Pottery pieces.

# Challenges and Lessons Learned

- Collection Management is becoming an issue as our public art collection has grown to over 200 pieces. We are recognizing the need for a better database system (than our current Excel spreadsheets) for organizing photos, contracts, etc.
- The public archive website is a great way to promote tourism and to simply give the public access to our collection. Getting permission from the artists to allow us to publish their art online has proven to be more challenging than we expected.

# Collaborations and Working Relationships

- APPB works closely with Parks, Public Works, and Facilities regarding placement, installation, lighting, and landscaping.
- Sculpture Smart; a Santa Fe based company, is contracted with the county to clean and maintain outdoor sculptures.
- The Board collaborates as needed with other Boards, Commissions, and departments



# County of Los Alamos

## Staff Report

August 22, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

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<b>Agenda No.:</b>	B.
<b>Index (Council Goals):</b>	* 2017 Council Goal – Economic Vitality – Build the Local Tourism Economy
<b>Presenters:</b>	Susan O'Leary, County Council Vice Chair and Linda Matteson, Assistant to the County Manager
<b>Legislative File:</b>	9729-17

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### Title

Update on Tourism Strategic Plan project and membership of Manhattan Project National Historical Park subcommittee

### Body

The Tourism Strategic Plan project is underway. Linda Matteson, Project Manager, will give Council a brief status of the project and the upcoming opportunity for public input.

As part of this effort, the Tourism Work Group was formed and members appointed by Council in May 2017. The charter for this group indicated that a Manhattan Project National Historical Park (MAPR) subcommittee. This subcommittee will focus on the issues that must be addressed to support the implementation of the new park. Recently, letters of interest for this subcommittee were solicited. Councilor Susan O'Leary, Chair of Tourism Work Group, has appointed the following members:

### MAPR subcommittee

Irene Powell\*  
Kristin Henderson\*  
Micheline Devauers\*  
David Jolly\*  
Andrea Romero\*  
Heather McClenahan\*  
Ben Neal  
Fran Berting  
Ed Birnbaum  
Cindy Hayes  
Neal Martin  
Nancy Bartlit  
Stephen Glick  
Dave Miko  
Mary Beth Maassen

Those members marked with an asterick (\*) are members of the Tourism Work Group as well.

### Attachments

A - Charter of MAPR Subcommittee



# LOS ALAMOS

## Manhattan Project Park Advisory Sub-Committee

### I. Purpose

The Manhattan Project Park Advisory Sub-Committee is a sub-committee of the Tourism Work Group. Its key objective is to address opportunities and issues related to the development of the Manhattan Project National Historical Park; and to support the National Park Service as it takes the park from concept to a fully realized national park. This sub-committee is to provide local perspective and guidance as the park evolves and will include representatives from the County, Historical Society, the Laboratory, and other community stakeholders. Additionally, the sub-committee is to advise the Tourism Work Group on the park's challenges and opportunities; as well as specific opportunities for Los Alamos County to support the park.

### II. Scope of Work

Specific focus areas must include, but are not necessarily limited to, the following:

- Facility access and improvements;
- Identification of necessary support services and infrastructure needs;
- Park interpretation of Los Alamos County resources;
- Developing community awareness;
- County participation in the development of the Park; and,
- Exploring opportunities to leverage Los Alamos County as a gateway to three National Parks.

The sub-committee shall report its findings to the Tourism Work Group during regular Tourism Work Group meetings.

### III. Committee Representation

The Sub-Committee will be comprised of volunteers representing the various interests within the county including: Historical Preservation, Business Community (Retail, Chamber, Hospitality, and Service), and community-at-large. The total number of members shall not exceed fifteen persons.

### IV. Resources

The County will provide a staff project manager responsible for coordinating the Sub-Committee in its exploration and development of options including meeting logistics and other needs. Other County staff will be available based upon identified needs or specific topics of discussion.

**V. Meetings**

Meeting frequency will be established by the Sub-Committee. All meetings will be open to the public. The Sub-Committee may make recommendations to the Tourism Work Group on key issues. Any recommendations made by the subcommittee will be will be considered and voted on by the full Tourism Work Group prior to being forwarded to the County Council.



