



# County of Los Alamos

1000 Central Avenue  
Los Alamos, NM 87544

## Agenda - Final Transportation Board

*Sriram Swaminarayan, Chair; Don Machen, Vice-Chair; Nancy Barnes, Julie Bennett, Terence Foecke, David Schiferl, and Kyle Wheeler Members*

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Thursday, May 3, 2018

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

[10723-18](#) Approval of the April 5, 2018 Transportation Board Minutes

**Presenters:** Sriram Swaminarayan, Chair of the Transportation Board

**Attachments:** [A- DRAFT Meeting Minutes April 5, 2018](#)

6. OLD BUSINESS -Possible Action
7. NEW BUSINESS - Possible Action

[10764-18](#) Update - Airport Projects

**Presenters:** Cameron Humphres, Airport Manager

**Attachments:** [A - Airport Presentation](#)

[10761-18](#) Pedestrian Crossing Issues

**Presenters:** Eric Martinez, Engineering Project Manager, Daniel Erickson, Traffic & Streets Division Manager, Terry Priestley, Chair of the Planning and Zoning Commission and Tamara Baer, Planning Manager

**Attachments:** [A - Memo to T-Board](#)  
[B - T-Board Pedestrian Crossings Presentation](#)

[10766-18](#) Board and Commission Presentation to Council for 2018

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

**Attachments:** [A - Boards & Commissions Presentation Guidelines 2018-2019](#)  
[B - DRAFT Transportation Board Presentation to Council](#)

[10759-18](#) Assignment of Transportation Board Liaison to the Tourism Implementation Task Force

**Presenters:** Sriram Swaminarayan, Chair of the Transportation Board

**Attachments:** [A - Tourism Implementation Task Force charter](#)

## 8. PROJECT UPDATES

[10724-18](#) Public Works Staff/Project Update - April 2018

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

**Attachments:** [A - Public Works Update for April 2018](#)

## 9. CHAIRPERSON'S REPORT

[10765-18](#) Code of Conduct Training - June 15, 2018

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

**Attachments:** [A - Code of Conduct Training](#)

## 10. FUTURE AGENDA ITEMS

*Golf Course Mid-Block Crossing*  
*LANL Trail Map*

## 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

May 03, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 10723-18

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**...Title**

Approval of the April 5, 2018 Transportation Board Minutes

**...Recommended Action**

I move that the Transportation Board approve the April 5, 2018 minutes as presented.

**OR**

I move that the Transportation Board approve the April 5, 2018 minutes as amended.

**...Attachments**

A - DRAFT April 5, 2018 Meeting Minutes





# County of Los Alamos

1000 Central Avenue  
Los Alamos, NM 87544

## Minutes

### Transportation Board

*Sriram Swaminarayan, Chair; Don Machen, Vice-Chair; Nancy Barnes, Julie Bennett, Terence Foecke, David Schiferl, and Kyle Wheeler Members*

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Thursday, April 5, 2018

5:30 PM

1000 Central Avenue, Room 110

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

The April 5, 2018 Transportation Board Meeting was called to order at 5:30 p.m.

Present: Sriram Swaminarayan, Chair; Don Machen, Vice-Chair; Julie Bennett, Member; Kyle Wheeler, Member; and David Schiferl, Member; (arrived at 5:35pm). Absent: Nancy Barnes, Member; and Terence Foecke, Member.

Staff in attendance: Philo Shelton, Public Works Director; Jon Bulthuis, Deputy Public Works Director; Annette Granillo, Transit Manager; and Louise Romero, Office Manager.

Councilors: Susan O'Leary

Members of the public in attendance:  
Heather Ward

#### 2. APPROVAL OF AGENDA

A motion was made by Vice-chair Machen seconded by Member Wheeler, that the April 5, 2018 agenda be approved as presented; motion passed unanimously.

#### 3. PUBLIC COMMENT

None.

#### 4. LIAISONS' REPORTS

Member Machen - Review and Discuss the Open Forum Survey Results for Residential Collection of Yard Trimming and Recycle Roll Carts, Yard Trimming Implementation Plan, and a webinar was presents - How to Beat Residential Recycling Contamination.

## 5. APPROVAL OF MINUTES

A motion was made by Member Schiferl, seconded by Vice-chair Machen, that the March 1, 2018 meeting minutes be approved as presented; motion passed unanimously. Member Wheeler abstained, she did not attend the meeting.

[10627-18](#)

Attachments:

## 6. OLD BUSINESS -Possible Action

### **10629-18- 2 Peak Transit Route Update**

October 26, 2017 Atomic City Transit began the 2 Peak Service. The route is designed to service White Rock to Los Alamos downtown district via the truck route during peak commuting times.

Recommendation to pilot service on the Rover Boulevard section of White Rock to review ridership and usage.

Marketing efforts to inform community of 2 Peak Services

- Atomic City Transit Website
- Los Alamos County and Atomic City Transit Facebook and Twitter Accounts
- Flyers on buses
- Direct bill stuffer for White Rock Residents
- Hand delivered 1,000 door hangers to White Rock Residents
- Transit Operator speaking to current riders

Staff Recommendation - continue 2 Peak Service to include service on Rover Boulevard in White Rock.

*A motion was made by Member Schiferl seconded by Member Bennett, to make the 2 Peak Pilot Project a regular part of the Atomic City Transit System service schedule, including three morning and three afternoon runs, along the current alignment which serves Rover Boulevard and Meadow Lane. The motion passed unanimously.*

[10629-18](#)

Attachments:    [A - Route 2 Peak Service Presentation](#)

## 7. NEW BUSINESS - Possible Action

**10628-18- Bus Stop Improvement Plan**

The purpose of this plan is to provide a comprehensive inventory of bus stops and associated amenities and to prioritize needed and desired improvements, system-wide, in Los Alamos Townsite and White Rock. This plan serves as a guiding document for Los Alamos County - Atomic City Transit is a living document that is subject to change. The bus stop improvement plan focuses on stop accessibility, increasing passenger amenities, and design consistency.

The plan shall:

- Establish an inventory of bus stop locations with associated passenger amenities
- Identify usage at existing bus stops using the boarding/alighting survey
- Identify areas of concerns related to ADA access as well as prioritize opportunities for improvement based on ridership.
- Existing Conditions - detailed list of bus stop locations, numbers, current conditions, and current passenger amenities.
- Bus Stop Spacing - Currently the bus stop spacing is generally one quarter mile or 5 city blocks from one stop to another.
- Design - Currently ACT uses several different vendors for bus shelters and benches.
- ADA Accessibility - In accordance with Department of Transportation American with Disabilities Act Standards for Transportation Facilities, the following criteria from the DOT's ADA standards indicated the compliance is required to the extent construction specifications are within a public entity's control.
  - Classification - Prioritization for Improvements
  - Recommended Implementation Program
  - Budget and Implementation
  - Other Programs Recommendations

Staff recommends prioritizing the 33 identified stop locations in need of connections to sidewalks as the initial phase of the improvement program. The second phase of the improvement program would focus on the 24 stops that need an accessible connection to the bus stop as well as an accessible landing pad.

The final phase of the program would be to identify and install passenger amenities, to include bus stop shelters, benches, bike racks, trash receptacles, among the 50 most used bus stops based on usage of the stop and characteristics of the location.

*A motion was made by Member Wheeler, seconded by Vice-chair Machen that the Transportation Board adopt the Bus Stop Improvement Plan and encourage staff to begin implementation of the identified improvements according to the phasing detailed in the plan. The motion passed unanimously.*

**10628-18**

Attachments: [A - DRAFT Bus Stop Improvement Plan](#)  
[B - Bus Stop Improvement Plan Presentation](#)

**10656-18 Disclosure of Outside Employment, Membership and Financial Interest Statement.**

Chair Swaminarayan reminded Board Members to sign and return the form.

All employees, boards and commission members, and elected officials are required to submit a "Disclosure of Outside Employment, Membership and Financial Interest Statement" annually to Human Resources:

**10656-18**

Attachments:

**8. PROJECTUPDATES**

**10631-18 Public Works Staff/Project Update - March 2018**

Philo Shelton, Public Works Director, updates were briefly discussed.

**10631-18**

Attachments:

**9. CHAIRPERSON'S REPORT**

Councilor Susan O'Leary spoke regarding the Tourism Task Force, a committee of stakeholders, citizens, business owners, similar to the White Rock Implementation Committee. Appointments will be made in May. She also mentioned mobility issues from White Rock to Los Alamos on weekends for tourists visiting the Valle Caldera and Bandelier.

**10. FUTURE AGENDA ITEMS**

- Golf Course Mid-Block Crossing
- LANL Trail Map
- Update on Highway 126

**11. ADJOURNMENT**

A motion was made by Member Wheeler, that the April 5, 2018 meeting be adjourned. The meeting was adjourned at 6:45 pm.

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DRAFT



# County of Los Alamos

## Staff Report

May 03, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 10764-18

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**...Title**

Update - Airport Projects

**...Attachments**

A - Presentation

# Los Alamos County Airport

## Update to Transportation Board

# Airport

Mission

History

Today

Community Value

Airport Master Plan

Current Projects



# Mission

The Airport Division is responsible for operating and maintaining the Los Alamos County Airport and delivering a safe air transportation hub *and vibrant economic engine* for airport tenants, citizens, LANL, and local businesses.



