



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 A Bennett; Terence L. Foecke; David Schiferl; and Kyle Wheeler, Members

Thursday, February 7, 2019

5:30 PM

1000 Central Avenue, Room 110

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**

The Transportation Board Council Liaison is David Izraelevitz.

5. **APPROVAL OF MINUTES**

[11644-19](#) Approval of the January 3, 2019 Transportation Board Minutes

Presenters: Sriram Swaminarayan, Chair of the Transportation Board

Attachments: [A - DRAFT January 3, 2019 Meeting Minutes](#)

6. **OLD BUSINESS**

7. **NEW BUSINESS**

[11647-19](#) Recognition of Outgoing Transportation Board Members

Presenters: Sriram Swaminarayan, Chair of the Transportation Board

[11645-19](#) Finalize Fiscal Year 2020 Transportation Board Work Plan

Presenters: Sriram Swaminarayan, Chair of the Transportation Board

Attachments: [A - DRAFT FY20 T-Board Work Plan](#)

8. PROJECT UPDATES

[11648-19](#) Lessons Learned - Snow and Ice Control Plan

Presenters: Philo Shelton, Public Works Director

Attachments: [A - Introduction - Snow Removal Discussion](#)

[B - FY19 Snow & Ice Control Plan](#)

[C - Levels of Service Article- APWA Reporter](#)

[11646-19](#) Public Works Staff/Project Update - January 2019

Presenters: Philo Shelton, Public Works Director

Attachments: [A - Public Works Update for January 2019](#)

9. CHAIRPERSON'S REPORT

[11655-19](#) Disclosure of Outside Employment, Membership and Financial Interest

Presenters: Sriram Swaminarayan, Chair of the Transportation Board

Attachments: [A - Outside Employment Membership and Financial Disclosure Form](#)

10. FUTURE AGENDA ITEMS

- * *LANL Trail Map*
- * *Wildlife Issues*
- * *NMDOT 502 Update*
- * *Flow Trail Update*
- * *Rose Street*
- * *Electric Scooters*

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

February 07, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.:

Index (Council Goals):

Presenters:

Legislative File: 11644-19

...Title

Approval of the January 3, 2019 Transportation Board Minutes

...Recommended Action

I move that the Transportation Board approve the January 3, 2019 minutes as presented.

OR

I move that the Transportation Board approve the January 3, 2019 minutes as amended.

...Attachments

A - DRAFT January 3, 2019 Meeting Minutes



County of Los Alamos

Minutes

Transportation Board

1000 Central Avenue
Los Alamos, NM 87544

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

Thursday, January 3, 2019

5:30 PM

1000 Central Avenue, Room 110

1. CALL TO ORDER / ROLL CALL

The January 3, 2019 Transportation Board Meeting was called to order at 5:32 p.m.

Present:

Sriram Swaminarayan, Chair
Don Machen, Vice Chair

Members:

Nancy Barnes
Julie Bennett
David Schiferl
Kyle Wheeler

Absent:

Terence Foecke

Staff in attendance:

Philo Shelton, Public Works Director
Eric Martinez, County Engineer
Dan Erickson, Traffic & Street Division Manager
Desirae Lujan, Sr. Engineer
Sarah Anderson, Engineer Project Manager
Amy Danforth, Sr. Office Specialist

Members of the public in attendance:

Michael Gomez, Santa Fe Engineering, Principal Engineer
Bernadette Scargall, Santa Fe Engineering, Project Manager
Kirsten Laskey, Los Alamos Daily Post Government Reporter

2. APPROVAL OF AGENDA

A motion was made by Vice Chair Machen, seconded by Member Bennett that the January 3, 2019 agenda be approved as presented; motion passed unanimously. Member Wheeler abstained from voting.

3. PUBLIC COMMENT

David Schiferl, 459 Grand Canyon Drive, expressed his concerns about Tesla charging stations being blocked with non-electric vehicles.

4. LIAISONS' REPORTS

Vice Chair Machen notified the board that Angelica Gurule from Environmental Services, sent an e-mail out that there was going to be a workshop on January 9th from 1-5 pm in Santa Fe regarding Renewable Energy Storage. If anyone is interested, please contact Angelica at 662-6193.

5. APPROVAL OF MINUTES

A motion was made by Vice Chair Machen, seconded by Member Bennett that the December 6, 2018 meeting minutes be approved as amended; motion passed unanimously.

11500-18

Attachments: [A - DRAFT - December 6, 2018 Transportation Board Meeting Minutes](#)

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

11501-18

Attachments: [A - Public Works Design and Construction Standards Update](#)

Desirae Lujan, Senior Engineer gave a presentation on the updates for Public Work Designs & Construction Standards Updates. Desirae discussed the Project Background, Roadway & Multiuse Trails, Drainage, Complete Streets Checklist, Design Guidance, County Plans, Programs, & Policies, Traffic, Survey & Mapping, Construction and the Project Schedule. Staff presented an outline of plans to the board. Members requested regular updates on the Project, Philo Shelton suggested that May might be a good time for another update.

11502-18

Attachments: [A - Trinity Drive & 35th Street Intersection Improvements](#)

Eric Martinez, County Engineer introduced Michael Gomez, Principal Engineer from Santa Fe Engineering Consultants, LLC who gave a presentation on 35th St. & Trinity Dr. Intersection Improvements. Mr. Gomez discussed the Proposed Development, the Project Area &

Location, the Study & Design Phase, Existing Traffic Volumes, Existing Transit Routes, Existing Conditions, Site Concerns, Warrant Analysis. There were 4 drawings provided which showed the road being re-located, creating bus lstops, creating a left turn or not allowing a left turn. Mr. Gomez discussed the advantages and disadvantages to alternatives, and what the next steps for this project would be.

Members of the board asked questions and requested a 5th drawing showing the possibility of a road diet & provisions for bike lanes.

8. PROJECT UPDATES

Philo Shelton, Public Works Director, presented updates regarding Public Works projects for December 2018.

[11503-18](#) **Attachments:** [A - Public Works Update for December 2018](#)

9. CHAIRPERSON'S REPORT

Chair did not have a report this month.

10. FUTURE AGENDA ITEMS

- Finalize 2020 Work Plan - February 2019
- LANL Trail Map
- Wildlife Issues
- NMDOT 502 Update
- Flow Trail Update
- Rose Street
- Electric Scooters

11. ADJOURNMENT

A motion was made by Vice Chair Machen seconded by Member Wheeler that the January 3, 2019 meeting be adjourned at 7:13 p.m.; motion passed unanimously.

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.

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County of Los Alamos

Staff Report

February 07, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.:

Index (Council Goals):

Presenters:

Legislative File: 11647-19

...Title

Recognition of Outgoing Transportation Board Members

...Body

Transportation Board Members Nancy Barnes and Don Machen are completing their terms and will be leaving the Board on February 28, 2019. Board and Commission members and Staff want to formally recognize their service and thank them for their dedication to the community.



County of Los Alamos

Staff Report

February 07, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.:

Index (Council Goals):

Presenters:

Legislative File: 11645-19

...Title

Finalize Fiscal Year 2020 Transportation Board Work Plan

...Attachments

A -Fiscal Year 2020 DRAFT Work Plan



LOS ALAMOS

where discoveries are made

FY20 Work Plan for Los Alamos County Boards and Commissions

(Fiscal Year 2020: July 1, 2019 – June 30, 2020)

Board and Commission Name: Transportation Board

Date prepared: February 7, 2019

Date approved by Council: _____

Prepared by: Members of the Transportation Board and County Staff

This work plan will be accomplished in the following time frame: July 1, 2019 to June 30, 2020.

Chairperson: Sriram Swaminarayan

Members and terms:

- Don Machen; term expires February 28, 2019 – (Term Limited)
- Nancy Barnes; term expires February 28, 2019 – (Term Limited)
- David Schiferl; term expires February 28, 2019 – (Renewing)
- Kyle Wheeler; term expires February 28, 2019 – (Renewing)
- Terence Foecke; term expires February 28, 2020
- Julie Bennett; term expires February 28, 2020
- Sriram Swaminarayan; term expires February 28, 2020

Department Director: Philo Shelton

Work plan developed in collaboration with Department Director? Yes

Staff Liaison: Philo Shelton

Administrative Support provided by: Louise Romero

Council Liaison: David Izraelevitz

Reviewed by Council Liaison? _____

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.

1. Received public comment, reviewed, or monitored progress of the following issues/projects:
 - a. Los Alamos Tourism Strategic Plan and Wayfinding Analysis
 - b. On-Street Parking on Central Avenue
 - c. Crosswalk at Broadview
 - d. North Mesa Improvements Project - Phase 2
 - e. 2 Peak Transit Route Update
 - f. Bus Stop Improvement Plan
 - g. Airport Projects
 - h. Pedestrian Crossing Issues
 - i. Board and Commission Presentation to Council for 2018
 - j. Assignment of Transportation Board Liaison to the Tourism Implementation Task Force
 - k. Crack Seal & Micro Seal Treatment
 - l. Los Alamos County Residential LED Streetlight Conversion Initiative Presentation
 - m. Canyon Rim Trail Underpass
 - n. Diamond Drive Crossing Evaluation
 - o. Supplemental Environmental Project (SEP) - East Jemez Road/NM 4 Intersection
 - p. Electric Bus Presentation
 - q. NM502 Project - Update
 - r. Reviewed and approved FY19 Snow & Ice Control Plan
 - s. LANL FY19 SEP East Jemez Road - NM 4 Intersection
 - t. Monitored Supplemental Environmental Projects
2. Greatest challenges:
 - a. Need to recruit two new board members.

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:

1. Review and monitor major construction and renovation plans for transportation facilities such as roads, streets, multi-use pathways, sidewalks and trails, airport, and public transit. Host public meetings as requested and forward any submitted public comment throughout project completion to staff. Identifies ongoing and upcoming projects:
 - a. A-19 Development
 - b. NM 502 Improvements construction
 - c. Traffic signalization at 20th Street
 - d. A-9 Affordable Housing on DP Road
 - e. Pavement Rehabilitation
 - f. Airport Fuel Farm
 - g. Airport AWOS

- h. DP Road Improvements
 - i. ADA Plan Updates
 - j. Department of Energy – Supplemental Environmental Projects – SRR and Truck Route
 - k. Wayfinding for MainStreet District
 - l. Canyon Rim Trail Phase III
 - m. Canyon Rim Trail Underpass
 - n. Tsikumu Village Improvements
 - o. Residential LED Street Light Replacement Plan
 - p. Deacon Street
 - q. A-12 and A-13 Intersection Improvements
- 2. Review Snow and Ice Control Plan annually and make recommendations before October 15.
 - 3. Review projects to ensure adherence to current standards and policies to ensure/improve the safety and efficiency of all modes of transportation including:
 - a. The 2017 Bicycle Transportation System Plan
 - b. The Policy of the Design of Public Streets and Rights-of-way, (Res. No. 10-32; Nov 2010).
 - c. Complete Streets Checklist
 - d. Review of Public Works Design Standards
 - 4. Host or attend public meetings as requested by Council or staff.

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

- a. Bicycle Transportation System Plan; 2017
- b. Policy on the Design of Public Streets and Rights of Way, (Res. No. 10-32; Nov 2010)
- c. Los Alamos County Comprehensive Transit Study/Updated Service Plan
- d. Airport Master Plan, 2013.
- e. ADA Transition Plan 2017
- f. Complete Streets Plan 2017
- g. Pedestrian Transportation Plan 1998

| |
|--|
| 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.) |
|--|

- a. Attend 2-3 events a year in collaboration with the Transit and Airport Divisions to provide transportation related information and interact with the public.
- b. Have project public meetings in conjunction with monthly Transportation Board meetings.

| |
|---|
| 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. |
|---|

- a. Continue working with Environmental Sustainability Board regarding the transportation component in the Environmental Sustainability Plan.
- b. Maintain awareness and responsiveness to airport issues, including transportation to and from the airport.

- c. 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.
- d. Utilize Legistar to track Transportation Board motions and action items from initiation to completion.
- e. Facilitate implementation of road and parking lot design standards that minimize untreated storm water run-off.
- f. American League of Bicyclists Silver Level
- g. Tourism Strategic Planning Effort (assign a Liaison with the Tourism Implementation Task Force as needed or requested.)

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

1. In collaboration with the Transit Division attend transportation related activities which shuttle service is provided to the community. The Transit Division provides shuttle service for the following activities:

- Nature Center /Earth Day
- Fourth of July Celebration
- Halloween Shuttle
- St. Patrick's Day Shuttle
- New Year's Eve Shuttle
- Senior Appreciation Night
- Skiesta Shuttle
- Ullr Fest
- ScienceFest
- Opera on the Rocks
- Summer Concert Series

2. In collaboration with the Airport Division attend transportation related activities provided to the community. The Airport Division participates in the following activities:

- Young Eagles
- Public Airport Day
- Taste of the Sky
- AOPA Fly-In

4. In collaboration with the Engineering Division attend transportation related activities provided to the community. The Engineering Division participates in the following activities:

- Bike to Work Day

5.0 List the current subcommittees for this Board or Commission.

1. Currently - there are no subcommittees.

**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:**

Attachment A: Provide a copy of your Board or Commission's "Purpose" and "Duties and Responsibilities" from Chapter 8 of the County Code:

ARTICLE XI. Transportation Board

Sec. 2-281. Purpose.

A transportation board is established to advise the county council and make recommendations regarding improvements in traffic conditions and all modes of transportation within the county. (Ord. No. 02-278, § 2. 10-3-2006)

Sec. 8-282. Duties and responsibilities.

The transportation board shall serve in an advisory capacity to the county council and shall have the following functions, responsibilities and duties:

1. Review and comment to council on transportation master plans for all modes of transportation;
2. For the purpose of collecting public input, review all major county construction and renovation plans for county transportation facilities (such as, but not limited to, roads, streets, bicycle paths, the airport, sidewalks, transit, and trails) with the purpose of ensuring that all modes of transportation (e.g., pedestrian, bicycle transit, low speed vehicles, and aviation, if appropriate) are adequately treated in such projects;
3. Review and provide input to council, not later than October 15, on any recommended changes to the snow and ice control plan;
4. Review all traffic and transportation matters submitted to the board by the council; and Advise council on ways and means for improving transportation and traffic conditions. For this purpose, when requested by staff or council, the board shall gather public input in ways appropriate to the circumstances, which may include public hearings dedicated to specific topics. (Ord. No. 02-278, § 2. 10-3-2006)

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 Transportation Board:

Mark all that apply

| Economic Vitality | |
|--|---|
| <u>Economic Vitality:</u> | |
| • Priority Area – Build the local tourism economy | X |
| • Priority Area - 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 | X |
| • Support spinoff business opportunities from LANL | |
| • Significantly improve the quantity and quality of retail business | |
| Quality of Life | |
| <u>Housing:</u> | |
| • Priority Area -- Promote the creation of a variety of housing options for all segments of the Los Alamos Community, including infill opportunities as appropriate | |
| • Priority Area -- 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 | X |
| <u>Mobility:</u> | |
| • Maintain and improve transportation and mobility | X |

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



County of Los Alamos

Staff Report

February 07, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.:

Index (Council Goals):

Presenters:

Legislative File: 11648-19

...Title

Lessons Learned - Snow and Ice Control Plan

...Attachments

A - Introduction - Snow Removal Discussion

B - FY19 Snow & Ice Control Plan

C - Levels of Service Article - APWA Reporter

Introduction:

Since the New Year's Eve snowstorm, sections of Los Alamos received over four feet of snow in the month of January. This amount of snow exceeded Staff's capacity to clear all this snow from the County. Contractors were hired to assist in the County's snow removal efforts as well as NMDOT assisted the County with two of their snow blowers. To add to this storm cleanup efforts, January's days were both cold and short on daytime sunlight and hence we did not see temperatures above freezing for any extended period to facilitate melting. In fact, the January freeze/thaw cycles negatively impacted the open graded friction course pavement on Diamond Drive and caused it to fail in most locations. On January 28th, Los Alamos County issued an Emergency Declaration that may assist the County in receiving aid to reimburse the County on snow removal costs, repairs for Diamond Drive, and roof and gutter repairs on County facilities.

Level of Service:

County Staff have fielded over 1,000 emails and voicemails over the course of the month of January. There were comments on both sides of the spectrum that ranged from not enough service to too much service or not enough efforts in certain areas. While staff worked hard to respond to requests for service, there were other requests that are policy related and fall in line with a review of the County's Snow and Ice Control Plan. It seems appropriate to spend some time to review how our Snow and Ice Control Plan functioned, and I have invited several members of the public to attend the T-Board meeting to offer some comments and suggestion to help improve this plan. The list of suggestions varied greatly from how and when to clear snow, need to prioritize bike lanes and parking areas, or not to allow parking on streets so snow can be removed. Keep in mind the sequence of storms and amount of snow we experienced in January is not a normal storm cycle that we usually experience.

At County Council's 2019 goal setting work session, Council identified a goal on determining; what is the appropriate level of service the County offers to residents on a specific service or program? In preparation for this Thursday's meeting, I am attaching an article from American Public Works Association Reporter written by Marc F. Valenti that discusses level of service for winter operations. It would be good to receive public comment and T-Board's feedback at this meeting in order to propose revisions to this Snow and Ice Control Plan in an effort to improve this plan. Finally, attached is this year's Snow and Ice Control plan for review.

FY19 SNOW & ICE CONTROL PLAN



LOS ALAMOS

Public Works

Traffic & Streets Division
101 Camino Entrada, Building 1, Room 216
Los Alamos, New Mexico 87544
505-662-8113

Prepared by: Daniel E. Erickson, Traffic & Streets Division Manager



Recommended by:

Philo S. Shelton
Public Works Director

Approved by:

Harry Burgess
County Manager

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Los Alamos County

Snow & Ice Control Plan

FY19 Season

I. Purpose

The purpose of this plan is provide a comprehensive strategy and approach to the snow and ice control operations of Los Alamos County to provide emergency response to winter storms in a safe, efficient, and cost-effective manner.

This plan serves as a guiding document for Los Alamos County and is a *living document* that is subject to change without notice due to the unpredictability of each and every storm that impacts the County. *Due to the variable nature and severity of these winter storms, managers and supervisors will have the ability to make real time decisions and changes to this plan based on actual emergency conditions while considering the safety of the community and County staff.* Therefore, this plan reflects the primary expectations of the County management while still maintaining the flexibility needed to effectively address each storm.

Another purpose of this plan is to communicate to the governing officials and citizens of Los Alamos County the responsibilities, priorities, and available resources that will be used when responding to the winter storms.

II. Mission Statement

Winter storms in Los Alamos County can impede vehicular, bicycling, and pedestrian traffic causing significant delays and negatively impacting emergency response throughout the community. Therefore, it is the mission of the Snow and Ice Control Program to:

- Address each storm such that public safety is maintained to the best of the County's ability with the resources that are available;
- Control the impact of each storm in a cost effective and environmentally responsible manner through plowing and by use of sand, salt, anti-icing, and other types of de-icing materials;
- Reduce the hazards of winter conditions to motorists, transit riders, bicyclists, and pedestrians while enhancing the operations of emergency services; and
- Minimize the economic loss to local businesses and the community.

III. Storm Response Goal

The goal, in responding to winter storms in Los Alamos County, is to provide reliable and cost-effective snow and ice control for the County's roads, streets, public transit routes, Safe Routes to School, emergency services, airport, parking lots, and selected walkways that is timely and aggressive to ensure the safety of the traveling public while minimizing community disruptions. The goal includes safe completion of an initial storm response within 24 hours of the end of a typical snow event; defined as snowfall of 6 inches or less.

IV. Personnel

The snow and ice control storm response program requires the use of up to twenty (20) County employees *per shift* to effectively and safely address the County's road and transportation system during severe weather conditions. While the Traffic & Streets Division is responsible for overseeing and orchestrating the emergency storm response, the Division does not have the amount of resources necessary to directly accomplish this task on their own. Therefore, the County Manager has authorized the Traffic & Streets Division to utilize administrative and field operations staff, materials, and equipment from multiple County departments and divisions as conditions require. All employees that are utilized for snow and ice control will be under the authority of, and accountable to, the Traffic & Streets Division during the event. Depending on the nature and severity of the storm, the support for snow and ice control operations will include personnel and equipment from the following divisions:

- Airport Division
- Custodial Division
- Facilities Division
- Fleet Division
- Parks, Recreation, & Open Space Division
- Traffic & Streets Division
- Transit Division
- Environmental Services
- Procurement Division - materials and supply support
- Department of Public Utilities - if additional support is needed
- Private Contractors – For large events

The following is a list of the County's departments and divisions that will be the primary or secondary responders during snow storm events in an effort to support the overall operation. These responders will be under the direct authority of the Traffic & Streets Division.

Public Works Department

The primary responsibility and authority for implementing the Snow and Ice Control Plan belongs to the Public Works Department. During a winter storm, the Public Works Department

has the authority to call on **any County resource** to assist in the implementation of the Snow and Ice Control Plan. Under the direction of the Public Works Director, the Public Works Department Traffic & Streets Division is responsible for the day-to-day snow and ice control operations and implementation of the plan.

Traffic & Streets Division

The Traffic & Streets Division employees are the first initial responders to all snow and ice control events. Superintendents within this division provide oversight of the operations, while the Lead Operators provide on-site directions, and the employees operate the sand, salt, and plow trucks along with motor graders, front-end loaders, bombardiers, and other heavy equipment needed to effectively respond to a winter storm.

