



County of Los Alamos

Minutes

Transportation Board

1000 Central Avenue
Los Alamos, NM 87544

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

Thursday, December 5, 2019

5:30 PM

1000 Central Avenue, Room 110

1. CALL TO ORDER / ROLL CALL

The December 5, 2019, Transportation Board Meeting was called to order at 5:40 pm.

Present:

Kyle Wheeler, Vice Chair
Sarah Nichols, Member
David Schiferl, Member
Steven Barretta, Member (phone)

Absent:

Sriram Swaminarayan, Chair
Terence Foecke, Member

Staff in attendance:

Anne Laurent, Public Works Director
Jon Bulthuis, Deputy Public Works Director
Louise Romero, Office Manager

Members of the public in attendance:
None

2. APPROVAL OF AGENDA

Agenda be approved as presented.

3. PUBLIC COMMENT

Vice Chair Wheeler opened the floor for public comment for items not included on the agenda. There were no comments.

4. APPROVAL OF MINUTES

[12531-19](#) The meeting minutes for November 7, 2019 will be carried forward to the next meeting.

5. **PRESENTATIONS AND DISCUSSION ITEMS (Action maybe taken on these items)**

12532-19

Election of Chair and Vice Chair

Vice Chair Wheeler called for nominations for Chair and Vice Chair.

Member Schiferl nominated Vice Chair Wheeler as Chair.

Vice Chair Wheeler nominated Member Schiferl as Vice Chair.

A motion was made by Vice Chair Wheeler, seconded by Member Nichols that Kyle Wheeler be appointed Board Chair and David Schiferl be appointed Board Vice Chair.

Vice Chair Wheeler called for additional nominations. There were none. The floor was closed to nominations.

After a roll call vote, Vice Chair Wheeler was appointed Chair and Member Schiferl was appointed Vice Chair.

12565-19

Approval of the 2020 Transportation Board Meeting Schedule

The meeting schedule was omitted in the agenda packet.

After a brief discussion; all Transportation Board meetings will be held on the first Thursday of the month. Members of the board will discuss the meeting for July 2nd in May or June and decide if it needs to be re-scheduled due to the Fourth of July holiday.

A motion was made by Member Schiferl; seconded by Member Barretta that the Transportation Board meeting schedule be approved as discussed; motion passed unanimously.

*A copy of the approved meeting schedule will be included with the meeting minutes.

12537-19

Developing Small Cell Design Guidelines - 5G

Jon Bulthuis, Deputy Public Works Director provided Board members with a presentation regarding the Small Cell Infrastructure Design Guidelines; the following items were discussed:

- Cell network infrastructure; tower and building mounted
- Small cell infrastructure; next phase in wireless communications
- What are small cell deployments
- FCC Small Cell Order 18-133; Governs fifth-generation (5G) wireless systems
- Purpose of developing small cell infrastructure design guidelines
- Example small cell facilities installed without local ordinance and design guidelines
- Example small cell facilities installed with local ordinance and design guidelines
- Next Steps - developing guidelines for Los Alamos County.

*A copy of the presentation will be included with the meeting minutes.

[12535-19](#)

2021 Transportation Board Work Plan

Anne Laurent, Public Works Director, asked members to provide their comment via email. The 2021 Work Plan will be finalized at the February 6, 2020 board meeting.

6. REPORTS & UPDATES

A. County Council Liaison Reports

Councilor Izraelevitz did not have a report.

B. Chair's Report

Chair did not have a report.

C. Board Member Reports

Tourism Implementation Task Force did not discuss any items related to transportation.

D. Staff Report

[12533-19](#)

The November 2019 update was briefly discussed by Anne Laurent, Public Works Director.

7. NEXT MEETING/FUTURE AGENDA ITEMS

- LANL Trail Map
- LANL Commuter Survey
- Flow Trail Update
- Canyon Rim Trail Underpass
- PW Design & Construction Standards
- Revisit Bike and Pedestrian Plans
- NMDOT - Semi-trucks using Truck Route not Main Hill Road
- Presentation to Council - May 19, 2020

8. ADJOURNMENT

A motion was made by Member Schiferl seconded by Member Nichols that the December 5, 2019 meeting be adjourned; motion passed unanimously. The meeting adjourned at 6:45 p.m.

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.