# County of Los Alamos

## Staff Report

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<b>Agenda No.:</b>	C.
<b>Index (Council Goals):</b>	* 2017 Council Goal – Quality of Life – Housing – Promote the Creation of a Variety of Housing Options for all Segments of the Los Alamos Community, including infill Opportunities as Appropriate; * 2017 Council Goal – Quality of Life – Housing – Support development of affordable workforce housing; * 2017 Council Goal – Quality Governance – Operational Excellence – Manage Commercial Growth Well Following an Updated, Concise, and Consistent Comprehensive Plan; * 2017 Council Goal – Quality Governance - Communication – Create a Communication Process That Provides Measureable Improvements in Citizen Trust in Government; * 2017 Council Goal – Quality Governance – Operational Excellence – Implement the Comprehensive Plan with an emphasis on neighborhoods and zoning.
<b>Presenters:</b>	Paul Andrus, Community Development Director
<b>Legislative File:</b>	9719-17

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### **Title**

Community Development Department Presentation and Discussion on Neighborhoods and Affordable Housing

### **Body**

Community Development staff will provide an overview on the following issues: 1. Neighborhood Issues and Concerns; and 2. Affordable and Workforce Housing. This discussion is being brought to County Council as requested by the Council Comprehensive Plan Subcommittee and includes issues and concerns expressed by residents during the development of the Comprehensive Plan and also through general outreach carried out by CDD staff.

### **Attachments**

- A - Powerpoint Presentation: Neighborhoods and Affordable Housing
- B - White Paper on Neighborhood Associations by County Councilor Christine Chandler



# Neighborhoods & Affordable Housing

ATTACHMENT A

Los Alamos County Council  
August 22, 2017

# 2017 Council Priority Goals

- *Revitalize and eliminate blight in Los Alamos and White Rock*
- *Support development of affordable workforce housing*
- *Implement the Comprehensive Plan with an emphasis on neighborhoods and zoning.*
- *Promote the creation of a variety of housing options for all segments of the Los Alamos Community, including infill opportunities as appropriate.*
- *Simplify permit requirements and improve the overall development and building code processes to become easier to work with for all participants.*



# Part 1: Neighborhoods

ATTACHMENT A

Issues, concerns and priorities raised by residents from Comp Plan and other outreach efforts

Overall policy considerations for neighborhood issues

Description of those policies, programs, procedures

Consideration of next steps

# Feedback regarding neighborhood issues

From Comp Plan and general outreach

- Concerns about Protection and Preservation of quality of life
  - Potential negative impact of redevelopment
- Concerns about separation/buffering of more intensive uses
- Existing conditions brought about by density
  - Street parking concerns in higher density neighborhoods
  - RV parking on streets
  - Vehicles parked on non-paved surfaces (front yards)
  - Carports and other accessory structures
- Blighted Properties – both commercial and residential

# Policy Considerations

- Establish a Neighborhood Association Program
- Expanded notification policy for development projects, e.g. rezonings, accessory apartments, changes in uses, etc.
  - Timing and conceptual project requirements will need to be determined
- Full Adoption of Property Maintenance Standards
- Promote new development in downtown or infill areas
  - New mixed use zone is already being applied

# Neighborhood Associations – what are they

- Not a Home Owners Association (HOA)
- Group of households within specified boundaries
  - May want to self determine those boundaries “organically”
- May have elected officers, maintain member database and may charge voluntary dues
- Provide communication outlet for neighborhood specific communication and dissemination of information
- Generate and promote activities that will benefit the neighborhood

# Neighborhood Associations - roles

- Referral contact for development projects and other County initiatives
- Work collaboratively with the local government to improve or maintain quality of life in the area
  - Communicate re: county projects, e.g. paving, utility work
  - Public safety issues
  - Neighborhood appearance – property maintenance, graffiti, etc.
- Participate and coordinate community events, e.g. Block Parties, Neighborhood Cleanups, National Night Out
  - Help out neighbors in need of support or assistance
- Coordinate newsletters or other types of communication with residents
- Work with the schools, chamber, churches, non-profits on community projects

Level of Formality and Effort			
Low		Medium	
		High	
Relationship to Local Govt	Very little interaction No authorizing ordinance	Associations formally recognized with ordinance	Neighborhood “Councils”
Types of involvement	Informal activities Neighborhood Watch	Development review notification Newsletters, block parties, cleanup or beautification projects, etc.	Formal input to:  County strategic planning; CIP funding; Development proposals County budget  Association may be a 501c3
Local Govt Role	Provide information on an as-needed basis.	May attend meetings Small beautification grants Newsletter support Support to other activities e.g. block parties, cleanups, etc.	Designated Liaisons; staffing to meetings; may have physical locations in neighborhoods
Impact on City or County	None to very little	Possible liaison role - FTEs	Department or division with FTEs dedicated to activities
Other	May just communicate on-line via Nextdoor.com or facebook	May provide leadership training to residents, etc.	Provide formal board training to participants Funding of activities as part of annual budget

# Neighborhood Associations

- Startup Phase
  - Ordinance – stated purpose and roles
  - Application Process
  - What is expectation of County coordination and staffing
    - Is this a self-driven process or “hand-holding” from staff
- Explore partnership with other community-based organizations to support or sponsor (Community Foundation?)
  - Grants for neighborhood projects
  - Resident leadership development
- Recommendation – start incrementally – determine level of interest

A new development is being proposed in your community.