The Streets Maintenance Superintendent or designee with direction from the Traffic & Streets Manager will determine when to prepare for and begin the snow and ice control operations for each event. Also, the Superintendent or the Traffic & Streets Manager designee is directly responsible for the real-time snow and ice control operations and for initiating the emergency call-out for various crews, support divisions, and private contractors as needed. The Superintendent or the Traffic & Streets Manager Designee will also be responsible for coordinating after-hours, weekend, and holiday call-out procedures with various County staff and the Police Department. The Traffic & Streets Manager or designee will be the primary point of contact for Police to notify when they become aware of hazardous areas that are impassable. It should be noted that from the time the Police contacts the Traffic & Streets Manager or designee, it takes approximately 60-90 minutes before staff and equipment are available for an initial winter storm response.

Due to the 24-hour nature of snow removal operations, the Assistant Streets Superintendent will rotate the operational oversight with the Superintendent or the Traffic & Streets Manager designee every 12-hours. In addition to the Superintendents, Lead Equipment Operators (Leads) will be responsible for snow teams consisting of employees from the Traffic & Streets Division and from other County divisions assisting with the snow operations. The Leads will provide their team members with real-time directions and guidance while in the field.

Parks, Recreation, & Open Space Division

The Parks, Recreation, & Open Space Division employees will be activated as needed by the Traffic & Streets Division. Their primary duties will be to assist in the clearing of selected public sidewalks, walkways, and stairways, including approved Safe Routes to School walkways and County maintained parking lots. Their secondary duties will be to clear Priority Three roads including residential streets. Their tertiary duties will be specified and assigned by the Traffic & Streets Manager, Street Superintendent, Assistant Superintendent, or their team Lead in the

field. Employees with CDL-B licenses (or greater) may be utilized on the large snow removal equipment, and will be under the direction of the Street Superintendent or designee during storm response operations.

The Parks employees will be responsible for clearing the two overpasses (including the stairways) on Diamond Drive at the High School and clearing the tunnel (including the stairs at the tunnel) located under Diamond at the roundabout. During normal winter storms, the Golf Course employees will clear the ramps and stairs to the Golf Course tunnel. However, if the Golf Course employees are unable to clear the access to the Golf Course tunnel, then the Parks employees will assist with the snow and ice control maintenance at the same time they are cleaning the roundabout tunnel.

During snow and ice control operations when Parks staff has been activated to assist with the event, they will report directly to and be responsible to their assigned snow team Lead in the Traffic & Streets Division. When Parks staff completes their snow and ice assignments, they will contact their snow operations team Lead for new assignments, other instructions, and their work schedule.

Airport Division

The Airport Manager and Acting Airport Manager(s) are responsible for plowing snow at the Los Alamos Airport including the airport runway, plane tie-down areas to within 10-feet of any aircraft, areas surrounding the terminal building, airport parking lots, and Airport Road. If there is an unforeseen situation that occurs, and the Airport Manager or Acting Manager are unable to respond, the Airport Manager will contact the Traffic & Streets Division and coordinate an alternate plan with the Traffic & Streets Manager or designee. The Traffic & Streets Manager or designee may assign staff from the Traffic & Streets Division to plow the runway, road, and parking lots in accordance with this Plan's priority list (page 19). In case of an emergency air flight, the Airport's priority may be adjusted.

There are two dedicated snow plows assigned to the Airport. A $\frac{3}{4}$ ton 4 x 4 pickup with a nine-foot-wide scoop plow blade and a 4 x 4 single axle dump truck with a 22-foot-wide plow blade. The large plow was purchased with an FAA grant and therefore *can only be used at the Los Alamos Airport*.

The Airport currently has historically had daily scheduled commercial air service and it is anticipated this service will continue in the future. Therefore, the runway, taxiway, and apron will need to be cleared a half-hour before the first flight of the day leaves and the last flight of the day arrives in coordination with the latest published flight schedules. Along with snow plowing on the airside (taxiways, runway, and apron inside the perimeter fence) plowing should occur on Airport Road and within the parking lot in order to accommodate air service

passengers and car rental operations. If needed, Airport staff may request help from the Traffic & Streets Division to assist with plowing, snow blowing to remove wind rows, and snow removal.

Examples of snow removal for the Airport would include the use of a front-end loader to lift snow over the guard rails at the north end of apron and taxiways between the T-hangers or the removal of snow piles along the edges of the taxiways. Airport management will be responsible for issuing any required Notice to Airmen or updates to the Automated Weather Observations System, the two primary communication tools for light planning information. Staff assigned to snow control on the airside will monitor the Airport Unicom radio (123.00) to announce activity, intention, and location as well as hear and respond to active flight communications. Both Airport's dedicated snow plows have Unicom radios so the radio monitoring can take place.

Transit Division

The normal snow and ice control operations will provide for the snow removal services along existing public transit routes (roadways and sidewalks) in accordance with the Plan's priority schedule (page 19). These services will include the use of snow plows, sanding, salt, and deicers, as well as other heavy equipment as needed.

Transit employees will be activated as needed to perform the hand clearing of snow and ice from the bus shelters, access directly to the shelters from the longitudinal sidewalks, and areas around bus stops as time allows.

Custodial Division

During snow and ice control operations when Custodial staff has been activated by either the Traffic & Streets Manager or designee or the Custodial Superintendent to assist with the event, they will report directly to the Custodial Superintendent. The Custodial Superintendent will be responsible for County facility access. When Custodial staff completes their snow and ice assignments for facility access, the Custodial Superintendent will contact the Traffic & Streets Division Designee for additional assignments or other instructions as the storm warrants. Their primary duties will be to assist with the clearing of the snow and ice from the public sidewalks, walkways, and parking lots of County maintained facilities such as the Municipal Building, Aquatic Center, Mesa Public Library, White Rock Library, Judicial Center, Fuller Lodge, Pajarito Cliffs Site, and other County facilities. Their focus will be to get County buildings and facilities safely accessible to County employees and the public. Their secondary duties will be specified and assigned by the Traffic & Streets Manager or designee.

Facilities Division

The Facility Division employees will be activated as needed by the Traffic & Streets Division. This Division is the first backup to the snow and ice control on the roadways. Their primary duties will be to assist with the clearing of priority roadways as delegated by the Traffic & Streets Manager or designee. Employees with CDL-B licenses (or greater) may be utilized on the large snow removal equipment, and will be under the direction of the Traffic & Streets Manager or designee during storm response operations. Their secondary duties will be to clear approved Safe Routes to School and County maintained parking lots. The tertiary duties will be specified and assigned by the Traffic & Streets Manager or designee or their team Lead in the field.

During snow and ice control operations when Facilities staff has been activated to assist with the event, they will report directly to and be responsible to their assigned snow team Lead. When Facilities staff completes their snow and ice assignments, they will contact their snow operations team Lead for new assignments, other instructions, and their work schedule.

Fleet Division

The Fleet Division employees will be activated for storm response as needed by the Traffic & Streets Division. The primary duties will be to support equipment, vehicle, and machinery needs such as repairs, plow edge replacements, chain installation, and field operations as needed. Their secondary responsibilities will be to plow the parking lots and site yards at the Pajarito Cliffs Site when directed to do so by the Traffic & Streets Manager or designee. The Fleet Division has a parts truck with a plow attachment and this vehicle could be used for the Pajarito Cliff Site parking lot plowing if time permits.

Once Fleet staff has been activated to assist with the snow event, they will report directly to and be responsible to the Traffic & Streets Manager or designee. When Fleet staff completes their snow and ice assignments, they will contact the Traffic & Streets Manager or designee for new assignments, other instructions, and their work schedule.

Procurement Division

The Procurement Division is responsible for the procurement, warehousing, and storage of snow and ice control materials and supplies that are needed to effectively respond to winter storm events. During the late summer, the Procurement Division begins the process of purchasing these supplies through initiating communication with the Traffic & Streets Division, Custodial Division, Fleet Division, and the vendors in order to have the correct type and quantity of materials. The Procurement Division is also responsible for the stocked levels of materials and supplies during the storm season, along with tracking the use of these materials by the Schools and the various divisions within the County.

During a winter storm, the Procurement Division employees will be activated by the Traffic & Streets Manager or designee to assist with providing emergency materials, supplies, and equipment such as chains, plow blades, and safety equipment. Their secondary duties will be to clear the parking lot at the Pajarito Cliffs Site or other duties as specified and assigned by the Traffic & Streets Manager or designee.

Employees may also assist with snow removal operations in the field and around the Pajarito Cliffs Site.

Environmental Services

The Environmental Services Division provides essential trash and recycling services to the community and collections continue regardless of delays or closures. For the Eco Station facility to be open safely, the Environmental Services staff will perform the initial snow removal at the site. After the staff's initial removal efforts and depending on the amount of snowfall and storm conditions, the Eco Station may need additional assistance. If so, the Environmental Services Superintendent may request assistance from the Traffic & Streets Division to clear the driveway and primary traffic routes within the facility.

The Eco Station facility is listed as a Category C governmental facility and will be maintained by the Custodial Division's staff after higher priority facilities have been completed. Therefore, the sidewalks and walking paths at the Eco Station may initially be cleared by the Eco Station staff if the storm warrants such action.

The Environmental Services Superintendent will also be in contact with the Streets Superintendent to get real-time recommendations regarding the road conditions and chain installation requirements based on snow depths in different areas of the County.

Department of Public Utilities

The Department of Public Utilities (DPU) employees may be activated for storm response when there are significant snow storms or emergencies requiring additional resources. However, due to the nature of DPU work, the DPU employees will often be addressing power failures and water break issues during winter storms and may not be available. Therefore, calling on DPU to assist with snow and ice control will be enacted only during critical situations.

The DPU employees will be responsible for clearing the snow from around fire hydrants so that the hydrants are visible and accessible for emergency services.

County Equipment & Resources

The County owns approximately 45 various pieces of equipment that can be used for snow and ice control including pickups, trucks, backhoes, graders, front-end loaders, snow blowers, etc.

About half of this equipment is located within the Traffic & Streets Division. It is important to note that during heavy snowfall, the Traffic & Streets Division has the authority to mobilize and put into service ANY tool, equipment, or vehicle from ANY County Department as necessary, in order to assist in performing prompt, safe, and successful snow and ice control operations. (See Equipment Resource list in Appendix 7)

Private Contractors

While the County will utilize its primary resources for the majority of storms, some storms will be larger than the County's staff or equipment can maintain. Therefore, during the larger winter storm events, the County will need to utilize private contractors in order to provide the community with sufficient storm service. As a contingency, the Procurement Division has established contracts for the on-call services of private contractors having equipment and personnel capabilities to assist as requested and directed by the Traffic & Streets Manager or designee during large snow events.

In addition, a contract may also be in effect for the snow plowing of parking areas, sidewalk clearing and if needed, snow removal from the Pajarito Cliffs Site Complex.

V. Staff Training

The Traffic & Streets Manager or designee will determine the necessary preseason training for the employees who will regularly be assigned snow and ice control duties. The preseason training will occur between the months of September and November. The training may include, but is not limited to, hands-on application and operation of equipment, familiarization of priorities and routes, inspection of specific areas to determine any impediments to effective snow plowing, new technologies and practices in equipment and materials used in the industry, and special procedures and guidelines required for safe snow removal operations throughout the community and at the airport. Additional training will occur on an as needed basis.

The Traffic & Streets Manager or designee will have operations guidelines for the County staff that will be assisting with the snow and ice control. These guidelines are subject to change based on actual conditions but they will be used in order to increase the consistency of the County's winter storm maintenance.

Each year, selected employees will attend the Snow and Ice Control Conference (generally held in Colorado) to further their knowledge and receive additional snow and ice control training.

VI. Citizen's Concerns, Requests, & Emergencies

Questions, concerns, and special requests regarding snow and ice control or reports of damage will be taken during normal working hours. The Traffic & Streets Division office (505-662-8113) will be staffed during the hours of 7:30 a.m. to 4:00 p.m. Monday through Friday and will take calls and handle the situations on a priority basis. The staff will address each concern in priority order and in accordance with this Plan such that public funds are effectively managed and residents are treated in an equitable manner.

As always, for *valid emergency* concerns only, the Police Department should be contacted and they in turn will contact the Traffic & Streets Manager or designee for remediation of the situation. Except for valid and verified emergency situations that have been communicated through the Traffic & Streets Manager or designee, the normal routes, priorities, and strategies will not be changed during storm operations.

VII. Snow Notification Procedures

During the normal winter storm season, the Traffic & Streets Manager or designee will monitor various meteorology services for mobilization and strategic planning based on storm forecasts. Based on actual storm conditions and storm forecasts, crew leads will communicate with the Traffic & Streets Manager regarding the storm operations and road conditions. Winter storm notifications for County operations are as follows.

Normal Working Hours

The Traffic & Streets Division's normal working hours are from 7:30 a.m. to 4:00 p.m., Monday through Friday. The Traffic & Streets Manager or designee may be contacted through the Traffic & Streets Division's administration office during these hours at (505) 662-8113.

After Hours, Weekends, & Holidays

Residents may contact the Police Department at 662-8222 to report difficult or dangerous snow and ice conditions on the County's roads and streets. The Police Department will contact the Traffic & Streets Manager or designee who will dispatch operators and coordinate efforts as appropriate.

Early Release & Delayed Openings

The County Manager may allow for delayed work hours or early release of employees when County roads have become unsafe and crews are unable to maintain the roads in a passable

condition or when the intensity of snowfall is such that accumulations outpace the ability of crews to clear major routes.

When any of these conditions occur and delayed work hours are authorized, a one-hour delay will generally be authorized if snow conditions are present in Los Alamos, but roads are clear in the Rio Grande Valley; and, a two-hour delay will generally be authorized if snow conditions are present throughout Northern New Mexico.

Procedures: Early Release

If, during the course of a County workday, the snowfall intensity is such that snow and ice control operators are unable to keep roads in a passable condition, the Streets Superintendent or designee will advise the Traffic & Streets Division Manager of the recommendation for an early release. Upon concurrence, the Manager will contact the Public Works Director with a recommendation that employees be released early due to poor road conditions.

If the Public Works Director determines that an early release of County employees is warranted, the Public Works Director will contact the County Manager to recommend an early release. The Public Works Director will also advise the Los Alamos Public Schools of the severity of the road conditions.

The County Manager will make the final determination with respect to an early release of County employees. The Public Works Director will then advise the Department of Energy Los Alamos Field Office Manager and the Superintendent of the Los Alamos Public Schools of the decision. The County Manager's Office will also notify the County's Department Directors and post a notice on the intranet once a decision has been made to release employees early. Each Department Director will then release non-essential employees.

The Public Works Director will encourage Los Alamos National Laboratory and other agencies to stagger their employee release times for the purpose of staggering the traffic to avoid excessive traffic delays and back-ups, which would further hinder snow and ice control operations.

Procedures: Snow Delay

During normal non-working hours when the roads become unsafe due to being snow covered, slippery, or icy and the snowfall intensity is such that snow and ice control operators are unable to keep roads in a passable condition, the Streets Superintendent or designee will advise the Traffic & Streets Division Manager of the recommendation

for a snow delay prior to 5:00 a.m. Upon concurrence, the Manager will contact the Public Works Director with a recommendation for a delay of County working hours due to poor road conditions.

If the Public Works Director determines that a working hour delay is warranted, he will contact the County Manager to recommend a delay of County working hours. The Public Works Director will also contact the Los Alamos Public Schools and advise them of the road conditions. The County Manager will be notified prior to 5:15 a.m. of any recommended delays or closures.

The County Manager will make the final determination with respect to any delay of working hours. The Public Works Director will then advise the Department of Energy Los Alamos Area Office Manager and the Superintendent of the Los Alamos Public Schools of the decision.

Once directed by the County Manager to initiate a County work delay, the Traffic & Streets Manager will initiate the County Snow Notification Policy through the assistance of the Public Information Officer. The Traffic & Streets Manager or designee will contact selected radio stations, television stations, and Atomic City Transit with the work delay information. The Public Information Officer or designee will update the County's phone hotline, Facebook, and County web page; both the internet and intranet.

County Employee Work Notification

In the event a snowfall is of a magnitude that it will delay or prevent County employees from getting to work, employees should seek information about County work delays and adjusted hours by checking any or all of these resources:

Radio Stations:

| | | | | | |
|------|----------|-------------|-------|----------|-------------|
| KZRR | 94.1 FM | Albuquerque | KPEK | 100.3 FM | Albuquerque |
| KANW | 89.1 FM | Albuquerque | KDCE | 950 AM | Espanola |
| KBQI | 107.9 FM | Albuquerque | KRSN | 1490 AM | Los Alamos |
| KKOB | 770 AM | Albuquerque | KRSN | 107.1 FM | Los Alamos |
| KKOB | 93.3 FM | Albuquerque | KLBU | 102.9 FM | Pecos |
| KIOT | 102.5 FM | Albuquerque | KVSF | 101.5 FM | Santa Fe |
| KRST | 92.3 FM | Albuquerque | Radio | 1610 AM | LA County |

County's web page and Facebook (Information will be posted on the home page News section by the County Public Information Officer):

www.losalamosnm.us

Facebook - search for "Los Alamos County"

County's Employee Hotline: (505) 661-4550.

Local Television Stations or Their Websites:

| | | |
|-----------------------|--|-------------|
| KOAT Channel 7 (ABC) | www.koat.com | Albuquerque |
| KOB Channel 4 (NBC) | www.kob.com | Albuquerque |
| KRQE Channel 13 (CBS) | www.krqe.com | Albuquerque |
| KASA Channel 2 (FOX) | www.kasa.com | Albuquerque |

Since many County employees travel from Santa Fe, Jemez, Espanola, and other areas to work in Los Alamos, every effort will be made to have an announcement placed on the above listed stations, phone line, Facebook page, and web page no later than 6:30 a.m., Monday through Friday. If there are no announcements made on a closure or delay on these stations, normal Los Alamos County working hours are in place.

The County has been advised that calls into the stations are strongly discouraged on snowfall days as the telephone lines are tied up. Therefore, the telephone numbers for the radio and TV stations are not listed. Employees are first encouraged to listen to a radio or television station for an update on County closures or delays, as this is the primary contact that the County will make. It is the fastest way to reach most employees before 6:30 a.m., and therefore the radio and television updates take priority over updating the County's phone hotline, Facebook, or web page.

VIII. Snow & Ice Control Operations

The commencement of the snow and ice control operations for any storm is dependent on the forecast or actual conditions. Because of the variables encountered with each storm, the operations requirements will differ for each winter storm event. However, snow storm operational guidelines have been established for the following anticipated events.

- Freezing rain, sleet, black ice, hail, and freeze-thaw conditions:

These types of events are based on changing weather conditions. The Traffic & Streets Manager or designee will determine the required level of ice control response based on real-time conditions.

- Snowfall less than 1":

With this type of small storm, general snowplowing may not be necessary and normal ice control may be adequate to produce safe winter driving conditions. The Traffic & Streets

Manager or designee may deem plowing necessary if a series of snowfalls are anticipated and may cause a buildup of snow on the roadways.

- Snowfall of 1" to 6":

Typically, snow removal begins as soon as practical depending on the timing of the snowfall event. Every effort will be made to provide motorists with safe winter driving conditions. Normally, Priority 1 and 2 streets will be plowed first. Once these streets are plowed, the remaining streets, sidewalks, and parking areas will be addressed and ice control applied.

- Snowfall greater than 6":

Under these conditions, it will be the priority to keep major arterials and collectors streets plowed. This will help to ensure that facilities such as the Medical Center, fire stations, police station, schools, and transit routes are accessible. Depending on the snowfall and the duration of the event, it may be necessary to continually focus on priority one streets only in an attempt to maintain public safety. Once the significant portion of the event has subsided, snow and ice control operations will move on to Priority 2 and 3 roadways.

Operational Safety

The County is dedicated to safely maintaining the priority roadways during a winter storm event. The operational intent is to create acceptable winter driving conditions for people who have vehicles that are properly equipped for winter driving and for people who operate their vehicles in a manner that is consistent with good winter driving habits. During a winter storm event, every effort will be made to maintain the County's streets and sidewalks in as safe a condition as possible under the circumstances.

However, snow and ice control operations will be conducted only when weather conditions do not endanger the safety of County employees or the public. Many factors such as limited visibility, may affect the snow and ice control operations if they pose a safety hazard to Operators who are operating the equipment or to the public.

Safety will be the deciding factor in the continuation of the operations. Operations will be delayed or suspended if existing or anticipated conditions indicated the operations will not be effective and pose a risk to the County's staff. If the Traffic & Streets Manager or designee believes that there is a safety issue, they have the responsibility to stop the operations until a safer solution can be initiated.

General Operations

Each public street within Los Alamos County has a prioritization (

Appendix 1) for snow and ice control based on the street classification, function, slope, emergency service locations, designated safe route to school (

Appendix 2), and public transit routes (

Appendix 3). In an effort to maximize public safety during winter storms and to have equitability, consistency and uniformity of the services specified, the streets have been separated into three basic priority levels and will be addressed as such.

The Traffic & Streets Manager or designee will mobilize available snow and ice control resources in accordance with the prioritization. However, the Traffic & Streets Manager or designee has the authority to make real-time priority changes as weather and conditions dictate. Whenever possible and provided the resources are available, the Traffic & Streets Manager or designee will initiate concurrent operations involving the street prioritizations and Safe Routes to School, along with other selected sidewalk efforts.

