



# County of Los Alamos

1000 Central Avenue  
Los Alamos, NM 87544

## Agenda - Final Transportation Board

*Sriram Swaminarayan, Chair; Kyle Wheeler, Vice Chair; Steven Barretta; Terence L. Foecke; Sarah Nichols; and David Schiferl, Members*

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Thursday, June 6, 2019

5:30 PM

1000 Central Avenue, Room 110

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

2. **APPROVAL OF AGENDA**

3. **PUBLIC COMMENT**

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

*Please Limit Public Comment to 3 Minutes.*

4. **LIAISONS' REPORTS**

5. **APPROVAL OF MINUTES**

[12013-19](#) Approval of the May 2, 2019 Transportation Board Minutes

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

**Attachments:** [A - DRAFT Meeting Minutes - May 2, 2019](#)

6. **OLD BUSINESS -Possible Action**

[12015-19](#) Proposed Changes to the Snow & Ice Control Plan

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

**Attachments:** [A -DRAFT Proposed Changes](#)  
[B - FY19 Snow & Ice Control Plan](#)

7. **NEW BUSINESS - Possible Action**

[12014-19](#) Capital Improvement Program

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

**Attachments:**     [A - Capital Improvements - FY2020 Adopted Budget](#)

**8.        PROJECT UPDATES**

[12016-19](#)     Public Works Staff/Project Update - May 2019

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

**Attachments:**     [A - Public Works Update May 2019](#)

**9.        CHAIRPERSON'S REPORT**

**10.      FUTURE AGENDA ITEMS**

- \* *Wildlife Issues*
- \* *LANL Trail Map*
- \* *Flow Trail Update*
- \* *Rose Street*
- \* *Canyon Rim Trail Underpass - August*
- \* *Scooter Update - November*
- \* *PW Design and Construction Standards*

**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

June 06, 2019

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 12013-19

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**...Title**

Approval of the May 2, 2019 Transportation Board Minutes

**...Recommended Action**

**I move that the Transportation Board approve the May 2, 2019 minutes as presented.**

**OR**

**I move that the Transportation Board approve the May 2, 2019 minutes as amended.**

**...Attachments**

A - DRAFT May 2, 2019 Meeting Minutes



# County of Los Alamos

## Minutes

### Transportation Board

1000 Central Avenue  
Los Alamos, NM 87544

*Sriram Swaminarayan, Chair; Terence L. Foecke; David Schiferl; and Kyle Wheeler, Members*

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Thursday, May 2, 2019

5:30 PM

1000 Central Avenue, Room 110

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

The May 2, 2019 Transportation Board Meeting was called to order at 5:31 p.m.

Present:

Sriram Swaminarayan, Chair  
Kyle Wheeler, Member  
Terence Foecke, Member  
David Schiferl, Member

Staff in attendance:

Jon Bulthuis, Deputy Public Works Director  
Eric Martinez, County Engineer  
Desirae Lujan, Sr. Engineer  
Joanie Ahlers, Economic Development Director  
Amy Danforth, Sr. Office Specialist

Members of the public in attendance:

Mike Gomez, 1599 St. Francis, Santa Fe, NM 87505  
Bernadette Scargall, 1599 St. Francis, Santa Fe, NM 87505  
Steve Barretta, 316 Aragon Ave, White Rock, NM 87547  
Bill Enloe, 212 Maple St., Los Alamos, NM 87544  
Joanie Ahlers, 153 El Rayo, Los Alamos, NM 87544

#### 2. APPROVAL OF AGENDA

A motion was made by Member Schiferl, seconded by Member Wheeler that the May 2, 2019 agenda be approved as presented; motion passed unanimously.

#### 3. PUBLIC COMMENT

None



**4. LIAISONS' REPORTS**

None

**5. APPROVAL OF MINUTES**

[11858-19](#)      **Attachments:**    [A- DRAFT- March 7, 2019 Meeting Minutes](#)

Approval of March 7, 2019 minutes cannot be approved. There are members who attended the March 7, 2019 meeting who are no longer on the board and members Chair Swaminarayan and member Schiferl abstained from voting because they were not at the March 7, 2019 meeting.

**6. OLD BUSINESS - Possible Action**

[11861-19](#)      **Attachments:**    [A - Trinity Drive / 36th Street Intersection Improvements](#)

Eric Martinez, County Engineer, gave a recap presentation on the Trinity Drive / 36th Street Intersection Improvements which included the Site Plan, Project Area and Location, Site Concerns and Previous Alternatives. Eric introduced Michael Gomez, Principal Engineer from Santa Fe Engineering Consultants, LLC who gave a presentation on two alternate options which included a Refined Intersection Improvement and a Road Diet. Included was a description of a Road Diet, Examples of a Road Diet, Traffic Analysis, Evaluations, a Road Diet Layout, and a Design and Construction Schedule.

Members had questions regarding the affect this would have on the speed limit, crosswalk safety, and diversion of traffic to alternate routes. Board members also expressed a desire for more public input regarding the road diet option. Suggestions were made to contact the Los Alamos Medical Center and discuss the option of changing the location of their entrance to the hospital parking lot further east. Joanie Ahlers, Economic Development Director, mentioned this suggestion could be discussed at a monthly meeting between county management and LAMC representatives.

Members of the Public:

Steve Barretta 316 Aragon, White Rock, NM 87544; Joanie Ahlers 153 El Rayo, Los Alamos, NM 87544 (speaking as a private citizen), expressed their concerns about current traffic speeds, and the safety of drivers and pedestrians on Trinity Drive; both spoke in support of the road diet option to improve safety.

Bill Enloe 212 Maple St. Los Alamos, NM 87544 who represents The Hill Development expressed his concern with the timeframe for decisions to be made for this project because it could affect the design and deadline for the new apartment project.

Member Wheeler made the motion that staff move on with the New Alternative 2 - Road Diet Option B: Diamond Drive to Oppenheimer Drive. Member Schiferl seconded the motion. The motion was amended to include recommending discussion between the County and the hospital regarding moving the east entrance to the hospital parking lot. The motion, passed unanimously as amended.

## **7. NEW BUSINESS - Possible Action**

### **11860-19**

*Attachments:* [A - Election of Chair and Vice Chair](#)

A motion was made by Member Wheeler and seconded by Member Schiferl to have Member Swaminarayan continue as Chair of the Transportation Board; motion passed unanimously

A motion was made by Chair Swaminarayan and Seconded by Member Schiferl to have member Wheeler become Vice Chair of the Transportation Board; motion passed unanimously.

### **11862-19**

*Attachments:* [A - Electric Scooter Presentation](#)

Jon Bulthuis, Deputy Public Works Director, gave a presentation about Electric Scooters. Jon discussed the Private Sector Initiative, Most Popular Companies, Implementation Locations, New Mexico's Experience to Date, What Scooters Look Like, Benefits to Local Communities, Challenges for Local Communities, and Staff Recommendations. Members requested that more studies be done to evaluate how this would affect Los Alamos, what other communities have done, a study on market size, and what type of regulations would be needed. A follow up in November was requested.

### **11892-19**

*Attachments:* [A - Diamond Drive Asphalt Paving Project](#)

Eric Martinez, County Engineer, gave an update on the Diamond Drive Asphalt Paving Project. Eric notified the members that bids for the work will be going out shortly and the project should begin and be complete before fall. The location of this work will be from the roundabout on North Mesa to Omega Bridge. Eric mentioned the Governor signed an executive order making state disaster funds available for the project.

Eric responded to questions from members about the type of asphalt material currently in place, reasons for its failure, and the type of material proposed for replacement. Members were informed the project will consist of a mill and inlay, and staff is currently evaluating options for asphalt thickness given the project budget.

## 8. PROJECT UPDATES

[11859-19](#)

**Attachments:**    [A - Public Works Update - March 2019](#)  
[B - Public Works Update - April 2019](#)

Jon Bulthuis, Deputy Public Works Director, presented updates regarding Public Works projects for March and April 2019.

## 9. CHAIRPERSON'S REPORT

Chair Swaminarayan notified the Transportation Board know that there will be a presentation to Council on May 14, 2019 at 6:00 p.m. at Fire Station 3 in White Rock.

## 10. FUTURE AGENDA ITEMS

- Budget Highlights
- Wildlife Issues
- LANL Trail Map
- Flow Trail Update
- Rose Street
- August - Canyon Rim Trail Underpass
- November -House Bill 282 Regarding Scooters

## 11. ADJOURNMENT

A motion was made by Member Wheeler seconded by Member Schiferl that the May 2, 2019 meeting be adjourned at 7:25 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

June 06, 2019

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 12015-19

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**...Title**

Proposed Changes to the Snow & Ice Control Plan

**...Body**

Mr. Reid Priedhorsky will present proposed bicycling related changes to the Snow & Ice Control.

**...Attachments**

A - DRAFT Proposed Changes

B - FY19 Snow & Ice Control Plan

LAC snow removal plan  
Proposed bicycling-related changes  
Draft 1 / Reid Friedhorsky / May 28, 2019

## 1 Background

Concurrent with the major winter storms of January 2019, I complained in detail to county staff about snow removal from bike lanes.

The current (FY18) Snow & Ice Removal Plan has limited coverage of bicycling facilities and does not provide adequate guidance for staff and does not set actionable expectations for cyclists. It is also internally inconsistent regarding priority: on page 18 bike lanes have the same priority as their parent street, but on page 19 they are given mop-up priority.

These concerns led to a highly productive discussion at the February Transportation Board meeting, and I was invited to contribute proposed text to improve the Snow & Ice Control Plan.

This document is that proposal. My goal is to rectify these deficiencies in the Snow & Ice Plan while committing the county to a minimal amount of additional work. In fact, I believe the changed procedures may be *less* work while greatly improving the level of service and citizen satisfaction.

This proposal is based on (1) my own observations and detailed notes from the winter of 2015–16 as well as 2018–19; (2) complaints received by the county about bicycle-related snow removal during the winter of 2018–19 and summarized by Darby Martinez; and (3) opinions solicited by me from peer bicyclists in February 2019.

One striking item relayed to me in item 2 is “*several* calls from citizens stating they wrecked on their bikes” as well as “hazardous driving” by motor vehicles, both along Canyon Road (emphasis added). That is, improving the Snow & Ice Plan is not just a matter of convenience but a public safety and potential liability issue.

## 2 Proposed change to “Mop up”

Remove snow and ice removal from bike lanes from “Mop up operations” on page 27 (but leave sand accumulation removal).

## 3 Proposed new section: “Bicycle facilities”

### 3.1 Background

Los Alamos County has the potential to be a world-class winter bicycling city. Consistently sunny weather makes for pleasant cycling even with cold air temperatures; consistency and the knowledge that better weather is coming tend to keep people going through the dreary

and stormy exceptions. It is often surprising how grotesque the weather can be while committed transportation cyclists continue on their way.

The county's Comprehensive Plan adopted in 2016 supports bicycling as transportation throughout the document. For example, one recommended economic vitality policy is to "give the same level of prioritization to non-motorized circulation (bicycle and pedestrian) as to motorized circulation" (page 98), and the plan's survey citizen reports that "73% support County focus on bike lanes and trails, while 54% [...] support narrowing vehicle lanes on Trinity Drive to add bicycle lanes" (p. 125).

The Bicycle Transportation Plan, adopted 2017, details the county's policy that bicycling is a co-equal mode of transportation. Priorities include "developing a more comprehensive transportation system focused on improved bicycle infrastructure" (p. 3) and setting the goal to "become a Bicycle Friendly Community as designated by the League of American Bicyclists" (p. 5). The plan also notes that "because bicycling as a means of transportation has grown significantly ... and is of great interest in Los Alamos County, it is anticipated that bicycling to work [in the county] could become increasingly more popular" (p. 12).

Chapter 38, section 545 of the Municipal Code states the "5 foot rule", demanding by law that motorists leave 5 feet between their vehicle and a passed bicycle. It is difficult to maintain this separation when bicycle facilities are not properly cleared.

Finally, failure to properly remove snow from bike lanes has wider consequences, such as black ice flowing into motor vehicle lanes and increasing wear & tear on pavement by greater availability of water.

For these reasons, bicycling facilities are a first-class citizen in the Snow & Ice Removal Plan.

### **3.2 Key principles**

The following principles give general guidance for snow and ice removal from bicycle facilities:

- Bicycle facilities are travel facilities. Practices that are unacceptable for motor vehicle lanes are also unacceptable for bicycle facilities.
- "Least surprise." Safe bicycling in winter is greatly enhanced by predictability, especially because much of it happens in the dark.
- The "chicken and egg problem": Bicycle counts can be artificially depressed by poor level of service. This should not be interpreted as low demand.
- Bicycles are not heavy enough to clear snow, ice, and slush by their traffic alone.

- It is less work to slow down and avoid a problem in the first place than to come back and clean it up later.

### 3.3 Scope

This plan covers (1) the bicycle transportation system “priority streets” listed on page 17 of the Bicycle Transportation Plan, including bike lanes, “sharrowed” lanes, shoulders marked or unmarked, and off-street parallel trails; (2) the Canyon Rim Trail; (3) any other similar facilities intended for bicycling as transportation; and (4) bicycle parking at county facilities.

Snow and ice removal services is provided only for transportation facilities. Recreational bicycle facilities have no snow and ice service.

Bicycling facilities may appear elsewhere in this plan, explicitly or implicitly; in case of conflict; this section governs.

### 3.4 Priority

The priority of bicycle facilities is that of the street or parking lot they are associated with plus 1, except for highways intended mostly for transportation into and out of town, in which case the priority is plus two. For example, the bike lanes along Diamond Drive (a priority 1 street) have priority 2, but the Canyon Rim Trail adjacent to Highway 502 (also a priority 1 street) has priority 3.

Bicycle facilities of priority N have the *same* priority as streets of priority N, no more and no less.

### 3.5 Techniques

Operators follow these procedures when clearing bicycle facilities.

- Clear to the curb, taking special care when obstacles such as bridge abutments reduce facility width (e.g., Diamond Drive overpasses).
- Clear down to the pavement, taking care not to leave dark-colored ice that is hard to see in the dark.
- Clear a consistent width, including at corners and facilities such as bus stops.
- Identify and clear key drop inlets to prevent flooding of bike lanes (e.g., on the Pueblo Canyon Bridge).
- Respond to errors promptly to avoid snow compaction into a persistent mass.
- Transition from plowed to unplowed facilities clearly and in places well-visible even with heavy traffic, without “squeezing” bicycles into motor vehicle traffic.
- Address dumping of snow into bike facilities from private property by education and enforcement.
- Clear the first four spaces of bike parking at county facilities (e.g., the library).

### **3.6 Antipatterns**

The following are common problems that are avoided.