The City is considering a rezoning application for this property proposing the construction of a 2-storey, 19 unit strata apartment building.

Address: 71 and 75 Montreal St.



Get involved,  
have your say.

Check back here or at  
[victoria.ca/publicnotices](http://victoria.ca/publicnotices)  
for date of the public hearing.



Expanded notification process

# Expanded notification – things to consider

- For which development activities would this be used?
  - Larger projects?
  - Rezoning
  - Accessory uses
- What would be the notification requirements?
  - Advertising
  - Posting of proposal with description on site
  - Special meeting with surrounding residents/businesses
  - Who pays?
- Timing
  - Prior to formal application (“Early” notification)
  - Conceptual plan presentation
  - Santa Fe: “before project is too firm to respond meaningfully to input and before changes to the proposed development will be too costly”

# Notification Process Comparison

Municipality	When Notification is required	Type of notifications and who pays
Los Alamos	Generally for most projects, some types have different variations of notifications.	100 yard radius mailings; legal notice in newspaper; posting at municipal building
Santa Fe	Early notification for most development projects and for some city projects.	One public meeting before P&Z; site signage; charges fees for public notices, posters and the like.
Farmington	Notification for all projects, 15 days prior to P&Z.	100 ft radius mailings, legal notices, site signage posting. No specific fees for notification process.
Taos	Conditional uses, variances, etc.	200 – 300 ft radius mailing; developer/applicant pays
Rio Rancho	Follows state requirements. No notification if project complies with existing zoning. Require notification if rezoning or variance.	100 ft radius mailing. 20 days prior.



# International Property Maintenance Code

- County adopted a portion of the IPMC in 2014
- Other cities have already fully adopted them across the country
- Why this would be beneficial to have adopted:
  - Maintenance code to existing buildings
  - Hoarding
  - Absentee landlords
  - Unsafe structures and equipment
  - Occupancy limitations

# Neighborhood Parking Concerns

Parking on  
“unapproved”  
surfaces



# Neighborhood Policy Considerations

## Does Council support?

- Proposed expanded development proposal notification process
- Neighborhood Association Process
- Full adoption of Property Maintenance Standards
  - Propose ordinance outlining approved parking surfaces
- Condemnation process for blighted/abandoned properties



## Part 2: Affordable and Workforce Housing

ATTACHMENT A

Discussion and definitions of each (and the overlap)

Benefits of each for local economic development and quality of life

Overview of different types of programs, projects

Elements of financing and associated public sector challenges

Potential County role(s)

Consideration of next steps

# Comparing Affordable and Workforce

## **Affordable Housing**

- Typically below 80% Area Median Household Income
- Usually involves some government financial participation
- Includes homeless and shelter housing
- Eligible for 9% Competitive Tax Credits (IRS program)