# History

The airport was built in 1947 by the Atomic Energy Commission as part of Los Alamos Scientific Laboratory. It was a 3,500 foot gravel runway for emergency taxi service, air carrier service and a “landing field for important visiting personages.” The airport was transferred to the County in October 2008.



# History Continued

Los Alamos has seen airline service to Albuquerque since the airport opened in 1947.

- Carco Airlines operated Beechcraft Bonanzas through 1969
- Ross Aviation flew DeHavilland Twin Otters through 1995
- Peacock Air provided flights in late 1995 using Metroliners
- Mesa Airlines flew in 1997 with Beechcraft 1900D
- Rio Grande Air served the route in 1999 using Cessna 208
- New Mexico Airlines, using Cessna 208, served 2013 to 2015
- Boutique Air operated 2015 to 2016 using Pilatus PC-12s



# Today

## Los Alamos County Airport

- National Plan of Integrated Airport Systems
  - Non-primary Airport – General Aviation
  - Eligible for FAA Grant Funding
- 6,000 foot paved runway
- Passenger terminal building
- 54 Aircraft hangars
- 80 Acres
- Staff of one but a team of many.



# Community Value

- Economic Impact
  - Employment: Supports 85 fulltime jobs
  - Output: \$7.9M direct/indirect impact
- Tenants
  - 60 Aircraft – with 15 waiting
  - Enterprise Rental Car
  - Civil Air Patrol
  - EAA
  - National Weather Service
- Transportation Hub
  - 120,000 aircraft operations per year
  - Life flight
  - US Forest Service
  - LANL

# Airport Master Plan

- 20 Year Capital Improvement Plan
  - Based on current and future use
- Approved by Council in 2013
- Basis for:
  - 2 Year CIP for budget development
  - 5 Year CIP for FAA and NMDOT Grants
- Airport Strategic Business Plan in FY19



# Airport Projects

- Hangars
- Perimeter Fence



Attachment A

# Questions







# County of Los Alamos

## Staff Report

May 03, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 10761-18

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### **...Title**

Pedestrian Crossing Issues

### **...Body**

The Los Alamos Planning and Zoning Commission has approved the Final Subdivision Plat for 161 new residential lots and one commercial lot, located on the north side of State Road 4, NM 4, west of the Visitor Center in White Rock. The project, formerly known as A-19, is now named Mirador. It is anticipated that house construction could begin before the end of this year. The project reflects several years of planning and review, including the White Rock Center Master Plan & Economic Development Strategy.

During the course of their review, the Commission raised concerns in regard to safe crossing of NM4 by pedestrians and bicyclists. Directly across that road are several key activity, educational and retail centers that would attract new residents of Mirador. In response to those concerns, Public Works staff members Eric Martinez and Dan Erickson presented a “toolbox” of pedestrian crossing options to the Commission. The Commission was reassured by knowing that there are alternatives to a full traffic signal and that the Public Works staff, as well as the Transportation Board, will monitor the project and consider options to ensure pedestrian safety.

Anyone wishing to review the complete staff report and attachments can do so through the County's online link to the P&Z meeting of April 11, 2018.

### **...Attachments**

A - Presentation by Terry Priestley and Tamara Baer

B - Presentation by Eric Martinez and Dan Erickson

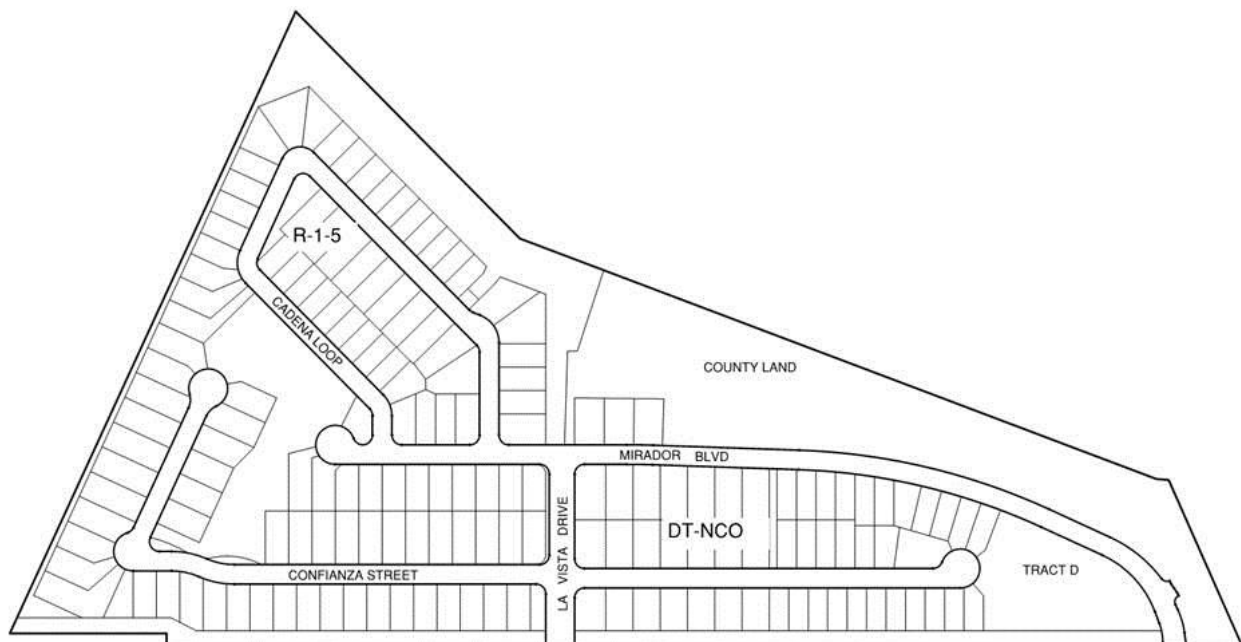


Los Alamos County  
Community Development Department

**To:** Sriram Swaminarayan, Chair, and Members of the Transportation Board  
**From:** Terry Priestley, Chair of Planning and Zoning Commission, and  
Tamara Baer, Planning Manager and Liaison to P&Z  
**Meeting Date:** May 3, 2018  
**Subject:** Mirador (A-19) Subdivision in White Rock

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On April 11, 2018, the Los Alamos Planning and Zoning Commission approved the Final Subdivision Plat for 161 new residential lots and one commercial lot, located on the north side of State Road 4, west of the Visitor Center in White Rock. The project, formerly known as A-19, is now named Mirador. It is anticipated that house construction could begin before the end of this year. The project reflects several years of planning and review, including incorporation of elements of the White Rock Center Master Plan & Economic Development Strategy, adopted by Council in 2008.



**Mirador Subdivision: 161 single-family lots and one commercial lot, Tract D**

During the course of their review, the Commission raised concerns in regard to safe crossing of SR 4 by pedestrians and bicyclists. Directly across SR 4 are several key activity, educational and retail centers that would attract new residents of Mirador. (See graphic.) In response to those concerns, Public Works staff members Eric Martinez and Dan Erickson presented a “toolbox” of pedestrian crossing options to the Commission. The Commission was reassured by knowing that there are alternatives to a full traffic signal, and that the Public Works staff will continue to monitor the project and consider options to ensure pedestrian safety.

A number of conditions, as recommended by staff, and accepted by the applicant, were associated with Final Plat approval. Two of the conditions of approval relate directly to traffic impacts at or during build-out of the project:

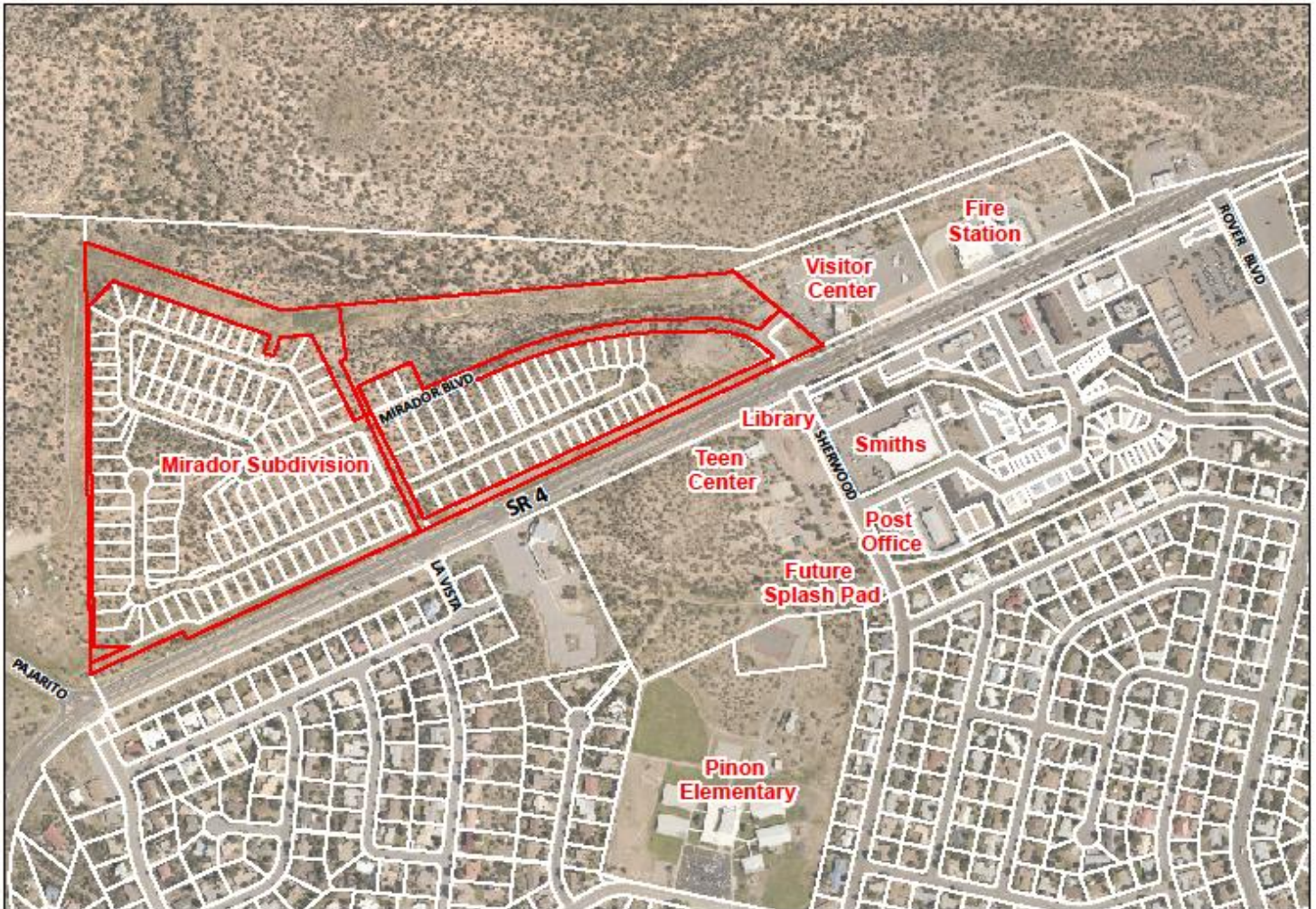
1. *The developer shall be responsible for future installation of a traffic signal and related equipment at the NM 4/Mirador/Sherwood Boulevard intersection if engineering warrants are met. This shall not preclude the developer from seeking financial participation from other sources.*
2. *The developer shall provide an updated Traffic Impact Analysis (TIA) at the time of any of the following:*
  - *Site Plan submittal for Commercial Tract D, or any portion thereof; or*
  - *As may be required by the County Engineer based on traffic operational performance, safety and/or capacity issues upon completion of Phases I, II or III of residential build-out; or*
  - *As may be required by the New Mexico Department of Transportation.*

It is anticipated that a traffic signal will be warranted and installed at the intersection of SR 4 and Sherwood/Mirador at some time in the future. Prior to such time as the warrants are met, Engineering staff anticipates that other, perhaps incremental, traffic safety devices could be installed. These range from the least technical and least expensive, such as crosswalk striping, to flashing beacons. These would eventually be replaced with or supplemented by full signalization.

It should be noted that a traffic study was prepared in 2011 by the Albuquerque firm Bohannon Huston, and updated specifically for the Mirador project in January of 2018. The study examined four current and proposed intersections on SR 4: two existing signalized intersections at Rover and Pajarito, and two intersections at Sherwood and La Vista. It looked at existing conditions, a no-build scenario, and full buildout of the site. The study concluded that the two existing signalized intersections at Rover and Pajarito, as well as the unsignalized intersection at La Vista, will perform at acceptable levels of service (LOS) in all three scenarios. It further concluded that the left turn movements out of Mirador onto SR 4 would operate at LOS F in the full build condition. The study also noted that, “The high volume of traffic will impact the ability of pedestrians to cross SR 4 and a traffic signal will promote the viability of pedestrians to walk to the commercial center, a key objective of the Master Plan.”

Underground conduit for signalization, as well as pole pedestals, have already been installed at both the Sherwood/Mirador and La Vista intersections. The study recommended monitoring delays and operations at these intersections to determine if and when warrants may trigger the need for signal installation. This recommendation is reflected in and further detailed in the conditions of approval for the Final Plat, above.

At their meeting of April 25, 2018, and upon hearing the presentation by Public Works staff, the Planning and Zoning Commission expressed their desire to inform the Transportation Board of this forthcoming project, share their concerns and encourage the Board to pro-actively address pedestrian safety issues.





# Traffic Control Devices & Pedestrian Crossings

Incorporated County of Los Alamos  
Public Works Department

Eric Martinez, P.E., CFM – County Engineer  
Dan Erickson, P.E., PTOE – County Traffic Engineer  
Philo S. Shelton III, P.E. – Department Director

May 3, 2018

# Background Information

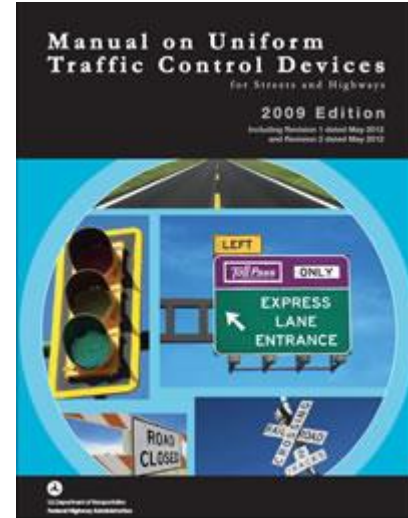
## Roadway Functional Classification

- Arterials, ex. NM 502, NM 4, Diamond Drive, Central Ave.
  - Principal vs. Minor
  - Urban vs. Rural
- Collectors, ex. Canyon Road, Rover Blvd., Sherwood Blvd.
  - Major vs. Minor
  - Urban vs. Rural
- Local
  - Rural Road vs. Urban Street
- Design Considerations: Posted/Operating Speed, Sight Distance; Crossing Distance/Walking Speed
- Characteristics that influence type, size, placement, frequency (overall design) of Traffic Control Devices

# Background Information

## Manual of Uniform Traffic Control Devices (MUTCD)

- The Law of the Land for Traffic Control Devices in the United States
- First produced in 1927
- Endorsed by the Federal Highway Administration (FHWA)
- National Standard – 23 Code of Federal Regulation, Part 665, Subpart F
- Los Alamos County Standard – County Code Section 38-192



# Need for Uniformity?



Attachment B



# Traffic Devices for Pedestrians

- Crosswalks
  - Unmarked vs. Marked
  - Warning Signs
  - Intersection vs. Mid-block
  - Uncontrolled vs. Controlled (signal/stop or yield sign)
  - Median Refuge (Two-Stage Crossing)
- Flashing Beacons – Warning Devices
  - Traditional vs. Rectangular Rapid Flashing Beacons (RRFB's)
- Traffic Signals – Intersection Control
  - Vehicular w/Ped Control or Ped Only
  - Pedestrian Hybrid Beacon – HAWK (High-Intensity Activated crossWalk)
  - Effective in “multiple threat” situations
- Grade Separations – Underpass/Overpass
  - Removes Vehicular/Pedestrian Conflicts
  - Lengthy Process to Develop and Fund



# Traffic Devices for Pedestrians

## Crosswalks



Attachment B



# Traffic Devices for Pedestrians

## Flashing Beacons

Traditional Beacons



Rectangular Rapid Flashing Beacons (RRFB's)



# Traffic Devices for Pedestrians

## Traffic Signals

Pedestrian Hybrid Beacon - HAWK



Typical Signalized Intersection



# Traffic Signal Warrants

An engineering study of traffic conditions, pedestrian characteristics, and physical characteristics of the location shall be performed to determine whether installation of a traffic control signal is justified at a particular location—*Source MUTCD, 2009*

1. Eight-Hour Vehicular Volume
2. Four-Hour Vehicular Volume
3. Peak Hour
4. **Pedestrian Volume – Function of Major Street Volume & Ped Volume (75 to 107 PPH, lower threshold)**
5. School Crossing
6. Coordinated Signal System
7. Crash Experience
8. Roadway Network
9. Intersection Near a Grade Crossing



# Pedestrian Hybrid Beacon Warrants

A special type of hybrid beacon used to warn and control traffic at an unsignalized location to assist pedestrians in crossing a street or highway at a marked crosswalk...may be considered at a location that does not meet traffic signal warrants.