- Use of bicycle facilities for snow and ice storage. This includes deliberately placing snow or ice into bicycle facilities and then leaving the area (i.e., ongoing operations may use bicycle facilities for temporary storage while in the area).
- Plowing snow back into cleared bicycle facilities.
- Gaps in coverage, such as plows swinging wide around a corner or snow and ice accumulating from buses departing stops.
- Allowing snow to consolidate into hard-to-remove ice mounds.
- Allowing meltwater to flow into cleared areas, becoming black ice.
- Allowing meltwater to pool in bicycle facilities.
- Removing light-colored top layer and leaving a dark-colored bottom layer (which is hard to see).
- Allowing gravel to form piles or rows.

### **3.7 Facility closures**

In extraordinary situations, bicycle facilities may be closed when specific and urgent circumstances require it.

In this case, the Traffic & Streets Division Manager will make a press release within 6 hours of the decision to close detailing (1) the circumstances at hand, (2) what specifically is closed (facility, direction, start and end cross streets), (3) a specific date when re-opening is expected, which may not be “until further notice” or similar, and (4) the fact that bicycles may use the full motor vehicle lane at their sole discretion. A new press release will be made when the specific facilities that are closed changes or when the re-opening estimate passes, whichever is first.

This procedure may not be used for “priority inversion”.



# 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*

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#### **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](http://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)	<a href="http://www.koat.com">www.koat.com</a>	Albuquerque
KOB Channel 4 (NBC)	<a href="http://www.kob.com">www.kob.com</a>	Albuquerque
KRQE Channel 13 (CBS)	<a href="http://www.krqe.com">www.krqe.com</a>	Albuquerque
KASA Channel 2 (FOX)	<a href="http://www.kasa.com">www.kasa.com</a>	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

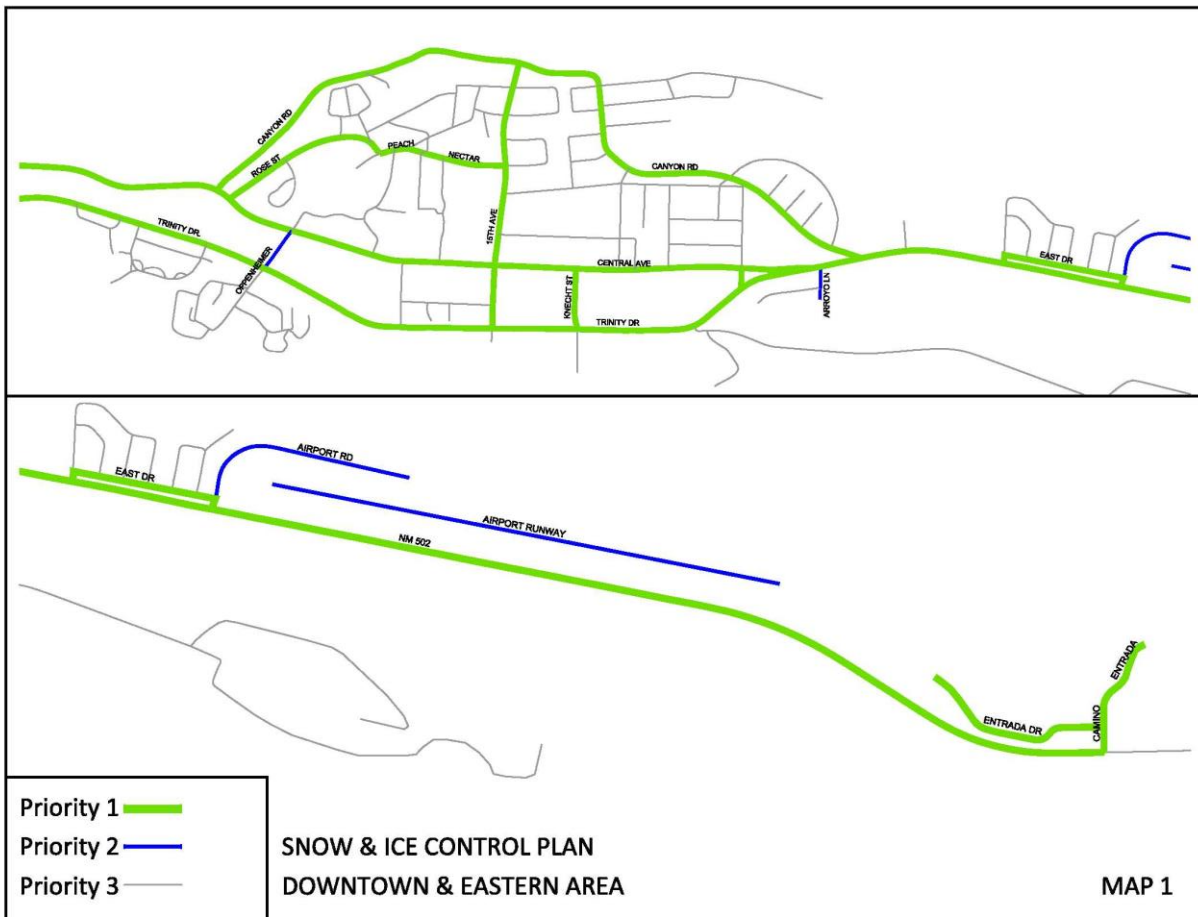
Northern Community and Quemazon ..... Map 3

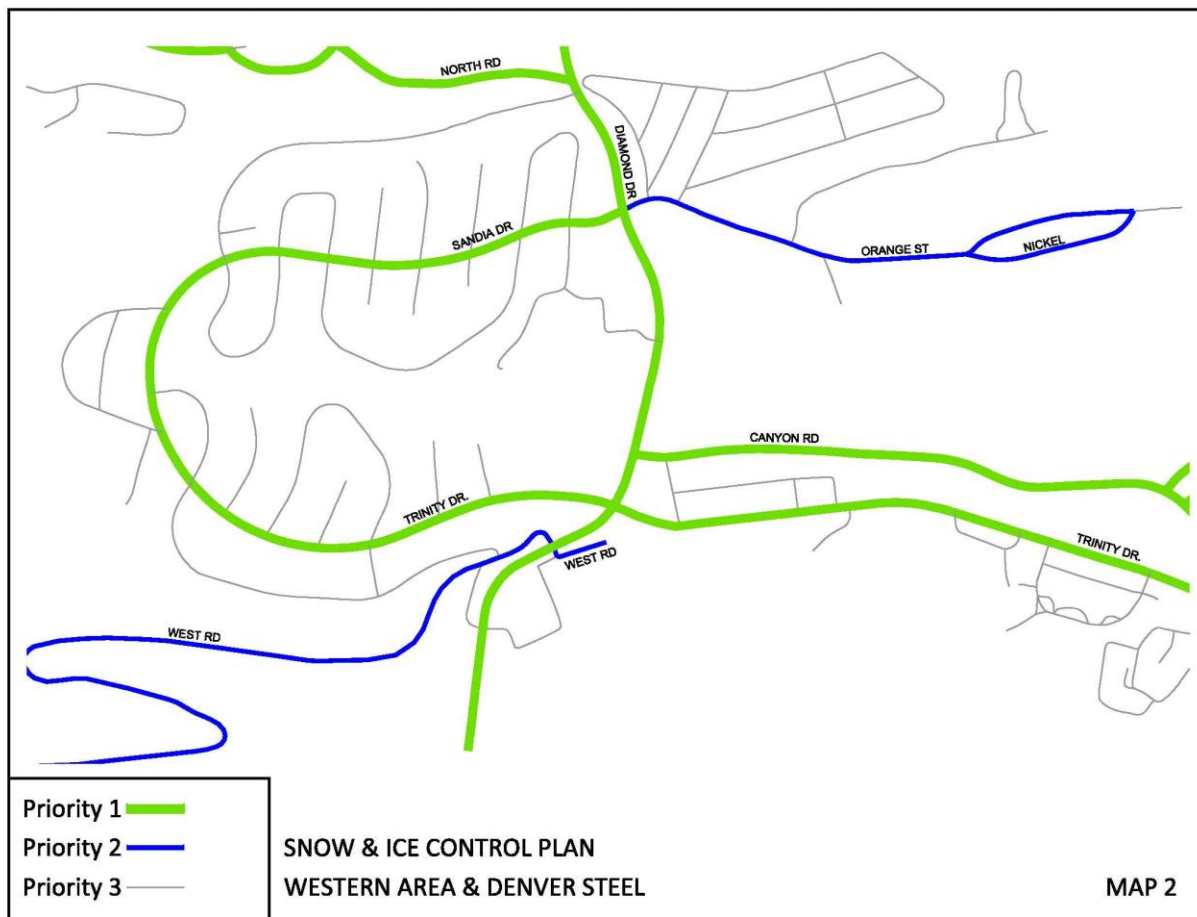
Barranca Mesa and North Mesa ..... Map 4