## **Workforce Housing**

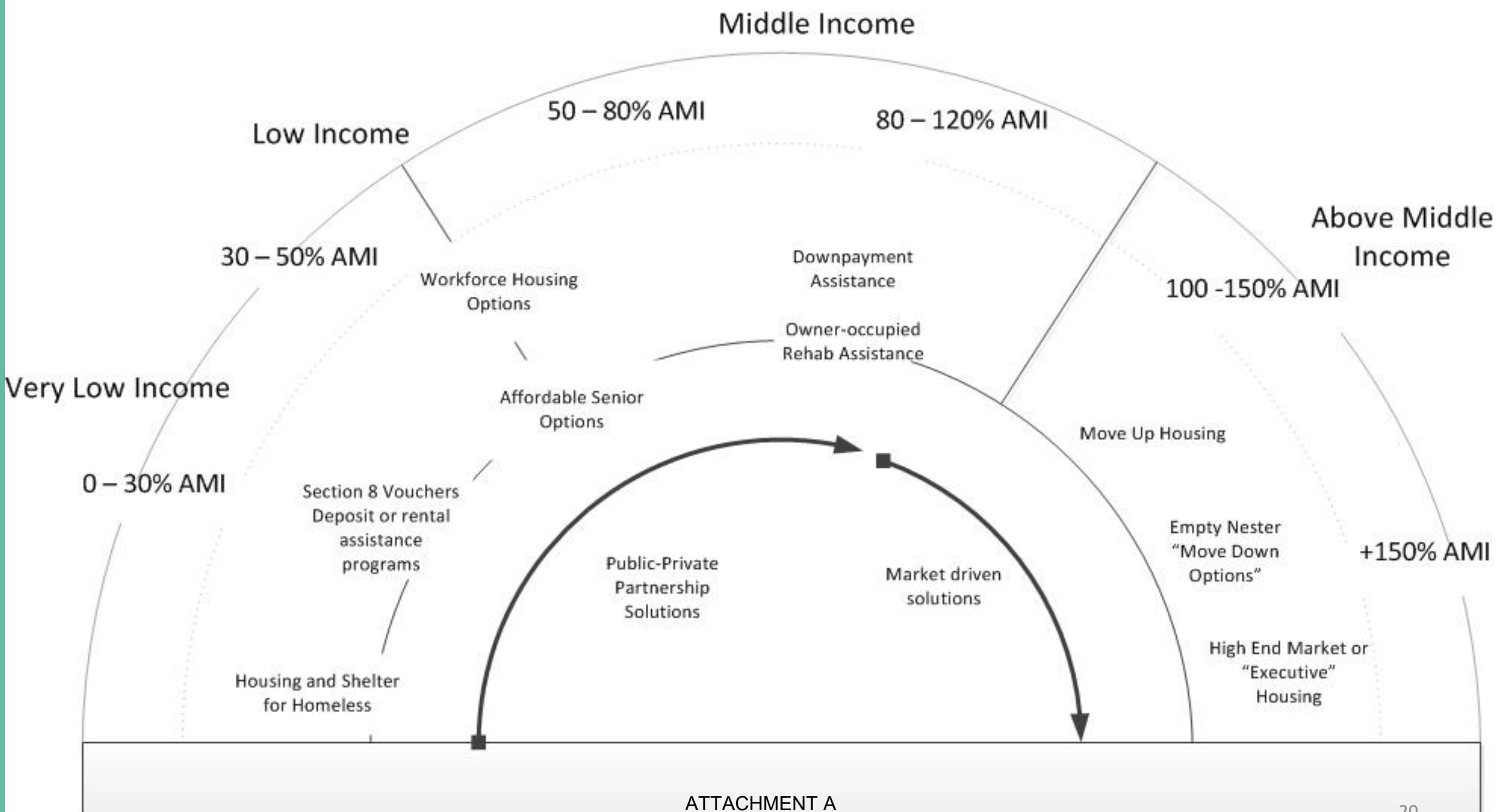
- Typically 60% - 120% of Area Median Income
- May involve a “blending” of financing that includes some government sources
- Units may range from mixed income to 100% market rate
- May be eligible for 4% non-competitive Tax Credits + Private Activity Bonds

# Affordable and Workforce housing as a fundamental element of Economic Development

- Shorten or Eliminate Commuting
  - Traffic and air pollution
- Capturing GRT
- Impact on school enrollment
- Infill housing
  - Takes advantage of transit system
  - Enhances placemaking and walkability
- Allows for families to grow and live in the place they work

# How does local govt influence affordable housing?

- Incentives via zoning tools
  - Inclusionary
  - Density bonuses for projects that include more affordable housing
  - Easing parking requirements if affordable units are included in project – mixed use downtown projects
  - Tax abatement
  - Allow smaller units/sq ft
  - Promotion of tiny house concept
- Direct financial participation
  - Gap financing for affordable housing, e.g. grants for tax credit funded projects
  - Direct program delivery, e.g. down payment assistance or rehab projects
- Other resources or tools
  - Impact fee waivers
  - Land
  - Infrastructure
  - Taxation disincentives: Make it more expensive to hold vacant properties



# Housing Market brief statistics

HUD FY 2017 Income Limits						
Number of Persons in Family						
	1	2	3	4	5	6
Low Income (80% AMI)	\$60,960	\$69,680	\$78,400	\$87,050	\$94,080	\$101,040
Workforce Income (100% AMI)	\$76,200	\$87,100	\$98,000	\$108,813	\$117,600	\$126,300

