



LOS ALAMOS
where discoveries are made

FY20 Work Plan for Los Alamos County Boards and Commissions

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

Board and Commission Name: Transportation Board

Date prepared: February 7, 2019

Date approved by Council: TBD

Prepared by: Transportation Board and County Staff

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

Chairperson: Sriram Swaminarayan

Members and terms:

Table is added to provide a quick summary of the members, dates serving and term.

Member	Start/End Dates	Term
Sriram Swaminarayan	3/1/2018 - 2/28/20	2
Kyle Wheeler	3/1/2019 - 2/28/2021	2
David Schiferl	3/1/2019 - 2/28/2021	2
Terence Foecke	3/1/2018 - 2/28/20	1
Steve Barretta	3/1/2019 - 2/28/2021	1
Sarah Nichols	3/1/2019 - 2/28/2021	1
Vacant	3/1/2018 - 2/28/2020	

Department Director: Philo Shelton

Work plan developed in collaboration with Department Director? Yes

Staff Liaison: Philo Shelton

Administrative Support provided by: Louise Romero

Council Liaison: David Izraelevitz

Reviewed by Council Liaison? Yes

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

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

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

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

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

Goal is added to ensure that Diamond Drive paving is completed.

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

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

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

Goal is clarified so that an update to the PTP is considered.

2.3 Other projects/assignments proposed by the Board or Commission: (Any projects or activities proposed in this section should be discussed with the Council Liaison prior to listing it in this work plan.) To assist with Council review of the work plans, please list the B&C's proposed projects or assignments in priority order.

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

3.0 Identify any interfaces for the goals/tasks in this work plan with County Departments and other Boards and Commissions. Specify the coordination required.

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

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

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

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

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

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

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

- Bike to Work Day

5.0 List the current subcommittees for this Board or Commission.

1. Currently - there are no subcommittees.

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

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

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

Mark all that apply on the chart on the following page.

(From 2019 Strategic Leadership Plan)

ARTICLE XI. Transportation Board

Sec. 2-281. Purpose.

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

Sec. 8-282. Duties and responsibilities.

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

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

Communication and Transparency	
Ongoing Improvement in Communication and Transparency in County Policy Setting	
Increasing the Amount and Types of Housing Options	
This includes a variety of housing options for all segments of the community, from affordable, entry level, and live-work housing to new options for those interested in downsizing or moving closer to central areas of the community.	
Enhancing Support and Opportunities for the Local Business Environment	
This includes appropriate support for existing businesses, growing new businesses, and supporting technology start-ups and spin-offs.	X
Addressing Long-Term Building Vacancies in Key Areas of Our Community	
Land availability in Los Alamos County, and in particular the downtown areas, is limited and there is a desire to work towards better utilization, opportunities for new businesses, and improved aesthetics.	
Protecting and Maintaining Our Open Spaces, Recreational, and Cultural Amenities	
Los Alamos County open spaces and cultural attractions are greatly valued by the community provide opportunities for recreational and economic growth; appropriately allocating resources to ensure their health and sustainability is important to our citizens.	X
Supporting Social Services Improvement	
Behavioral, mental and physical health and social services are important quality of life components; there are key areas where appropriate types and levels of county support could help address current needs.	
Investing in Infrastructure	
Appropriately balancing maintenance of existing infrastructure with new investment in county utilities, roads, facilities and amenities will help improve environmental stewardship, sustainability, and quality of life.	X
Planning for Appropriate Levels of County Services	
Making sure we understand the level of services our citizens want will allow us to make appropriate investments in processes and staff to achieve them.	X

Transportation is added to the Council goal to ensure collaboration among departments.