## **1. Pedestrian Volume – Function of Major Street Volume & Ped Volume (20 PPH, lower threshold)**

# Other Strategies

## Flag Buckets



## Crossing Guards



## Walking School Bus



# Jurisdictional Authority

- State Routes
  - NMDOT District Five Traffic Engineer
- County Roads and Streets
  - Los Alamos County Traffic Engineer
  - County Council Approval Required for Traffic Signal Installations



# Coordination

- Developer/Engineer
  - Subdivision Plat & Building Permits
  - County Review, Approval, Conditions
- NMDOT
- LAPS
- LAPD
- T-Board
  - Updates
  - Support
- Public Information

# Questions?





# County of Los Alamos

## Staff Report

May 03, 2018

Los Alamos, NM 87544  
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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:**                **10766-18**

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**...Title**

Board and Commission Presentation to Council for 2018

**...Attachments**

A - Board and Commission Presentation Guidelines

## **Guidelines for 2018 B&C Presentations**

### **County Council Work Sessions**

- Each B&C presentation will usually be scheduled on Council's agenda during a work session. The Council work sessions are now "streamed" and are often held in White Rock at Fire Station #3. You can check the County's web site ([www.losalamosnm.us](http://www.losalamosnm.us)) or call the County Manager's Office at 663-1750 to verify the meeting location.
- Please limit your portion of the presentation to approximately 10-15 minutes. Council members will be allocated approximately 15 minutes to ask questions at the end of your presentation.
- See next page for a chart of dates and presentation assignments. Please notify Linda Matteson ([linda.matteson@lacnm.us](mailto:linda.matteson@lacnm.us) or 662-8086) or Libby Carlsten ([libby.carlsten@lacnm.us](mailto:libby.carlsten@lacnm.us) or 662-8261) if you need to re-schedule your presentation date.
- If you prepare a PowerPoint presentation, please provide an electronic copy of your material (5 days prior to the Council meeting) to Linda Matteson ([linda.matteson@lacnm.us](mailto:linda.matteson@lacnm.us)) and Jackie Salazar ([Jacqueline.salazar@lacnm.us](mailto:Jacqueline.salazar@lacnm.us)). Also, your B&C Staff Liaison will need to submit an LAC Information Management work order or contact the IM Service Desk at 662-8090 at least 5 days before the Council meeting to get your presentation loaded on a computer. IM can make arrangements to get a PowerPoint projector transported to the WR Fire Station. (Please note that you're not required to prepare PowerPoint slides. You're encouraged to simply do an oral presentation – it's your choice whether to prepare slides or not.)
- In general, hard copies of presentations are not provided to Council (they use tablets to view agenda items) but if you want, you can bring extra copies for the media and members of the public.
- Your board or commission's FY18 or FY19 Work Plan (depending on your presentation date) will usually be provided to Council as an attachment to the agenda documentation. Feel free to reference it, if you'd like.
- For the 2018 presentations, Council is asking each Board Chair to generally report on the following topics for their board during their presentations:
  - ◊ General overview of your current Work Plan
  - ◊ Top 1-3 Priority Projects/Objectives for your board for the next twelve months
  - ◊ Imposing challenges that your board foresees to achieving the priority items
  - ◊ Ways Council can help
- As noted above, Council will be allowed time to ask questions after your presentation. This will provide an opportunity for Councilors to ask clarifying questions about the issues, activities, and projects of importance to your B&C.

## 2018-2019 Schedule for B&C Presentations to Council

Month	Council Work Session Date	Board or Commission
January 2018	No work session scheduled for January (Reserved for strategic planning)	
February 2018	February 6, 2018	Environmental Sustainability Board, John Bliss, Chair
March 2018	March 13, 2018	Library Board, Jenn Baker, Chair and Planning and Zoning Commission, Michael Redondo, Chair
April 2018	No Work Session scheduled for April (budget hearings)	
May 2018	May 15, 2018	Transportation Board, Sriram Swaminarayan
June 2018	June 19, 2018	Parks and Recreation Board, Chair TBD
July 2018	July 24, 2018	Historic Preservation Advisory Board, Mark Rayburn, Chair
August 2018	August 21, 2018	Art in Public Places Board, Jeremy Smith, Chair
September 2018	September 11, 2018	Board of Public Utilities, Jeff Johnson, Chair
October 2018	October 16, 2018	Personnel Board, Leslie Geyer, Chair
November 2018	November 13, 2018	Lodger's Tax Advisory Board, Ryn Herrmann, Chair
December 2018	No work session scheduled for Dec.	
January 2019	January 22, 2019	Tentatively reserved for strategic planning
February 2019	Date TBD	

# Transportation Board

## Update to County Council

Sriram Swaminarayan, Chair  
May 15, 2018

# Transportation Board Mission

Advise County Council and make recommendations regarding improvements in traffic conditions and all modes of transportation within the County.



# Transportation Board Members

- ❖ Sriram Swaminarayan – Chair
- ❖ Don Machen Vice Chair
- ❖ Nancy Jo Barnes
- ❖ Julie Bennett
- ❖ Terence Foecke
- ❖ David Schiferl
- ❖ Kyle Wheeler

- ❖ Council Liaison Susan O’Leary
- ❖ Staff Liaison – Philo Shelton

# Transportation Board Activities

Received public comment, reviewed, or monitored progress of the following issues/projects:

- ❖ Reviewed and approved 2017 Bicycle Transportation Plan
- ❖ Received Bronze Level Bike Friendly Community, American League of Bicyclists
- ❖ Reviewed Americans with Disabilities Act (ADA) Transition Plan
- ❖ Approved 2017-2018 Snow & Ice Control Plan



Attachment B

# Transportation Board Activities

- ❖ Developed Urban Bike Path
- ❖ Monitored North Mesa Improvements Project Phase 1
- ❖ Reviewed Pavement Condition Index Plan
- ❖ Researched Complete Street concepts in similar communities nation-wide.
- ❖ Developed Complete Streets Design Check List
- ❖ Monitored Supplemental Environmental Projects



Attachment B

# Transportation Board Activities

- ❖ Reviewed Title VI Plan
- ❖ Reviewed Paratransit Policies and Procedures
- ❖ Reviewed Transit Customer Service Policy and Disruptive Passenger Conduct Policy
- ❖ Installed Transit's Automatic Vehicle Location System
- ❖ Bus Stop Improvement Plan



Attachment B



# Transportation Board Activities

- ❖ Monitored 20th Street Extension Project
- ❖ Reviewed North Road Traffic Calming
- ❖ Reviewed Urban Street Traffic Calming
- ❖ Approved Route 2 Service Expansion
- ❖ Reviewed designs for NM502 Project with NMDOT



Attachment B

# Special Projects

- ❖ A-19 Development
- ❖ NM 502 Improvements construction
- ❖ Traffic signalization at 20th Street
- ❖ Trinity Drive Safety & ADA Improvements
- ❖ A-9 Affordable Housing on DP Road
- ❖ Airport Fence Replacement
- ❖ Airport Hangar Construction



Attachment B

# Special Projects

- ❖ DP Road Improvements
- ❖ ADA Plan Updates
- ❖ Complete Street Policy Review
- ❖ Department of Energy – Supplemental Environmental Projects
- ❖ Wayfinding for MainStreet District
- ❖ Support Tourism Plan
- ❖ Canyon Rim Trail Phase III
- ❖ Canyon Rim Trail Underpass
- ❖ North Mesa Phase II
- ❖ Residential LED Street Light Replacement Plan



# Goals and Tasks

- ❖ Continue working with Environmental Sustainability Board regarding the transportation component in the Environmental Sustainability Plan.
- ❖ Maintain awareness and responsiveness to airport issues, including transportation to and from the airport.
- ❖ Identify common and/or interrelated issues/opportunities of interest that may exist between the Transportation Board and other county Boards/Commissions and propose collaborative work sessions or training.
- ❖ Facilitate implementation of road and parking lot design standards that minimize untreated storm water run-off.
- ❖ American League of Bicyclists Silver Level
- ❖ Tourism Strategic Planning Effort (assign a Liaison with the Tourism Implementation Task Force as needed or requested.)

# Questions





# County of Los Alamos

## Staff Report

May 03, 2018

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:** Sriram Swaminarayan, Chair of the Transportation Board

**Legislative File:** 10759-18

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### **Title**

Assignment of Transportation Board Liaison to the Tourism Implementation Task Force

### **Recommended Action**

**I move to assign \_\_\_\_\_ as the Transportation Board Liaison to the Tourism Implementation Task Force.**

### **Body**

As part of Council's action on February 27, 2018 to accept the Los Alamos Tourism Strategic Plan, the Tourism Implementation Task Force was formed and staff was directed to bring back a charter for the task force. This task force was modeled after the White Rock Master Plan Implementation committee and will provide guidance and expertise to the Council and County staff on implementation issues. Council approved the charter (Attachment A) and Council will consider membership on the Task Force on May 1, 2018 meeting.

This charter defines the purpose, scope of work, representation, and member term among other items. The highlights of this new Task Force are:

- Task Force is initially chartered for two years.
- Task Force will be comprised of various tourism stakeholders including the community-at-large, Business community and assets/attractions
- Total number of members not to exceed eleven (11) members
- Task Force will also include representatives from Historic Preservation, Lodgers' Tax Advisory, and Parks/Recreation Boards
- Members will be initially appointed for a two year term
- The Assistant to the County Manager will be the staff liaison to this Task Force

Although the Transportation Board is not specifically called out in the charter, it would be beneficial to assign a liaison from the Transportation Board to the Task Force. This liaison would attend meetings and report out on the business of the Task Force to the rest of the Transportation Board.

### **Attachments**

A - Tourism Implementation Task Force Charter



## **Tourism Implementation Task Force Charter**

### **I. Purpose**

The Tourism Implementation Task Force (“Task Force”) was created through an action of the County Council on February 27, 2018 when the Council formally accepted the Los Alamos County Tourism Strategic Plan. The Task Force serves as an advisory body to the County Council for the purpose of building the tourism economy as a way to economic development through implementation of the principles, objectives and associated actions as provided in the Tourism Strategic Plan. The Task Force provides guidance and serves as a resource to the County Council and staff in the formulation, development, championing and execution of specific actions and projects. The committee will also serve a valuable role in communicating implementation of the Tourism Strategic Plan recommendations to the general public and County Council.