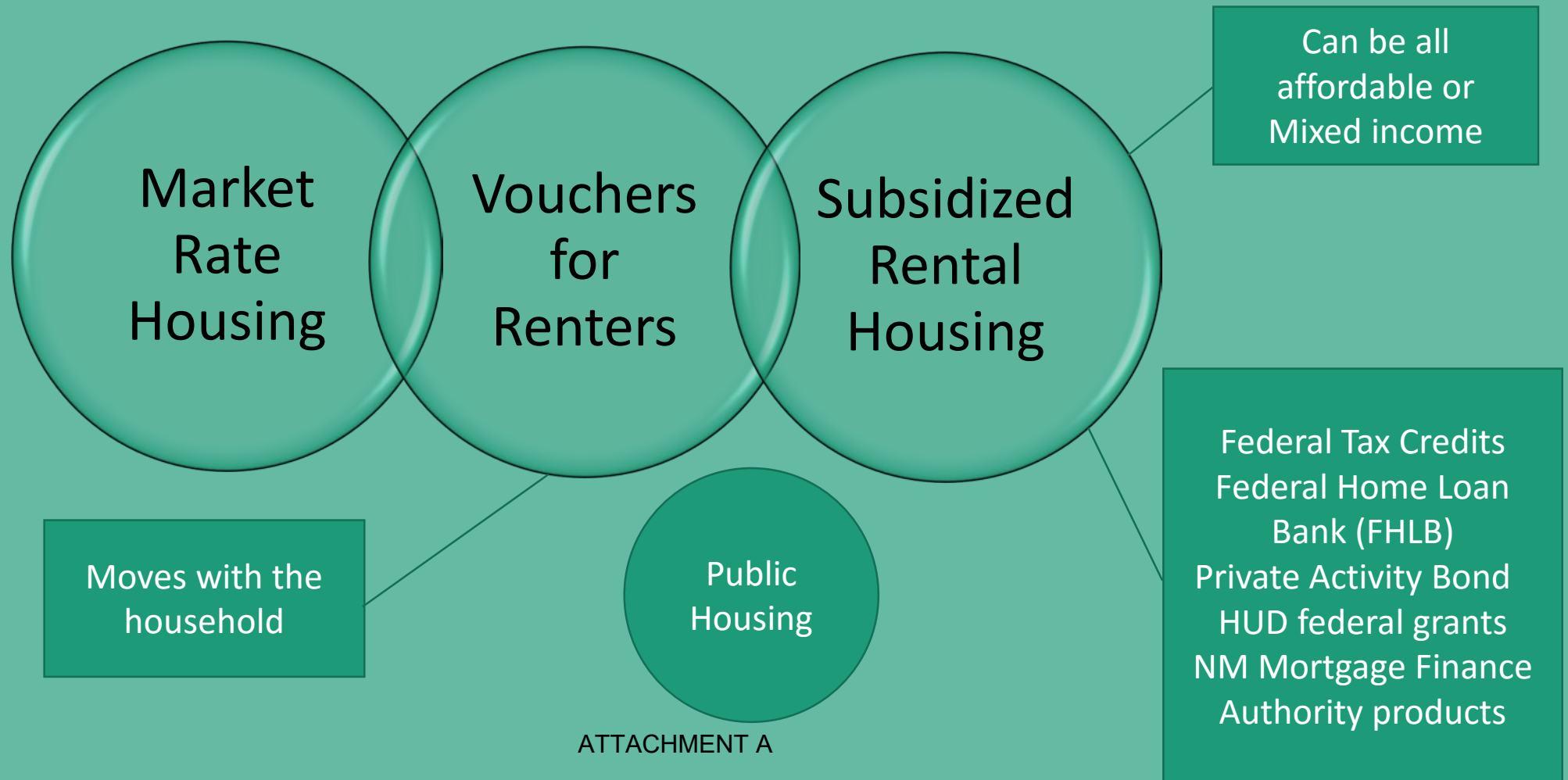
# Local Challenges – supply/demand

- Housing prices outpace household incomes
  - Lower income households compete with higher income households for same available stock
  - Family of 4 at 80% AMI may be able to afford a house at \$250K (avg price in 2017: \$284K)
- Limited available land for housing – particularly in downtown districts
  - Privately held
- Land prices in general
- Cost of infrastructure and other development challenges

# Local Challenges – production

- County doesn't qualify for federal housing funding/grants
  - Too small and Area Median Income too high
- New affordable housing development is complex
  - Certain developers specialize in affordable projects
  - Requires long term oversight and compliance requirements
- Effective property management is vital to success
- New affordable housing development is expensive
  - County is not designated as a high need area for Tax Credit funding
  - Even with Tax Credits, projects typically have financing gaps of several hundred thousands
  - Renovation of existing housing can be more cost effective