White Rock ..... Map 5

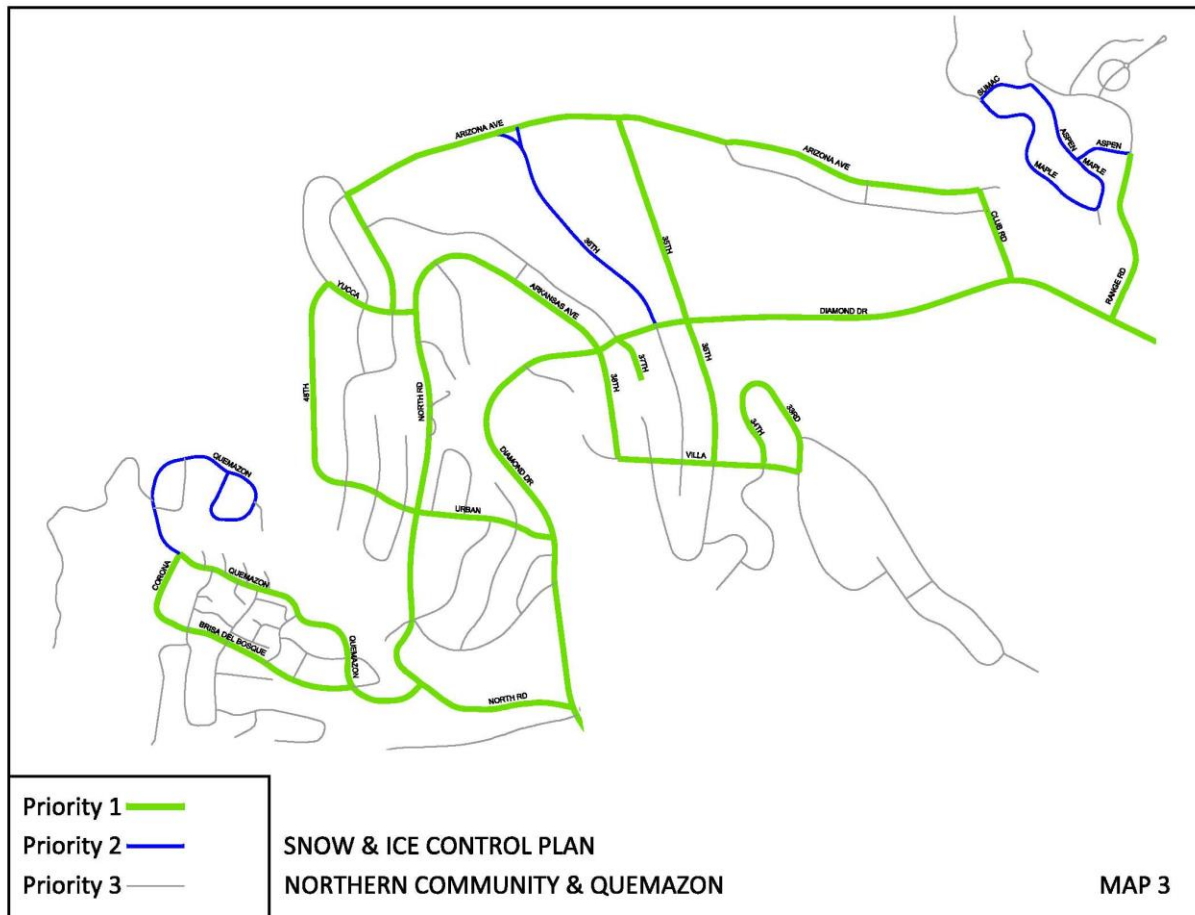
Los Alamos Sidewalks ..... Map 6

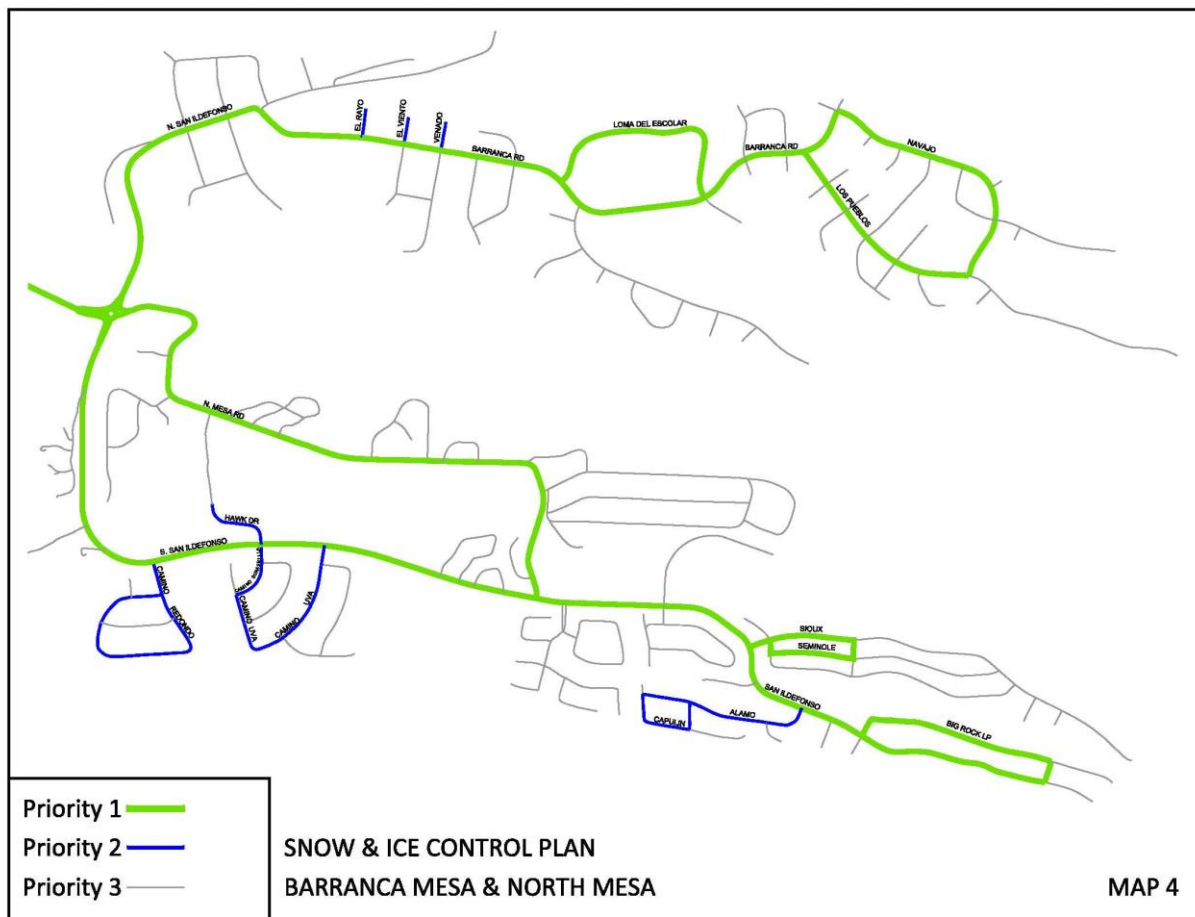
White Rock Sidewalks ..... Map 7

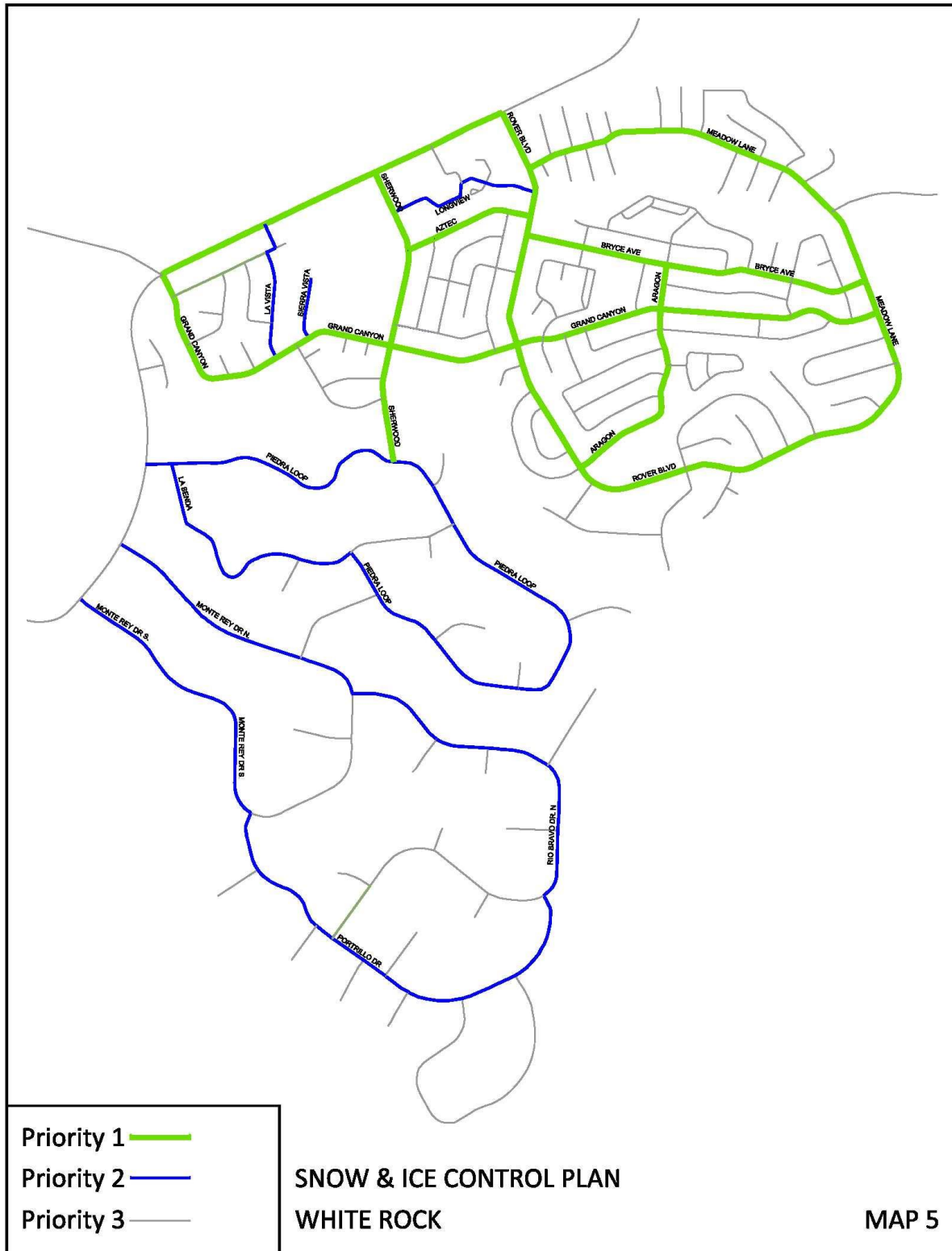


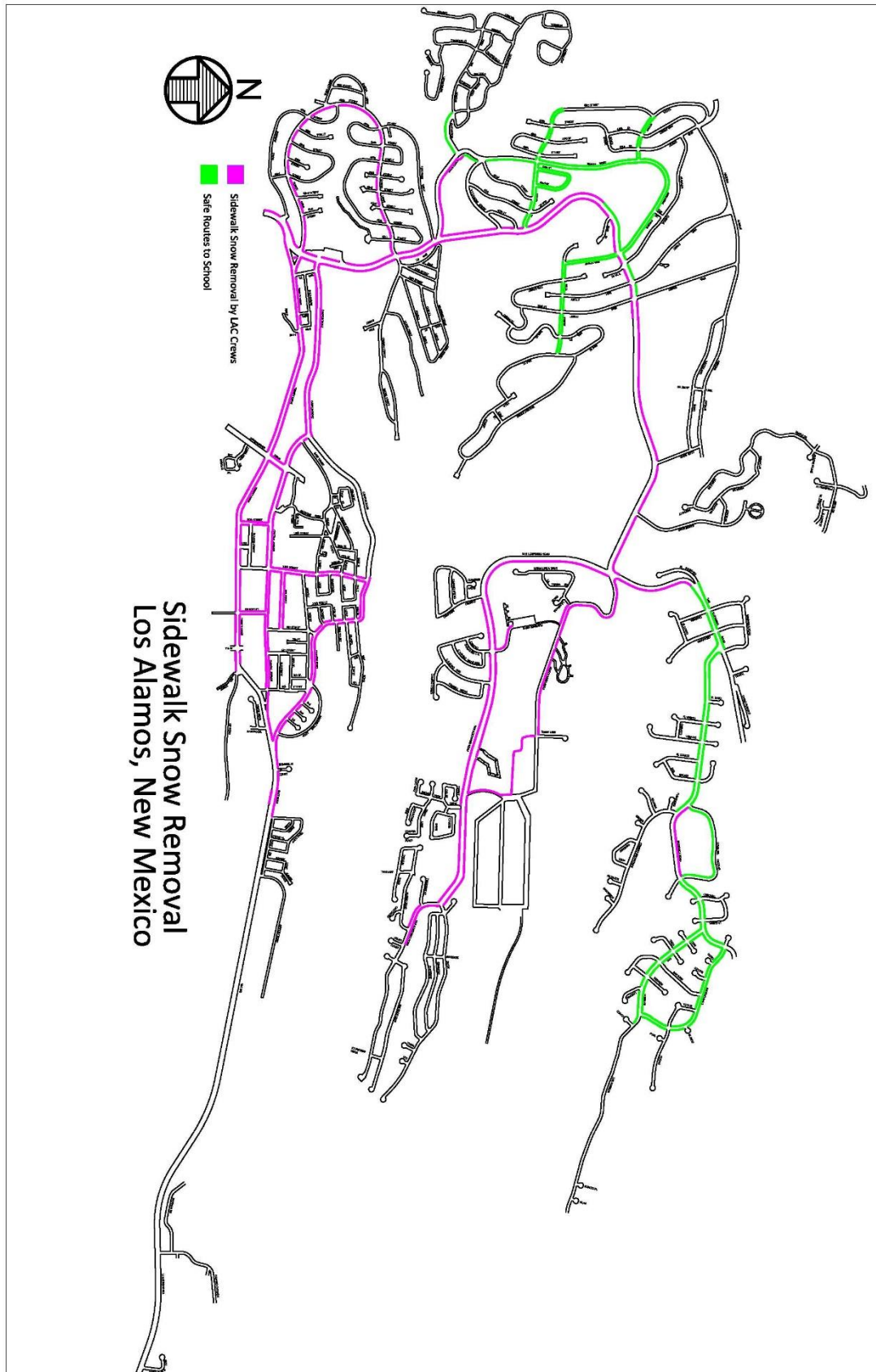


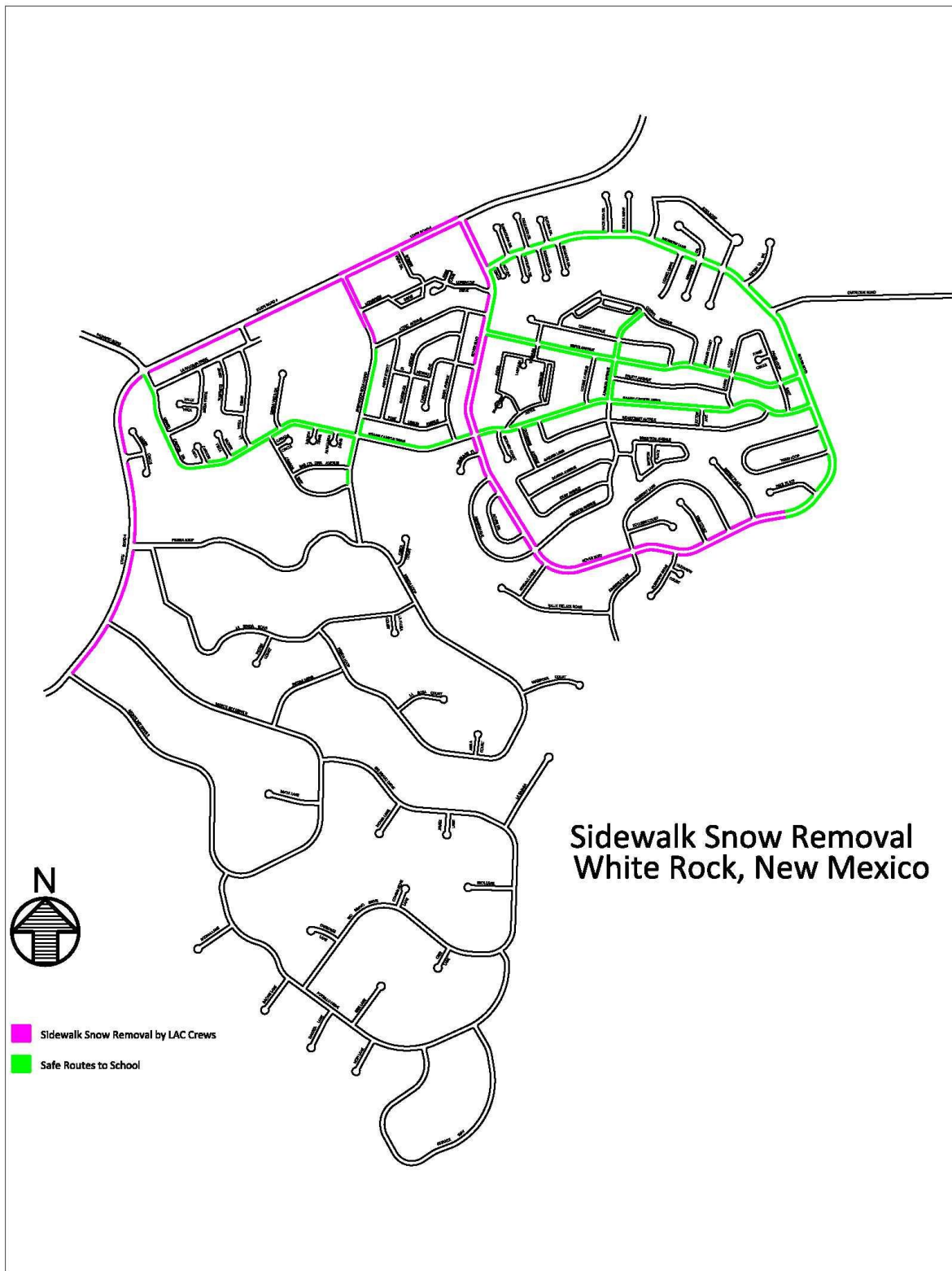












## Appendix 2

### Safe Routes to School Maps

Aspen Elementary School

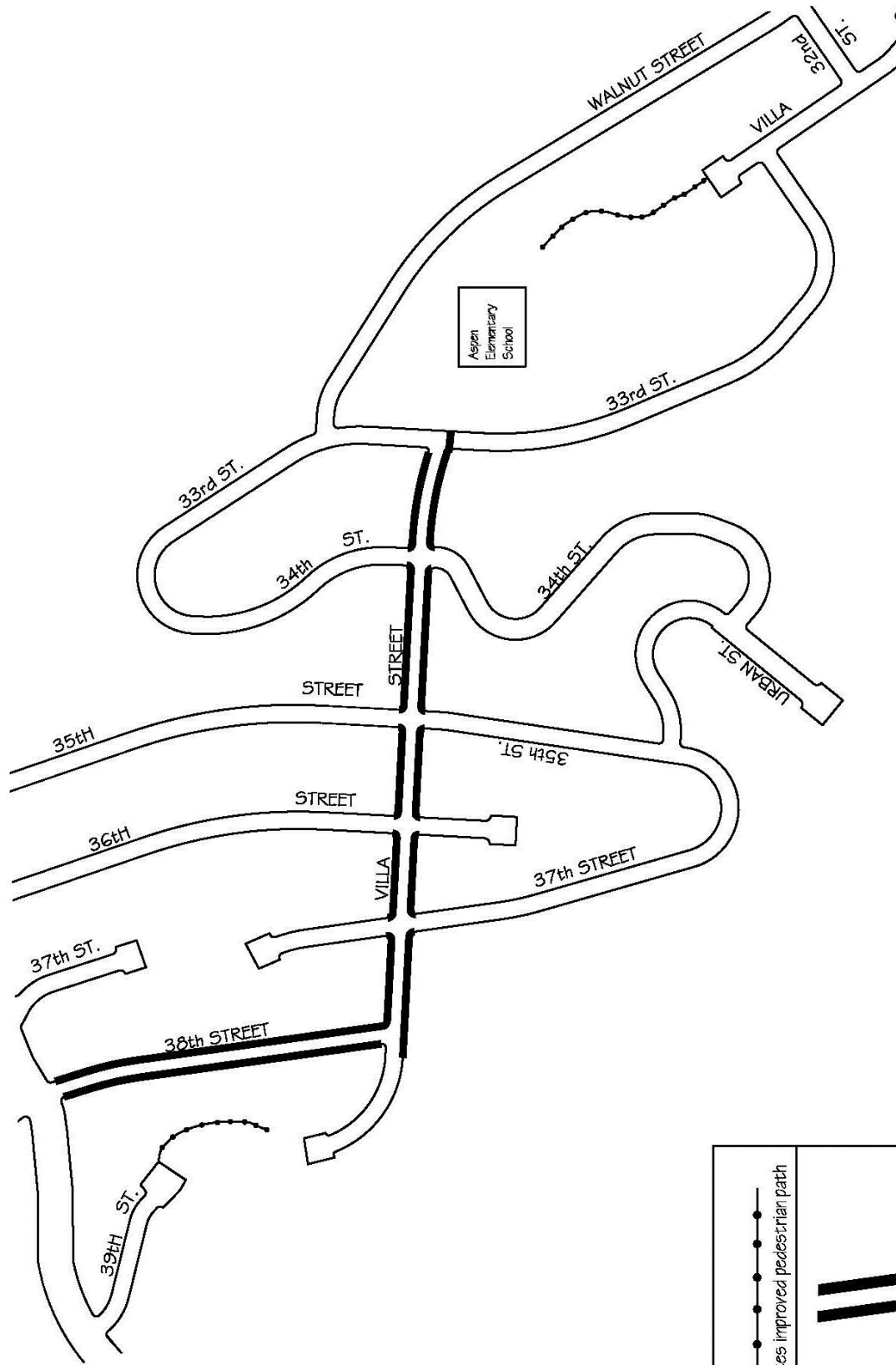