### **II. Scope of Work**

The Tourism Strategic Plan is a practical roadmap detailing the strategies and actions needed to develop the tourism economy while improving community quality for residents, businesses and LANL. The Task Force’s mission is to be primary stakeholder group that helps to lead this economic development effort and works closely with Staff and other members of the community. The Task Force will also advise staff in the process of implementing the recommended tactics and actions delineated in the Tourism Strategic Plan. The Task Force will advocate for the promotion of tourism as an economic driver for the County. Meetings of the Task Force will also serve as a venue for communicating and receiving information from the general public on plan implementation.

The Task Force will initially be chartered for two years.

### **III. Task Force Representation**

The Task Force will be comprised of volunteers representing the various tourism stakeholders within the County including: the community-at-large, Business Community (Retail, Hospitality, and Service), and assets/attractions such as Los Alamos History Museum, Nature Center, Pajarito Mountain and Bradbury Science Museum. Historic Preservation, Lodgers’ Tax Advisory, and Parks/Recreation Boards shall select one member from their board to serve on the Task Force and also select an alternate to attend meetings in case the member cannot attend. The total number of members shall not exceed eleven (11) persons including the representatives from Council Advisory Boards.

Committee members will be individually appointed by the County Council.

**IV. Member Term**

The initial term of all task force members will be two years. At that point in time, the charter and membership will be evaluated for possible renewals.

**V. Quorum**

A quorum of the committee is defined as a simple majority of the appointed committee members. Committee actions can be taken and considered valid only if a quorum has been established at the meeting. Information can be shared during a meeting even if a quorum is not established.

**VI. Resources**

The County will provide a staff project manager responsible for coordinating the committee in its exploration and development of implementation actions including meeting logistics and other needs. Other County staff will be available based upon identified needs or specific topics of discussion but all staff members will be non-voting members of the Task Force.

**VII. Meetings**

Meeting dates and frequency will be established by the Task Force and staff. All meetings will be open to the public. Meetings will also serve as a venue for communicating and receiving information from and to the general public on project implementation.

**VIII. Subcommittees**

The existing Manhattan Project National Historical Park (MAPR) subcommittee is being transitioned over to this Task Force. This subcommittee will focus on the issues that must be addressed to support the implementation of the new national park.

The Task Force may form any additional subcommittees it deems appropriate but all recommendations to the Council should be that of the full committee, as indicated by a majority vote of the committee members. The subcommittees may include persons not otherwise identified as a member of the committee, however subcommittee membership does not convey an ability to vote on any recommendations.



# County of Los Alamos

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**Index (Council Goals):**

**Presenters:**

**Legislative File:**                **10724-18**

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**...Title**

Public Works Staff/Project Update - April 2018

**...Attachments**

A - Public Works Update - April 2018

# In the Works....

## Public Works Update – April 2018

### Administration Division

#### 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.

### Airport Division

#### New Aircraft Hangar Construction



The Los Alamos Airport has a very high demand for aircraft hangars – all the current hangars are fully occupied and there are 15 aircraft on a waiting list. In response, the county purchased a metal pre-engineered hangar that requires on-site assembly. The county issued a request for bids for assembly – neither of which resulted in favorable bids. As a result, Public Works personnel will be assembling the building. A construction crew was selected on a volunteer basis

and will be scheduled so as not to conflict with other county projects. Public Works personnel have the qualifications and experience to complete this project, and received refresher training from the Risk Division on construction safety and equipment that is specific to this project. Construction began in mid-April and is scheduled to be complete in June, weather permitting.





## **Airport Engineering, Architectural & Planning Services Request for Qualifications (RFQ)**



The County issued a RFQ for Airport Engineering, Architectural and Planning Services as is required by the FAA. These services will be used for Capital Improvement Projects as contemplated in the Airport Master Plan with grant funding from the FAA, NMDOT and the County. The selection committee reviewed the six qualified responses, selected a firm, and negotiated a 5-year agreement for Council's consideration at its May 1<sup>st</sup> meeting.

## **Wildland Fire and Search and Rescue Firefighter Training**

Classic Air Helicopter primarily provides emergency medical air transport services for Los Alamos County. In addition, Classic provides wildland fire and search and rescue services in coordination with County Firefighters. To ensure the Firefighters are ready in a moment's notice, Classic conducts annual helicopter safety and familiarization training at the airport. Classic provides this training at no cost to the county. In fact, in the case of a wildland fire or search and rescue mission, the first hour of helicopter time is also free of charge. Once trained, Classic can pick up 1 to 3 firefighters and get them to the location quickly, saving time and perhaps lives and property.



## **Aircraft Tours**



The airport hosted group of children and their parents for aircraft tours. Major Mark Peters from the local Civil Air Patrol Squadron, a US Air Force Auxiliary that provides aerial search and rescue, disaster relief, and leadership training for



local youth, and Roger Smith, the President of the local Experimental Aircraft Association, volunteered the aircraft, their time and a pilot's perspective.

## Custodial Division

- The Custodial Division supported 248 events during the month of April.
- The Golf Course restaurant patio concrete was polished to improve the overall look of the enclosed outdoor dining area.
- The Airport was detailed cleaned in preparation for the Transportation Board tour.

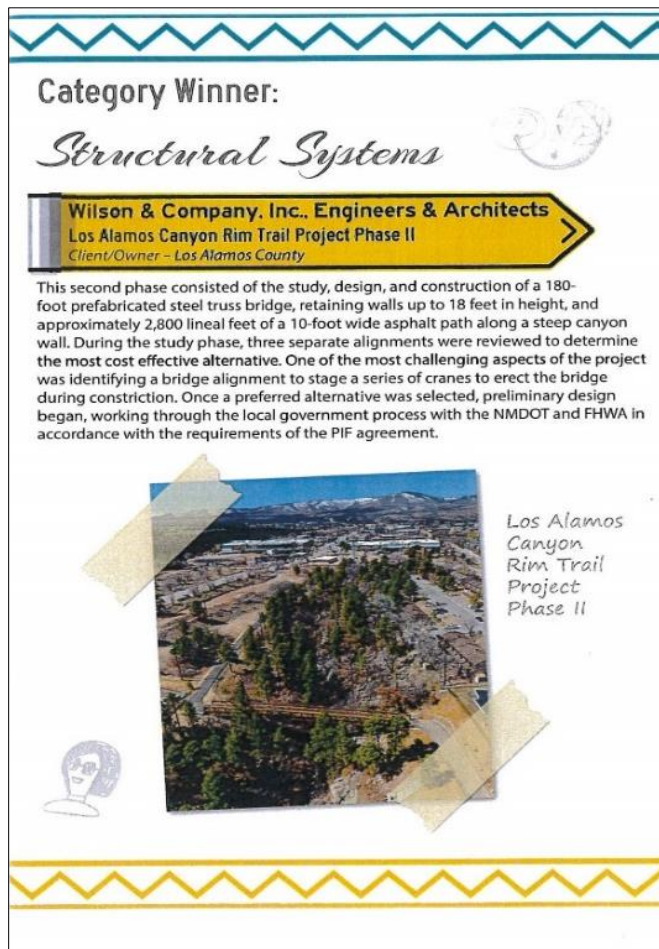
## Engineering & Project Management Division

### White Rock Branch Library



The LEED plaque was received and installed in the White Rock Library. This project achieved a 'Silver' status. Thanks to Allen Sherwood of Facilities for the installation!

### Structural Systems Award for the Canyon Rim Trail Project Phase 2



On April 6, 2018, the Canyon Rim Trail Phase II Project was recognized as the Structural Systems category winner by the New Mexico American Council of Engineering Companies. Congratulations to the entire project team that made this an award-winning project!

## **Welcome to the Team!**



Sarah Anderson has over 12 years of experience as an engineer and project manager with engineering consulting firms and local government agencies. Most recently, she was a Civil Engineer for the City of Omaha Public Works Department. In her spare time, she enjoys hiking and traveling with her husband and daughter.

### **Server Room Cooling Improvements**

This project improves the reliability of the server room cooling. The curtains that separate the hot side and the cold side of the server racks were installed in February. The controls work was completed early April. The installation of the Rawal valves on the compressors is being delayed to see if the air conditioning units run consistently without the valves. If that is the case, the valves will not be installed as this is the best configuration for the longest life span for the equipment.

### **Kiddie Pool Project**

Proposal were accepted and reviewed following an RFP advertised by the County in March. A firm has been selected. A kick off meeting for the project design with the architect and the stake holder team will be held in mid-May.

### **Municipal Building HVAC**

An evaluation was completed by a 3rd party engineer to establish the cause of the HVAC noise, and have since recommend solutions. Jaynes and their sub-contractors have agreed to perform the work which entails replacement of ducts throughout the building identified as those causing the noise. County Project Management is meeting with the contractor to coordinate the work and how it impacts the building, occupants and operations. When this is better understood, meetings will be held with the appropriate departments to minimize the impact.

### **Ice Rink Locker Room Improvements**

Project Management staff is currently working on an RFP to solicit an architectural firm for design services. The RFP is scheduled to be advertised in May, after the Park and Recreation Board presentation of the shade study.

