

FY24 SNOW & ICE CONTROL PLAN

LOS ALAMOS

where discoveries are made

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

Prepared by: Daniel Blea, Traffic & Streets Manager



Recommended by:

Juan Rael

Juan Rael
Public Works Director

Approved by:

Steve Lynne

Steven Lynne
County Manager

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Los Alamos County Snow & Ice Control Plan FY24 Season

I. Purpose

The purpose of this plan is to 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 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 twenty-four (24) hours of the end of a typical snow event; defined as snowfall of six (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 snowstorm 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 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. Traffic & Streets maintains two separate Snow Crews, under the direction of each of the two Leads. The two crews alternate between snowstorms so that each crew takes turns responding to the late night or early morning call outs. Each crew will relieve the other and rotate into 12-hour shifts during large snowstorm events.

Parks, Recreation, & Open Space Division

The Parks, Recreation, and 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, Superintendents, 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 Lead 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 is 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 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 18). In case of an emergency air flight, the Airport's priority may be adjusted.

There are two dedicated snowplows 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*.

Currently the Airport currently does not have daily scheduled commercial air service, therefore the runway, taxiway, and apron will be cleared for general use and in preparedness of emergency services. 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 flight 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 snowplows 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 18). These services will include the use of snowplows, 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 Lead Custodian to assist with the event, they will report directly to the Lead Custodian. The Lead Custodian will be responsible for County facility access. When Custodial staff completes their snow and ice assignments for facility access, the Lead Custodian 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 Facilities Division employees will be activated as needed by the Traffic & Streets Division. The Facilities Division is responsible for clearing county owned parking lots. Crews are also able 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.

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 tire 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 snowstorms 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 has determined 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 classroom, 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 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.

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 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 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 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, they 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

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 these resources:

County’s web page and Facebook

(Information will be posted on the home page News section by the County Public Information Officer): www.losalamosnm.us

Facebook - search for “Los Alamos County”

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

Local Television Stations or Their Websites:

KOAT Channel 7 (ABC)	www.koat.com	Albuquerque
KOB Channel 4 (NBC)	www.kob.com	Albuquerque
KRQE Channel 13 (CBS)	www.krqe.com	Albuquerque

Since many County employees travel from Española, Santa Fe, Taos, Jemez 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 tune in to the local 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 television updates take priority over updating the County’s phone hotline, Facebook, or web page.

VII. 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, snowstorm 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 collector 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 1 streets only 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), 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 are 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, snowplows 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 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:

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

White Rock Roadways:

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

* Notes:

1. 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.
2. If bicycle lanes are present on a Priority 1 street, it will be plowed when the Priority 1 street is plowed. However, if extra attention is needed in certain locations i.e. the concrete wall barrier near the High School, this additional attention will take place during the mop-up operations.

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)

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

*Notes:

1. 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, 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 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-workdays, County owned facilities are 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, and C,) based on the level of importance of restoring the associated governmental operations. The parking lot categories are as follows:

Category A

- 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
- Aquatic Center

Category B

- Golf Course
- Betty Ehart Senior Center
- Fuller Lodge
- Mesa Public Library

White Rock Visitors Center
White Rock Branch Library
White Rock Municipal-Bldg.

Category C
Eco Station
White Rock Eco Station
Ice Rink

Little Theater
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.

Regarding 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, Bicyclist's, & Pedestrian'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 snowstorms 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 and phone charger 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 snowstorm. 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 snowbanks nor push them out of the roadway.

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 (see Note 2 in Priority 1 section)
- Bus stops and shelters
- Pedestrian push button areas at traffic signals
- Cul-de-sacs

Mop up operations may 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 snowplows or using 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.