Barranca Elementary School

Chamisa Elementary School

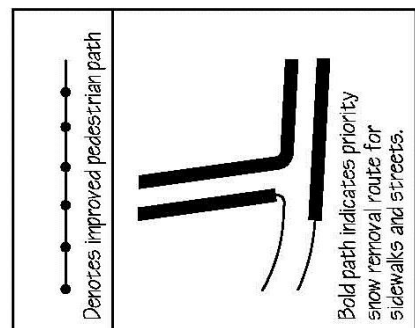
Mountain Elementary School

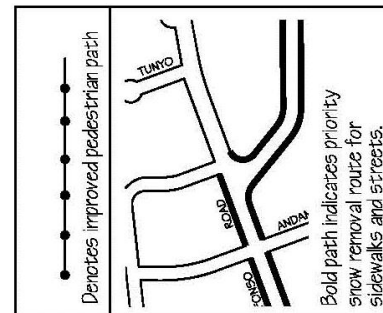
Piñon Elementary School





## Safe Routes to School Aspen Elementary School

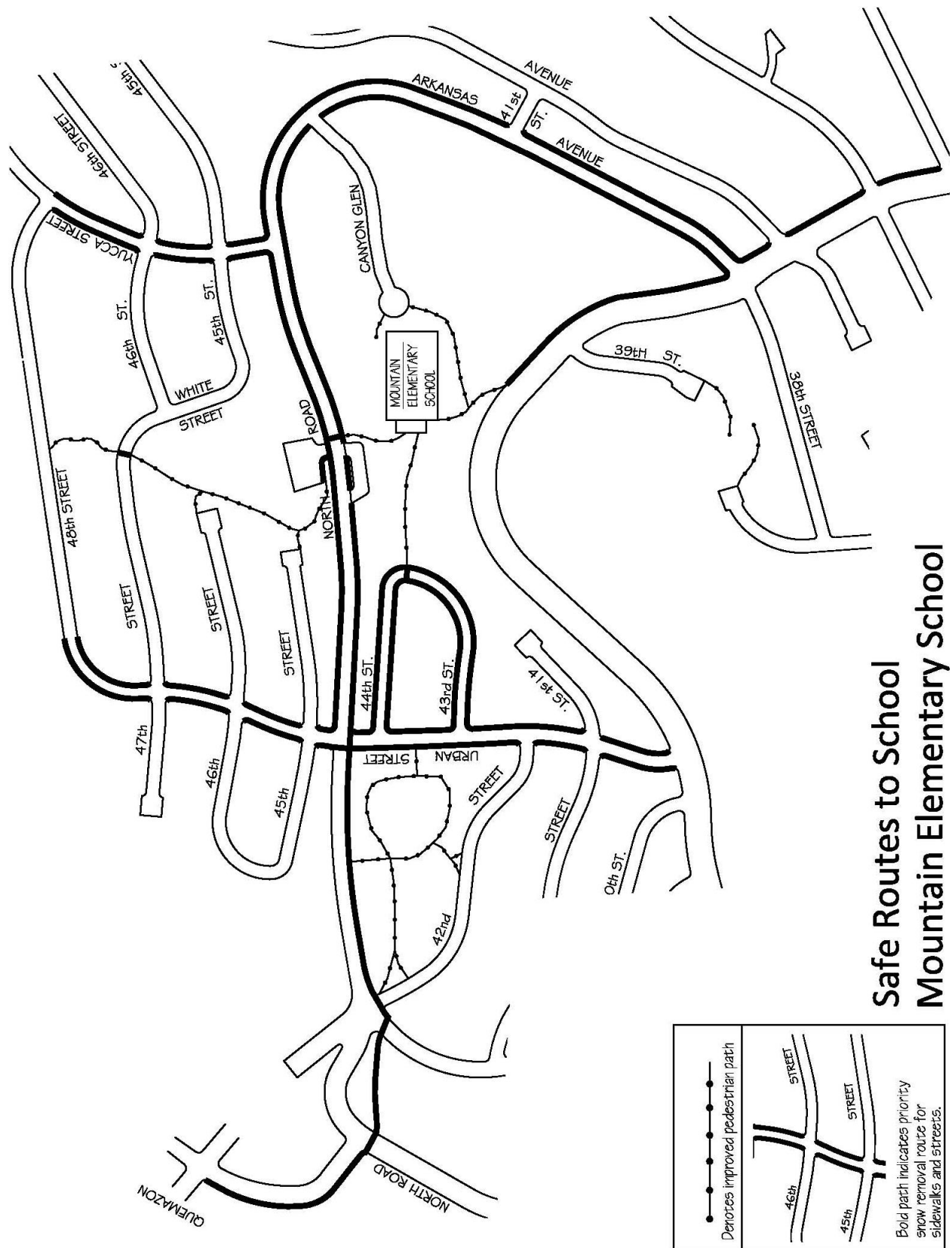




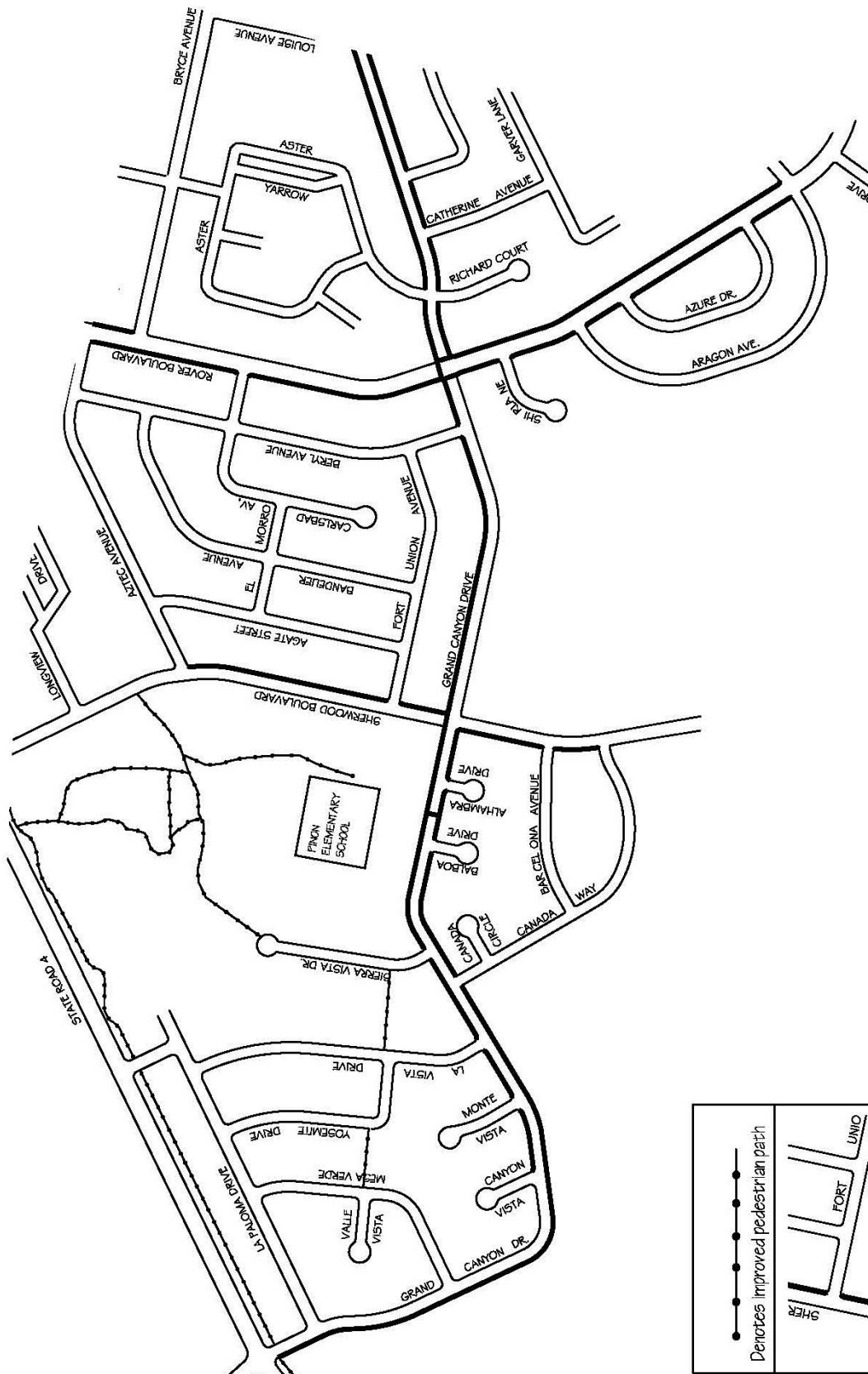
# Safe Routes to School Barranca Elementary School