### **Mesa Library Fire Panel Replacement**

Acceptance testing took place February 23rd and passed. Installation of Exit signs is 99% complete and approved by the Fire Marshal's office.

### **Fire Station 6 Restroom Remodels**

The restrooms at Fire Station 6 will be refurbished as it has been a little over 10 years since they were last re-done and is looking worn. Riskin and Associates, one of the County's on-call architects, is providing the design. It is anticipated that construction could begin after July 1 and completed mid-Fall.

### **Fire Station 3**

The project includes reroofing, as well as a new wall system, window replacement and HVAC system modifications to better insulate and control the temperature in the bunkrooms. Bids were received and are still be evaluated for award, which is now tentatively scheduled for May 22. If it awarded, construction is anticipated from July through the end of the year.

### **Mesa Library HVAC Improvements**

One bid was received and the project is seeking a rebid of the project.

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

The easements for DOE property along the preliminary alignment have been approved by Council on the March 22nd. The County has been working with the consultant to prepare to obtain easements with the private owners within the project limits between Knecht Street and the 20th Street Extension.

### **Canyon Rim Trail Underpass**

The project was awarded federal FY2018 funding under the Transportation Alternatives Program (TAP) for project study and design in the amount of \$320,000 and FY2020 TAP funding for project construction in the amount of \$2,020,000 for a total award of \$2,340,000.

### **North Mesa Phase 2 Improvements (Cumbres del Sol Subdivision)**

Staff is working on completing the bid package for improvements to Camino Manzana/Mora/Cereza. An invitation for bids is tentatively scheduled to be advertised on May 6<sup>th</sup>, and construction is anticipated to begin in July and be completed by late Fall. The project entails new compacted base, new asphalt throughout, and intermittent concrete sidewalk, drive pads, curb & gutter, ADA curb ramps, as needed.

### **Supplemental Environmental Projects**

NM 4/East Jemez Rd. (Truck Route) Intersection: Staff continues to work with DOE, NMDOT Bandelier, and Army Corps of Engineers to program, design and construct intersection upgrades to improve capacity and safety. The USACE is in the process of developing an RFP for design services.

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

- NM 502 Reconstruction, Knecht St. to Tewa Loop: Staff continues to coordinate with NMDOT on this state lead project. NMDOT bid the project for a third time on December 15<sup>th</sup> and received no bidders. The County awaits further information from NMDOT management on the future of the project.



## Environmental Services Division

### Landfill - Gas Extraction and Control System

Engineering and Environmental Services staff have worked with Stearns, Conrad and Schmidt Consulting Engineers (SCS Engineers), an engineering consultant to develop design plans for a permanent gas extraction system for the landfill to comply with New Mexico Environment Department methane gas limits.

The Project consists of the installation and construction of a Landfill Gas Collection System at the closed landfill to prevent subsurface landfill gas migration off the landfill property in accordance with New Mexico Environmental Department regulations. The project will include the installation of two (2) systems, which will either destroy the gas in an open flare or vent it to the atmosphere. Both systems have been designed to disburse any emissions above ground level, whereas the open flare system will also combust any potential pollutants.

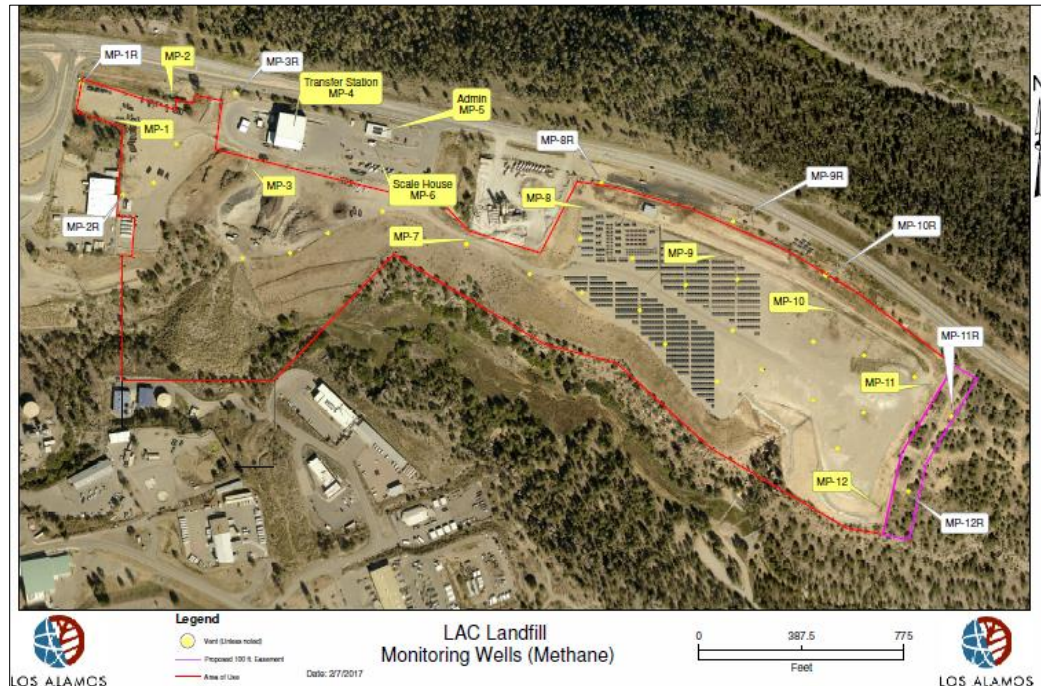
The permanent extraction system project was advertised for construction in December, Council awarded a bid on February 27th to American Environmental Group (AEG) with SCS oversight for \$1,281,490.

Notice to Proceed was given to the contractor on March 14th. Construction activities began on April 23rd. The Substantial Completion date is August 1, 2018 with a Final Completion date of August 22, 2018.



This is a summary of results for March 2018 methane monitoring for the Los Alamos County closed landfill.

1. The LFG Vents ranged in methane concentrations from 48 (LFG vent 7) to 59.9 (LFG vent 1) percent gas in air.
2. The gas probes near the toe of the landfill materials ranged in methane concentrations from 2.3 (MP-12) to 51.7 (MP-8) percent gas in air.
3. The gas probes near the boundary of the landfill ranged in methane concentrations from 1.1 (MP-8R) to 19.8 (MP-9R) percent gas in air.



## Curbside Yard Trimmings Roll Cart



Online registration is now open for the curbside yard trimmings roll cart program. The yard trimmings roll cart program will begin July 2018. To date Environmental Services has received over 1,850 registration entries for a roll cart, this is over 20% of the residential customer base. By implementing the yard trimming roll cart, Los Alamos residents have an opportunity to divert 14% of our waste

stream from the landfill each year. The diversion efforts have the potential to divert 1,107 tons of yard trimmings annually and will reduce hauling and disposal costs, greenhouse gas emissions, extend the life of the landfill, and provide high-quality garden and landscaping materials for residents. Environmental services received 1,872 roll carts and has begun to assemble them. Starting now and continuing through June Environmental Services staff with help from Code Enforcement staff will be assembling and delivering carts to residents that have registered.



## Yard Waste Mulching Operations



In preparation for the new curbside yard trimming program Environmental Services staff is busy mulching the current brush pile at the Eco Station. To date staff has reduced the brush pile by half. Over the last 30 days Environmental services has diverted over 160 tons of mulch from the landfill to be used as ground cover or turned into compost.

## Environmental Services Recruitment



Environmental Services would like to congratulate Lucas Gomez on his promotion to Scale Operator. Lucas started with Environmental Services 1 year ago as an Environmental Services Trainee. Lucas showed his commitment to the operation and is a great asset to the division.

Environmental Services currently has two vacancies; recruitment efforts are underway for Two Environmental Services Trainees.

## Outreach and Education



Environmental Services hosted a booth at the 2018 Earth Day event at the Nature Center on April 21. In the below left pictures ESB Member Heather Ward plays the recycle game with residents. The recycle game helps teach what is and is not recyclable. Bob Osborn from the New Mexico Department of Game and Fish attended the event. Mr. Osborn was promoting and demonstrating how to use the new Bear Tough roll-carts that Environmental Services

purchased in collaboration with federal grant funds from New Mexico Game and Fish. Bear Tough carts are available for sale at a reduced price of \$77 per cart. The original price was \$200.



## Clean-Up Los Alamos Day



On Saturday April 28<sup>th</sup>, Environmental Services hosted the 15<sup>th</sup> annual Clean-Up Los Alamos Day. Residents and groups will help keep Los Alamos clean by collecting litter and trash from areas of the community and then join Environmental Services staff for an appreciation lunch at East Park. Residents are also able to dump for free on that Saturday. Environmental Services would like to thank LANB, LANL, and Coca-Cola for sponsoring this great event.