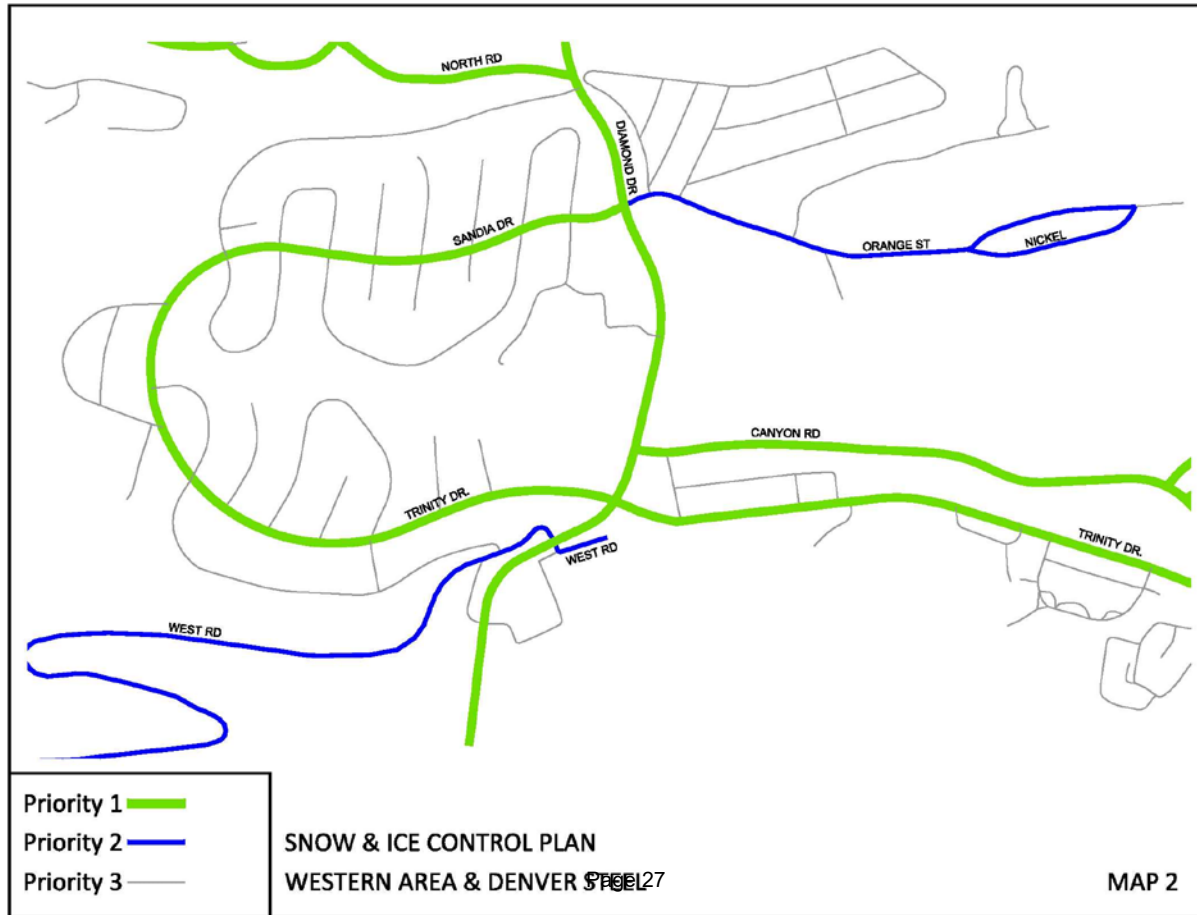
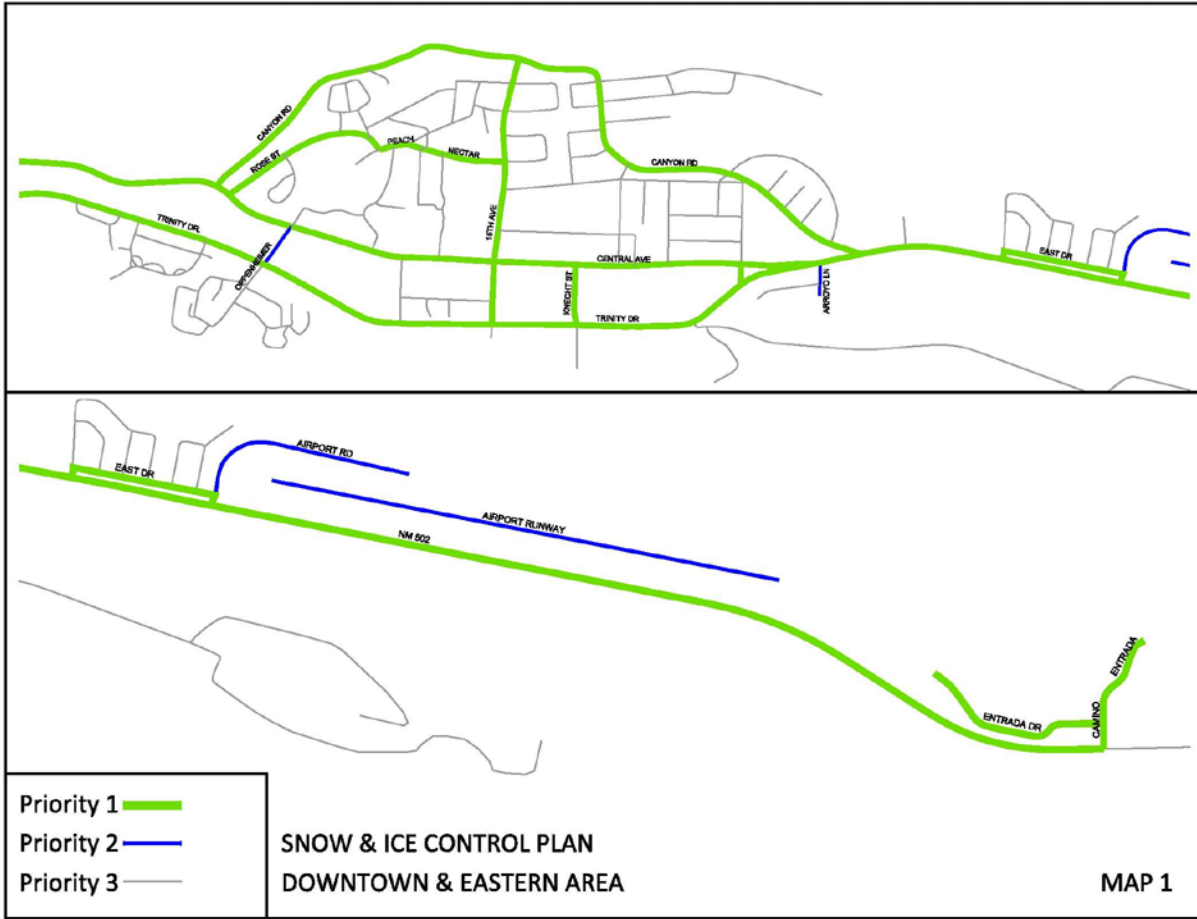
Private vehicles