## Safe Routes to School Mountain Elementary School



## Safe Routes to School Piñon Elementary School

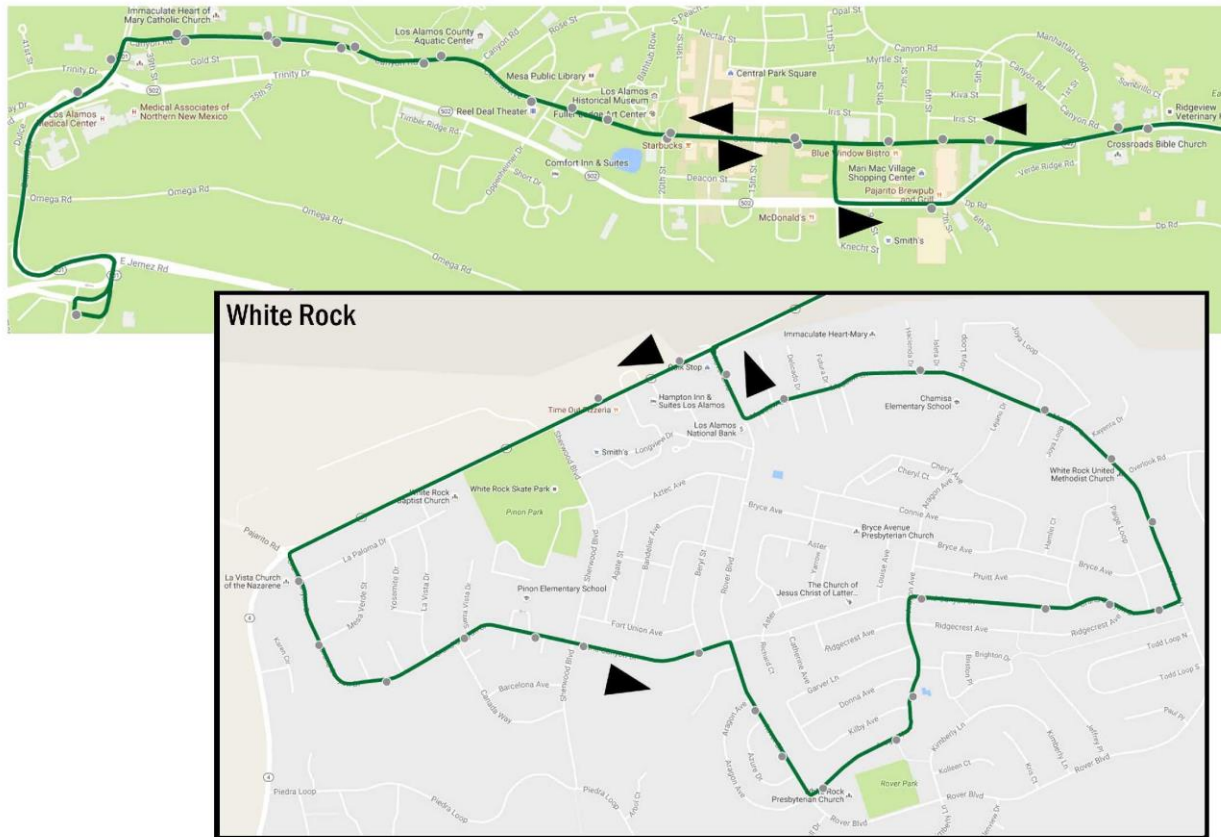
## Appendix 3

### Transit Route Map

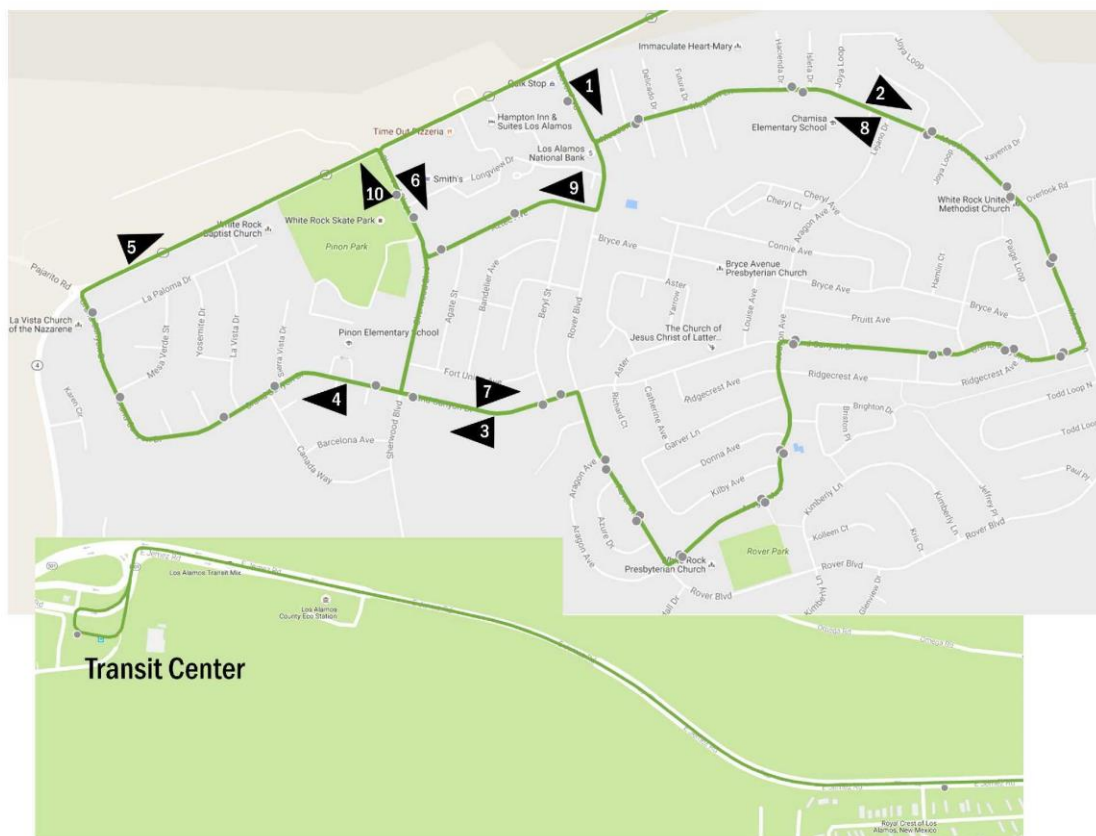
**Route 1 - Downtown**



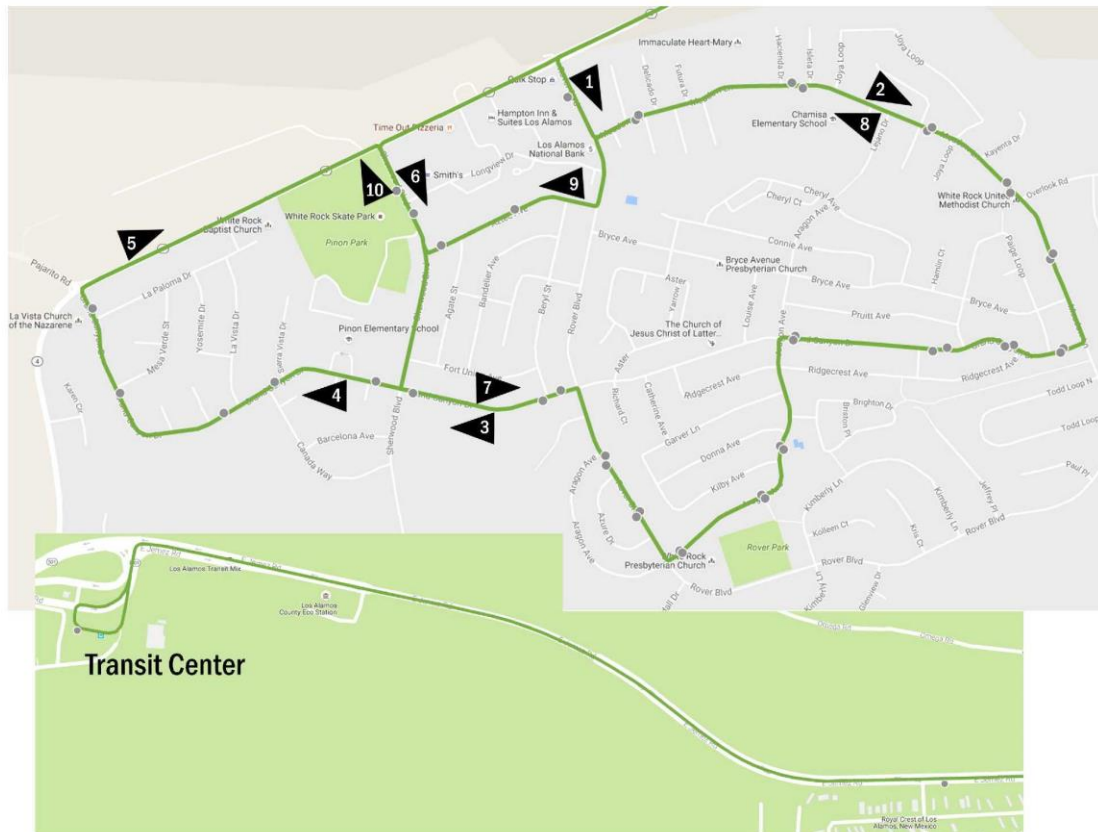
## Route 2M - White Rock / Main Hill



### Route 2T - White Rock / Truck Route



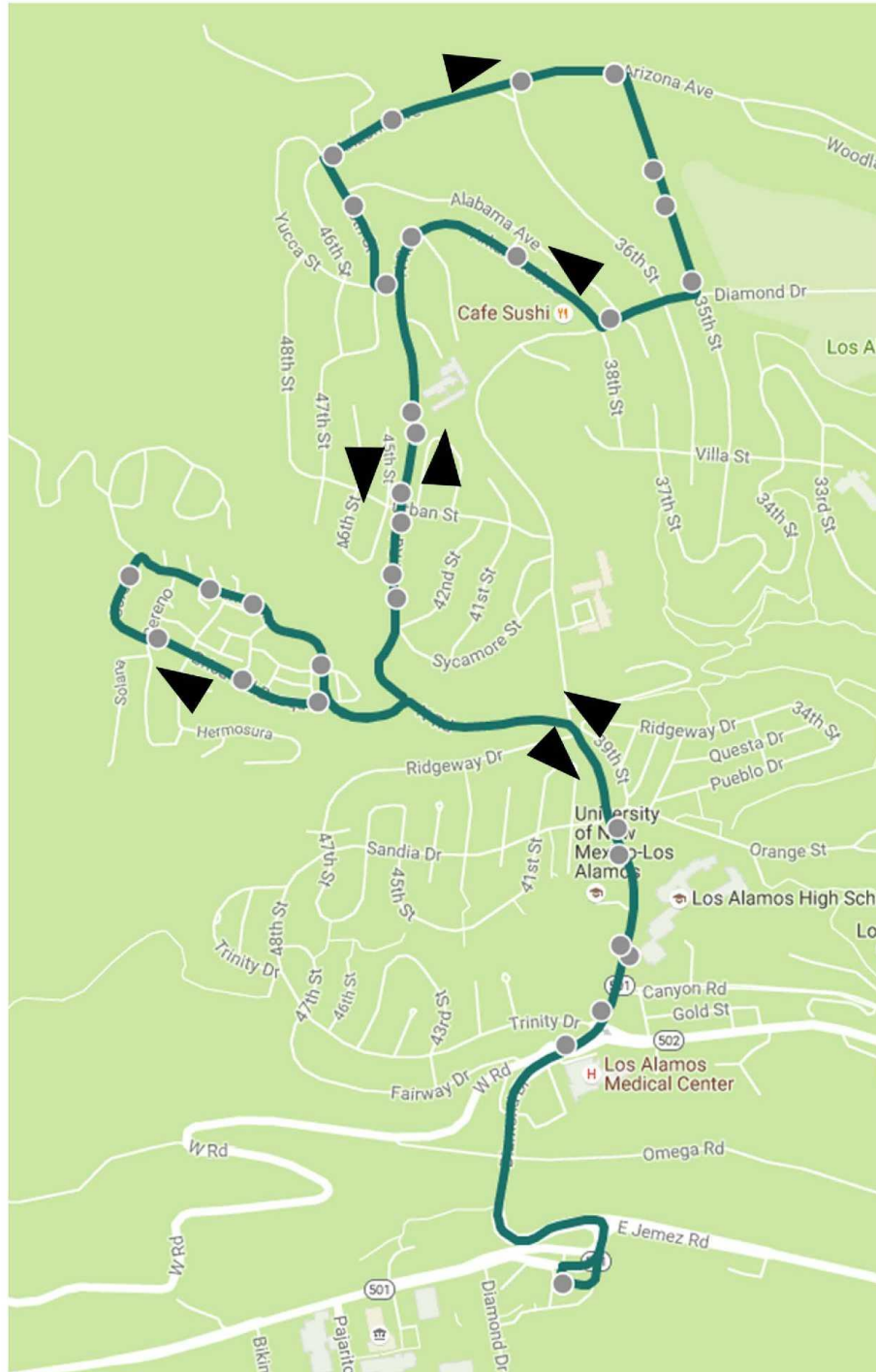
## Route 2T - White Rock / Truck Route



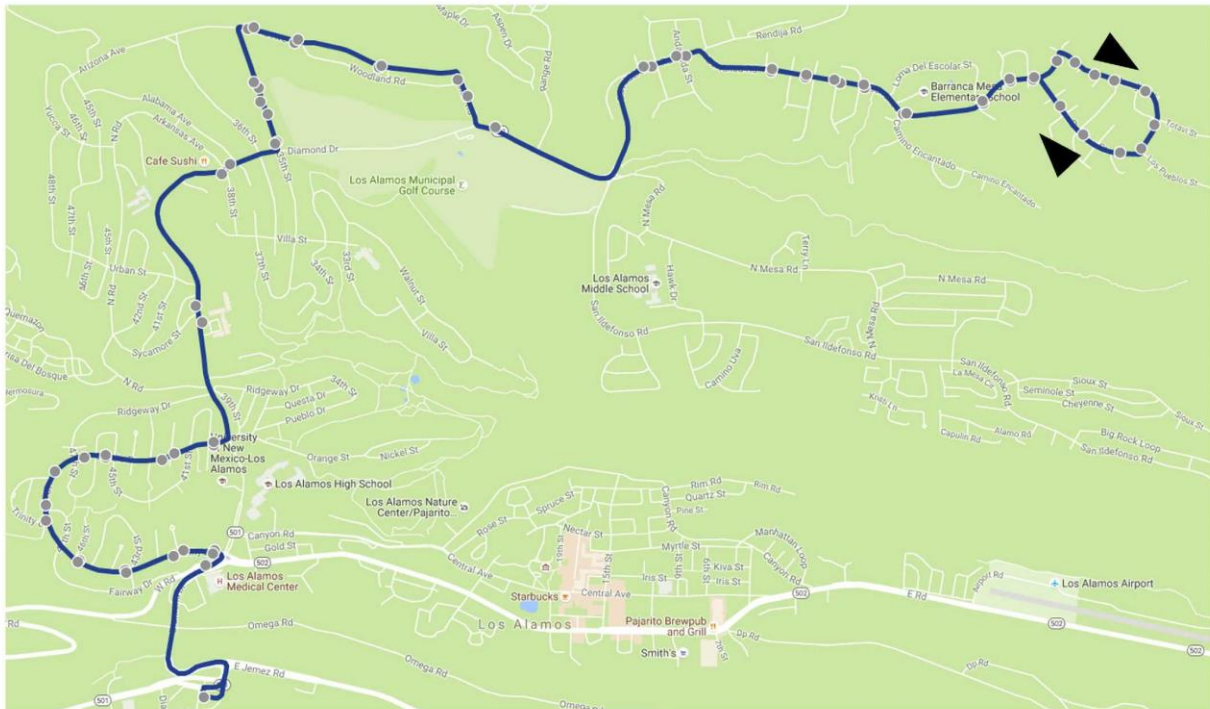


**Route 3 - Canyon & Central**

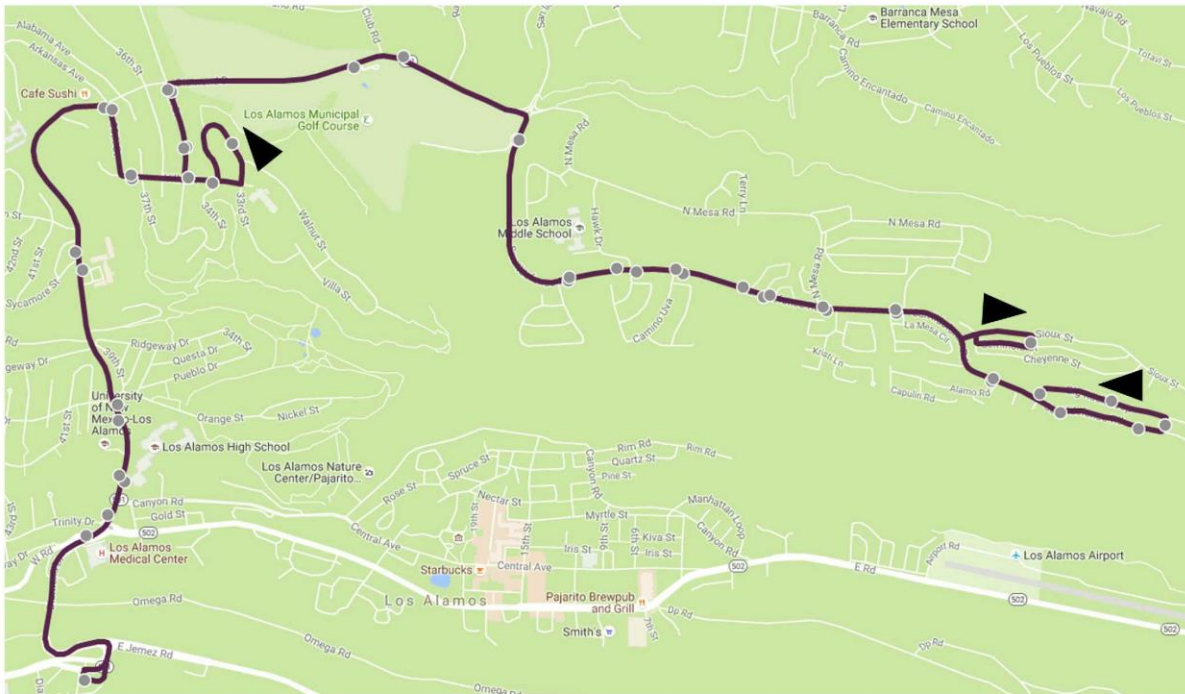
## Route 4 - North Community



## 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. 37<sup>th</sup> 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 15<sup>th</sup> 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





# County of Los Alamos

## Staff Report

June 06, 2019

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 12014-19

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### **...Title**

Capital Improvement Program

### **...Body**

Staff will review the 2020 Budgeted CIP items with T-Board.