Sand & Salt Use

The sand and salt storage area is located at the Pajarito Cliffs Site on the east end of town near the County line. Due to the location, there may be times that it is difficult to get to because of traffic delays along NM502. At times, snow plows may be going back to the Site for sand and be delayed along with the other traffic. The County is currently looking for additional areas for sand and salt storage in White Rock and near North Mesa.

The County uses a mixture of sand and salt along with other de-icing materials. This application initially provides an abrasive surface for improved traction and the deicer material aids in the melting process. Salt and moisture react to form a brine solution that helps to break the bond between the road surface and ice accumulation.

Traffic & Streets staff will research and monitor the development of new anti-icing and de-icing chemicals and practices which may enhance the County's snow and ice control program. At present, salt is still considered to be the lowest cost alternative. Other chemicals are becoming more environmentally "friendly" while retaining similar properties of salt and may be introduced during the season as deemed appropriate. Many additives are on the market that provides enhanced melting capabilities, either on their own or in combination with salt. Snow removal crews will primarily use combinations of materials that improve the County's effectiveness and efficiency of snow and ice control with a secondary goal of finding materials that are environmentally sound.

The conditions experienced during the duration of the storm will dictate the relative proportions of the various snow and ice control chemicals and practices. The Federal Highway Administration has determined varying concentrations of salt, which are temperature and precipitation type dependent. Varying combinations of sand and salt will be used to best combat the situations encountered. Normally, the minimum amount of salt needed to perform the melting process will be used. Typically, a 7:1 mixture of sand to salt has been used in Los Alamos County. Based on actual conditions, such as lower than normal temperatures, the Traffic & Streets Manager or designee will make the on-site determination.

Some of the conditions that will dictate the various storm strategies include:

- Current and predicted storm temperatures
- Expected precipitation types
- Total predicted precipitation levels
- Predicted temperatures within 24 hours after the storm cessation
- Predicted storm duration
- Timing of the accumulations (day, night, weekend or holidays)
- Future storm predictions

While some may argue that increasing the ratio of salt used is environmentally problematic, using insufficient salt in the mixture can result in the reduction of roadway safety. If insufficient salt is used, the snowpack may melt but the salt will dilute and quickly re-freeze creating a dangerous black ice situation. Using too much salt, on the other hand, will provide a quick melt but will cause intact salt particles to remain on the streets. It is therefore important to have the proper concentration of sand to salt mixture that will provide faster and more complete melting while reducing the environmental impacts.

Plowing Techniques

Snow plowing techniques will be determined in the field by the Streets Superintendent or designee and, generally, is as follows:

Operators will focus on Priority 1 and 2 streets first before moving to Priority 3 streets. However, operators will leave the plows down as they are plowing through a specific area in the community. Therefore, some Priority 3 streets may be plowed early as operators navigate through the Priority 1 and 2 routes.

First, snow will be plowed from the crowned portion of the roadway, including marked and unmarked bicycle lanes, to the curb or edge of the roadway. The snow will then be

pushed to the sunny side of most impacted areas whenever it is practical. In the event of heavy snowfalls, snow may be plowed to both sides of the roadway and will later be addressed during the mop up operations. If at all possible, where parking is limited to only one side of the street, snow will be plowed to the opposite side of the street. Efforts will focus on intersections to ensure that they are completely plowed without any wind rows.

On trash and recycling collection days, coordination will be made between the Traffic & Streets Manager or designee and the Environmental Services Superintendent for changes to the collection service routes. Once trash and recycling have been collected from the streets and roll carts have been removed from the curbside, the snow removal team will plow the streets.

When possible, cul-de-sacs will be cleared during the mop up operations so that essential services, such as refuse collection or mail delivery, will have enough turning radius to navigate the street.

Roadway Construction and Private Roads

Any roadway that is under construction or re-construction by a contractor shall be maintained by the contractor during a winter storm. The contractor will have the responsibility to plow the snow or otherwise remove the snow and ice from the roadway and sidewalk within an active work zone.

After the contractor has plowed or removed the snow, the Traffic & Streets Division may apply deicer to the area when called and requested by the contractor. However, the contractor is responsible for the construction area and snow removal throughout the duration of the winter storm event and during the contracted period.

Also, it is important to note that the County will not perform snow or ice control on any private street or sidewalk, e.g. Main Street, or in any private parking lot or driveway.

Street & Sidewalk Prioritization

Snow and ice control operations will be based on specific criteria that establish roadway priority levels. The priorities and their criteria for Los Alamos County streets and sidewalks are listed below and shown on color coded Priority Maps in

Appendix 1. There are five priority maps that break the County up into reasonably sized areas where they may be assigned to a specific Operator for better consistency throughout the area.

Along with the streets, the longitudinal sidewalks located within each priority group are considered to be of equal priority as the street itself. After the streets at that priority level have

been plowed and are under full control, the public sidewalks will be plowed when resources are available and if the sidewalks are wide enough for snow equipment.

Priority 1: These roadways include major and minor arterials, major collector streets, designated Safe Routes to School, public transit routes (

Appendix 3) and access to the medical center, fire stations, and police station. Priority 1 streets and sidewalks will be maintained for all snow events. Priority 1 roadways are listed as follows and can be viewed in

Appendix 1.

Los Alamos Roadways: (Listed in alphabetical order)

15th St.
33rd St.
34th St.
35th St.
37th St.
38th St.
48th St.-Yucca (Loop)
Arizona Ave.
Arkansas Ave.
Barranca Rd.
Brisa del Bosque-Corona (Loop)
Canyon Rd.
Central Ave.*
Club Rd.
Diamond Dr.
East Road
Entrada Road
Knecht St.
Loma del Escolar
Los Pueblos-Navajo Rd. (Loop)
NM502/Trinity Dr./East Rd.
North Mesa Rd.
North Rd.
Quemazon Rd.
Range Rd.
San Ildefonso Rd. (N)
San Ildefonso Rd. (S) (to Alamo)
Sandia Drive - Trinity (Loop)
Sioux-Iroquois-Seminole
Urban Street
Villa Street

White Rock Roadways: (Listed in alphabetical order)

| | | |
|---------------|--------------------|--------------------|
| Aragon Avenue | Grand Canyon Drive | Sherwood Boulevard |
| Aztec Avenue | Meadow Lane | State Road 4 |
| Bryce Avenue | Rover Boulevard | |

* Note: Due to the significant numbers of curb extensions on Central Avenue from Oppenheimer to East Road, the initial Priority 1 response on Central will be the plowing of the driving lanes only. The parking area and driveways along this piece of Central will be addressed only after initial storm response is completed and mop-up operations have been initiated.

Priority 2: These roadways include streets with an average grade of 7.5 percent or greater, neighborhood areas with only one ingress or egress, minor collector streets, and areas with municipal government facilities (if they are open). Priority 2 streets and sidewalks will be maintained after Priority 1 streets have been successfully addressed. However, depending on the conditions and the amount of available resources, Priority 2 roadways may be maintained concurrently with Priority 1 streets. Priority 2 roadways are listed as follows and can be seen on the Priority Maps in

Appendix 1.

Los Alamos Roadways: (Listed in alphabetical order)

| | | |
|----------------------------------|-----------------------------|--------------------------------|
| 33rd-34th Street (Loop) | Camino Dursanilla | Orange Street - Nickel (Loop) |
| 36th Street | Camino Redondo (Loop) | Quemazon North (Loop) |
| Airport Rd. | Camino Uva | Rose - Peach – Nectar |
| Airport Runway* | El Rayo | Venado (N) |
| Alamo Rd.- Capulin-Tsankawi (Lp) | El Viento (N) | West Road (to Camp May Road**) |
| Arroyo Lane | Hawk Drive (on School Days) | |
| Aspen - Sumac - Maple (Loop) | Oppenheimer (N) | |

White Rock Roadways: (Listed in alphabetical order)

| | | |
|---------------|--------------------------------|--------------------|
| La Senda Rd. | Monte Rey Dr. (N) to Rio Bravo | Potrillo Drive |
| La Vista Dr. | Monte Rey Dr. (S) to Potrillo | Rio Bravo Drive |
| Long View Dr. | Piedra Loop | Sierra Vista Drive |

* Note: Airport Runway

****Note:** Camp May Road will only be a Priority 2 road if the ski hill is open and it is a ski day. Otherwise, this becomes a Priority 3 road.

Priority 3: These roadways include local, residential, and other public streets not specifically identified above, along with various sidewalks and public parking areas. These streets and areas will be maintained only after Priority 1 and 2 streets have been effectively maintained. Priority 3 roadways are not listed but can be seen on the Priority Maps in

Appendix 1.

Safe Routes to School

Safe Routes to School are the walking and bicycling routes that have been established around each elementary school. These routes are the recommended routes for children within a one mile walking radius to each school where the routes are established along the primary collector streets to the local elementary school. Each of these routes include regulatory school zones with flashing beacons and 15 mph speed limits and marked crosswalks near the approach to each school.

Established Safe Routes to School are addressed as Priority 1 streets and sidewalks for snow and ice control operations when school is in session. See

Appendix **2** maps for actual routes at each school.

Public Transit Routes (Atomic City Transit)

Atomic City Transit is Los Alamos County's public transit system and during storms they continue to operate in order to move people throughout the community. Often times, the winter storm will hit the community during the day and an early release will be required. Therefore, the transit system will continue to operate during snowy conditions in order to ensure that riders have an avenue to return home and are not stranded. For this reason, transit routes fall within the Priority 1 grouping of roadways. NMDOT Park & Ride and NCRTD (Blue Bus) routes coincide with ACT routes. (See

Appendix 3 for Transit Route Maps and

Appendix 4 for the Guidelines of Transit Service Modifications during severe weather conditions.)

County Facility Prioritization

During a winter storm, it is important to clear parking lots and walkways at municipal government sites so that government business can continue to take place in as safe a manner as possible. On non-work days, County owned facilities are considered to be Priority 3 within this plan. However, if the storm occurs during a weekday, the municipal government sites will move up to Priority 2 to ensure that staff and citizens can access the facility in a timely manner. The County facilities are grouped into four categories (A, B, C, and D) based on the level of importance of restoring the associated governmental operations. The parking lot categories are as follows:

Category A

- Airport (with commercial air)
- Fire Station 2 (DP Road)
- Fire Station 3 (White Rock)
- Fire Station 4 (Diamond Dr.)
- Fire Station 6 (East Road)
- Los Alamos Municipal Building
- Police Dept–Judicial Complex
- Pajarito Cliffs Site

Category B

Aquatic Center
 Betty Ehart Senior Center
 Fuller Lodge
 Mesa Public Library
 White Rock Visitors Center
 White Rock Branch Library
 White Rock Municipal-Bldg

Category C

Sullivan Field (Category B if
 football, basketball, or
 soccer games are
 scheduled)
 Eco Station
 White Rock Eco Station
 Ice Rink

Category D

Golf Course
 Civil Defense Building
 Little Theater
 Nature Center
 Teen Center

Resident's Responsibilities

During winter storms, the residents will have certain responsibilities that will assist with the effectiveness of the snow and ice control operations. These resident responsibilities include the clearing of their own driveways and sidewalks, and clearing their areas for trash pickup and for mail or newspaper deliveries. Residents are encouraged to clear their sidewalks of snow and ice within 24 hours of the culmination of the storm. Also, residents are responsible for ensuring that they do not obstruct the ordinary use of the County's public streets and sidewalks. Therefore, residents must not deposit snow or ice from their property onto County streets and sidewalks but instead should pile their snow onto locations within their own private property.

One common misperception is that the County's snow and ice control operators intentionally deposit snow into driveways and walkways. However, this is the result of normal plowing operations when plows are angled to the right for plowing from the centerline of the street towards the curb. For this reason, windrows will form and a certain amount of snow will be deposited in front of driveways and on sidewalks. Operators attempt to minimize these instances the best they can. However, it is not practical to fully eliminate this situation while being able to effectively address the storm. Residents should be aware that they may have to re-clear their driveways or sidewalks after their street is plowed.

One thing that will greatly assist with the winter storm operations is for residents to park their vehicles at off-street locations when a winter storm warning is in effect. This will help the snow removal crews perform their duties in a timely manner and with greater success. Once the storm has passed and the mop-up operations have been completed, residents could resume on-street parking.

In regards to trash and recycling collection, it is recommended that residents clear a spot on the roadway and place the roll carts in a safe manner. As soon as the roll carts have been serviced, the resident should remove the roll carts from the street. This will allow the snow removal team to effectively plow the street without the added obstruction of the carts.

On an annual basis, the Public Information Officer will remind the public of their responsibilities for snow clearing and safe operations of motor vehicles during storms through public service announcements in local media, on the County's webpage, Facebook page, and other venues where appropriate.

Motorist's Responsibilities

Snow and ice that accumulates on road and sidewalk surfaces create hazardous conditions for motorists, bicyclists, and pedestrians and achieving bare pavement is unlikely during the storms. Motorists are reminded that during winter weather events, the County's primary goal is to keep public roads passable. Therefore, motorists, bicyclists, and pedestrians must use additional caution while traveling on these roads and should remember that they must adjust to the change in driving conditions during snow and ice storms.

Arterials and major collector streets will be the primary focus for the snow and ice control operations. During heavier storms, motorists may encounter deeper snow accumulations on less-traveled routes and they should adjust their driving for those conditions. They are reminded to slow down during snow storms and give snow plows a wide berth to do their jobs in an effective manner. Based on the severity of the storm, drivers may need to delay their travel plans during the storm or plan for longer travel times.

Drivers are also encouraged to equip their vehicle with an emergency kit that includes items such as non-perishable high calorie food, water, first-aid supplies, warm clothes, flashlight, blanket and possibly a small shovel. Motorists should tailor their kit to any specific need they may have. Items such as baby supplies, extra medication, pet supplies, a spare cell phone or even children's games could be included.

There are several known areas throughout the County that tend to have higher snow accumulations or ice buildup than other areas. Even though the snow and ice control operations maintain these locations, often the motorist may need a little extra help to make it up a steep roadway. Therefore, prior to the winter storm season, the County will place 55 gallon barrels of sand and salt mixture at several designated locations (see

Appendix 5). Placing the sand and salt mixture under tires should provide for added traction.

On occasion, motorists may find themselves stuck or stranded during a snow storm. If a snow and ice control Operator observes someone in this predicament, the operator will contact the Police Department to request motorist's assistance. The County's Operator will not be able to pull vehicles from ditches or snow banks nor push them out of the roadway.

The Public Information Officer will remind the public annually of their responsibilities through public service announcements in local media, on the County's webpage, Facebook page, and other venues where appropriate.

Mop Up Operations

Mop up operations occur after the storm has subsided. Determining the extent of the operation will take into consideration the available resources including staff, materials, equipment, and associated time.

Upon storm cessation, the Traffic & Streets Manager or designee will review and evaluate the actual conditions along with concerns from residents involving problem areas throughout the County. These conditions and concerns will be investigated and, if warranted, will be included on a priority ranked schedule for completion during the mop up operations.

Mop up operations include the clearing of snow and ice from the following areas:

- Crosswalk access
- Selected County-owned sidewalks
- Bike lanes
- Bus stops and shelters
- Pedestrian push button areas at traffic signals
- Cul-de-sacs

Mop up operations also include the:

- Hauling and dumping of snow (see snow dump areas in
- Appendix 6)
- Melting of snow and ice
- Removal of excessive snow plowed onto private property
- Removal of stockpiled snow from the right-of-way
- Removing sand accumulations from sidewalks, roadways, bike lanes, and intersections
- Maintenance of drop inlets at storm drains to ensure that melting snow has an unrestricted flow
- Roadway sweeping and removal of sand and salt from the roadway

Property Damage

Snow and ice control operations may cause property damage even under the best of circumstances and care on the part of the operators. The majority of snow removal damage occurs within the County right-of-way which often extends ten or more feet beyond the curb location. The intent of the County right-of-way is to provide room for utilities, sidewalks, snow

storage, and other County and public uses. It is important to note that the County cannot assume liability for snow and ice control damage to underground lawn sprinkling systems, exterior lighting systems, fencing, or other landscaping that has been installed in the County's right-of-way.

To the best of their abilities, the County crews will strive to minimize damage in the County's right-of-way. They will also attempt to minimize the snow being pushed onto private property, within intersections adjacent to pedestrian crosswalks, over storm drains, and onto previously plowed sidewalks. In the event the storm severity is such that piling of snow occurs in these locations, the Traffic & Streets Manager or designee will schedule cleanup efforts as soon as possible after storm cessation.

Mailboxes

The County will plow snow as close as practicable to the curb to allow for the passage of traffic, on-street parking, and mail delivery but it will be the responsibility of the property owner or resident to keep piled snow away from the mailboxes that are adjacent to the street.

Where damage occurs to a mailbox that is placed adjacent to the street, the Traffic & Streets Manager or designee will investigate the damage once it is reported. If it is determined that physical contact occurred between the plow and the mailbox, the County will repair or replace the mailbox providing it is a standard design that conforms to the U.S. Postal specifications.

Sod & Landscaping

The County will not repair or replace sod in the County's right-of-way that has been damaged by snow plows or by the use of sand, salt, or deicers. Also as stated above, the County will not repair or replace lawn sprinkling systems, exterior lighting systems, fencing, or other landscaping that has been installed in the County's right-of-way.

Private vehicles

Every effort will be made to avoid damage to private vehicles. If a snow and ice control operator damages a vehicle, the operator will immediately notify the Traffic & Streets Manager or designee and the Police Department. However, on occasion unknown damage may occur to private vehicles in which case the Police Department (911 or 662-8222) and Risk Management Division (662-8192) should be contacted by the vehicle owner. The Risk Manager, Traffic & Streets Manager, or designee may investigate the damage once it is reported. If it is determined that physical contact occurred with County equipment, the County will consider vehicle repair.