# Housing Types/Activities: Multi-family housing



# Housing Types/Activities: Owner-occupant

- Homebuyer down payment or closing cost assistance
- Housing Rehabilitation
- Acquisition/Rehab/Resale
- First mortgage buy down
- Shared Equity
- Community Land Trust model
- Deed restricted owner-occupied (resale conditions)
- Tiny houses

# Potential Affordable Housing Opportunities

Not an “either/or” proposal, could be overlap between the two

## **Affordable**

Assumes projects with sufficient scope (critical mass of units)

- Infill re-development in White Rock
- Black Hole site redevelopment
- A-8 multi-family residential
- 1000 Sombrillo
- Downtown Redevelopment
  - Will require development partner(s)

## **Workforce**

- A-19
- LASO site
- North Mesa parcel
- Moderate Income Homebuyer Program
- Downtown Redevelopment
  - Will require development partner(s)

# Housing Policy Consideration – Does the Council Support?

- Develop Affordable Housing Fund – a % set-aside from County land sale proceeds
  - Defined and administered by LA County
- Development of policy framework for County involvement in an affordable housing project
  - Application, minimum unit requirements, etc.
- Seek opportunities for partnerships to acquire and renovate existing properties for affordable housing
- Examine the benefit of expanding housing programs to assist Moderate Income HH?

# Questions and discussion

To: Council

From: Chris Chandler

08/14/2017

### **Neighborhood Programs**

In thinking about ideas for a “neighborhood program” for Los Alamos County, I researched a number of different communities. These programs may fall under the Planning Department, Community Services, or even the Mayor’s office. (Seattle has a Department of Neighborhoods. Of course, Los Alamos is not large enough for that.)

I also spoke to Brian Bosshardt and Paul Andrus and learned about programs they each have been responsible for implementing. As one would expect, the various programs are both similar and different in scope and emphasis, and I am sure that they have been built incrementally over time. Below is a summary of the types of initiatives that are included in many neighborhood programs:

- Neighborhood Associations (NA) – Many communities have an enabling ordinance that describes the process by which a group of residents can formally establish a neighborhood association. Many cities offer assistance: providing model bylaws and a neighborhood “tool kit” and sometimes active encouragement of NA formation. There is often a neighborhood coordinator or point of contact with the city. Vibrant neighborhood associations not only benefit the residents within that particular geographic area but also support larger city goals. Examples of roles that associations can play:
  - ✚ NA’s can serve as valuable support to the Community Development Department and other county organizations, such as Public Works. NA’s are often supportive of code compliance efforts, both as advocates for enhanced enforcement and sometimes as organizers for clean-up parties. (e.g. an elderly home owner may need assistance clearing weeds; or if the Public Works Department needs to use a staging area in a neighborhood, the NA could be consulted about the location and parameters of operation)
  - ✚ NA’s are often recognized as parties for purposes of rezoning, special use applications etc. In cities that have some form of Early Notification process, NA’s are included as an organization that must be notified. This process includes the NA and affected parties in discussing the implications of new development or special use on a property. It enables the staff and applicant to understand and address neighborhood concerns before the formal hearing.
  - ✚ Neighborhood Watch programs – or other Police Department initiatives - could be coordinated. Speeding issues/ other enforcement problems (dogs, vandalism) would be aired and addressed on a neighborhood basis.

✚ Some cities have a Neighborhood Academy for NA leadership: learn about county government, our branding and marketing efforts etc. NA's could become feeders to our Board & Commissions, Brand Ambassadors etc.

✚ Neighborhood Grant & Recognition Programs

- Code Compliance/Enforcement - Code enforcement has become more of a county priority. By including it under Neighborhood Program, we are framing issue in a more positive light – it's about neighbors respecting their neighbors' quality of life.
- Housing Renewal Program
- Mortgage Assistance
- Vacant houses
- Affordable Housing
- Walk the Neighborhood with a Councilor
- Graffiti abatement

There has been a heightened awareness of the need to improve the quality of our neighborhoods, particularly the older ones. Our focus has largely been on enforcement and compliance. These are of course necessary tools in a neighborhood program; but it is not enough. A comprehensive approach is necessary to foster a sense of place, neighborhood engagement and pride.

When a NA program is effectively implemented, a synergy develops: the city supports neighborhood activities and Neighborhood Associations improve understanding among its members about the city's plans and programs. A shared vision for the community is fostered.