LOS ALAMOS

Los Alamos County Transportation Board

2020 Meeting Schedule

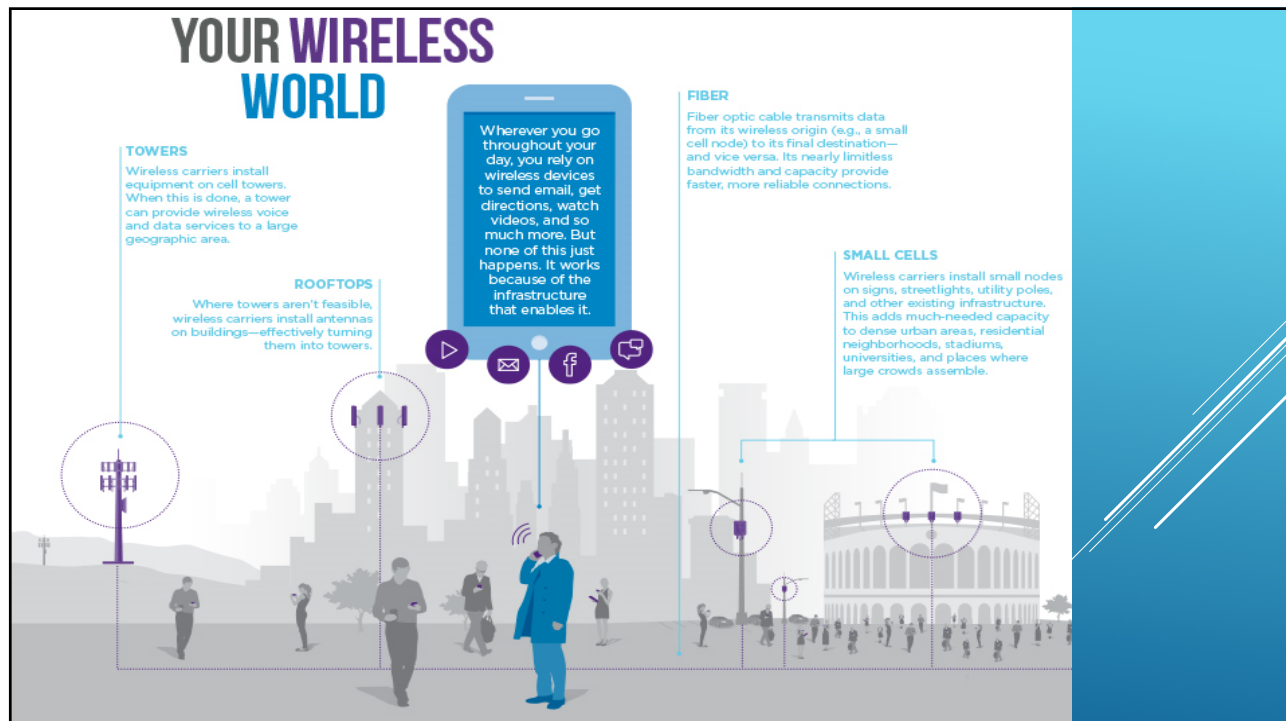
Unless otherwise noted, the Transportation Board meets the first Thursday of the month at 5:30 p.m. in the Municipal Building, 1000 Central Avenue, Room #110.

The Los Alamos County Transportation Board 2020 meeting schedule is as follows:

- January 9, 2020
- February 6, 2020
- March 5, 2020
- April 2, 2020
- May 7, 2020
- June 4, 2020
- July 9, 2020
- August 6, 2020
- September 3, 2020
- October 1, 2020
- November 5, 2020
- December 3, 2020