Appendix 1

Priority Maps

Downtown and Eastern Area Map 1

Western Area and Denver Steel Map 2

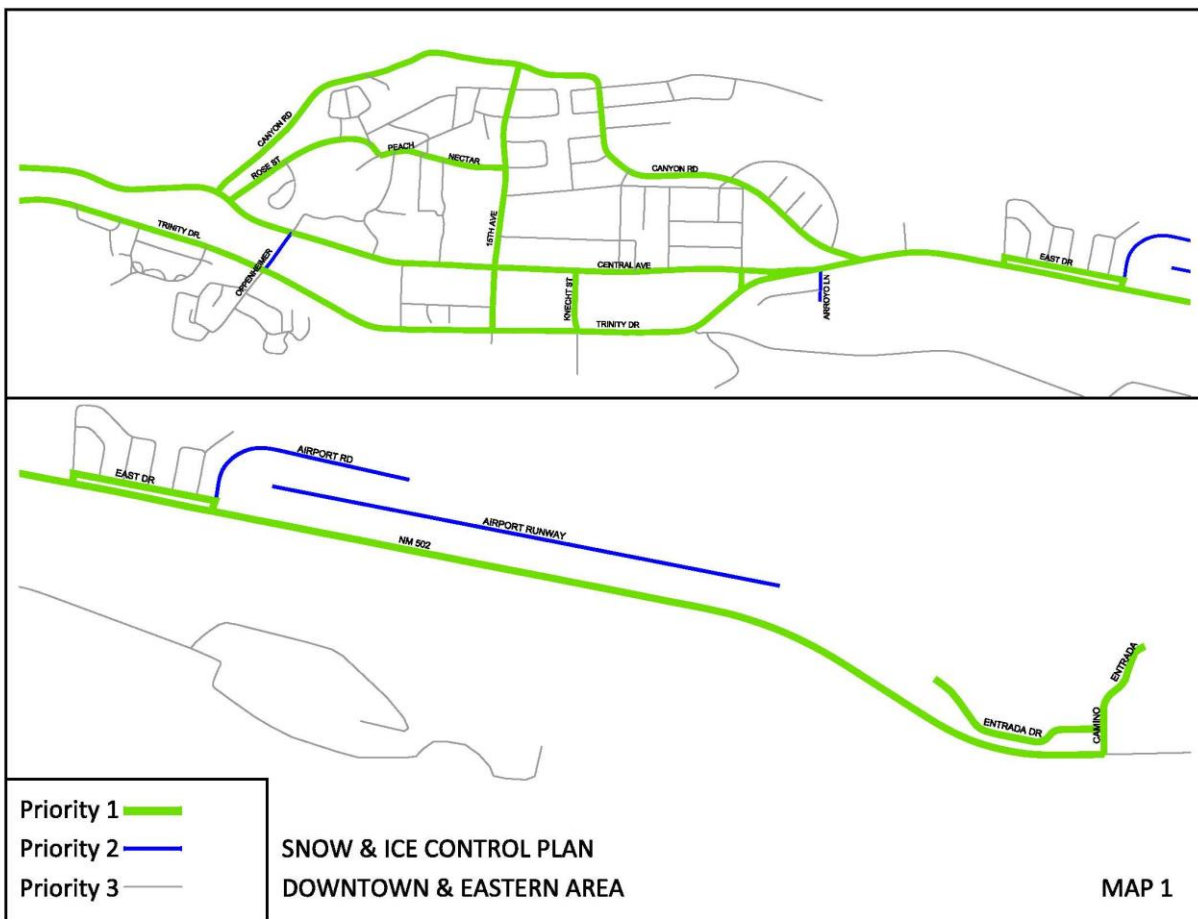
Northern Community and Quemazon Map 3

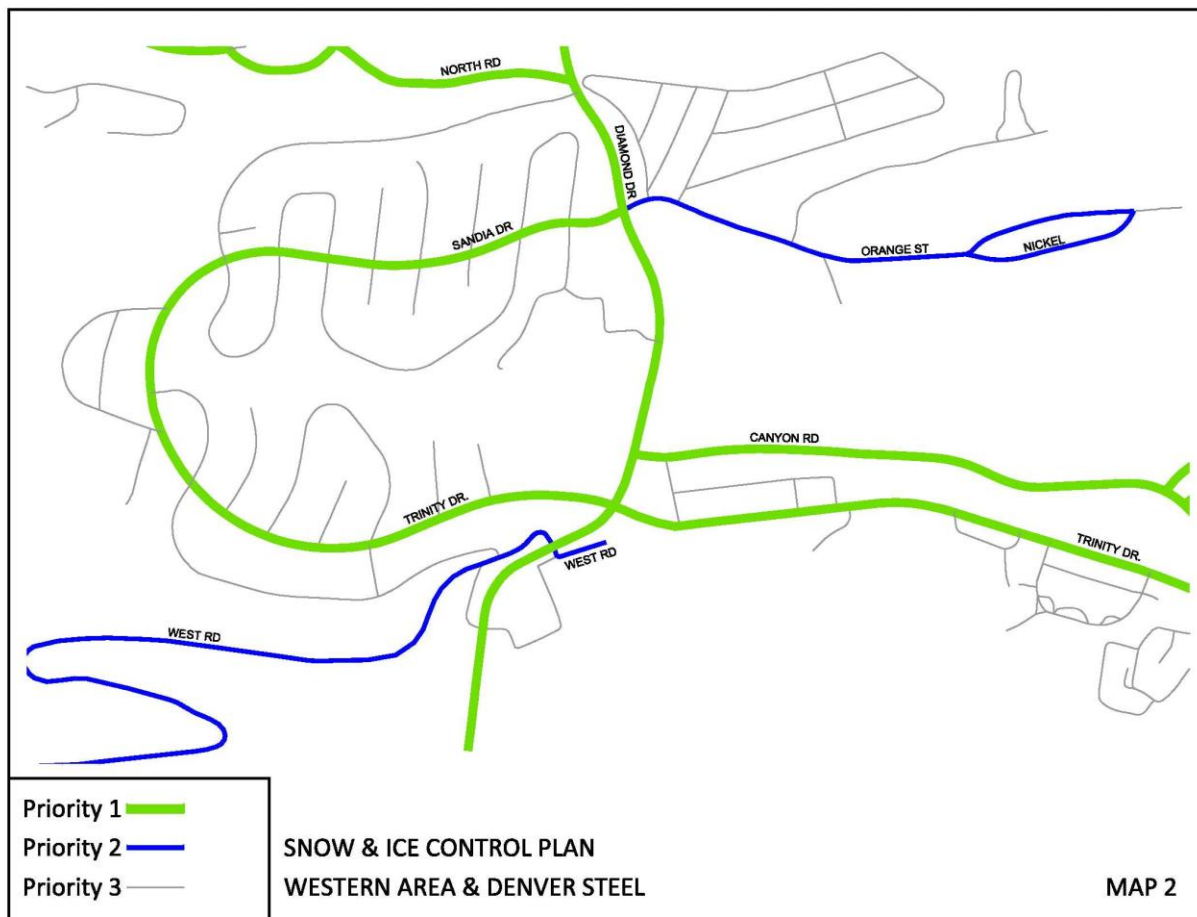
Barranca Mesa and North Mesa Map 4

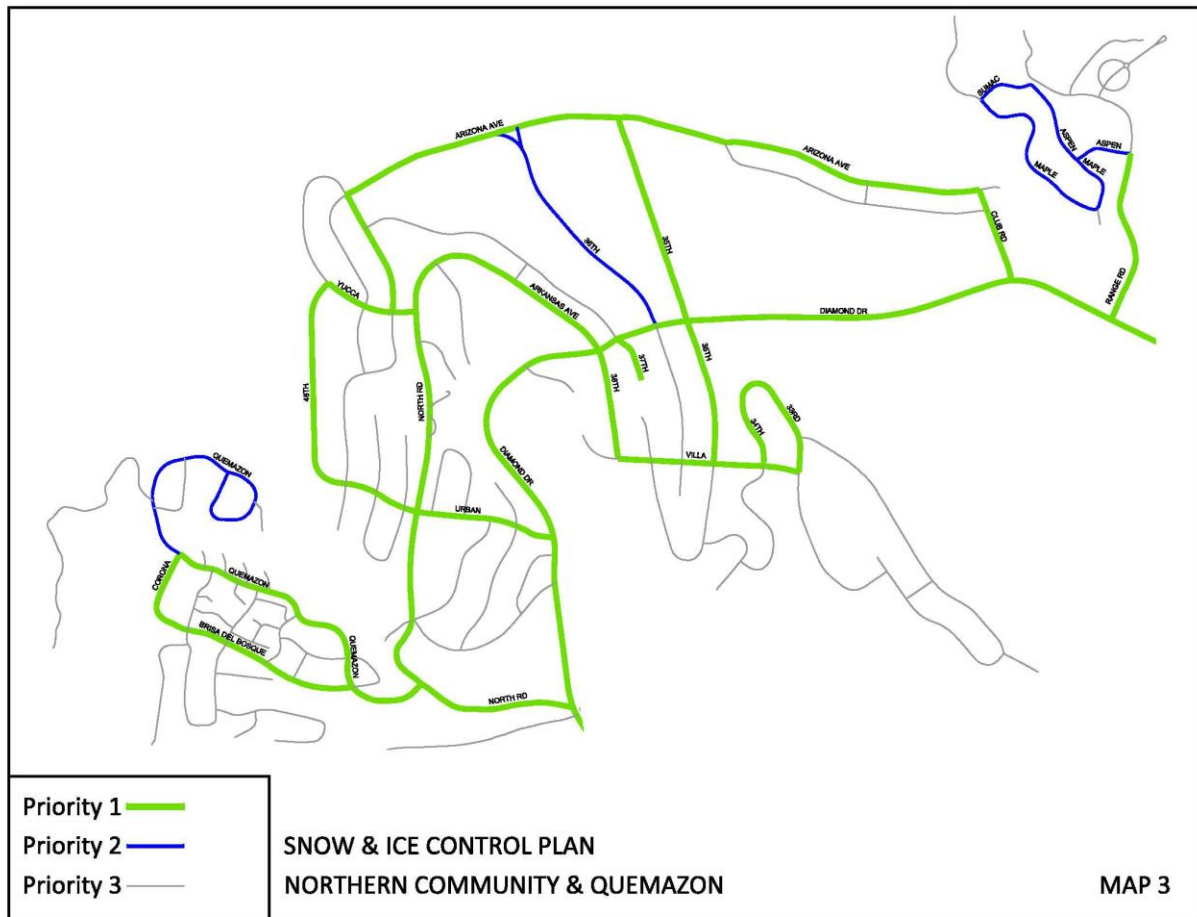
White Rock Map 5

Los Alamos Sidewalks Map 6

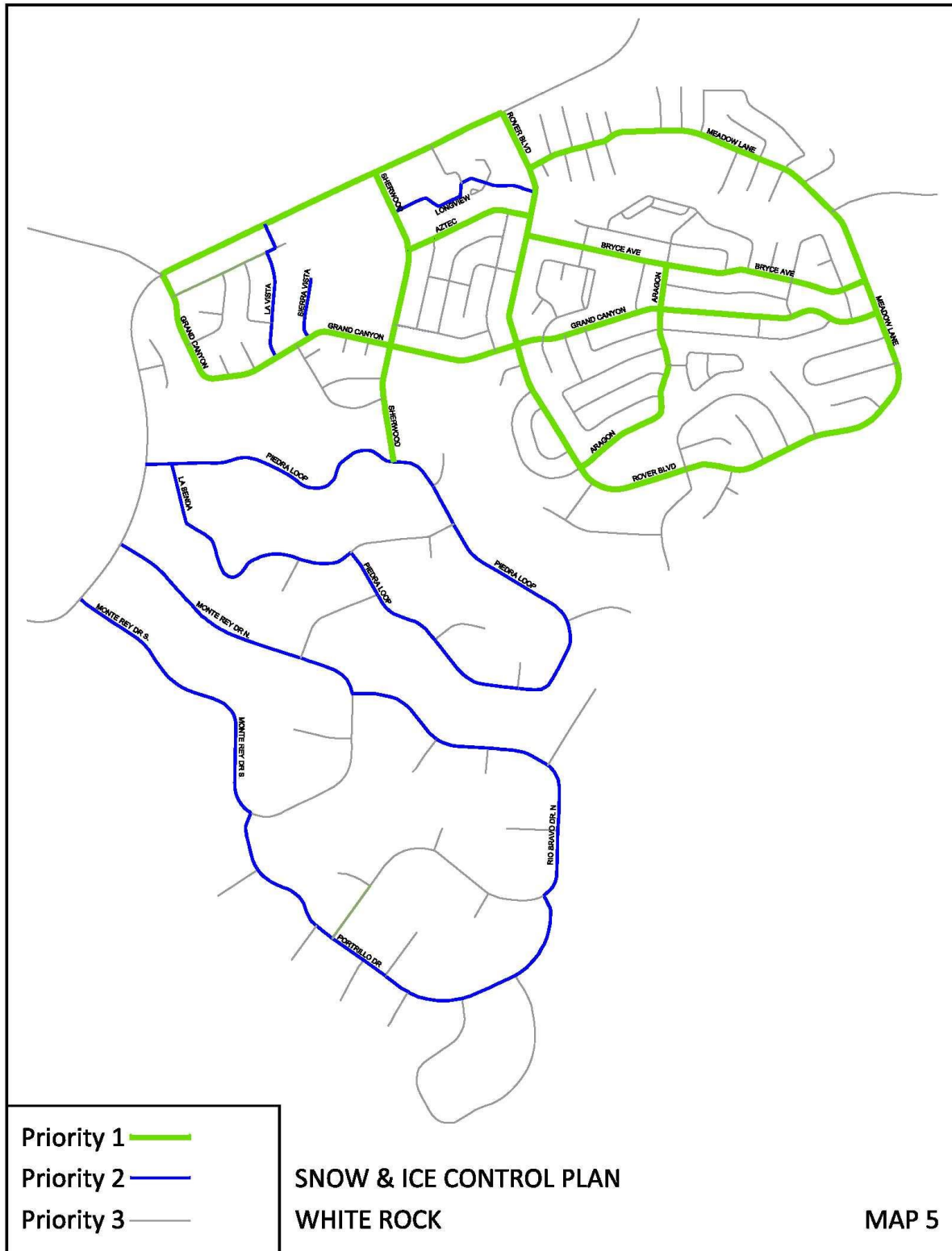
White Rock Sidewalks Map 7

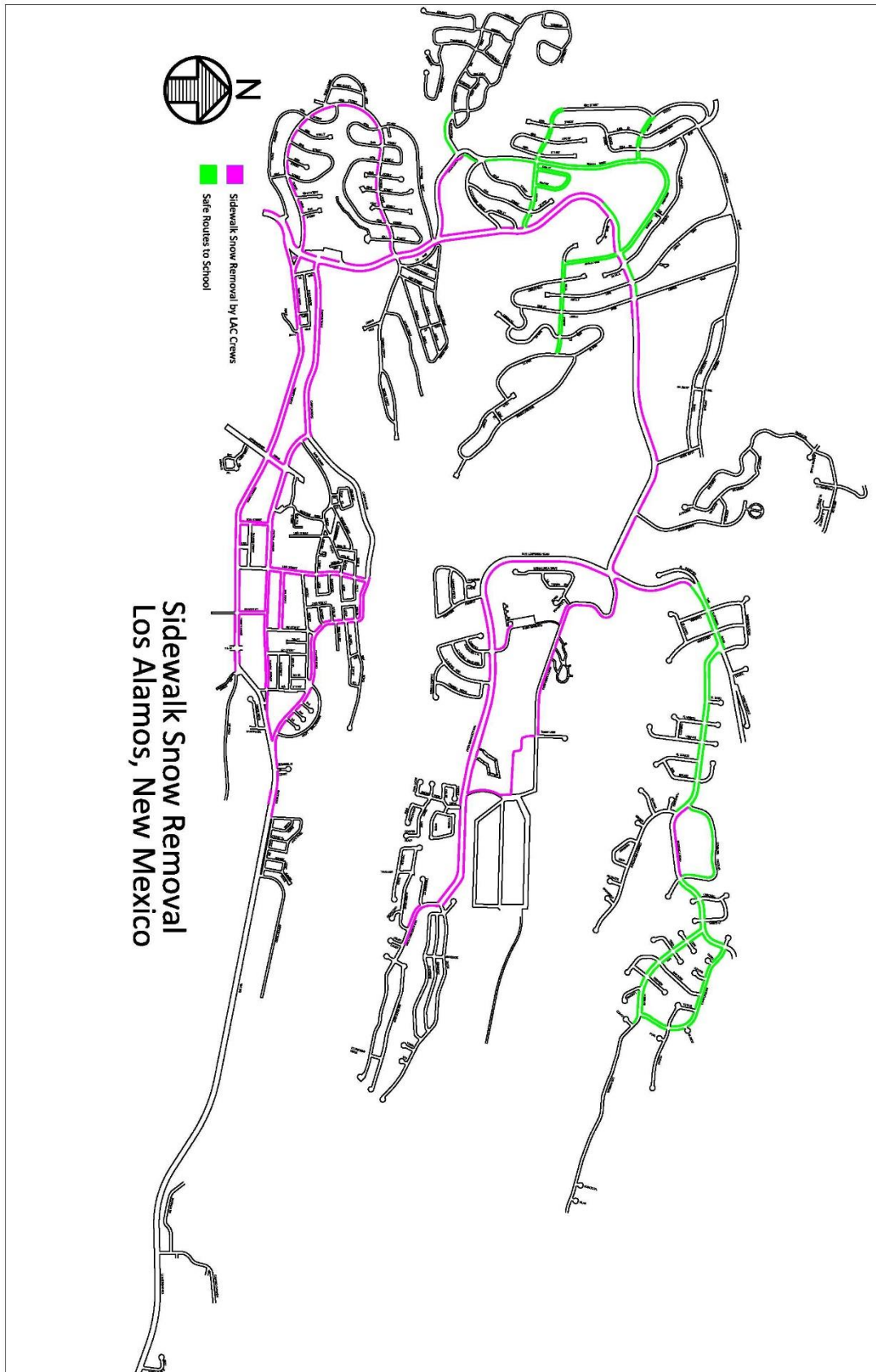


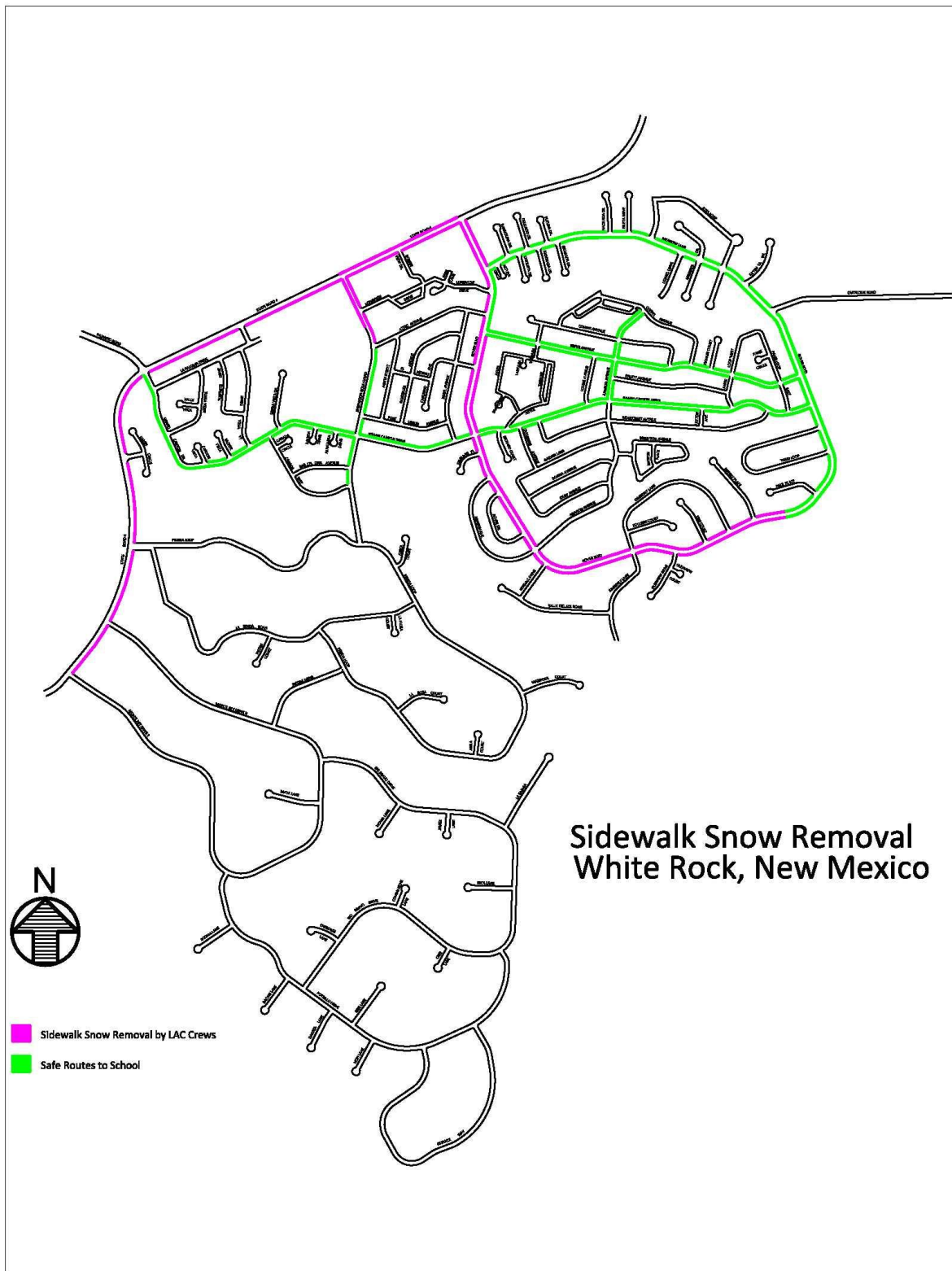












Appendix 2

Safe Routes to School Maps