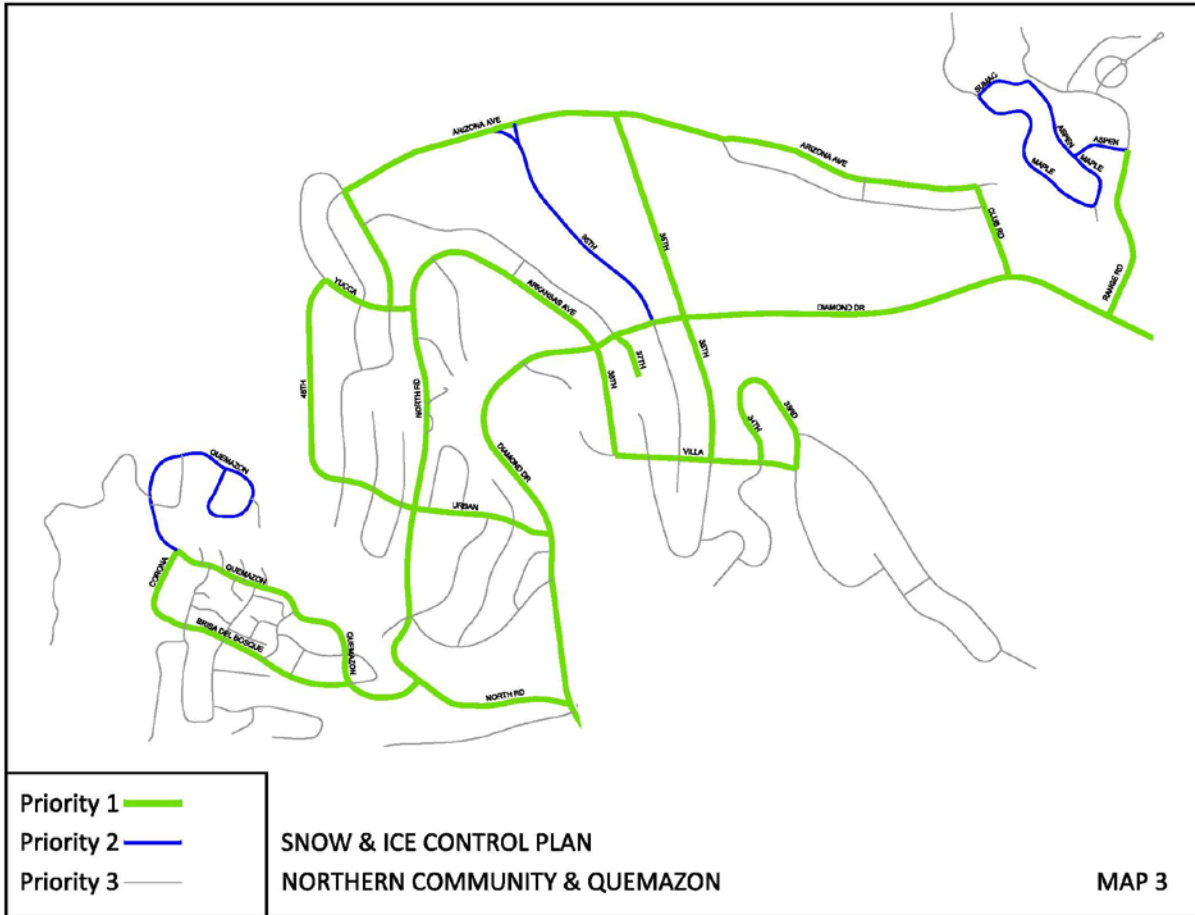
Every effort will be made to avoid damage to private vehicles. If a snow and ice control operator damage a vehicle, the operator will immediately notify the Traffic & Streets Manager or designee and the Police Department. However, on occasion unknown damage may occur to private vehicles in which case the Police Department (505-662-8222) 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.