SMALL CELL INFRASTRUCTURE DESIGN GUIDELINES

Developing a local response to evolving
telecommunications system requirements





CELL NETWORK INFRASTRUCTURE: TOWER AND BUILDING MOUNTED

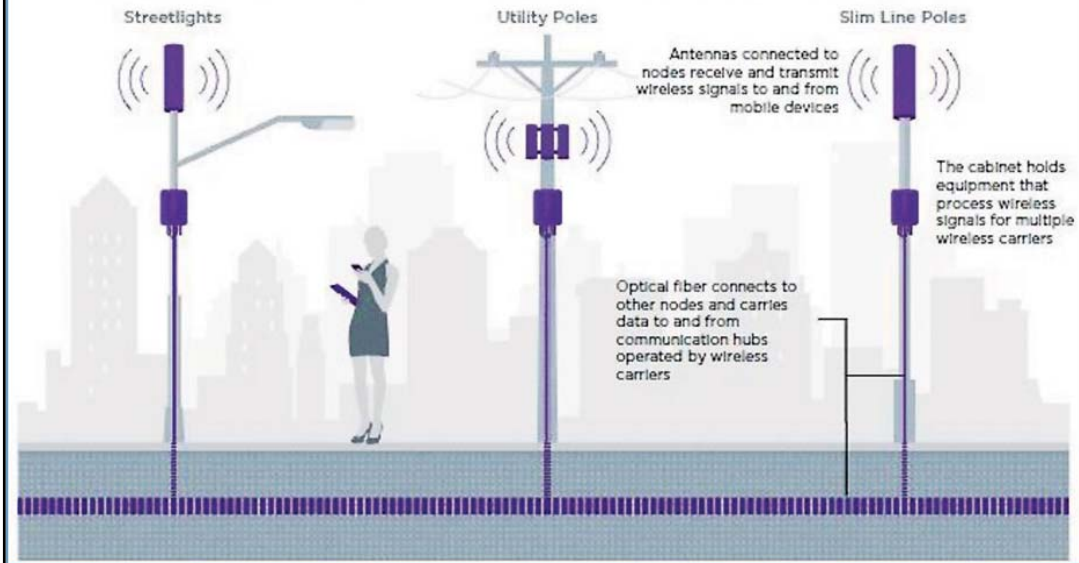
This technology is widespread and already in place in our community and throughout much of the country.

SMALL CELL INFRASTRUCTURE: NEXT PHASE IN WIRELESS COMMUNICATIONS

- Widespread deployment of fiber optic cable in many cities and towns
- Installation of small cell nodes (receiver/transmitter) installed on signs, streetlights, utility poles, and other existing public infrastructure to access fiber optic network
- Provides much faster more reliable connections due to increased bandwidth and system capacity

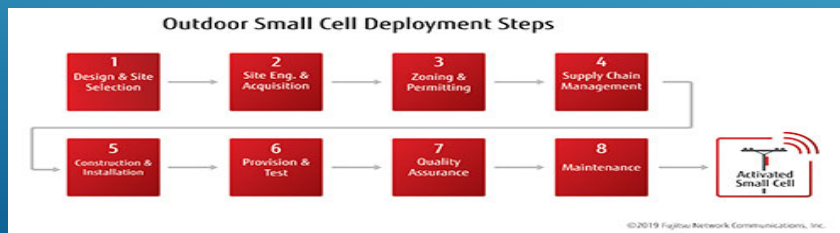
What Are Small Cell Deployments?

Small cell deployments are complementary to towers, adding much needed coverage and capacity to urban and residential areas, venues, and anywhere large crowds gather



FCC SMALL CELL ORDER 18-133: GOVERNS FIFTH-GENERATION (5G) WIRELESS SYSTEMS

- Requires streamlined federal, state and local permit application and review timelines for installation of small cell infrastructure
- Ensures that wireless carriers have low-cost access to public rights of way and existing support structures such as city-owned utility poles and street lights



PURPOSE OF DEVELOPING SMALL CELL INFRASTRUCTURE DESIGN GUIDELINES

- Provide framework for deployment of small cell infrastructure
- Balance the need for reliable telecommunications equipment with the quality and character of Los Alamos County
- Provide aesthetic requirements for the placement of small cell facilities on publicly owned infrastructure or new stand-alone tel-com installed poles

Example Small Cell Facilities Installed Without Local Ordinance & Design Guidelines



Example Small Cell Facilities Installations With Local Ordinance & Design Guidelines



NEXT STEPS: DEVELOPING SMALL CELL INFRASTRUCTURE DESIGN GUIDELINES FOR LOS ALAMOS COUNTY:

- Prepare & Advertise Request for Proposals for Professional Services in partnership with Community Development Department, Utilities Department, and Public Works Streets and Traffic Division *(2 – Months)*
- Evaluate Proposals, Select, and Contract with Firm to Develop Los Alamos County Design Standards *(2 – Months)*
- Work with Selected Firm to Identify Specific Design Standards for Different Areas of the County such as Downtown, Historic, Neighborhood, Etc. *(6 – months)*
- Present Completed Report *(and accompanying ordinance)* to T-Board and County Council for Approval