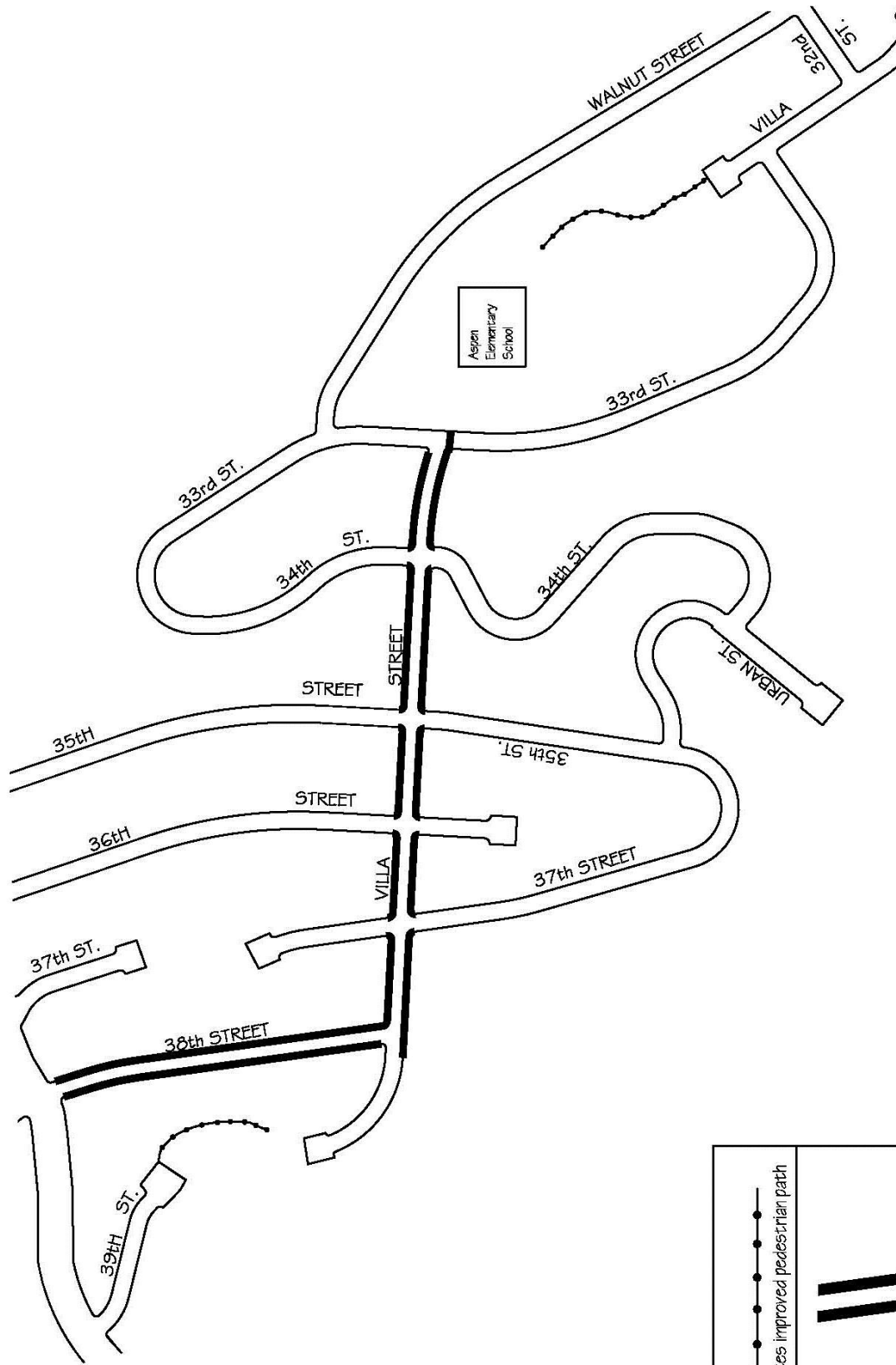
Aspen Elementary School

Barranca Elementary School

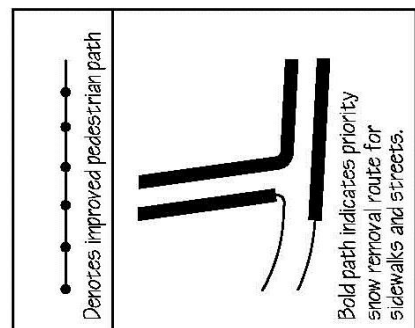
Chamisa Elementary School

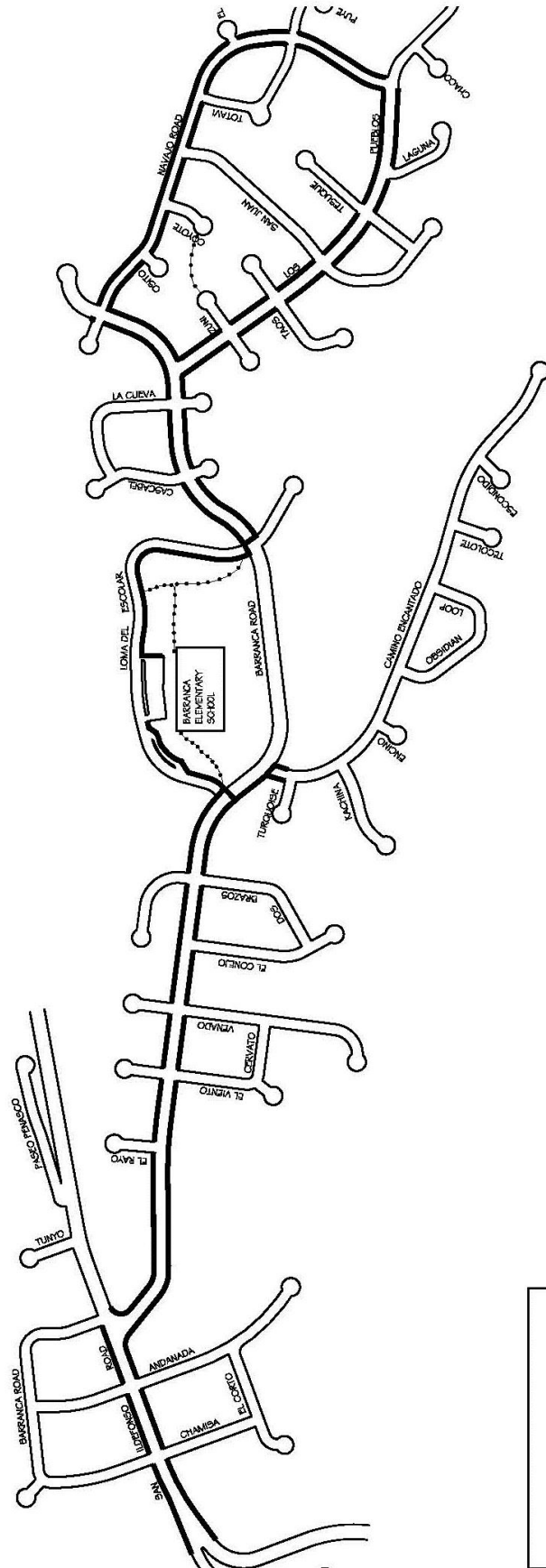
Mountain Elementary School

Piñon Elementary School

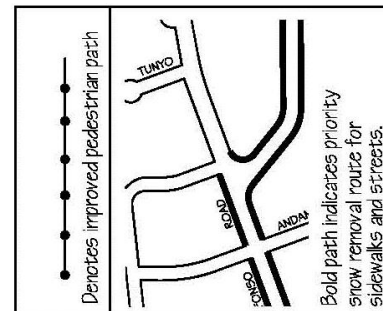


Safe Routes to School Aspen Elementary School

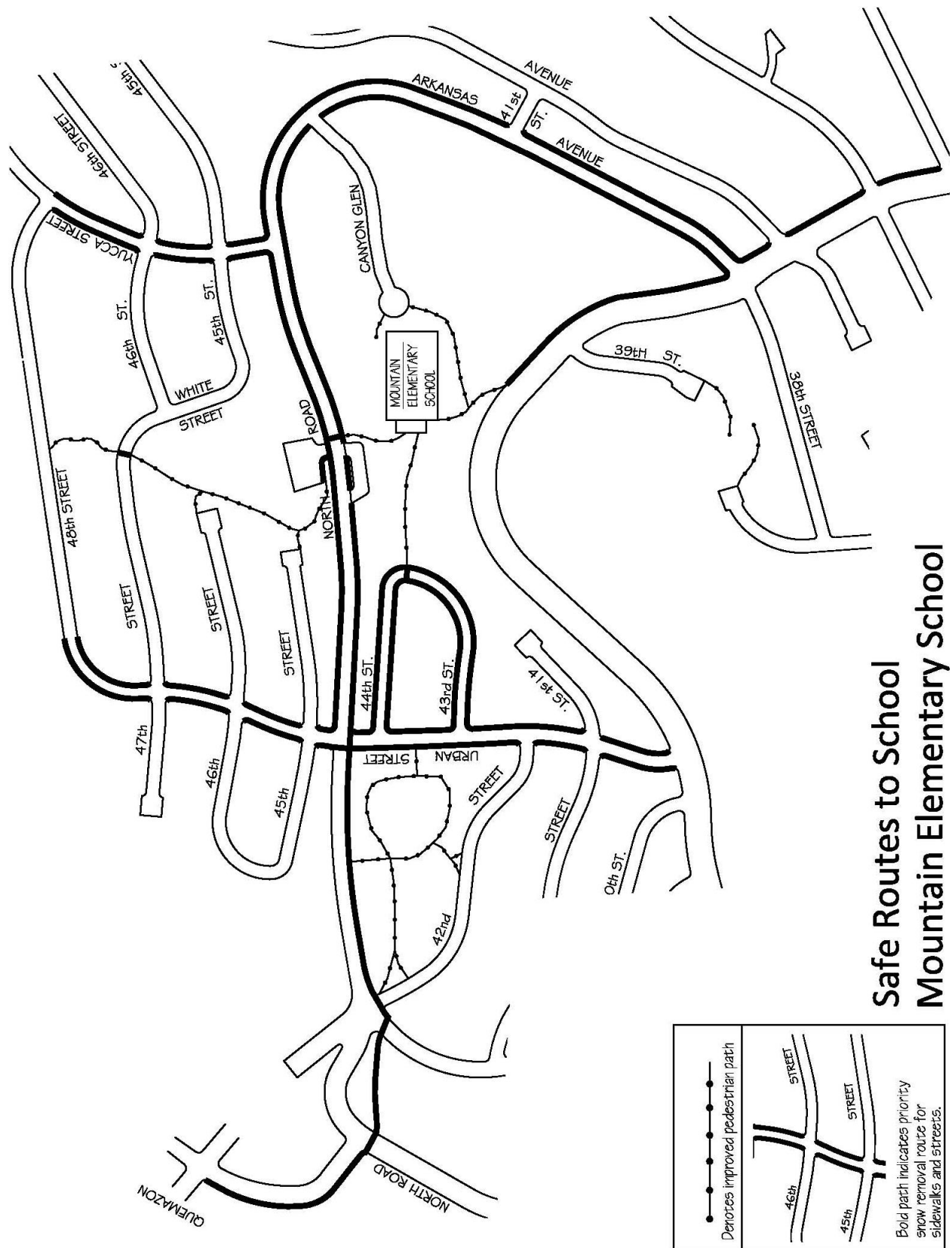


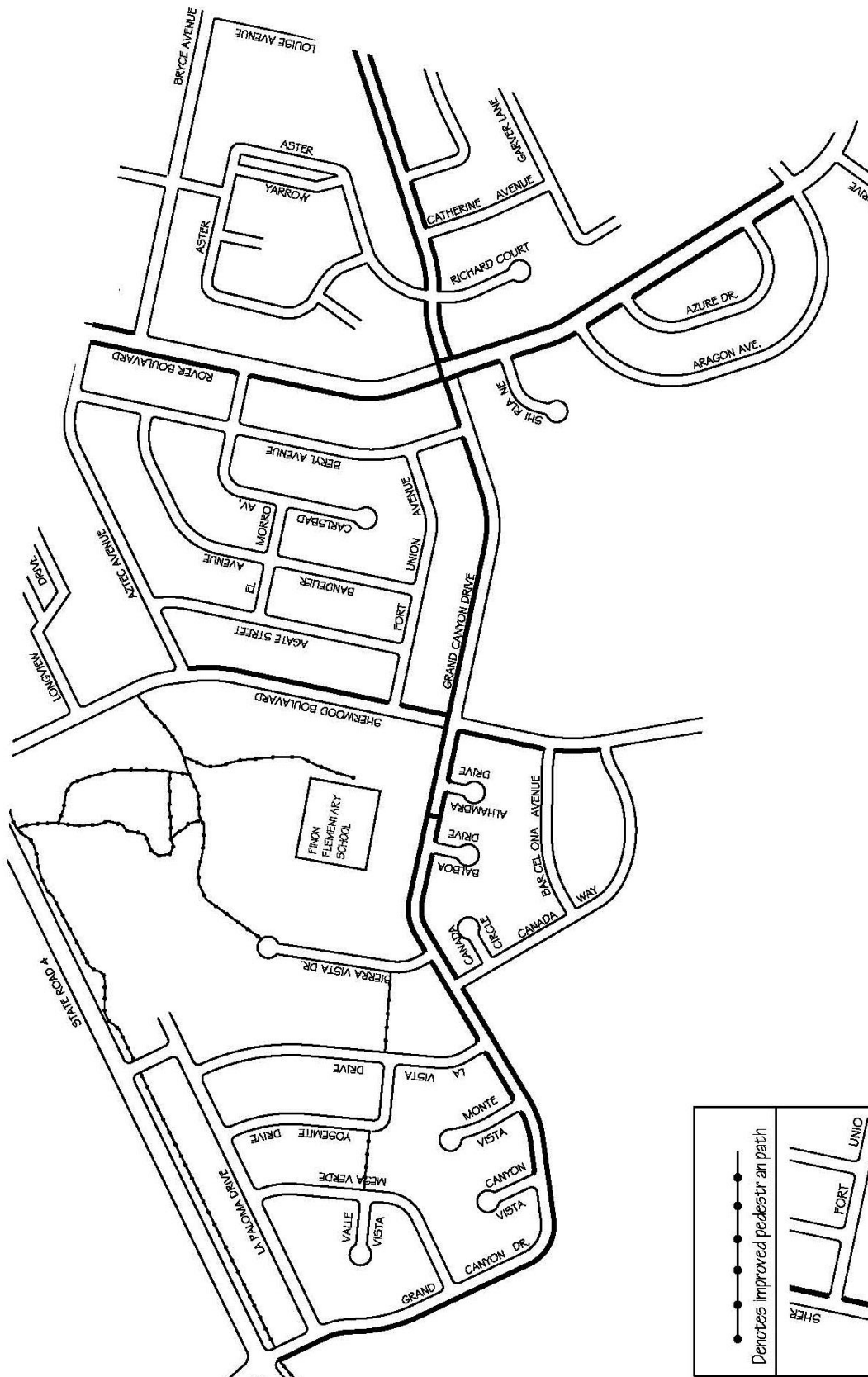


Safe Routes to School Barranca Elementary School









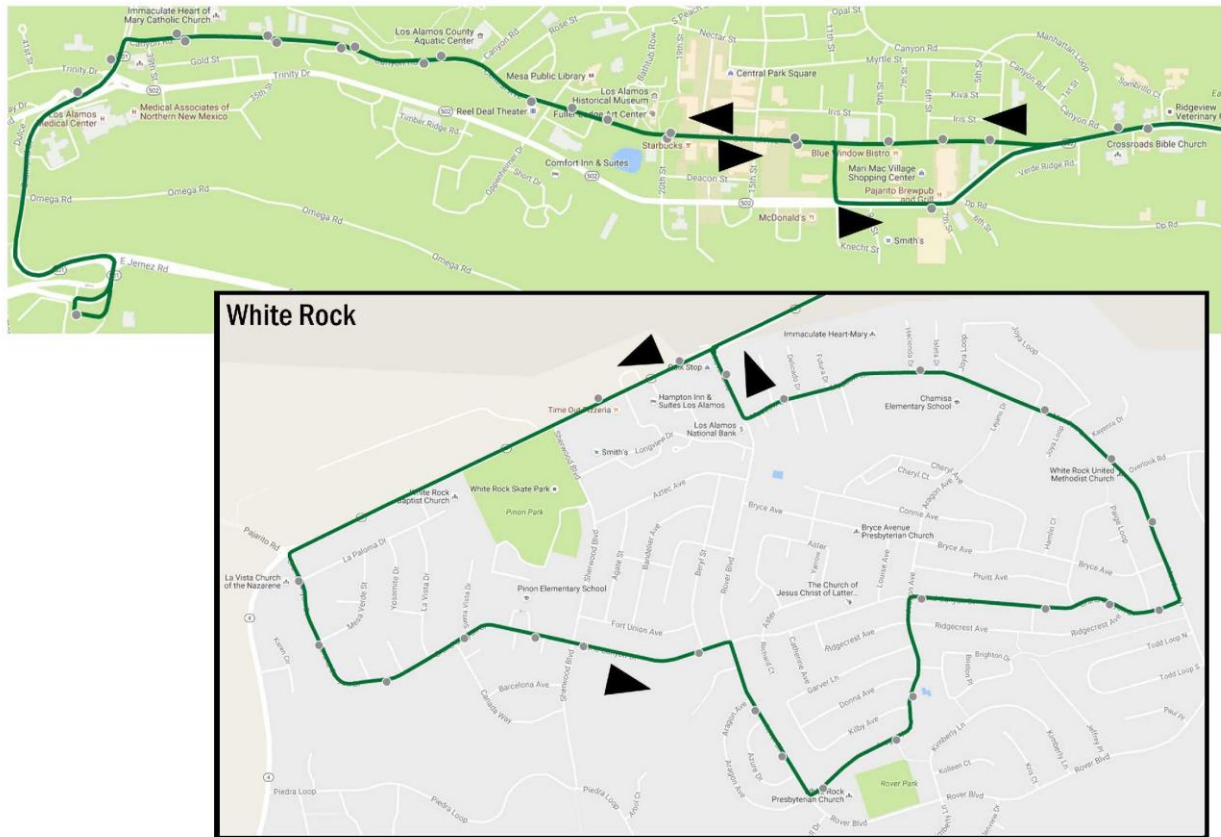
Safe Routes to School Piñon Elementary School