# Residential Sustainability Report



## Residential Sustainability Report

Service Period: March 2018

Recyclables Collected: 84.51 tons

Trash Collected: 436.36 tons

Compostable Materials Collected: 22.47 tons

Total Material Collected: 543.34 tons



LOS ALAMOS

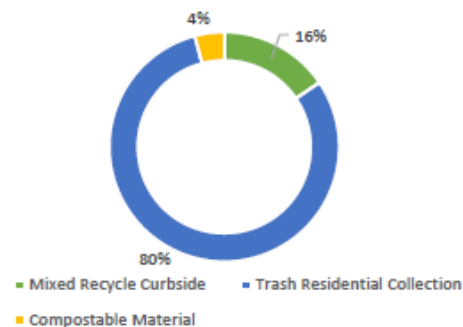
## Monthly Collection Report

February Diversion Rate: 18%

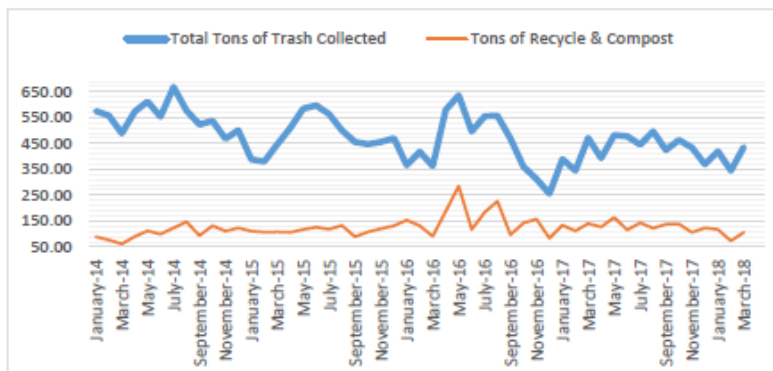
March Diversion Rate: 20%

A 12% Increase in Diversion

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

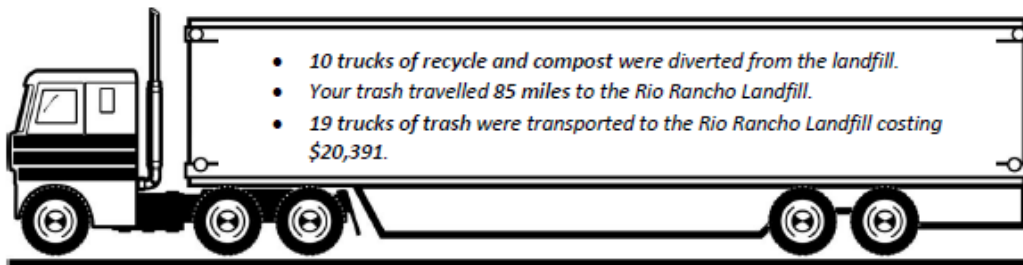


## Month by Month Recycling Comparison



## Benefits of Recycling

Recycling of aluminum cans saves 95% of the energy required to make the same amount of aluminum from its virgin source. One ton of recycled aluminum saves 14,000 kilowatt hours (Kwh) of energy, 40 barrels of oil, 238 million Btu's of energy, and 10 cubic yards of landfill space.





## Facilities Division



Tim Martinez installed chair railing in all the conference rooms at the Municipal Building.

### Fence Repair - White Rock Complex



Recent Spring winds made apparent the need to reinforce the weakening existing fence located on the southern property line of the White Rock Municipal Complex. Facilities staff are currently using existing materials to repair the fence which abuts private properties in an effort to extend the remaining years of this structure until a new fence can be budgeted and constructed in future years.

### Aquatic Center Roof Repair



In response to a notice from the County's Community Development Division, the Facilities Division has contracted with Roof Care to perform critical roof repairs to the eastern part of the facility which contain the mechanical rooms. As can be seen in the pictures, past attempts at repairing the roof leaks have not been fully successful and require the expertise of a roofing contractor to address in a timely manner to preserve the integrity of the facility. This needed work will be complete within the next 30-days.

## New Fire Panel Installed at Mesa Library

The Facilities Division is responsible for the ongoing maintenance and operation of fire systems throughout all County buildings. In recent months, it was determined that the aging fire system at Mesa Library had outlived its useful life and was no longer compatible with state of the art systems now installed at other facilities. As of this writing, we are proud to announce that this project has been completed and Mesa Library now has a state of the art system similar to those found in many other County buildings.



## Fleet Division



New unit for Fire Department



New unit for Facilities

## Welcome to the Team!



Timothy Andrew Romero, (Andrew or Drew). Drew has been working with Fleet for the past 2 months.

Drew is from Taos. He served 6 years in the Navy aboard the USS Simon Bolivar 641G. He attended NMJC in Hobbs and has turned wrenches for over 25 years for various companies.

## Traffic & Streets Division

Road Construction season has begun.

Please watch the public notices for upcoming projects, road closures, and flagging operations.

Please maintain a safe speed and be cautious of all workers as you pass through these work zones.







Crews repair parking lots off Nectar. Ea





Working with the Parks Division as part of a larger project. Crews install a sidewalk on North Mesa near the soccer fields.



Crews remove a tree with the assistance of the Utilities Department Linemen on 35<sup>th</sup> Street near Orange Street.





Crews removed a tree that fell during a wind storm at the end of Jefferey Place in White Rock.



Crews attended a fall protection class in preparation of the hanger building construction at the airport.

**Traffic Electricians** trenched and installed conduit for the transit shelter lighting project. This installation occurred on Diamond Drive near the Morning Glory Bakery.



### **FEMA Projects:**

Closeout packages for the Landfill Cap Repair Project and Work in Guaje Canyon relating to the 2013 Flooding was delivered to the Department of Homeland Security in Santa Fe earlier this month. In total, approximately \$3.5 million of grant funding has been received relating to these projects.

### **Transit Division**

The Transit Division provided a modified route service for Earth Day in Los Alamos on Saturday, April 21, 2018. This provided a designated parking area at the Justice Center and shuttle to the Los Alamos Nature Center. We provided 228 trips this year as the event was well attended.



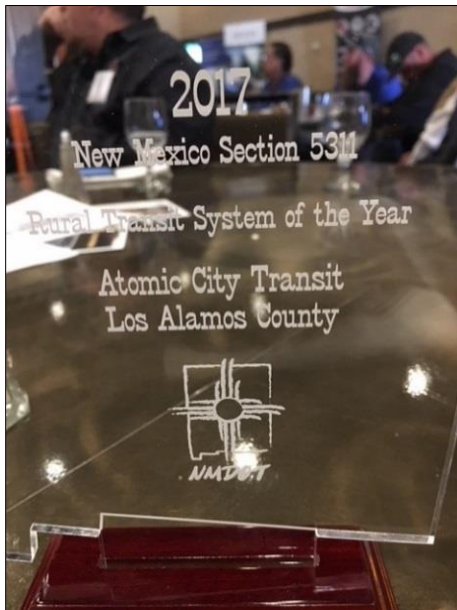
Atomic City Transit sent 9 Transit Operators to compete in the 2018 Bus Rodeo held in Santa Fe, New Mexico on Sunday, April 8, 2018. Transit Operators from all over New Mexico competed an obstacle course to show off their driving skills. Nine Transit Operators competed in the Large Bus category with Los Alamos County, Mark Hughes placing 3<sup>rd</sup> place.

Twenty-Seven Transit Operators completed in the Small Bus category with Los Alamos County, Ramon Trujillo placing 3<sup>rd</sup> place.



Along with the Bus Rodeo, the New Mexico Transportation Association conducted its annual conference. Lead Operator Mickey Fry, Transit Operators Dwight Moss and Daniel Gutierrez attended the conference and received training in “Pedestrian Safety and the Driver’s Role at an Accident Scene”.

During the yearly awards section of the conference Los Alamos County, Atomic City Transit was awarded Rural Transit Agency of the year by the New Mexico Department of Transportation, Transit and Rail Division. The entire division worked hard and the efforts were recognized. Thank You New Mexico Department of Transportation.



Atomic City Transit Division Accepting Award

On Saturday, April 21, 2018 Atomic City Drivers took the day to refresh their skills in defensive driving.





Atomic City Transit is getting ready for the 2018 Bandelier Shuttle service. The service will begin on May 17, 2018 and will continue through the summer months and end October 17, 2018.

In preparation, the division hires and trains additional drivers to perform the service. We would like to welcome the following new employees to the Transit Division.