### **Background**

The County primarily uses one fund, the Capital Improvement Projects Fund (CIP), to budget and account for Capital Project expenditures when those assets will be used in the County's general governmental activities. The Capital Projects Permanent Fund accounts for amounts received under a settlement of prior years' gross receipts taxes, established by the County Council and the County Charter for Capital Projects. Distributions from the CIP Permanent Fund to the CIP Fund are based upon a formula set in the County Code.

Group infrastructure capital and maintenance projects are also included in the Capital Improvement Program. The projects are for road reconstruction, information technology capital, parks small capital, parks major maintenance and major facilities maintenance. These ongoing projects require year to year funding. Amounts from previous years are carried over to provide continuous funding for these planned projects.

### **...Attachments**

A - Capital Improvements - FY2020 Adopted Budget

## FY2020 Budget Options - Public Works

Ref #	CMO Rank	Dept	Division	Amount	Short Description	Detailed Notes	Recurring/ One-Time	Fund
13	A	Public Works	MFM	\$ 365,655	Major Facilities Maintenance	Restore Major Facilities Maintenance funding to the \$2 million target. Funding was reduced to achieve flat budget. This additional funding will be used for projects such as roof repairs at Pajarito Cliffs, painting, and over-head door repairs and elevator maintenance, painting and carpeting of facilities.	R	General Fund
14	A	Public Works	Fleet	\$ 680,000  \$ 320,000	Increase Interdepartmental Charges (IDCs)	The new cost recovery methodology, developed jointly by Finance and Public Works for FY2019, will continue to be applied in FY2020 and future fiscal years. However, to achieve a flat budget in several prior years, the IDC's charged to departments were reduced below the level necessary to reimburse Fleet for annual costs. As proposed, in FY2020 we are collecting only 64.5% of the Fleet Operation and Maintenance costs through IDCs.	R  R	General Fund  Non General Funds
32	C	Public Works	Custodial	\$16,000	Staff Fuller Lodge on weekends	Custodial staff time to ensure that Fuller Lodge is open every weekend regardless if there is an event scheduled at the Lodge.	R	General Fund
33	C	Public Works	Transit	\$250,000	Additional ACT bus from WRVC to downtown LA every hour	Add a weekend bus from the White Rock Visitor Center to the downtown area.	R	Transit Fund
39	C	Public Works	Facilities	\$ 105,000	Materials & Supplies	Additional money is needed for materials and supplies due to the addition of six new buildings (65,617 sq. feet) in the last five years.	R	General Fund
40	C	Public Works	Traffic & Streets	\$ 156,000	Contractual Services	Pavement Condition Index will decline if slurry/crack sealing service is not provided. Each \$10,000 of funding will slurry seal 1/3 of a lane mile.	R	General Fund
41	C	Public Works	Traffic & Streets	\$ 85,000	Traffic Signal Controller Upgrade	Upgrade existing traffic signal controllers.	O-T	General Fund
47	D	Public Works	CIP	\$ 1,000,000	State Rd 4 Intersection	Potential participation in State Road 4 intersection improvements.	O-T	CIP Fund
48	D	Public Works	Facilities	\$ 70,000	Materials & Supplies	The Facilities Department, in conjunction with the Fire Department, is recommending wholesale replacement of aging fire extinguishers with a new model that has a 12-year lifespan and does not require contracted service, inspection, or testing service during the life of the units. Replaces 500 extinguishers.	O-T	General Fund
49	D	Public Works	Traffic & Streets	\$ 35,000	Potential Project Funding	Golf Course Crossing on Diamond Drive Project – this project was presented to the Transportation Board on November 1, 2018; a recommendation was made that the Project be presented to Council for consideration and potential funding.	O-T	General Fund



## CAPITAL IMPROVEMENTS - FY2020 ADOPTED BUDGET

GOVERNMENTAL FUNDS	CIP Fund	General Fund	State Shared Revenue Fund
	Fund Stmt pg 68	Fund Stmt pg 54	Fund Stmt pg 58
<b><u>Ongoing Infrastructure Capital &amp; Maintenance</u></b>			
Road Reconstruction Projects (see page 247)	\$ 5,120,000		\$ 580,000
Major Facilities Maintenance (see page 248)		1,634,345	
Parks Small Capital (see page 249)	57,000		
Information Technology Capital (see page 250)	295,000		
<b><u>Economic Development Projects</u></b>			
North Mesa Infrastructure (see page 247)	\$ 1,700,000		
<b>TOTAL</b>	<b>\$ 7,172,000</b>	<b>\$ 1,634,345</b>	<b>\$ 580,000</b>

ENTERPRISE FUNDS	Airport Fund	Joint Utilities System Fund
	Fund Stmt pg 81	Fund Stmt pg 72
<b><u>Airport</u></b>		
Fuel Farm	\$ 810,000	
Replace Automated Weather Observation System	385,000	
Annual Pavement Repairs	50,000	
Hangar Acquisition	60,000	
<b>TOTAL</b>	<b>\$ 1,305,000</b>	

<b><u>Department of Public Utilities</u></b> (see page 325)	
Electric Production	265,000
Electric Distribution	1,400,000
Gas Distribution	25,000
Water Production	1,655,000
<b>TOTAL</b>	<b>\$ 3,345,000</b>

Note: Where detailed project planning schedules are included on the following pages, it is for informational purposes only. Budget control is at the total level as shown above.

TRANSPORTATION CIP - FY 2020-2024			
Street Priorities Based on Average Pavement Condition Index (PCI)			
Description		Avg. PCI	Budget Amount
FY 2020			
Barranca Mesa \$1,070,000 is in the CIP Fund \$580,000 is in the State Shared Revenues Fund	Camino Encantado	44	1,650,000
	Turquoise		
	Kachina		
	Encino		
	Obsidian		
	Tecolote		
	Escondido		
Diamond Drive	Thin-Moderate Overlays		3,750,000
Canyon Rim Trail Phase 3	Knecht to 15th & 20th Street	NA	300,000
FY 2020 Proposed Budget			\$ 5,700,000
FY 2021			
Various Roads	Thin-Moderate Overlays	55-75	3,487,000
Various Roads	Deep Patch & Thick Overlays	0-55	
Sherwood Boulevard (Deferred from FY 20)	Full Recon. & Drainage - Grand Canyon to Aztec		
Urban Multiuse Trail Phase 1	20th/Trinity to Canyon Road	NA	500,000
Pavement Condition Survey	5-Year Update - County Wide	NA	200,000
FY 2021 Projected Budget			\$ 4,187,000
FY 2022			
Various Roads	Thin-Moderate Overlays	55-75	3,813,000
Various Roads	Deep Patch & Thick Overlays	0-55	
Canyon Road (Deferred from FY 21)	Partial-Full Reconstruction - Central to Diamond		
Urban Multiuse Trail Phase 2	Canyon Road (Tennis Courts to Aquatic Center)	NA	500,000
FY 2022 Projected Budget			\$ 4,313,000
FY 2023			
Various Roads	Thin-Moderate Overlays	55-75	4,443,000
Various Roads	Deep Patch & Thick Overlays	0-55	
Various Roads	Full Reconstruction		
FY 2023 Projected Budget			\$ 4,443,000
FY 2024			
Various Roads	Thin-Moderate Overlays	55-75	4,577,000
Various Roads	Deep Patch & Thick Overlays	0-55	
Aspen School Area Phase 1 (Joint Utility Project)	Full Reconstruction		
FY 2024 Projected Budget			\$ 4,577,000



# County of Los Alamos

## Staff Report

June 06, 2019

Los Alamos, NM 87544  
www.losalamosnm.us

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**Agenda No.:**

**Index (Council Goals):**

**Presenters:**

**Legislative File:** 12016-19

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**...Title**

Public Works Staff/Project Update - May 2019

**...Attachments**

A - Public Works Update - May 2019

# In the Works....

## Public Works Update – May 2019

### Administration Division

#### Transportation Board Recruiting New Members

The Transportation Board meets the first Thursday of the month at 5:30 p.m. Meetings are held at 1000 Central Avenue, Room #110.

### Airport Division

#### Completed Hangar Facility



Public Works staff completed the new airport hangar facility at the Los Alamos Airport. The facility is 156' long, 60' wide and 20' tall and can accommodate 4-6 aircraft via five small and one large individual storage units. All the units have been leased out; one large and one small unit to Classic Air Medical and four small units to private aircraft owners. This facility allows the airport to meet some of the growing demand for aircraft storage, it will produce \$40,000 in revenue annually, reducing the reliance on the County General Fund, and contribute to the local economy.



*Thank You to everyone who was involved in the Airport Hangar Project!*

## **Custodial Division**

- ✚ The Custodial Division supported 260 events during the month of May.
- ✚ New wooden planters were placed along the patio at Fuller Lodge and annuals were planted during the last week of May.
- ✚ The wood floors in the Community Room at the Golf Course were cleaned and treated with a preservative.
- ✚ Staff helped with the detail cleaning at the new airport hangar in preparation for it's opening.

## **Engineering & Project Management Division**

### **Congratulations Des!**



On May 11, 2019 Senior Engineer, Desirae Lujan received her Master of Engineering in Civil Engineering Degree from the University of New Mexico.



## Los Alamos County Council Proclaims May as Bike Month



County Engineer Eric Martinez, Los Alamos Councilor David Izraelevitz and Parks, Recreation and Open Space Manager Dan Erickson hold up a proclamation, which declared May as Bike Month and May 13-17 as Bike to Work Week.

## Bike to Work Day – Friday, May 17th



Bicyclist's enjoyed coffee and snacks on their way to work.







The bike party featured a bike rodeo, refreshments and a demonstration of how to use a bike rack.

### **Mesa Library HVAC Improvements**

Minor HVAC work with programming of the system, lighting punch list, and elevator panel installation is on-going through May. Final testing and balancing of the chiller and youth lighting will be finalized in June.

### **Fire Station 2 Training Tower Work**

A consultant has been hired to conduct a structure evaluation on the building, results are pending. An On-Call concrete proposal is forthcoming to repair chipped and spalled concrete on the stairs.

### **Airport Re-roof**

An on-call architect has been secured for design services for the re-roofing of the Airport due to damage in January. The design is anticipated to be completed by late May and work would begin in July.

### **Aquatic Re-roof and Structural Repairs**

Staff has secured an architect for design services to re-roof the flat roof portion of the center's roof as well as correct some structural issues with a portion of the roof structure away from public areas which have been damaged by excessive humidity. An exhaust fan is anticipated to be installed in the electrical room to exhaust future humidity build-ups and create some air flow. Rooftop heat pads will be placed in an area over the locker room hallway to aid in melting constant accumulating snow and ice through the winter.

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

The restrooms at Fire Station 6 (Airport) will be remodeled. Riskin and Associates, one of the County's on-call architects, has completed the design. The project will advertise in June and work will begin in August.

### **Ice Rink Improvements**

An RFP for design will be advertised in June and awarded at the end of June. Design will continue through the end of 2019 and construction is anticipated from March through October 2020. Design plans will be brought to the Parks and Recreation Board for public outreach and board recommendation.

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

The County has been working with the consultant to acquire parcels with private owners. Appraisals were received on January 23, 2019. Formal offers are being drafted and coordinated by the County Attorney's office.

### **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 90% plan submittal was submitted on February 1st and a plan review was held on March 8th. A Cooperative Maintenance Agreement between NMDOT and the County was approved by Council on April 2nd and executed by NMDOT. A trail plat of easement, as requested by NMDOT, is under review by NMDOT. Final plans are anticipated in June 2019, pending plat of easement approval, and NMDOT certifications. Construction is anticipated to begin in March 2020.

### **Diamond Drive Pavement Rehabilitation Project**

Los Alamos County received a grant for emergency management funds to resurface Diamond Drive, among other things related to the heavy snow storms at the beginning of the year. Diamond Drive will be milled and overlaid from the Omega Bridge through the Roundabout at San Ildefonso this summer. A geotechnical consultant was hired to conduct a study to determine the surfacing needs for this project. Currently a plan set, and contract book are being drafted and reviewed for a June advertisement. Work is anticipated to begin in July and be complete in September of this year.

### **Tsikumu Village**

Work is complete and only several punch-list items are pending.







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

Santa Fe Engineering, the County's design consultant, presented the design alternatives to the Transportation Board on January 3<sup>rd</sup>. The board requested a road diet be considered on Trinity Drive between Oppenheimer and Diamond Drive. The road diet scope was added and analyzed by SFE. The findings and a preferred alignment, based on the model's analysis, were presented and a recommendation to move forward with the Road Diet alternative from Diamond Drive to Oppenheimer Drive was made by the T-Board at the May 2, 2019 meeting. Following the meeting the traffic analysis is being completed and will be submitted to NMDOT for their review, as Trinity Dr. is a State facility.

### **NM 502 Reconstruction, Knecht St. to Tewa Loop**

Staff continues to coordinate with NMDOT on this state lead project. The contractor, Star Paving, began work on March 18, 2019. Agency coordination is ongoing for projects occurring on or near DP Road for public outreach. Detour paving is ongoing, traffic is being shifted to the north for utility and storm drain installation on the south side of Trinity Drive.

### **SR4 and Truck Route**

NM 4/East Jemez Rd. (Truck Route) Intersection: Staff continues to work with DOE, NMDOT Bandelier, and US Army Corps of Engineers (USACE) 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 estimated at \$3.6 Million including NMGRt.

USACE and DOE have begun the design portion of the project with Bohannon Huston and final designs are anticipated late August of 2019. Bi-weekly project team meetings are being held with all stakeholders to keep this project on schedule. A 60% design review was held on May 15 with an updated estimate of \$4.7 Million.

DOE evaluated the remaining SEP funds available and have approximately \$3 million for this project. Public Works staff have received a call for projects from the NMDOT for State funds with a 14.56% required match. Currently a grant application is being drafted to request additional funding for this project.