Appendix 3

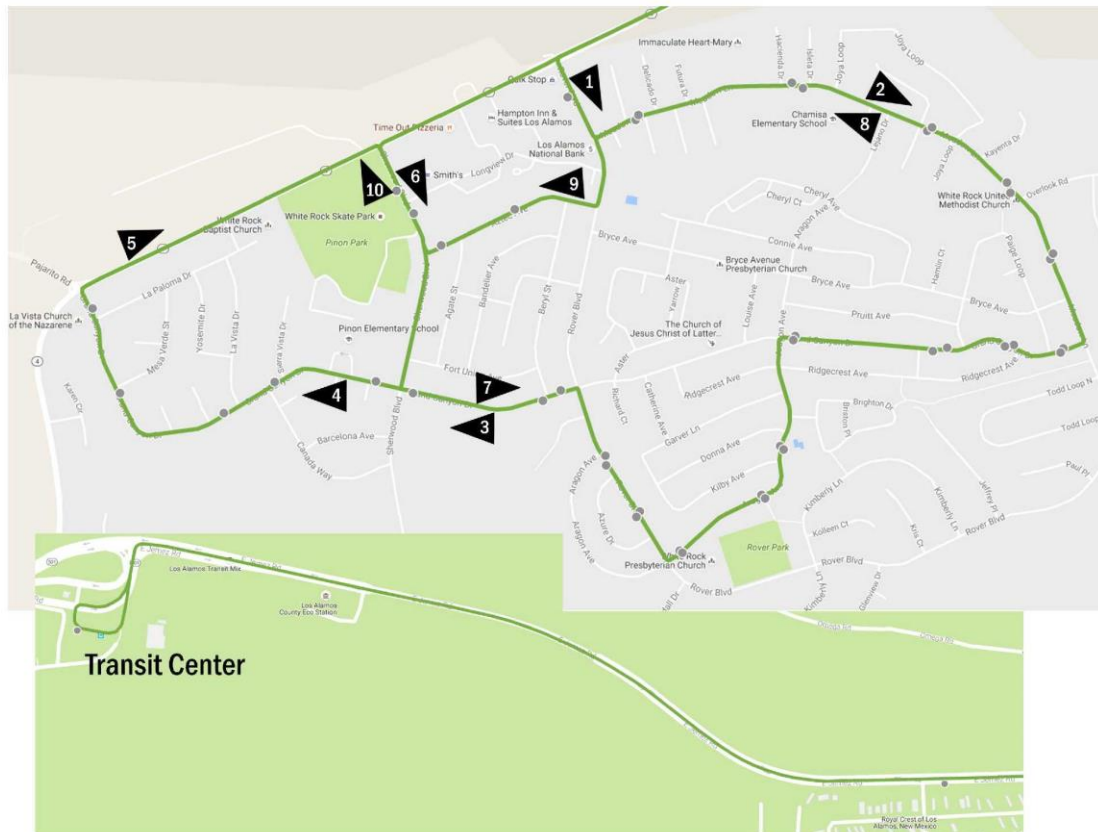
Transit Route Map

Route 1 - Downtown

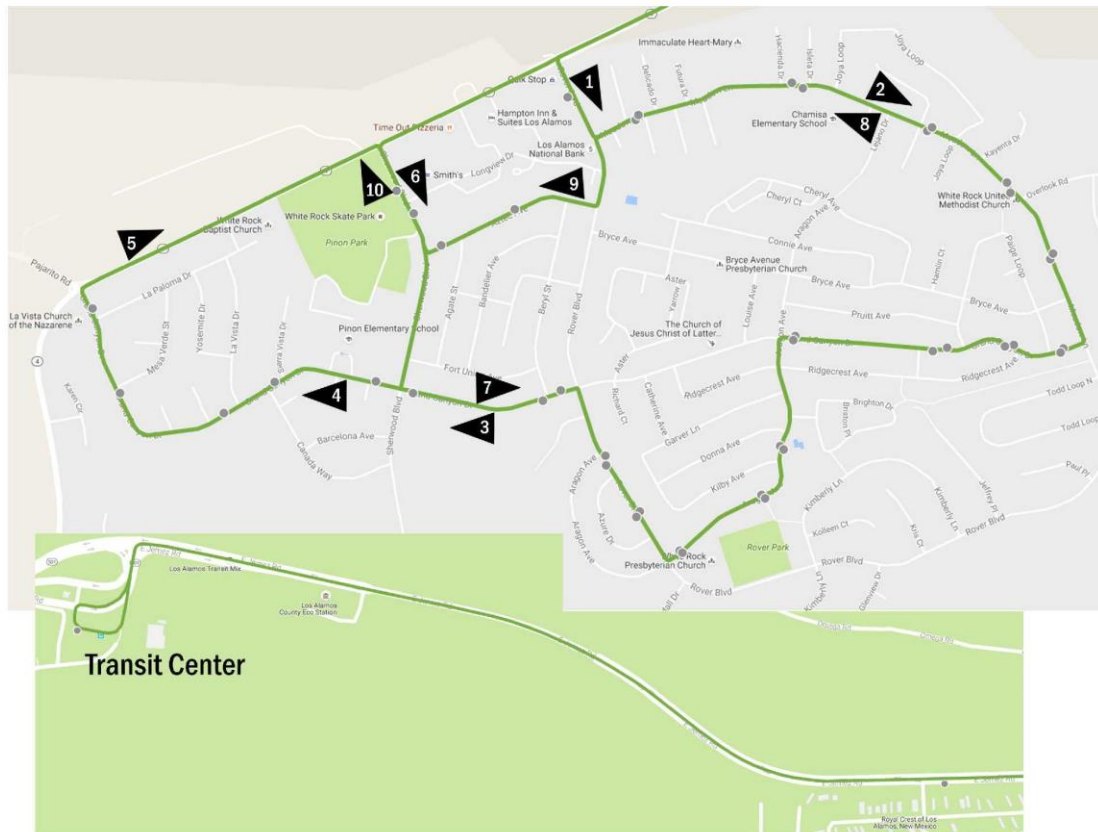
Route 2M - White Rock / Main Hill



Route 2T - White Rock / Truck Route

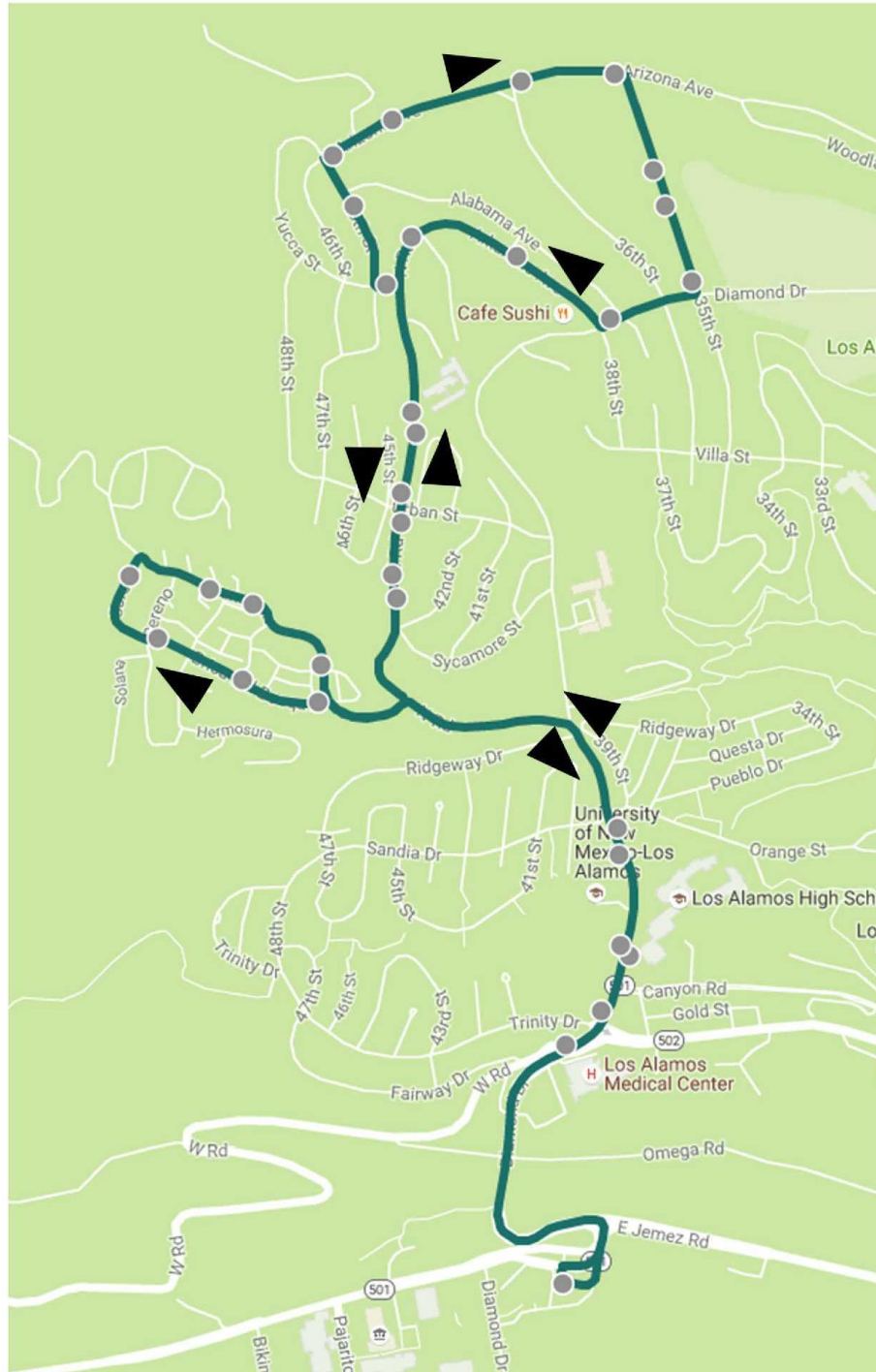


Route 2T - White Rock / Truck Route

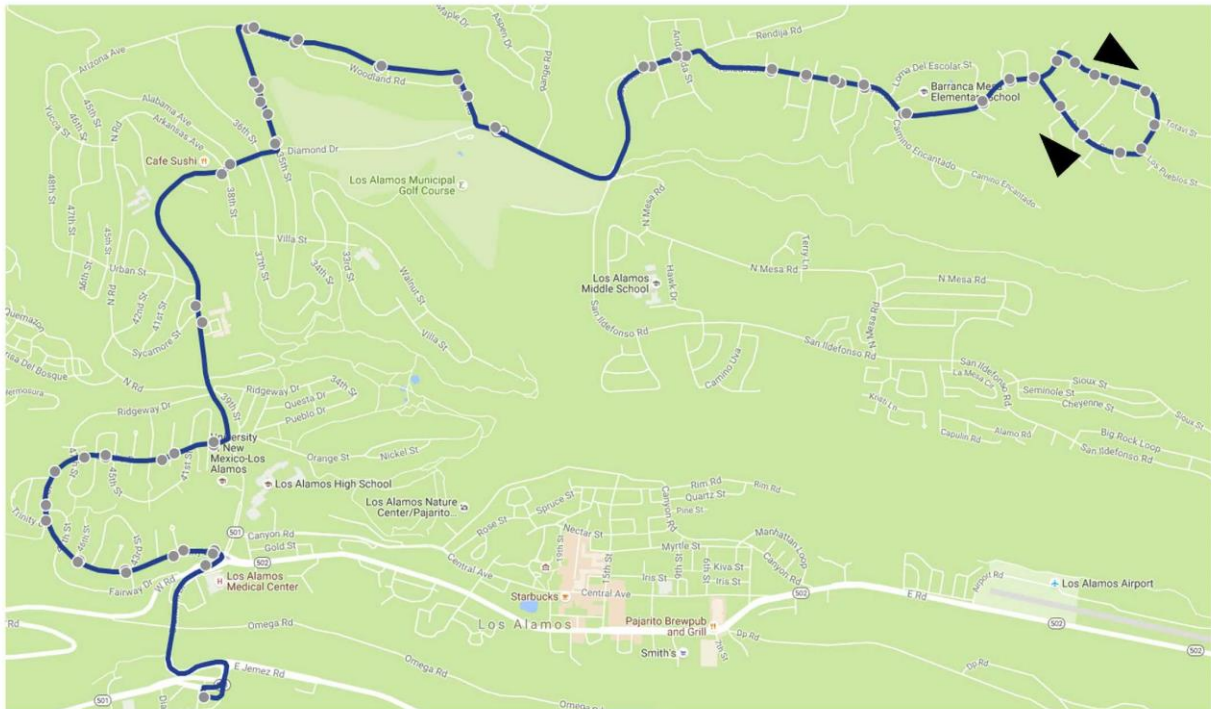


Route 3 - Canyon & Central

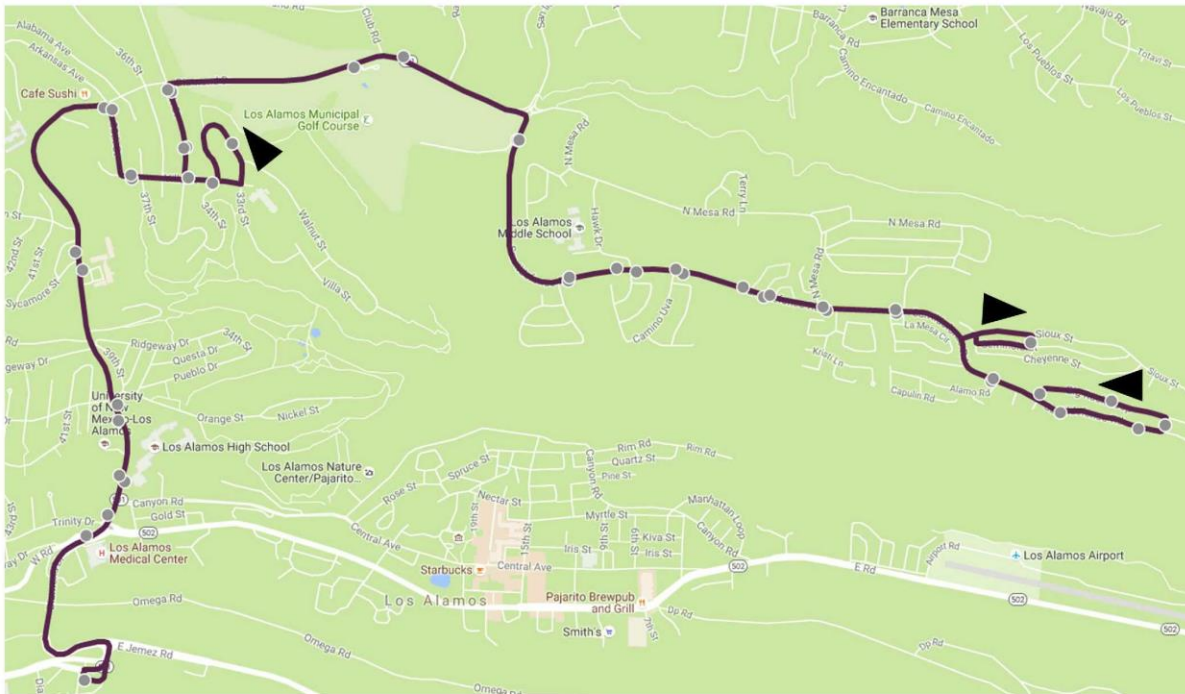
Route 4 - North Community



Route 5 - Barranca Mesa



Route 6 - North Mesa



Appendix 4

Transit Service Modifications



GUIDELINES

Index No. 4111

Effective October 2013

Service Modifications or Closures due to Severe Weather Conditions or other Unforeseen Emergencies

During severe weather conditions or other unforeseen emergencies, bus operations may need to be modified or closed to keep passengers safe in accordance with the following guidelines:

Full Service Closure:

If County, LANL, and School offices close for the entire day on or before 6:30 a.m. due to severe weather, or other circumstances dictate the need for a full closure, all transit routes, including Dial-a-Ride will not run. An attempt will be made to notify employees who have not come to work with information of when they should report to work. Any buses that have left the Pajarito Cliffs Site (PCS) will return to PCS. Any passengers that have been picked up will be notified of the change and returned home or taken to their destination. Previously booked Dial-a-Ride clients will be notified of the closure. Transit employees already at work will be asked to remain on site until dismissed by the Transit Division Manager or Department Director.

Partial Service Closure:

If County offices are delayed in opening until a certain time, or the transit system is delayed in opening due to unforeseen circumstances, and notification is given on or before 6:30 a.m., any buses that have left the Pajarito Cliffs Site (PCS) will return to PCS. Any passengers that have been picked up for fixed route or Dial-a-Ride service will be notified of the change and returned home or taken to their destination. Previously booked Dial-a-Ride clients will be notified of the closure. Transit employees already at work will be asked to remain on site until dismissed by the Transit Division Manager or Department Director. For employees that have not come to work, an attempt will be made to notify them and let them know when they should report to work. Transit services will start up again when county offices are reopened or the unforeseen circumstance is over.

Transit personnel will begin pre-trip inspections and deadheads one and a half hours prior to the time that County offices are re-opened or the unforeseen circumstance is over. Trips will begin leaving the Transit Center one hour prior to the time that County offices are re-opened.

If County, LANL, and School offices close after 6:30 a.m. and remain closed for the rest of the day, or an unforeseen circumstance closes down the transit system after 6:30 a.m. for the day, Atomic City Transit services will begin to shut down one hour following the County closure, or unforeseen circumstance closure, with the exception of Dial-a-Ride services which will continue to operate for emergency purposes. For employees that have not come to work, an attempt will be made to notify them and let them know when they should report to work.

The last trip leaving the Transit Center on all routes will be at least one hour after the County offices close. Routes will be completed and return to the Pajarito Cliffs Site within two and a half hours after the County offices close.

During any closure after 6:30 a.m., Dial-a-Ride and Dispatch service will continue to be available for emergency trips. Previously booked Dial-a-Ride clients will be notified of the closure. Dial-a-Ride and Dispatch may be run out of a remote location.

Employees will be asked to remain on site until dismissed by the Transit Division Manager or Department Director.

Temporary Route Modifications:

If snow begins to accumulate, routes may be modified to avoid potential hazards and help keep routes running on time. *(Typically, Quemazon may be closed).*

If a small evacuation needs to occur, routes may be modified or closed to utilize bus resources for the evacuation or to avoid the evacuated area.

Routes may be modified or closed in order to accommodate construction projects or traffic accidents. Staff will work with project staff to minimize the impacts to transit riders.

Additional Notes:

If LANL or the schools go on a two hour delay or close for the day and the County stays open, buses will continue to operate regular service.

Services may be shut down due to safety concerns at any time at the direction of the Transit Division Manager or Department Director.

Employees will be required to report to work during emergencies as needed under the direction of the Transit Division Manager or Department Director.

Appendix 5

Sand and Salt Barrel Locations

Fifty-five gallon barrels of sand and salt mixture will be set at the beginning winter and removed at the beginning of spring at the following locations for motorists to use during winter driving conditions:

1. Esperanza (near mailboxes)
2. North Mesa Road (hill)
3. Quemazon Road (at intersection of North Road)
4. Quemazon Road (near mailboxes)
5. Cheryl Court (between 337 and 375 in shady area)
6. Other locations as requested by staff or citizens

Appendix 6

Snow Dump Locations

The following is a listing of designated areas for County crews to place snow that has been hauled from roadways and neighborhoods:

1. 37th Street off Villa (by the play lot)
2. Airport parking lot (west end)
3. Barranca Road (located at the end of the road near Navajo Road)
4. Canyon Road (north side) at 15th Street
5. North Mesa Park Road (open areas along the road)
6. North Mesa Ball Fields parking lot (at Bun Ryan Field)
7. North Mesa Horse Stables (open area by arena)
8. North Road at lower Pueblo Canyon crossing
9. Overlook Park
10. Pueblo Sewer Treatment Plant
11. Sullivan Field parking area
12. Sycamore at Diamond
13. Sycamore at North Road
14. Trinity Drive at Quemazon trailhead (twin tanks)

Appendix 7

Equipment Resources

FY19 Equipment Resources

Equipment # Type

Traffic & Streets Division's Equipment

| | |
|------|---|
| 1162 | ½ ton 4x4 Pickup |
| 1249 | 4x4 1 ton Pickup w/ plow |
| 1206 | 4x4 1 ton Pickup w/ plow |
| 1212 | 4x4 1 ton Pickup w/ plow |
| 1124 | 4x4 1 ton Pickup w/ plow |
| 1182 | 4x4 1 ton Pickup w/ plow |
| 1149 | Single Axle Truck w/Plow and Sander (5yd) |
| 1150 | Single Axle Truck w/Plow and Sander (5yd) |
| 1053 | Single Axle Truck w/Plow and Sander (5yd) – Swap Loader |
| 1222 | Tandem Axle Truck w/Plow and Sander (10yd) – Swap Loader |
| 1142 | Single Axle Truck w/Plow and Sander (1yd) |
| 1201 | Tandem Axle Truck w/ Plow and Sander (10yd) |
| 969 | Tandem Axle Truck w/ Plow and Sander (10yd) |
| 1268 | Tandem Axle Truck w/ Plow and Sander (10yd) – Swap Loader |
| 1040 | Single Axle Flat Bed Dump Truck |
| 967 | Single Axle Flat Bed Dump Truck w/ Plow |
| 3219 | Motor Grader with Wing Plow |
| 3215 | Front End Loader-3yd Bucket |
| 3020 | John Deere 310 Backhoe |
| 3202 | John Deere 310 Backhoe |
| 3165 | Bombardier w/Plow |
| 3166 | Bombardier w/Plow |
| 2015 | Bombardier w/Plow |
| 3100 | Trackless w/ Blower/Plow |
| 3101 | Trackless w/ Blower |
| 3162 | Case Skid Steer |

Other County Equipment From Various Divisions

| | |
|------|---|
| 1041 | 4x4 ¾ ton Pickup w/ plow (Airport) |
| XXXX | Single Axle Dump Truck 4x4 w/ 22' Wide Plow (Airport) |
| 983 | 4x4 1 ton Pickup w/ plow (Facilities) |
| 1177 | 4x4 1 ton Pickup w/ plow (Facilities) |
| 1175 | 4x4 1 ton Pickup w/ plow (Facilities) |
| 1092 | 4x4 1 ton Pickup w/ plow (Facilities) |
| 1101 | 4x4 1 ton Pickup w/ plow (Facilities) |
| 1057 | 4x4 1 ton Pickup w/ plow (Facilities) |
| 2086 | John Deere Walk Behind Snow Blower (Facilities) |
| 2087 | John Deere Walk Behind Snow Blower (Facilities) |
| XXXX | John Deere Walk Behind Snow Blower (Facilities) |
| XXXX | John Deere Walk Behind Snow Blower (Facilities) |
| 985 | 4x4 1 ton Pickup w/ plow (Fleet) |
| 989 | Single Axle Dump Truck (Parks) |
| 2113 | Single Axle Dump Truck (Parks) |
| 2091 | John Deere 310 Backhoe (Parks) |
| 3181 | Case 580 Backhoe (Parks) |
| 3026 | Bobcat Skid Steer w/ Plow (Parks) |
| 3009 | John Deere Walk Behind Snow Blower (Parks) |
| 3010 | John Deere Walk Behind Snow Blower (Parks) |
| 3011 | John Deere Walk Behind Snow Blower (Parks) |
| 1110 | 4x4 1 ton Pickup w/ plow (Water Production) |

Various other pickups, trucks, backhoes, snow blowers, etc.

NOTE: During heavy snowfall if necessary, the Traffic & Streets Division has the authority to mobilize and put into service ANY tool, equipment, or vehicle from ANY County Department to assist in performing prompt, safe, and successful snow and ice control operations.

Appendix 8

Human Resources

| <u>Position</u> | <u>Quantity</u> |
|--|-----------------|
| Public Works Director / Deputy Director | 2 |
| Division Managers & Superintendents | 11 |
| Traffic & Streets (4) | |
| Fleet (2) | |
| Facilities (1) | |
| Custodial (1) | |
| Parks (1) | |
| Airport (1) | |
| Transit (1) | |
| Traffic & Streets Lead Equipment Operators | 2 |
| Public Works Equipment Operators & Drivers | 18 |
| Traffic & Streets (12) | |
| Fleet (6) | |
| Other County Personnel | 39 |
| Facilities & Custodial (25) | |
| Parks (14) | |
| <hr/> | |
| Total: | 72 |



Levels of service for winter operations

Marc F. Valenti

Manager of Operations
Town of Lexington, Massachusetts
Member, APWA Winter
Maintenance Subcommittee

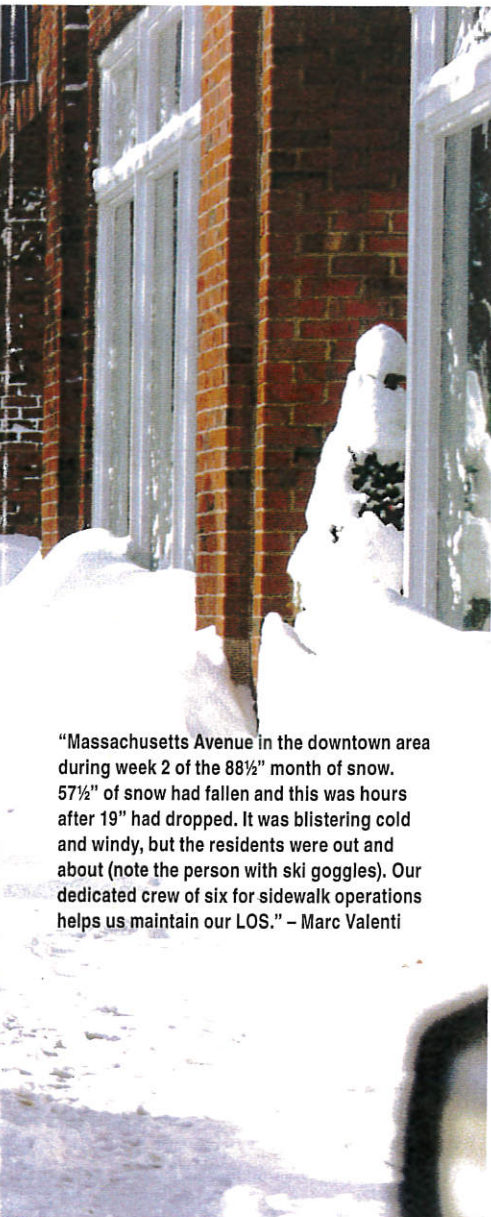
The public works industry is in the service business. When we as organizations reflect on how our organizations are performing, it comes down to the level of service (LOS) that we are providing to our customers. This applies to a community in Western Massachusetts that has a population of less than 600, major metropolis like New York City, or a state DOT. And, every level of service is different.

It's my opinion, but I think most people like a nice, warm summer instead of a cool, snowy winter unless you ski or plow snow, or both! Snow is more of a nuisance to the public which drives organizations to be on their "A" game when it comes to winter operations. When you introduce the "nuisance" factor to your typical LOS,

your customers are more sensitive to the winter ops.

Over the years, I have had numerous conversations with my colleagues across the country and I have heard everything from plowing residential streets at $\frac{3}{4}$ " of snow accumulation to no plowing unless there is 12" on the side streets and everything in between. These are the two extremes of the LOS spectrum, but they are out there.