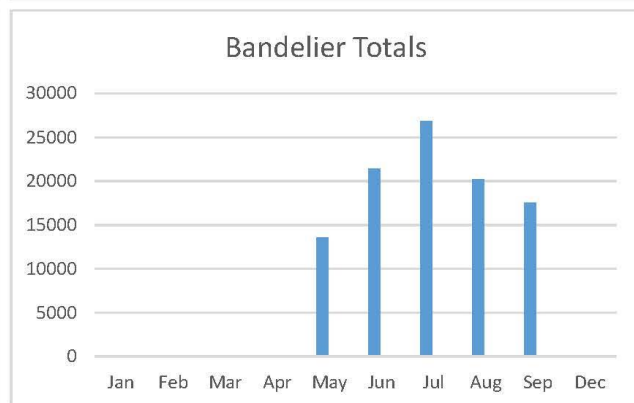
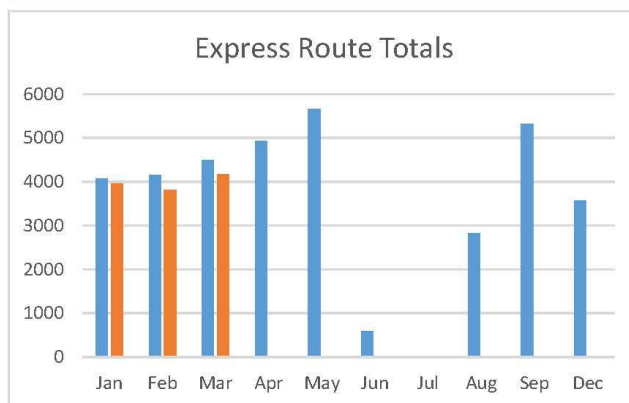
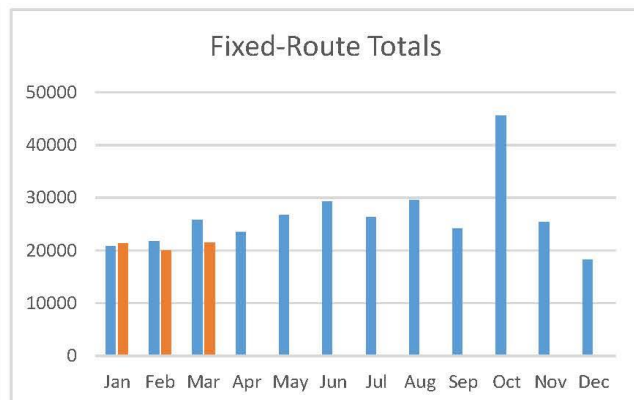
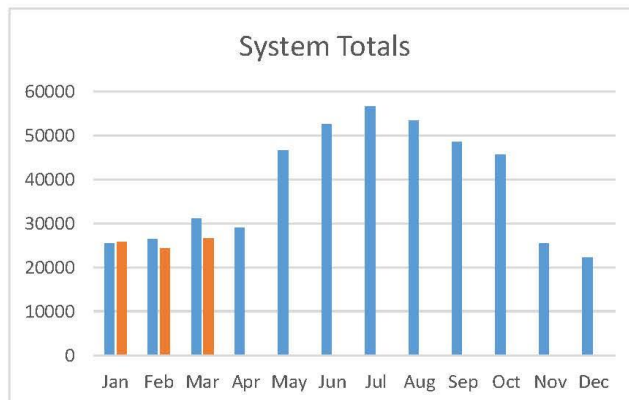
Manuel Montoya, Glen Trujillo, Michael Richins and Paul Flaherty



## March 2018 Ridership Report

LOS ALAMOS

Route	March Trips			Mar. Rev. Miles		Mar. Rev. Hours		YTD Trips
	2017	2018	% Chg	2017	2018	2017	2018	2018
1 Downtown	6,802	4,832	-29.0%	4,145	3,965	343.4	328.5	14,573
2M White Rock - Main Hill	2,384	2,472	3.7%	8,243	7,895	310.3	297.7	6,857
2T White Rock - Truck Rt	1,893	1,561	-17.5%	7,616	7,285	300.1	287.1	4,472
2P White Rock - Peak	-	183	0.0%	-	1,568	-	58.3	1,456
3 Central / Canyon	2,998	2,698	-10.0%	5,845	5,591	292.1	279.4	7,997
4 North Community	3,440	2,277	-33.8%	4,235	4,051	299.0	286.0	7,018
5 Barranca Mesa	1,753	1,576	-10.1%	4,654	4,451	296.3	283.4	4,560
6 North Mesa	6,422	5,868	-8.6%	6,592	6,306	445.8	426.4	15,945
<b>Fixed-route subtotal</b>	<b>25,692</b>	<b>21,467</b>	<b>-16.4%</b>	<b>41,331</b>	<b>41,113</b>	<b>2,287.0</b>	<b>2,246.9</b>	<b>62,878</b>
7 North Mesa Expr	1,340	1,043	-22.2%	320	304	19.3	18.4	3,244
8 North Community Expr	854	759	-11.1%	115	109	7.4	7.4	2,146
9 Aspen Expr	738	709	-3.9%	89	84	5.9	5.9	2,010
10 Barranca Expr	936	992	6.0%	149	141	8.8	8.8	2,626
11 White Rock Expr	619	665	7.4%	303	286	11.3	11.3	1,913
<b>Express route subtotal</b>	<b>4,487</b>	<b>4,168</b>	<b>-7.1%</b>	<b>976</b>	<b>923</b>	<b>52.7</b>	<b>51.8</b>	<b>11,939</b>
12 Bandelier	-	-	0.0%	-	-	-	-	-
Dial-a-Ride	92	91	-1.1%	791	583	45.3	47.0	253
ACT Assist	548	515	-6.0%	4,690	4,547	237.0	265.0	1,371
Special Services	276	286	3.6%	402	500	32.4	36.0	286
<b>System total</b>	<b>31,095</b>	<b>26,527</b>	<b>-14.7%</b>	<b>48,189</b>	<b>47,666</b>	<b>2,654</b>	<b>2,647</b>	<b>76,727</b>



■ 2017 ■ 2018

**Total Passenger Trips to Date: 4,828,413**

# KUDOS

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From: Jean Dewart  
Sent: Tuesday, April 10, 2018 10:11 AM  
To: Shelton, Philo  
Subject: Canyon Road - thanks

Hi Philo,

I live on Manhattan Loop, off of Canyon Road. I think that the stop signs at 15th and Canyon have resulted in lower driving speeds on Canyon Road.

Thanks, it has made driving in my neighborhood safer.

Jean Dewart  
300 Manhattan Loop  
Los Alamos, NM



LOS ALAMOS

Los Alamos Fire Department



April 2, 2018

Kelly Sterna, Wildland Division Chief, LAFD  
999 Central Avenue, Suite 200  
Los Alamos, NM 87544

Dear Mr. Erickson,

**COUNTY COUNCIL**

David Izraelvitz  
Council Chair

Chris Chandler  
Council Vice-Chair

**COUNCILORS**

James A. Chrobocinski  
Antonio Maggiore  
Susan O'Leary  
Rick Reiss  
Pete Sheehy

**COUNTY MANAGER**

Harry Burgess

**FIRE CHIEF**

Troy Hughes

**DEPUTY FIRE CHIEF**

Steven Dawald

I would like to extend my gratitude to you and your department for making Wildfire Day 2018 such a huge success! It is a great honor to have your department partner assist LAFD to provide the public with such a wonderful event. This event has taken place for over 20 years and has no signs of slowing down. Los Alamos County is very fortunate to have an event that truly is for the entire family. Please do not hesitate to contact me if you have any suggestions on how to make next year's event more successful.

Sincerely,

Kelly Sterna

We Walk With P.R.I.D.E.

• Professionalism • Readiness • Involvement • Discipline • Excellence

999 Central Avenue, Suite 200

Los Alamos, NM 87544

P 505.662.8301 F 505.662.8302

losalamosnm.us



A voicemail was received from Mary Taylor who lives at 1650 35<sup>th</sup> Street:

"Good morning Mr. Erickson, my name is Mary Taylor and I live at 1650 35<sup>th</sup> Street and I just had some really, really good employees of yours come in and take a big old stump out of the ground for me and get rid of it. I didn't get all of their names except for a very, very delightful and polite young man – Martin Rivera. Thank-you."

3/28/18

Traffic + Streets  
Talks :

You did a fine job  
on the shoulder - repair  
on Monte Rey Dr. N.

Thanks so much!

Judy Shepard

106 Monte Rey Dr  
N



# County of Los Alamos

## Staff Report

May 03, 2018

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 10765-18

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### **...Title**

Code of Conduct Training - June 15, 2018

### **...Body**

According to Section 8-9 of the County Code, our Boards and Commissions are governed by the provisions of the County's Code of Conduct (Chapter 30 -- Article 1.)

A training session on this topic has been scheduled - designed for B&C members - for **Friday, June 15, 11:30, in Room #110 - Municipal Building**. The training will be conducted by Katie Thwaites, Assistant County Attorney, and generally takes less than an hour.

This session is offered for B&C members who have not yet received the Code of Conduct training - or for any member wanting a refresher. The training is not required -- but B&C members are encouraged to attend, if possible.

Please let Louise know in advance if you plan to attend the training, we will need to post a public notice if a quorum will be present.

As most of you know, according to Section 8-9 of the County Code, our Boards and Commissions are governed by the provisions of the County's Code of Conduct (Chapter 30 -- Article 1.) I scheduled a regular training session on this topic - designed for B&C members - for **Friday, June 15, 11:30, in Room #110 -- Municipal Building**. The training will be conducted by Katie Thwaites, Assistant County Attorney, and generally takes less than an hour.

This session is offered for B&C members who have not yet received the Code of Conduct training - or for any member wanting a refresher. The training is not required -- but B&C members are encouraged to attend, if possible.

Please check your B&C records and notify/invite your members who have not attended a Code of Conduct training. Generally, this will be members appointed during the past 6-12 months. The last training was held in October 2017. I've attached the training records from the past three training sessions to help you identify B&C members who might be interested in receiving the training.

It would be great if you let me know in advance how many of your B&C members are planning to attend -- but if someone decides to participate on short notice -- that's fine too. County Councilors are welcome to attend as well. If it looks like your B&C may have a quorum present at the session - please remember to post a public notice.

This session is scheduled over the lunch hour -- but we will not be providing food or drinks. Participants are welcome to bring their own lunches, if they'd like.