



County of Los Alamos

1000 Central Avenue
Los Alamos, NM 87544

Minutes

Transportation Board

Brian O'Neil, Chair; Sriram Swaminarayan, Vice-Chair; Nancy Jo Barnes; Eileen Lime; Don Machen; and James L. Nesmith, Members

Thursday, July 6, 2017

5:30 PM

1000 Central Avenue, Room 110

1. CALL TO ORDER / ROLL CALL

The July 6, 2017 Transportation Board Meeting was called to order at 5:32 p.m.

Present: Chair O'Neil, Vice-chair Member Swaminarayan Member Machen, Member Lime, Member Barnes. Member Nesmith was absent.

Staff in attendance: Philo Shelton, Public Works Director; Jon Bulthuis, Deputy Public Works Director; Annette Granillo, Transit Manager; Dan Erickson, Traffic and Streets Manager; Alvin Leaphart, County Attorney; Terry Burge, Transit Operator II; and Lenora Maes, Senior Office Specialist.

Council Liaison: Councilor Chris Chandler.

Members of the public in attendance: David Schiferl.

2. APPROVAL OF AGENDA

A motion was made by Member Machen, seconded by Member Barnes, that the July 6, 2017 agenda be approved as presented; motion passed unanimously.

3. PUBLIC COMMENT

Member Barnes spoke regarding Urban and North Road. Member Barnes feels speed limit should be reduced to 15 mph around Urban Park as well as placing speed cameras within the area.

4. LIAISONS' REPORTS

Member Machen mentioned as of last month, 530 kilowatts of solar panels were installed throughout the County and probably more by now. He also

stated that plastic 3 to #7 recycling is on hold and not going away any time soon. ESB is trying to get new rates through Council.

5. APPROVAL OF MINUTES

9557-17 A motion was made by Member Machen, seconded by Member Barnes, that the June 1, 2017 meeting minutes be approved as presented; motion passed unanimously.

6. OLD BUSINESS -Possible Action

7. NEW BUSINESS - Possible Action

9645-17 Approval of the Atomic City Transit Customer Service Policy and Disruptive Passenger Conduct Policy.

Project Presentation - Presented by Jon Bulthuis, Deputy Public Works Director and Annette Granillo, Transit Manager

Atomic City Transit Customer Service Policy

- Observing Instructions
- Courtesy & Behavior
- Boarding the Vehicle
- Inside Seat
- Feet Off the Seats
- Exiting the Vehicle
- Profane Language
- Horseplay & Fighting
- Lost or Stolen Property
- Food & Beverages
- Good Personal Hygiene
- Alcoholic Beverages & Illegal Drugs
- Under the Influence
- Illegal Weapons
- Vandalism
- Tobacco Free Zone
- Trash Removal
- Dial-A-Ride and ACT Assist Buckle Up
- Service Animals
- Emergency Instructions

Disruptive Passenger Conduct Policy

- Atomic City Transit (ACT) provides public transportation that is open to all members of the public, without regard to race, sex, religion, disability, age, national origin, pregnancy, gender, sexual orientation, income level, or any other personal factor (“Personal Characteristics”). It is expected that ACT personnel will treat all passengers with dignity and respect.

- Policy has been established to protect the welfare of, and to assure the safety and comfort for, the general public riding ACT vehicles or on ACT property and to protect the continuing safe operation of the Transit System.

- Occasionally there are times when a passenger’s conduct on the bus becomes extremely offensive and/or disruptive to the other passengers or drivers. Some examples of offensive behavior include, but not limited to:
 - Any illegal activity
 - Violence or threats of violence
 - Displaying a weapon
 - Unwelcome physical contact
 - Damaging another’s property on the bus
 - Shouting, profanity and unruly behavior
 - Use of drugs or alcohol on the bus
 - Being intoxicated and disorderly
 - Spitting or relieving oneself on the bus

- These situations shall be handled in a consistent manner, without regard to any Personal Characteristics of the individual(s) involved. The bus operator shall document all incidents involving disruptive passengers via ACT’s Incident/Accident Report.

Councilor Chris Chandler asked for clarification regarding what is considered an illegal weapon. Annette Granillo, Transit Manager stated that a knife over 6 inches (blade) would be considered an illegal weapon.

A motion was made by Member Machen, seconded by Member Barnes, that the Atomic City Transit Customer Service Policy and Disruptive Passenger Conduct Policy be approved as presented; motion passed unanimously.

8. PROJECT UPDATES

[9621-17](#) Public Works Project Updates were briefly discussed.

9. CHAIRPERSON'S REPORT

Chair O'Neil recognized and thanked the Public Works Transit Staff for the excellent service provided on the 4th of July event in White Rock.

10. FUTURE AGENDA ITEMS

- North Road and Urban Street Traffic Calming
- Complete Streets
- Data Collection on County Traffic Lights

11. ADJOURNMENT

Meeting adjourned at 6:05 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.