It's always a great exercise to perform a self-assessment of an operation. In this case, a few questions that need to be answered are, who developed your LOS for snow operations? Elected officials? Public Safety? Is it documented somewhere? Is it published for the public to see? Do you have a Snow & Ice Policy? If so, it's probably in there, but is it cur-



"Massachusetts Avenue in the downtown area during week 2 of the 88½" month of snow. 57½" of snow had fallen and this was hours after 19" had dropped. It was blistering cold and windy, but the residents were out and about (note the person with ski goggles). Our dedicated crew of six for sidewalk operations helps us maintain our LOS." – Marc Valenti

Is your LOS published in a flyer, on the internet, etc.? Public education prior to the winter season helps the support staff who answer the daily calls about winter-related issues. The staff benefit the most from the public education component.


Are the expectations of your organization achievable when it comes to the


snow operations LOS? Before this question is answered, it's best to perform an internal audit of your resources which includes staff, equipment, contracted services and materials. Make sure that your LOS is attainable with your current staff. Does your staff understand the expected LOS? Make no assumptions about whether or not they know



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rent? Snow & Ice Policies are live working documents and should change as the technology and operations evolve. The APWA Winter Maintenance Subcommittee can provide you with an example if your organization doesn't have one. They *do* work and it helps provide a baseline for performance of the operation.

Do your elected officials understand your LOS? Have they been educated in what your capabilities are? Have you made a point to meet with them and discuss what's to be expected for the upcoming season? A simple meeting to explain the LOS will provide the critical information that's needed when the phone calls start coming in. Have you met with Police, Fire & EMS to make sure that everyone understands what acceptable road conditions are?



"Residential side street, Flintlock Road, goes down to one lane. Our loader-mounted snow blower made almost a full pass leaving six-foot-plus high curb lines. This was week 3 of the 88½" month of snow. 57½" of snow had fallen. Capital equipment planning helps LOS expectations." – Marc Valenti

it; make it a point to articulate the expectations of the operation.

A good starting point with staff is to bring them in and debrief them relatively soon after a season has ended. And, follow up with the same staff prior to the start of the upcoming winter season to recap, again. This is a great time to discuss the LOS and spark discussion about what is expected of them to maintain the current LOS. This is also a great time to discuss whether the LOS needs to be adjusted. With current personnel issues like employee retirements, promotions, and departures due to other opportunities available in other public works organizations, it's always good to make sure that everyone understands their responsibilities.


Do you have the equipment to achieve the current LOS? If so, great! If not, think about what it would take to adjust the LOS and tailor it to what can be accomplished. Start planning to replace the equipment to get your operation to the point where

you need to be. Correct, where you *need* to be, not where you want to be. It's all about progression; plan for success! There's a lot of new technology out there that will enhance your LOS—everything from composite plow edges, expandable snowplows, tow plows, slurry ("oatmeal") salt spreaders, ground speed and central hydraulics systems, winter liquids, etc. Communicate with staff and see what kind of equipment challenges are inside the organization and make the changes as best as you can.

If you use them, make sure that the contracted services are briefed before the season starts, especially if they are new to the contract. It's always good to have a point of contact that understands the contract requirements and performance measures. They should also have a good understanding of the agency's organizational structure when they need to communicate with the agency staff. Keep the dialogue in the forefront to make your operation successful.

Materials...why should they be included in LOS considerations? Can the current storage facility for the materials that you use sustain the LOS? Is your agency using more materials more than your facility can store? Can your supplier replenish your supply as quickly as it's applied? Now is the time to reconsider that your expectation may not be attainable. A "bare" pavement policy may deplete your salt supply too quickly. Bare pavement policies are a slippery slope; they are very expensive for the taxpayer, the environment and your storage facility.

In closing, a winter operations Level of Service must be sustainable for the customers, budget, personnel and environment. Each of these holds serious weight in the equation of LOS development and they should always be balanced as best as possible.

Marc Valenti can be reached at (781) 274-8350 or mvalenti@lexingtonma.gov. 



County of Los Alamos

Staff Report

February 07, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.:

Index (Council Goals):

Presenters:

Legislative File: **11646-19**

...Title

Public Works Staff/Project Update - January 2019

...Attachments

A - Public Works Update - January 2019

In the Works....

Public Works Update – January 2019

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.

Recruiting Transportation Board Members

GET ON BOARD!

Recruiting NOW

**LOS ALAMOS COUNTY
TRANSPORTATION BOARD
IS ACTIVELY RECRUITING
NEW MEMBERS**

The Board meets the first Thursday of the month at
5:30 p.m. at the Municipal Building.

For more information and an application, see the
Boards and Commission page of the Los Alamos County website

January 3, 2019 Transportation Board Meeting Highlights

- ✚ Desirae Lujan, Senior Engineer gave a presentation on the updates for Public Work Designs & Construction Standards.
- ✚ Michael Gomez, Principal Engineer from Santa Fe Engineering Consultants, LLC gave a presentation on 35th Street and Trinity Drive Intersection Improvements.

Airport Division

Snow, Snow and More Snow



Like the rest of Los Alamos County, the Airport received over 3 feet of snow in a single storm. The Airport used its purpose-built plow, purchased through an FAA and NMDOT grant, to clear the runways, taxiways and ramps. And clearing this amount of snow creates large snowbanks and windrows that must be moved away from the pavement edges, to avoid aircraft wingtip and propeller strikes, and away from runway and taxiway lights and signs. However, the Airport did not have the specialized equipment needed to move such large snowbanks and windrows and turned to the NMDOT for assistance. They responded by deploying large snowblowers that moved the snowbanks and windrows away from the pavement edges and around signs and lights.

Custodial Division

- ✚ The Custodial Division supported 195 events during the month of January.
- ✚ Carpets were shampooed in the Utilities Suite at the Municipal Building.
- ✚ The Custodial Division assisted with snow removal on 10 different days in December and January and contributed 508 working hours to the snow removal effort.



Amie Valdez and Charlie Lopez get ready for snow removal at Fuller Lodge after the snow storm on New Year's Eve.

Engineering & Project Management Division

Fire Station 3



The project which includes reroofing, as well as a new exterior wall system, window replacement and HVAC system modifications is well underway. The west wing bunkrooms have been completed. Work will commence on the east wing while roofing activities have approached 90% toward completion. Substantial completion is expected on February 1st. Completion will be accomplished by March 29, 2019.

Airport Hangar Project



Crews completed the hangar building. Plumbing/Mechanical inspections have been obtained, electrical inspection was passed, Fire Marshall inspection is scheduled for the end of January. A final inspection was completed, and a Certification of Occupancy was received.

White Rock Senior Meals Center Kitchen Equipment Upgrade

This project utilizes a grant from the State Aging and Long-Term Services Department (ALTSD) to install additional kitchen equipment to improve the in house and delivered meals capacity. The Invitation for Bids was advertised on September 16th and closed on October 4th, and a contractor was selected. The contract is in the award process and is expected to be executed by the end of December. The grant will allow for the acquisition and installation of new commercial kitchen equipment such as; a grill, large cook and hold oven, large serving steam table, large chef work table, heavy duty garbage disposals, and a washer and dryer. Electrical, plumbing and gas lines are also being re-worked to connect to the new equipment. The kitchen is expected to be shut down for one week in February to accomplish this work. During this time, the seniors will be served through the Los Alamos Senior Center kitchen.

Mesa Library HVAC Improvements

The project was awarded May 22nd to replace the entire HVAC system, change the fluorescent lighting to LED, clean the duct work and tint the large skylight. The project was awarded to Mick Rich Contractors, and a Notice to Proceed date was July 2. The main public area of the library was closed from August 20th and reopened on schedule December 4th. The project is scheduled to be substantially complete on January 25th, however a change order due to the lighting technology will be forthcoming to adjust this date. Completion is scheduled for March 29, 2019; however, chiller related work will progress through May for seasonal temperatures to test the equipment.

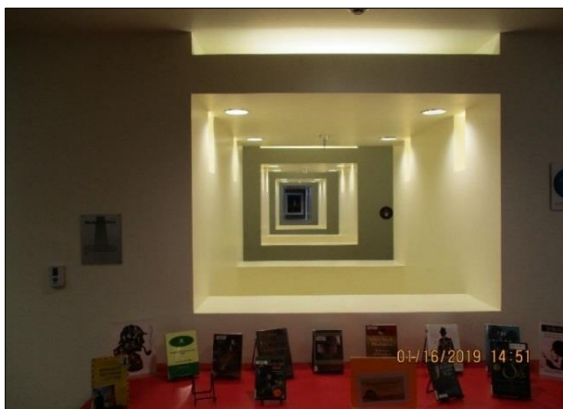
The elevator upgrades were expected to be completed by the re-opening date, instead the elevator was put back into service on January 11th. Two replacement valves are still planned to be installed in late January to correct an issue that does not affect regular operations of the elevator. Additional work on the elevator remains that will cause a two-day shutdown, this work is not yet scheduled.

Most of the major work is now complete, the following work will continue through March:

- Continued testing and balancing of the heating/HVAC system
- Connecting the chillers, which will be done in warmer weather at the end of the project.
- Installation of LED lighting and controls.
- Punchlist and final clean-up.



New LED lighting comparison. New (Left), Old (right).



Newly installed Wedge Lights.



Chiller Units and new piping

LAPD Remodel for Sheriff's Office

A new office space for the County Sheriff's office is under construction at the Justice Center to allow for better public access from the Trinity side of building. The new entrance will be on the Trinity side of the station and will consist of an office for the Sheriff and one office space for an Administrative position. Work is complete. The office is now signed from south side of building in use.



New high ceiling in Police Department Weight Room



Police Department side of remodel.

Canyon Rim Trail Phase 3

The County has been working with the consultant to prepare to obtain easements with the private owners, by first obtaining property appraisals, within the project limits between Knecht Street and the 20th Street Extension. A presentation was made to the membership at the American Legion, one of the properties where an acquisition is needed. They will respond pending the appraised value. The appraisals were received on January 23, 2019 and a meeting with the County Attorney is scheduled to discuss next steps to acquire the easements.

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.

A design meeting was held on October 22nd for utility and ROW coordination. It is anticipated that various utility relocations are forthcoming and being that this project crosses through NMDOT Right-of-Way maintenance agreements will be required and have been requested by the County. Utility coordination with private utilities and Los Alamos County utility owners is ongoing as they work to complete relocation plans. A 90% plan submittal is expected in February 2019.

Tsikumu Village

Tsikumu Village is programmed in Fiscal year 2019 for roadway maintenance. This project will include pavement preservation, along with intermittent concrete work as needed on Sioux Street, Cheyenne, Iroquois, Seminole, Yuma, and Ute Street for approximately 1.9 miles. A public meeting was held on December 6, 2018, three options were presented with varying levels of improvements from a full reconstruction to a mill and overlay. Resident concerns discussed at the meeting will be evaluated in the final design. Based on resident comments and budget the preferred option of a

mill and overlay was chosen, which will allow for every street within Tsikumu Village to receive a pavement preservation measure. A follow-up meeting was held with Public Works, Parks and Open Space, and a member of the Tsikumu Village homeowner's association concerning pedestrian access. The County agreed to consider a bid alternative during bidding. Final design plans are in progress in anticipation of a February 2019 advertisement date with construction scheduled to begin in the Spring.

Tracts A-13/A-12 LASO Offsite Improvements Project

Santa Fe Engineering met with County staff on December 14th to discuss the results of the traffic impact analysis and to evaluate design alternatives for the intersection improvements at NM 502 (Trinity Drive) and 35th Street. A submittal of the 30% design documents were delivered in January 2019. A presentation to the Transportation Board on January 3rd was given by Santa Fe Engineering. The board requested a road diet alternative be considered on Trinity Drive between Oppenheimer and Diamond Drive.

DP Road and Utility Infrastructure Improvements Project

Since the County did not receive a BUILD grant this year the project schedule for DP Road is being evaluated based on funding availability and coordination with other construction projects in the vicinity. A meeting was held on December 10th with County staff and other agencies working along the DP Road corridor to discuss construction schedules and to develop strategies to assist area businesses. County staff also visited TA-21 in early December to look at potential routes for the sanitary sewer crossing and access easements.

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. Bohannon Huston completed a traffic study documenting a preliminary estimate for the preferred alignment of \$3.6Million including NMGR. DOE will evaluate whether the remaining SEP funds available would be sufficient to construct the project. USACE and DOE have begun the design portion of the project with Bohannon Huston and is scheduled to be completed July 31, 2019.

NM 502 Reconstruction, Knecht St. to Tewa Loop: Staff continues to coordinate with NMDOT on this state lead project. The contractor, Star Paving, has been granted a winter suspension and will begin work on March 18, 2019. Los Alamos County has negotiated and signed a contract with Star Paving for a staging yard location on DP Road.

Environmental Services Division

Christmas Tree Collection

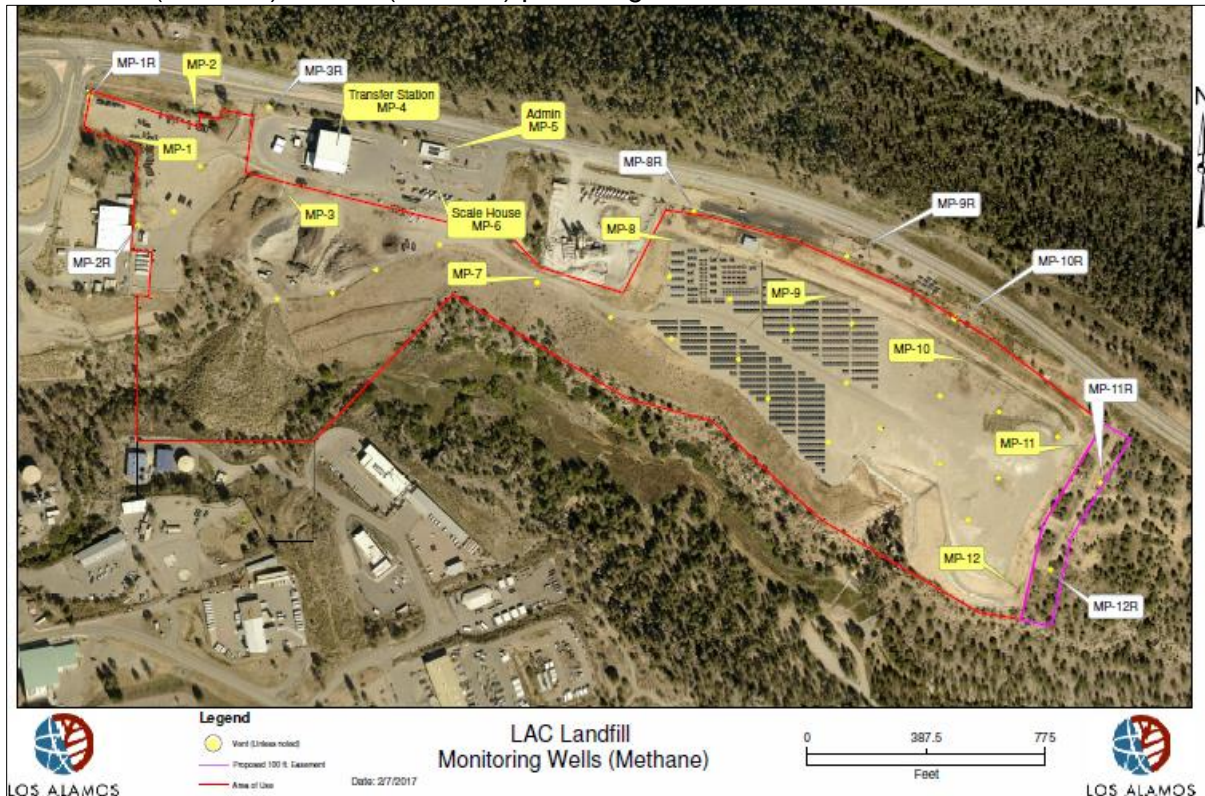
Environmental Services staff has been busy collecting Christmas trees from around town. To date staff has collected almost two tons of Christmas trees. The trees will be ground into mulch and used as landscaping material or composted.

Los Alamos County Landfill Gas (LFG) Update

Environmental Services is in the process of seeking approval from New Mexico Environment Department (NMED) to reduce monitoring from weekly to quarterly as prescribed by NMAC Solid Waste Rules.

With the installation of the Landfill Gas Control and Collection system, the methane concentrations have begun to decrease and are in compliance with NMED Solid Waste Rules. This is a summary of results for December 2018 methane monitoring for the Los Alamos County closed landfill.

1. The LFG vents ranged in methane concentrations from 43.9 (LFG Vent – 7) to 58.6 (LFG Vent – 1) percent gas in air.
2. The gas probes near the toe of the landfill materials ranged in methane concentrations from 11.6 (MP-12) to 53.5 (MP-8) percent gas in air.
3. The gas probes near the boundary of the landfill ranged in methane concentrations from 1.5 (MP-12R) to 33.2 (MP-10R) percent gas in air.



Recruitment

The job of Equipment Operator has been filled by Dominic Sena. Dominic comes to Los Alamos County from the City of Santa Fe Solid Waste Division, where he served as an equipment operator for ~ 14 years. Environmental Services is excited to have Dominic on our team starting Monday, January 28, 2019.

2018 October Eco Challenge Award Ceremony



Traveling Trophy

Los Alamos County had 95 participants and 9 teams engaged in the 2018 Northwest Earth Institutes EcoChallenge. Participants were asked to do small things to help the environment like taking shorter showers or using reusable water bottles. Participants checked in each day and received points for each item completed. The Chamisa Elementary Green Team beat all the teams with 4,659 points. Environmental Services would like to thank all the participants.

Participant Winners:



Heather Ward 1st Place Angelica Gurule 3rd Place Susan Hettinga 2nd Place



Team Winner – Chamisa Elementary Green Team

Snow Time!



After the second heavy snow storm our equipment operators put chains on their trucks and left the Eco Station picking up trash and recycle with smiles on their faces. They did a great job and stayed safe. Our winter mascot Frosty the “Tired” Snowman had only a smile on his face during the snow storms.



Residential Sustainability Report



Residential Sustainability Report

Service Period: December 2018

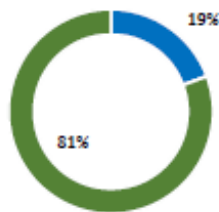


LOS ALAMOS

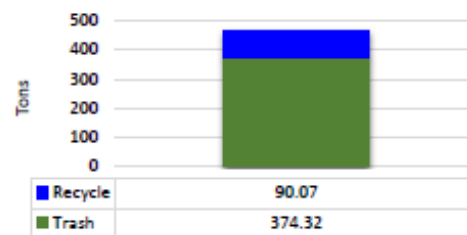
December Diversion Rate: 19%

The *diversion rate* is the percent of recyclable and compostable material diverted from the landfill.

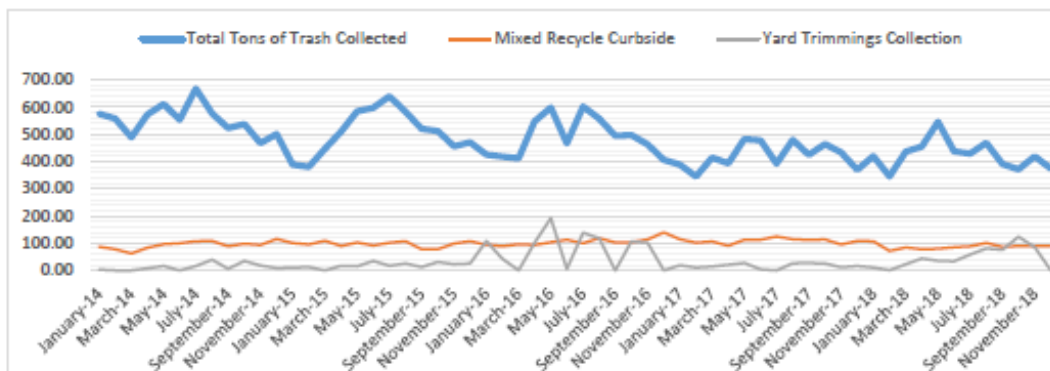
Monthly Collection Report



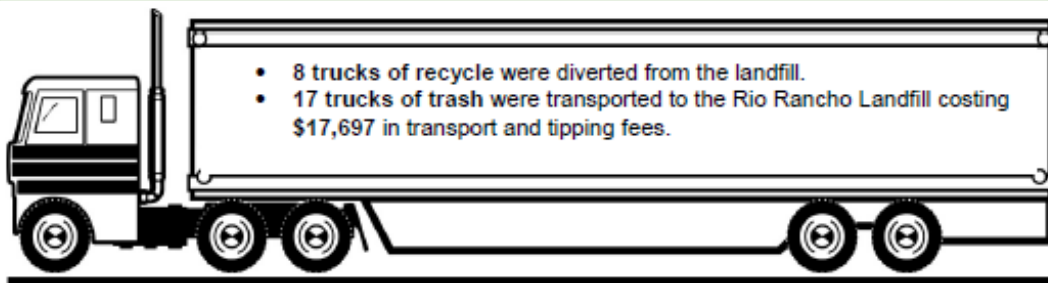
■ Mixed Recycle Curbside ■ Trash Residential Collection



In December by recycling and composting Los Alamos County reduced CO2 emissions by ~309.84 tons



In 2018 by recycling and composting Los Alamos County reduced CO2 emissions by ~4726.91 tons



For more information contact Environmental Services Division at 505.662.8163 or email solidwaste@lacnm.us

Facilities Division

- ✚ Staff replaced the heating coils in the jail and got the heating back up and running.
- ✚ Staff is dealing with heat issues in several buildings.
- ✚ Staff is moving Art Council to second floor Fuller Lodge.
- ✚ Facilities is currently getting gutter quotes to replace and repair the damaged gutters from storm.
- ✚ Staff completed electrical wiring at new Airport hangar.