## Environmental Services Division

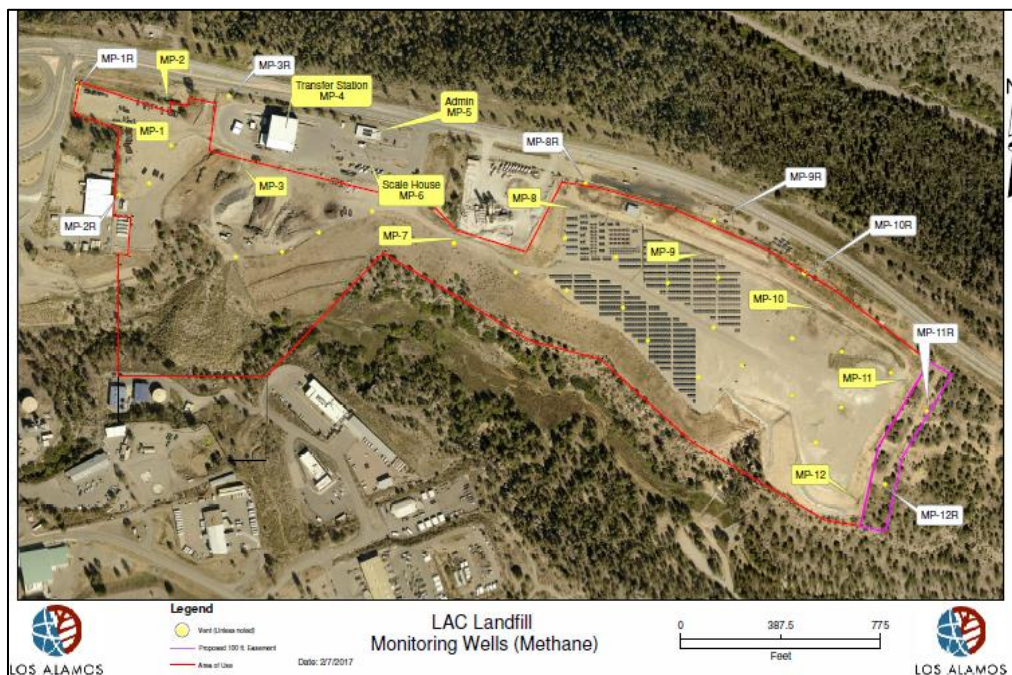
### New Shipment of Yard Trimming Carts



Environmental Services received a shipment of 624 new yard trimming carts and are delivering them to over 200 homes that have registered to receive one.

### Los Alamos County Landfill Gas (LFG) Update

With the installation of the Landfill Gas Control and Collection system, the methane concentrations have decreased and are in compliance with NMED Solid Waste Rules. Environmental Services has received approval from New Mexico Environment Department (NMED) to reduce monitoring from weekly to quarterly as prescribed by NMED Solid Waste Rules.



### **Curbside Yard Trimmings Roll Cart Update**

The yard trimmings roll cart program began on July 9, 2018. Environmental Services staff delivered over 4,000 roll carts, this is over 58% of the residential customer base. By implementing the yard trimming roll cart, Los Alamos residents have an opportunity to divert 14% of our waste stream from the landfill each year. The diversion efforts have the potential to divert 1,107 tons of yard trimmings annually and will reduce hauling and disposal costs, greenhouse gas emissions, and provide high-quality garden and landscaping materials. The program started back up on March 18, 2019 and has already collected over 200 tons of yard debris, and more residents are registering for the program every day.

### **Graduation**



Environmental Services Office Specialist Sara Thurgood walked in the 2019 UNM-LA Commencement Ceremony May 10<sup>th</sup>. She received her Associates in Arts in Pre-Business Administration.

### **Zero Waste and Environmental Sustainability Board Members at the Farmer's Market**



On May 16<sup>th</sup>, the Zero Waste Team and Environmental Sustainability Board had a booth at the Los Alamos Farmer's Market. At their booths they had information on Food Waste Reduction and Save as You Throw program.

### **Zero Waste Earth Day Festival**

The Zero Waste Team and Environmental Sustainability Board had a booth at PEEC's Earth Day Festival. One booth talked about how to reduce food waste and the other booth talked about the Save as You Throw (SAYT) program. At these booths were also the recycle game where children and adults play to refresh their knowledge of what can be recycled and what cannot. The booth gave away shopping lists, flyers about SAYT and food waste reduction and gave out some glass totes. The Earth Day Festival was a Zero Waste event and 80% of all waste was diverted from the landfill.





## Clean Up Los Alamos Day



The event was postponed because of bad weather and was kicked off by the Green Team May 14<sup>th</sup>. The Green Team clean on and around Canyon Rim Trail near Smith's Marketplace. Over 100 volunteers registered and cleaned up over 600 pounds of trash from around the county, over 80 of the volunteers came to the volunteer appreciation lunch at Ashley Pond, and 152 residents used the Eco Station and 35 used the Overlook Convenience Center.



## Residential Sustainability Report



### Residential Sustainability Report

Service Period: April 2019

March Diversion Rate: 24%

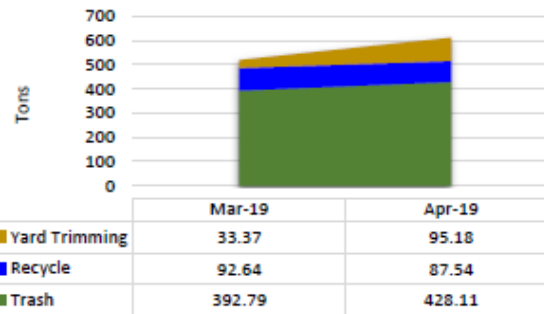
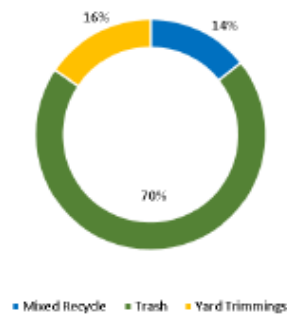
April Diversion Rate: 30%



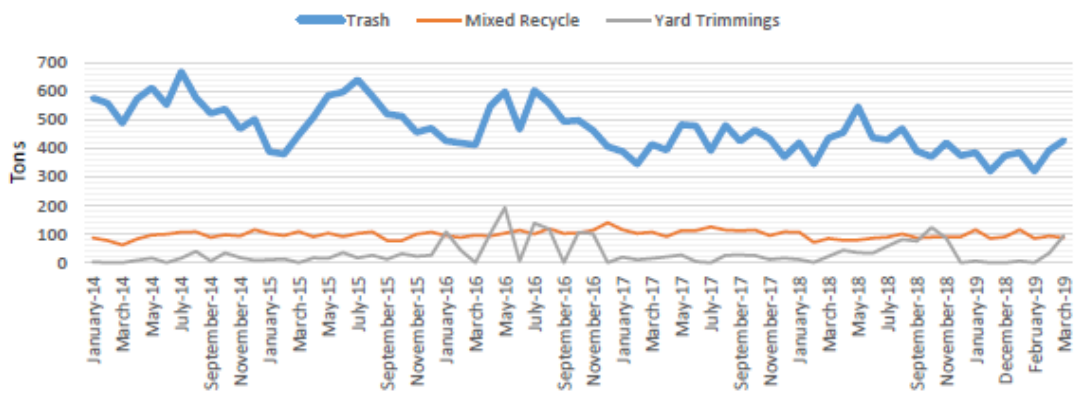
LOS ALAMOS

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

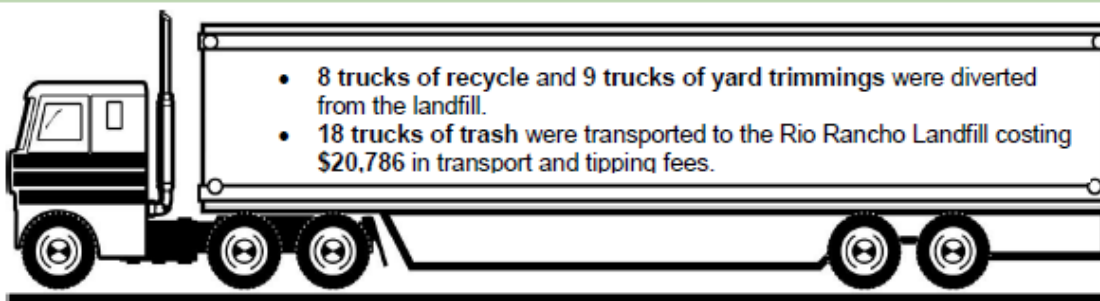
### Monthly Collection Report



In April by recycling and composting Los Alamos County reduced GHG emissions by ~487 tons



In 2019 by recycling and composting Los Alamos County reduced GHG emissions by ~1568 tons



For more information contact Environmental Services Division at 505.662.8163 or email [solidwaste@lacnm.us](mailto:solidwaste@lacnm.us)



## Facilities Division

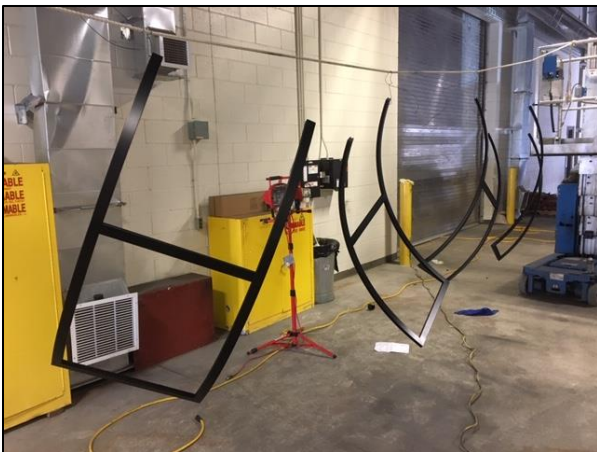
### PCS Complex and Airport Gates – New Access Control Management



The three automatic gates that control access to the PCS Complex, and the two gates at the Airport, have now been added to the computerized Access Control System that is used to control door locks on many Los Alamos County facilities. The old independent controllers, such as that shown have been removed and connections to the computerized system are now in place that allow

remote monitoring and control of these key gates that ensure the security of these two important Los Alamos County properties.

### Interpretive Exhibit Frames



New frames for interpretive materials are being prepared in the Facilities Division shop areas. Once completed, the frames will be put into use at Fuller Lodge to provide visitors with information about the property, and its history, on self-guided tours throughout the week – and now on weekends as well!

## Traffic and Streets Division



Crews are seen repairing a section of road on Fairway Dr. where utilities made a cut to repair a line.



Crews repaired a bad intersection at the entrance to Ponderosa Estates.





Crews assisted Utilities with an asphalt patch on Rover Blvd. where they had to repair a sewer main earlier this year.



Crews repaired potholes on North Sage per a work request.





Crews assisted Community Services in repairing some drainage issues and asphalt repairs at Fire Station 6 and the Canyon Rim Trail.





Crews continued repairing sinkholes countywide. This one was located on 36<sup>th</sup>.

Crews have begun roadway striping countywide. They have completed the area of Barranca Mesa and will continue working toward Diamond and toward Central and Trinity Drives. They should begin striping in White Rock in July and be done by the end of July.

Crews have installed new signs for the Bandelier Transit Services, continued working on removing light poles along Central Ave for powder coating and replaced the winter banners along Central Avenue with spring banners.

Administration is presently working with New Mexico Homeland Security and Emergency Management (NMHSEM), Finance and LAC Emergency Operations to compile paperwork, justify potential reimbursement and document expenditures for the 2019 winter storms and wind storm emergencies.

We met with NMHSEM on Thursday, May 16<sup>th</sup> to train and ask questions about filling out required forms for reimbursement. We are attempting to get reimbursed on both regular and overtime that was related to both events, for contract labor (both on-call and emergency), and for product purchased related to these events (Ice Slice, tire chains, chain saw equipment, etc.)

NMHSEM awarded \$5,000,000.00 for the snow event. An IFB is being worked on to contract with a vendor who can mill and overlay Diamond Drive. We will use \$4,000,000.00 of the money for this project and use the remainder to reimburse Public Works for the unforeseen expenditures related to the snow event.

They also awarded \$750,000.00 for the high winds event. However, this award was statewide, this is a first come first serve award. We are working diligently to get in the required forms and documentation, so we can receive some reimbursement of funds.

## Transit Division

### It's Bandelier Shuttle Service time



Atomic City Transit began shuttle service to Bandelier National Monument on May 16, 2019. Before service can start Atomic City Transit, White Rock Visitor Center and Bandelier National Park Service prepare months in advance by hiring and training employees for the summer season.

On May 8, 2019 Atomic City Transit along with new employees from the White Rock Visitor Center and National Park Service shuttle down to Bandelier Nation Monument and hike the Frey Trail along with Ranger Jennifer to learn

the history of Bandelier and key points. Educating our employees to assist visitors is a key function of the service.

### Meet our new Bandelier Shuttle Drivers



From left to right – Leanne, Mark, John, Karl, J.J. and Devin.



**Ranger Joanie** – meets with all the new employees and reviews key elements of the shuttle service and increase in visitors to Bandelier.



Shuttle service to Bandelier is provided seven days a week with 30-minute weekday service and 20-minute weekend service from White Rock Visitor Center to Bandelier. Shuttle service will be provided from May 16, 2019 through October 16, 2019 with 20- minute service during holiday weeks.



Atomic City Transit participated the Los Alamos County Bike to Work Day - Bike Party on Friday May 17, 2019 from 4 - 6 pm. The event was held at Ashley's Pond with Atomic City Transit providing demonstration on how to use the front bike rack.



Atomic City Transit Operator's take some time out to train on the effects of drugs and alcohol. Several positions in the Transit Division are safety sensitive and are routinely trained to assure you have safe and efficient transportation service.

A frequent rider "Randy" earned himself a field trip and he chose Atomic City Transit. Our staff was delighted to host Randy, his father and his teacher from Los Alamos High School for a tour of the Administrative office of Atomic City Transit. Randy is such a fan of Atomic City Transit he purchased his own dye cast bus model and painted it with our paint scheme.