Fleet Division



New unit for Utilities was received in December.



Fleet worked about 190 hours in overtime helping with snow removal operations and performing repairs on snow removal equipment. Fleet assisted Traffic and Streets with clearing of PCS parking lot.

Traffic & Streets Division

The snow season came in with a bang on December 25th and didn't let up until January 24th. Los Alamos County received approximately 4 feet of accumulated snow in some locations.

Traffic and Streets received roughly 930 phone calls regarding snow removal during this period. Most of the calls were regarding concerns about snow removal on the streets. Several of the calls were about helping elderly and ill citizens remove snow from their driveways and sidewalks. Traffic and Streets administration staff assisted these citizens by working with local churches and non-profits to find volunteers willing to aid these citizens. Police Dispatch, 311, and the County

Managers Office received additional calls. Kudos to those who assisted our office by responding to these calls.

Traffic and Streets crews worked along-side with crews from Parks, Utilities, Facilities and Custodial on snow removal. In addition to crews working snow removal, Officers from Police assisted in digging out citizens and helping people get out of their streets. Transit worked to clear bus stops countywide. Fleet worked to maintain the equipment around the clock, so crews could continue their snow removal efforts.

Traffic and Streets Crews logged in 1090.25 hours of overtime from December 16, 2018 through January 26, 2019. GWS is reporting 216 OT hours and Facilities is reporting 132.75 OT hours. This does not include overtime accounting from Parks, Fleet, Custodial or other participating divisions within the County.

To date (January 28, 2019) the county spent the following amounts on contract labor for emergency snow removal efforts:

Contract Labor

| | |
|-----------------------------|---------------------|
| Parker Construction | \$21,428.55 |
| JJ Excavation | \$161,192.28 |
| Creative Earth Construction | \$28,137.34 |
| Marcon Excavating | \$ 6,610.45 |
| GM Emulsion | <u>\$ 39,319.30</u> |
| Total Contract Labor | \$256,687.92 |

Images of the snow removal efforts countywide:





The State briefly provided two snow blowers to aid in snow removal; one of these blowers is making more room to dump snow off North Road.



Crews had to create new signs to discourage parking in locations where snow dump operations were occurring.

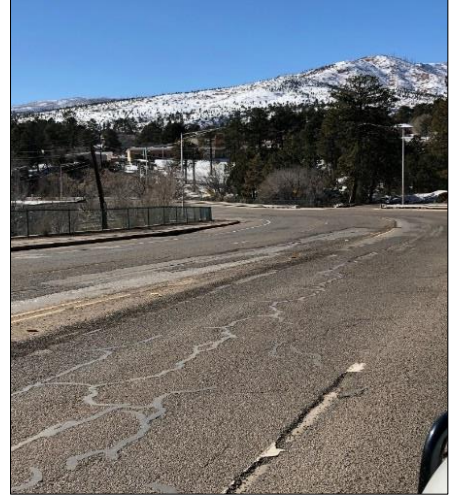


Crews have been fabricating specialty signs for the snow removal process and pothole signs to warn the public of potholes around Los Alamos County.



Crews have continued working on the Street Id upgrade in Los Alamos.

Diamond Drive asphalt substantially deteriorated with the last snow falls causing potholes and the striping to disappear in many locations. An attempt to place temporary reflective tabs to mark lanes failed because of the deteriorating asphalt.



Transit Division

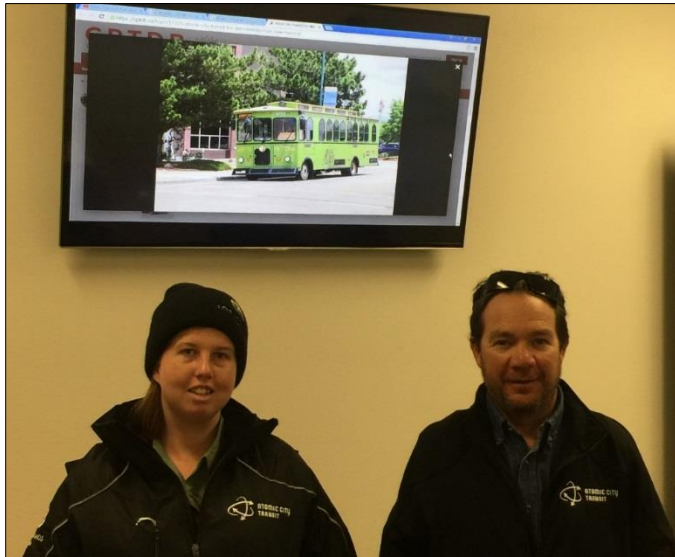
NEW YEAR'S BUZZ BUS

Atomic City Transit partnered with Los Alamos County DWI Council on New Year's Eve Buzz Bus Transportation on Monday, December 31, 2018.

Service was provided from 6:00 p.m. to 1:00 a.m. and several community members took advantage of the free transportation service.

| Date | Service Name | Operator | Unit | Platform Start Miles | Platform End Miles | Adult |
|----------|-------------------------|----------|------|----------------------|--------------------|-------|
| 12/31/18 | New Year's Eve Buzz Bus | Cliff | 4141 | 132454 | 132540 | 23 |
| 12/31/18 | New Year's Eve Buzz Bus | Fermin | 4095 | 54996 | 55086 | 11 |
| 12/31/18 | New Year's Eve Buzz Bus | Mick | 4115 | 75990 | 76035 | 11 |

45



Atomic City Transit Laura Dison and Thomas Kain have obtained their Commercial Driver's License and will be training on the daily routes.

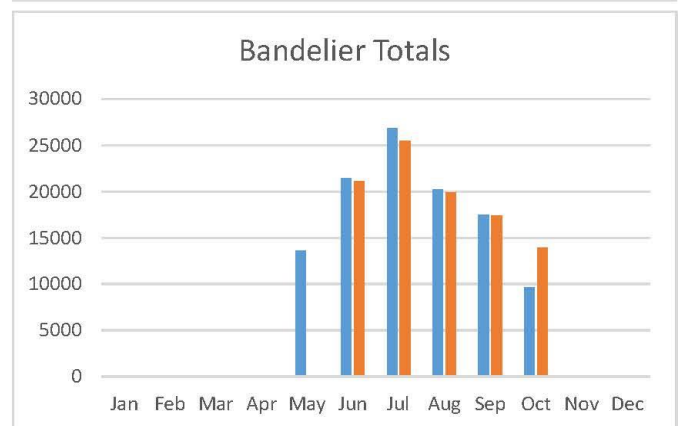
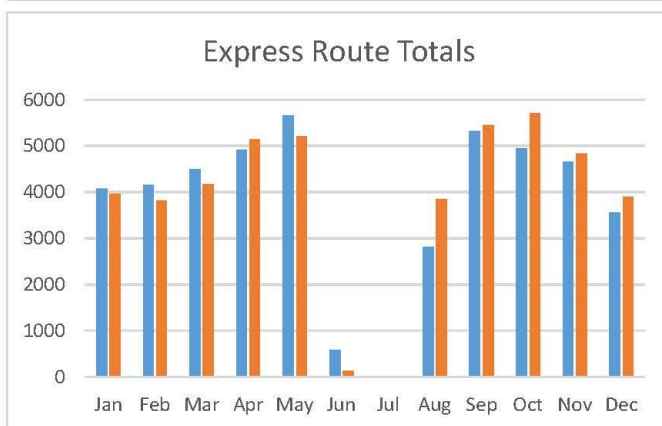
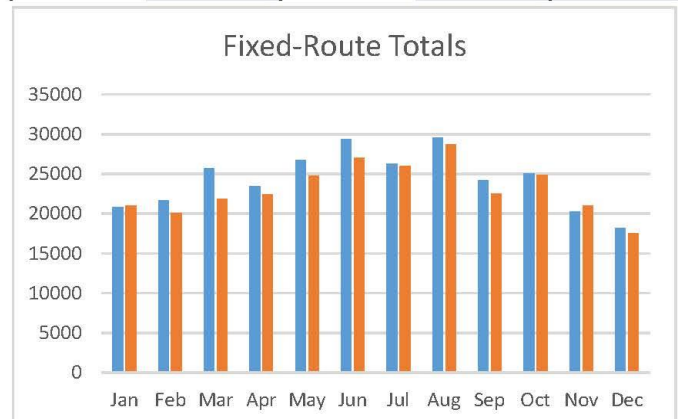
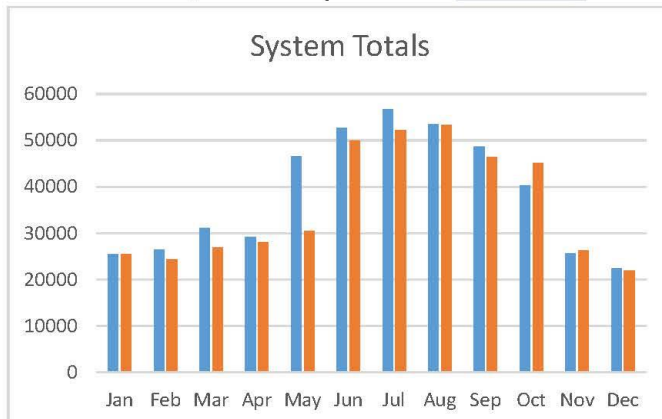
Atomic City Transit is very thankful for the winter storms that have come to visit and would like to thank our riders for their patience while we dig out of the snow left behind. In anticipation of the winter weather, the Transit Division did purchase a gas powered snow broom for shelter cleaning as well as a truck snow blade. Thank you to all the Transit Operator's that reported to work on January 2, 2019 to hand shovel all the bus stop shelters.



December 2018 Ridership Report

LOS ALAMOS

| Route | December Trips | | | Dec. Rev. Miles | | Dec. Rev. Hours | | YTD Trips |
|-------------------------------|----------------|---------------|--------------|-----------------|---------------|-----------------|----------------|----------------|
| | 2017 | 2018 | % Chg | 2017 | 2018 | 2017 | 2018 | 2018 |
| 1 Downtown | 4,284 | 3,834 | -10.5% | 3,424 | 3,436 | 283.7 | 284.8 | 67,099 |
| 2M White Rock - Main Hill | 1,933 | 1,948 | 0.8% | 6,819 | 6,962 | 257.1 | 262.5 | 30,484 |
| 2T White Rock - Truck Rt | 1,166 | 1,184 | 1.5% | 6,292 | 6,432 | 248.0 | 253.6 | 19,654 |
| 2P White Rock - Peak | - | 373 | 0.0% | 1,638 | 2,367 | 98.8 | 87.4 | 5,719 |
| 3 Central / Canyon | 2,188 | 2,295 | 4.9% | 4,829 | 4,928 | 241.3 | 246.3 | 34,384 |
| 4 North Community | 2,277 | 2,312 | 1.5% | 3,499 | 3,570 | 247.0 | 252.0 | 33,463 |
| 5 Barranca Mesa | 1,400 | 1,175 | -16.1% | 3,844 | 3,923 | 244.8 | 249.9 | 18,662 |
| 6 North Mesa | 4,598 | 4,420 | -3.9% | 5,446 | 5,334 | 368.3 | 361.3 | 68,177 |
| Fixed-route subtotal | 17,846 | 17,541 | -1.7% | 35,790 | 36,953 | 1,989.0 | 1,997.8 | 277,642 |
| 7 North Mesa Expr | 1,089 | 1,099 | 0.9% | 334 | 267 | 20.0 | 16.2 | 12,105 |
| 8 North Community Expr | 571 | 626 | 9.6% | 122 | 96 | 8.2 | 6.5 | 7,723 |
| 9 Aspen Expr | 496 | 644 | 29.8% | 94 | 74 | 6.6 | 5.2 | 7,880 |
| 10 Barranca Expr | 852 | 890 | 4.5% | 157 | 124 | 9.8 | 7.8 | 10,602 |
| 11 White Rock Expr | 552 | 640 | 15.9% | 320 | 252 | 12.7 | 10.0 | 7,822 |
| Express route subtotal | 3,560 | 3,899 | 9.5% | 1,026 | 814 | 57.4 | 45.7 | 46,132 |
| 12 Bandelier | - | - | 0.0% | - | - | - | - | 110,034 |
| Dial-a-Ride | 82 | 88 | 7.3% | 502 | 1,637 | 37.8 | 57.0 | 1,110 |
| ACT Assist | 415 | 399 | -3.9% | 3,560 | 3,323 | 209.3 | 187.2 | 5,164 |
| Special Services | 37 | 45 | 21.6% | - | 180 | - | 13.8 | 2,629 |
| System total | 21,940 | 21,972 | 0.1% | 40,878 | 42,907 | 2,293 | 2,301 | 442,711 |



■ 2017 ■ 2018

Total Passenger Trips to Date: 5,189,309

Kudos

From: Roybal, Ronald

Sent: Wednesday, January 09, 2019 9:42 AM

To: LACPW <lapw@lacnm.us>

Subject: Eastern Area

Just a quick note to say "thank you" to all the hard-working crew that cleared the snow and ice in the Easter Area yesterday. I was home yesterday and was able to observe the operation and was impressed at the way your team handled themselves. So often, only negative comments are vocalized, so I just wanted to say "thanks" to all involved in making Los Alamos County one of the best in the state; if not the Country!!

Cheers,
Ron Roybal
981 Nambe Loop

Thank You for Your Support!



January 9, 2019
Los Alamos County
Utility Department

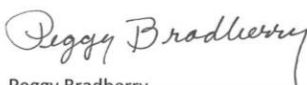
I would like to compliment the Los Alamos County on the quality of helpful personnel who are employed there. In the recent snowy past, I have personally received great assistance, gladly given on two occasions by three such people.

One helped me untangle my car from an unseen barrier I had unknowingly run over in Los Alamos.

This morning as I was shoveling out a pickup that had been imprisoned in a White Rock snow bank for several weeks, a County truck passed, slowed down, and finally backed up. Two young men, each wielding a shovel, exited and came to my assistance and finished the job. As a white-haired senior citizen, I was so very grateful. I didn't ask their names (I wouldn't have remembered them anyway), but the pickup was carrying a piece of equipment that evidently could "perform internal views."

I am so grateful to be living in a community where caring people work and are graciously helpful in assisting where they see need.

Sincerely



Peggy Bradberry
111 Sherwood Blvd



Please note: any information you give the County on this comment form becomes a "public record" and could be released under the Inspection of Public Records Act.

- 1) Today's Date: 12/22/18
- 2) Name of the Facility or Division: County Bldg
- 3) Name of County Employee who helped you, if applicable: custodial staff
- 4) Please rate your overall experience:



- 5) What would you like us to know?
On Wed. I was at the County Bldg. and saw the custodial staff squiggle-ing all the fall

You may continue your comments on the back of this form.

- 6) Would you like someone to contact you?

Yes please ☐ No need ☒

Name: Jody Benson
Phone: _____
Email: _____

General Comments:

windows, + scrubbing
not only the inside floor
but the outer walkway.
All the County facilities
that I patronize are
always clean, but I
never knew to what
extent the workers
worked. The best
thing to say about the
staff is that we never
notice how hard they
work because there's
never any dirt to
compare it to. Thank
them for us.

PLEASE LEAVE YOUR COMMENTS IN THE BOX

Or mail to 1000 Central Ave., STE 310, Los Alamos, NM 87544

VALARIE PRESTWOOD

I would like to publicly thank the county employee who plowed Camino Uva yesterday.

He/she very carefully kept each driveway clear as the street was plowed. That is the first time that has ever happened, and I am extremely grateful.

Dear Friends at LA County,

We just wanted to share a quick note with you to say THANK YOU!

We wanted to express our thanks to the VERY MANY county workers who invested so much time and effort to make our life in White Rock so awesome. We would especially like to express our thanks to the people who have plowed our streets and paths. Not only were streets passable in exceptionally short order after both major snowfalls over the holidays, but the paths around White Rock were quickly plowed so that we could enjoy walks with our visiting family members. Not only did they do an outstanding job, but they worked so very hard during the holidays! We thank each and every one of you!

We were thankful to have a crew of young people visiting us to help shovel the driveway and street to make it a little easier for our garbage and recycling collection. We were especially impressed that the collection truck drivers were exceptionally effective and careful to reach every garbage and recycling bin that we saw in our neighborhood.

We wish we could send a thanks to specific individuals, but we never met any of the workers and hope you will share our appreciation with your staff and employees.

THANKS & Happy New Year!!

Bob Kraus & Louise Hanna

122 La Vista - White Rock.



County of Los Alamos

Staff Report

February 07, 2019

Los Alamos, NM 87544
www.losalamosnm.us

Agenda No.:

Index (Council Goals):

Presenters:

Legislative File: 11655-19

...Title

Disclosure of Outside Employment, Membership and Financial Interest

...Body

The Incorporated County of Los Alamos Code of Conduct requires that, on an annual basis, each board member must disclose in writing and submit to HR the following information: Membership on other County boards, commissions, committees, boards of directors, or positions as an officer, director, trustee or partner or any position in management or ownership of public or private corporations, associations, organizations or businesses; and the nature and amount of the employee's financial interest(s) in any entities as defined above. In order to comply with the Los Alamos County Code of Conduct, please complete the attached form and return it to HR as soon as possible. This form must be completed every year.

Membership and Financial Interest. Pursuant to New Mexico State Statutes and Los Alamos County Code of Ordinances (NMSA 1978, §10-16-1 et seq. and Los Alamos Code § 30-1 et seq.), all public officials "shall disclose in writing and submit to the county's human resources division, the following information: (1) Membership on other county boards, commissions, committees, boards of directors, or position as an officer, director, trustee or partner or any position in management or ownership of public or private corporations, associations, organizations or businesses; and (2) The nature and amount of the public official's financial interest(s) as defined in this article." (Ord. No. 02-240, § 2, 11- 25-2014).

...Attachment

A - Outside Employment Membership and Financial Disclosure Form

INCORPORATED COUNTY OF LOS ALAMOS

HUMAN RESOURCES DIVISION

1000 Central Avenue, Suite 230

Los Alamos, New Mexico 87544

Phone: (505) 662-8040 Fax: (505) 662-8000

www.losalamosnm.us

DISCLOSURE OF OUTSIDE EMPLOYMENT, MEMBERSHIP AND FINANCIAL INTEREST

Disclosure Statement

Disclosure Year: _____

Membership and Financial Interest. Pursuant to New Mexico State Statutes and Los Alamos County Code of Ordinances (NMSA 1978, §10-16-1 et seq. and Los Alamos Code § 30-1 et seq.), all public officials "shall disclose in writing and submit to the county's human resources division, the following information: (1) Membership on other county boards, commissions, committees, boards of directors, or position as an officer, director, trustee or partner or any position in management or ownership of public or private corporations, associations, organizations or businesses; and (2) The nature and amount of the public official's financial interest(s) as defined in this article." (Ord. No. 02-240, § 2, 11-25-2014)

| Reporting Individual | | | |
|---|------------|----------------|--------|
| Last Name | First Name | Middle Initial | Prefix |
| | | | |
| Address | City | State | Zip |
| | | | |
| Mailing Address (if different from above) | | | |
| | | | |
| Address | City | State | Zip |
| | | | |
| Office, Board, Commission, or Position held with Los Alamos County: | | | |
| | | | |

☐ NEW Annual Financial Disclosure Filing

☐ UPDATED Annual Financial Disclosure Filing

| Membership or Financial Interest held by Reporting Individual/Public Official: | |
|--|--------------------------------|
| Name or Business or Organization: | Position or Percent Ownership: |
| | |
| | |
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| | |

Please use additional sheets if necessary.

Definitions:

"Public official" means members of county council, all county employees including contract employees and all individuals appointed to a board. For purposes of subsections 30-8(f), (h), and (j), public official includes former employees for a period of one year after leaving county employment and board members for a period of six months after leaving county service.

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"Financial interest" means: (1) Holding a position in a business as officer, director, trustee, or partner, or holding any position in management, or ownership of more than five percent interest in a business; or (2) Any interest which may yield, directly or indirectly, any material benefit to a public official or to the official's immediate family other than an interest in a mutual fund or one held in a blind trust.

"Immediate family" means a public official's spouse, parents, step-parents, child, step-child, sibling, step-sibling, half-sibling, grandparent, grandchild, aunt, uncle, niece, nephew, or their in-laws, or an individual claimed by the public official or his/her spouse as a dependent under the United States Internal Revenue Code.

Other Financial or Conflict of Interests:

Please provide any other, real or perceived, financial or other issue of a conflict of interest below:

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OUTSIDE EMPLOYMENT DISCLOSURE:

Pursuant to NMSA 1978, § 10-16-4.2 and LACC § 30-8, all public officials must disclosure current, contemplated, or accepted outside employment.

Are you currently engaged in outside employment of any kind other than volunteer?

Yes: ☐

No: ☐

If Yes, please provide the employer's name, address, and date you became or will become an employee.

| |
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| |

Members of the Planning & Zoning Board pursuant to section 8-202(b) are required to disclose all real estate interests held by the member and his or her family. Please contact the Human Resources Manager for additional Disclosure forms and instructions for annual disclosures or updates. (Ord. No. 02-078, § 2, 10-3-2006)

I hereby swear and affirm, under penalty of perjury, that the foregoing information is true and correct to the best of my knowledge, belief, and understanding.

Signature

Date

Printed Name