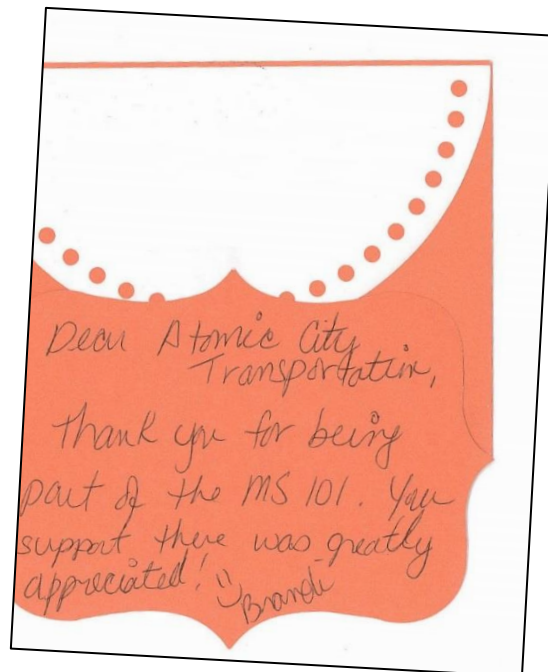
Los alamos student Randy, his father Mr. Morris and Los Alamos high School Teacher, Ms. Beemer





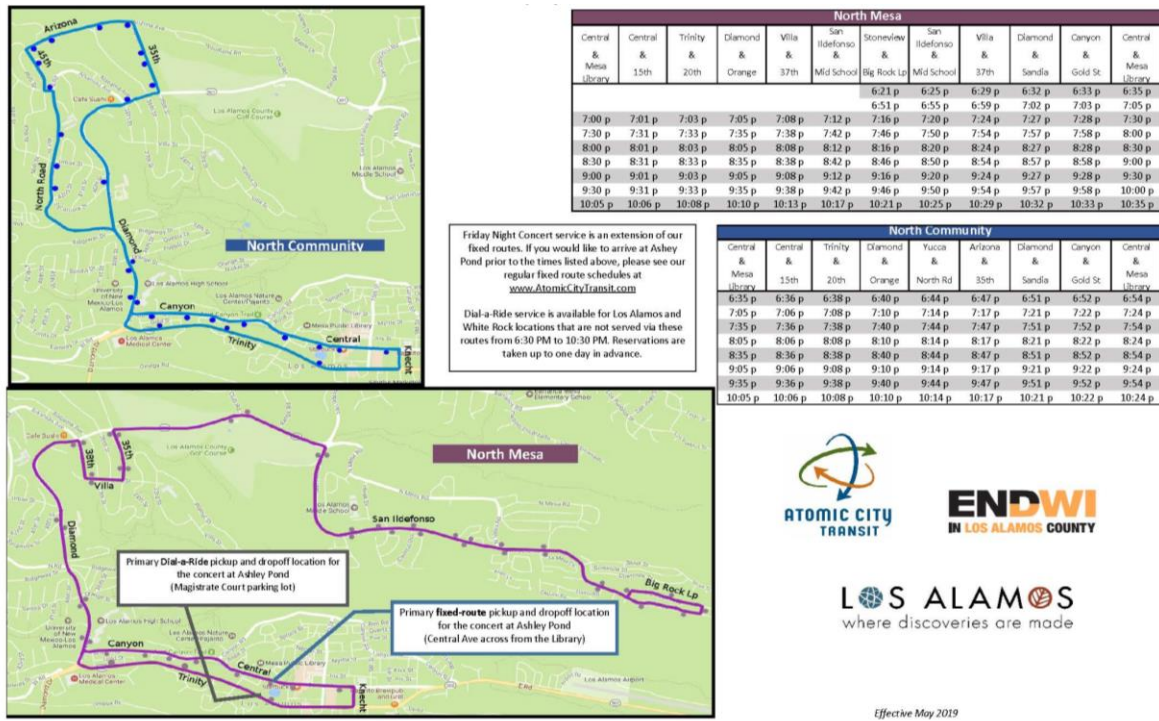
Randy enjoyed the trolley and might consider a position in transit once he graduates.

Atomic City Transit and Los Alamos Public Schools Transportation partnered to attend Los Alamos Middle School 101 on Monday, May 6, 2019. An evening of educating students and their parents of new students to middle school. It was a great opportunity for Atomic City Transit to provide Customer Service Policy and Tips on how to have a successful ride. Thank you, Los Alamos Middle School for providing a great event.



Atomic City Transit is once again, partnering with Los Alamos DWI Council to bring you a safe ride to your Friday Night Summer Concerts. Three routes will be services this years with maps and time schedules below. This years' summer concert line up is sure to please. The concerts and transportation are free. Forget the traffic and stress of finding a parking, hop on the bus and enjoy.

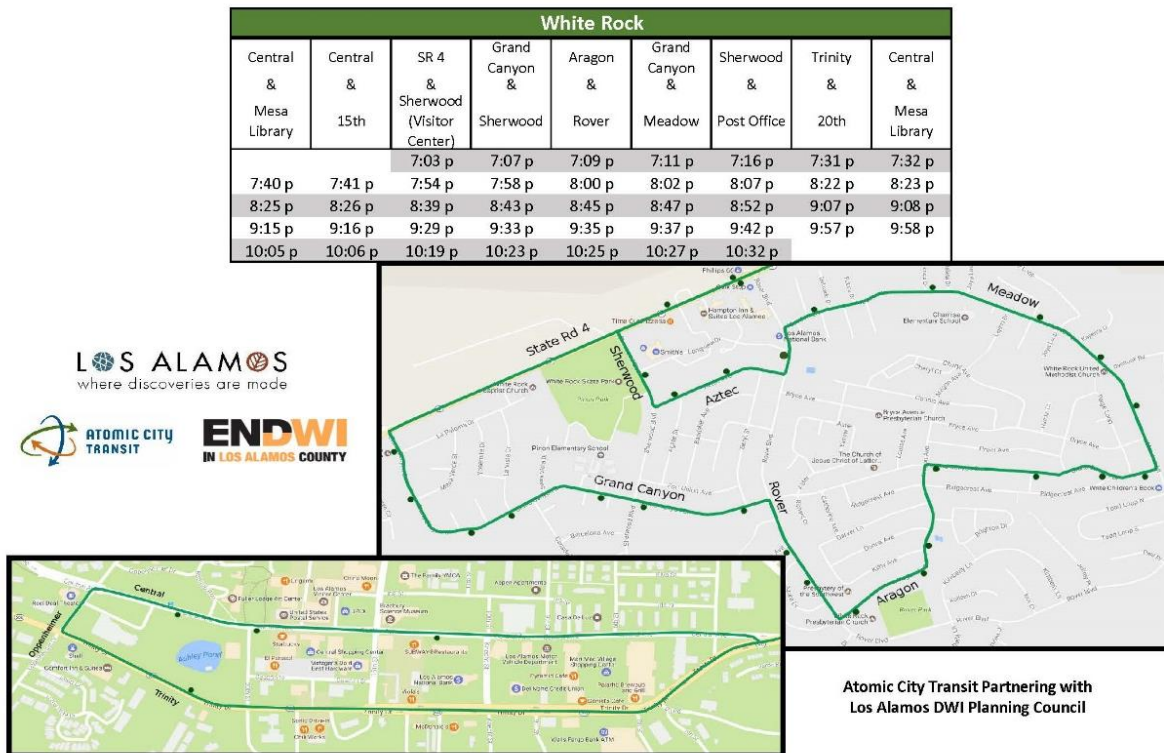
## 2019 Friday Night Summer Concert Bus Service



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where discoveries are made

Effective May 2019

## 2019 White Rock Friday Night Summer Concert Bus Service



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Atomic City Transit Partnering with  
Los Alamos DWI Planning Council

# BANDELIER SHUTTLE

## Weekend Service:

### MAY 16 - OCTOBER 16

Regular Weekend Schedule and \*Holiday Week Schedule

Departs White Rock Visitor Center	Departs Bandelier
9:00a	9:30a
9:20a	9:50a
9:40a	10:10a
10:00a	10:30a
10:20a	10:50a
10:40a	11:10a
11:00a	11:30a
11:20a	11:50a
11:40a	12:10p
12:00p	12:30p
12:20p	12:50p
12:40p	1:10p
1:00p	1:30p
1:20p	1:50p
1:40p	2:10p
2:00p	2:30p
2:20p	2:50p
2:40p	3:10p
3:00p	3:30p
3:20p	3:50p
3:40p	4:10p
4:00p	4:30p
4:20p	4:50p
4:40p	5:00p

\* Holiday weekends are Memorial Day, 4th of July, Labor Day and Balloon Fiesta Week.  
For specific dates please call our office at (505) 661-7433.

[AtomicCityTransit.com](http://AtomicCityTransit.com)

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where discoveries are made



# BANDELIER CONNECTIONS

## from White Rock

## to Los Alamos Downtown:

### MAY 16 - OCTOBER 16

Bandelier Shuttle		Transfer Options to Atomic City Transit Routes - WEEKDAYS ONLY			
White Rock Visitor Center		Route 2T		Route 2m	2 Peak
Departs Bandelier	Arrives WR Visitor Center	2T: White Rock Library	2T: Community Garden Center	2M: Rover & SR4	2 Peak: White Rock Library
9:30a	9:56a	9:58a	10:09a		
10:00a	10:26a			10:37a	
10:30a	10:56a	10:58a	11:09a		
11:00a	11:26a			11:37a	
11:30a	11:56a	11:58a	12:09p		
12:00p	12:26p			12:37p	
12:30p	12:56p	12:58p	1:09p		
1:00p	1:26p			1:37p	
1:30p	1:56p	1:58p	2:09p		
2:00p	2:26p			2:37p	
2:30p	2:56p	2:58p	3:09p		
3:00p	3:26p			3:37p	3:36p
3:30p	3:56p	3:58p	4:09p		
4:00p	4:26p			4:37p	4:36p
4:30p	4:56p	4:58p	5:09p		
5:00p	5:26p			5:37p	5:36p

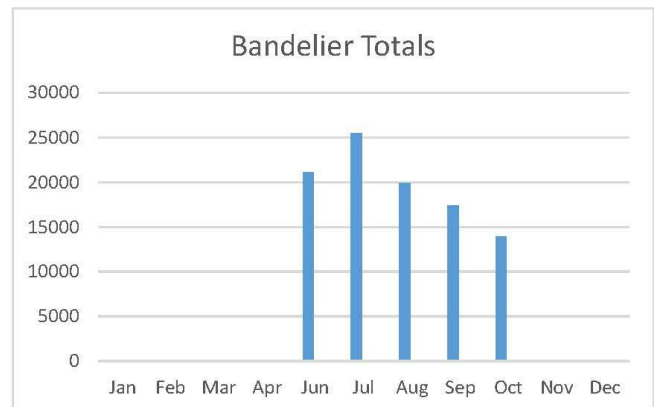
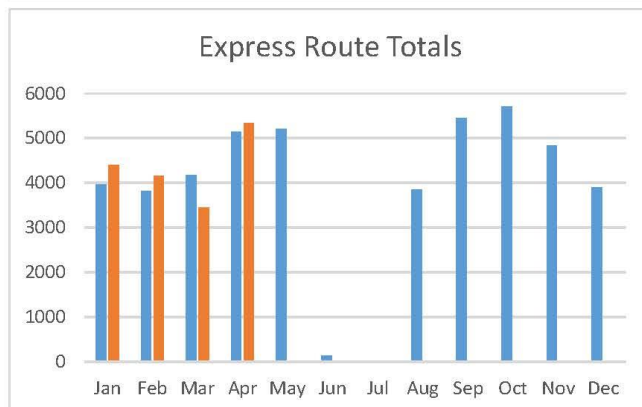
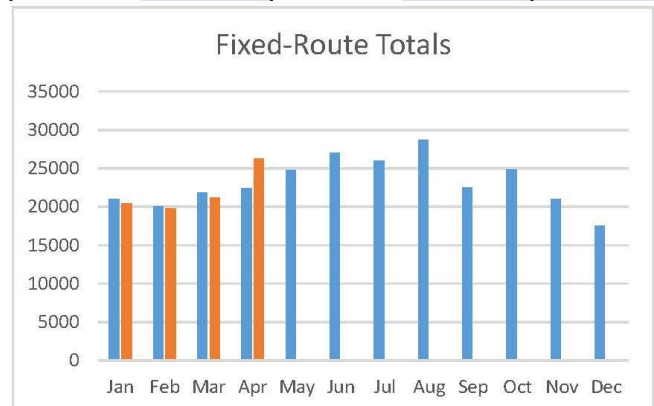
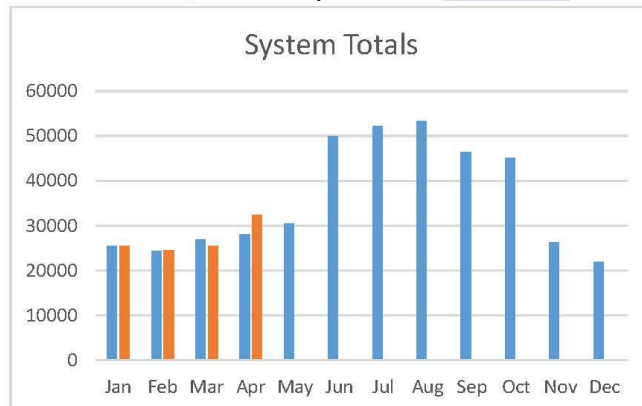




## April 2019 Ridership Report

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Route	April Trips			Apr. Rev. Miles		Apr. Rev. Hours		YTD Trips
	2018	2019	% Chg	2018	2019	2018	2019	2019
1 Downtown	4,564	5,568	22.0%	3,785	3,965	313.6	328.5	19,387
2M White Rock - Main Hill	2,445	3,202	31.0%	7,537	7,895	284.2	297.7	10,338
2T White Rock - Truck Rt	1,503	1,859	23.7%	6,954	7,285	274.1	287.1	6,363
2P White Rock - Peak	365	387	6.0%	1,810	3,098	109.2	114.4	1,624
3 Central / Canyon	2,878	2,791	-3.0%	5,337	5,591	266.7	279.4	9,830
4 North Community	2,396	3,675	53.4%	3,867	4,051	273.0	286.0	11,642
5 Barranca Mesa	1,587	1,444	-9.0%	4,249	4,451	270.6	283.4	5,068
6 North Mesa	6,440	7,352	14.2%	6,019	6,306	407.1	426.4	23,527
<b>Fixed-route subtotal</b>	<b>22,178</b>	<b>26,278</b>	<b>18.5%</b>	<b>39,558</b>	<b>42,643</b>	<b>2,198.4</b>	<b>2,303.0</b>	<b>87,779</b>
7 North Mesa Expr	1,217	1,263	3.8%	375	393	22.7	23.8	4,181
8 North Community Expr	901	988	9.7%	135	141	9.1	9.5	2,943
9 Aspen Expr	929	923	-0.6%	104	109	7.3	7.7	3,206
10 Barranca Expr	1,235	1,201	-2.8%	174	182	10.9	11.4	3,860
11 White Rock Expr	854	964	12.9%	353	370	14.0	14.7	3,141
<b>Express route subtotal</b>	<b>5,136</b>	<b>5,339</b>	<b>4.0%</b>	<b>1,140</b>	<b>1,195</b>	<b>63.9</b>	<b>67.0</b>	<b>17,331</b>
12 Bandelier	-	-	0.0%	-	-	-	-	-
Dial-a-Ride	112	97	-13.4%	633	722	44.8	55.0	374
ACT Assist	414	565	36.5%	3,889	4,161	224.9	220.0	2,018
Special Services	-	-	0.0%	-	-	-	-	176
<b>System total</b>	<b>27,840</b>	<b>32,279</b>	<b>15.9%</b>	<b>45,220</b>	<b>48,721</b>	<b>2,532</b>	<b>2,645</b>	<b>107,678</b>



■ 2018 ■ 2019

Total Passenger Trips to Date: 5,296,987