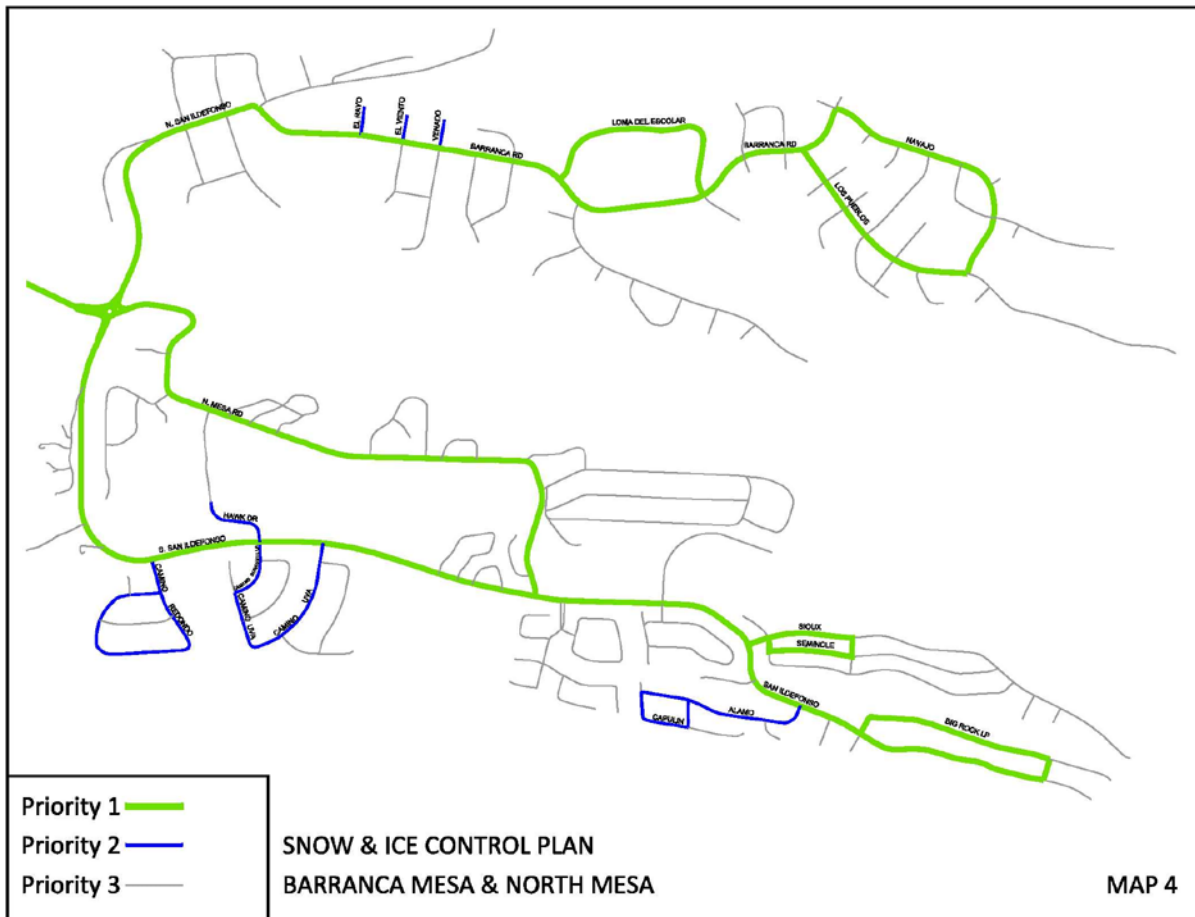
Appendix 1

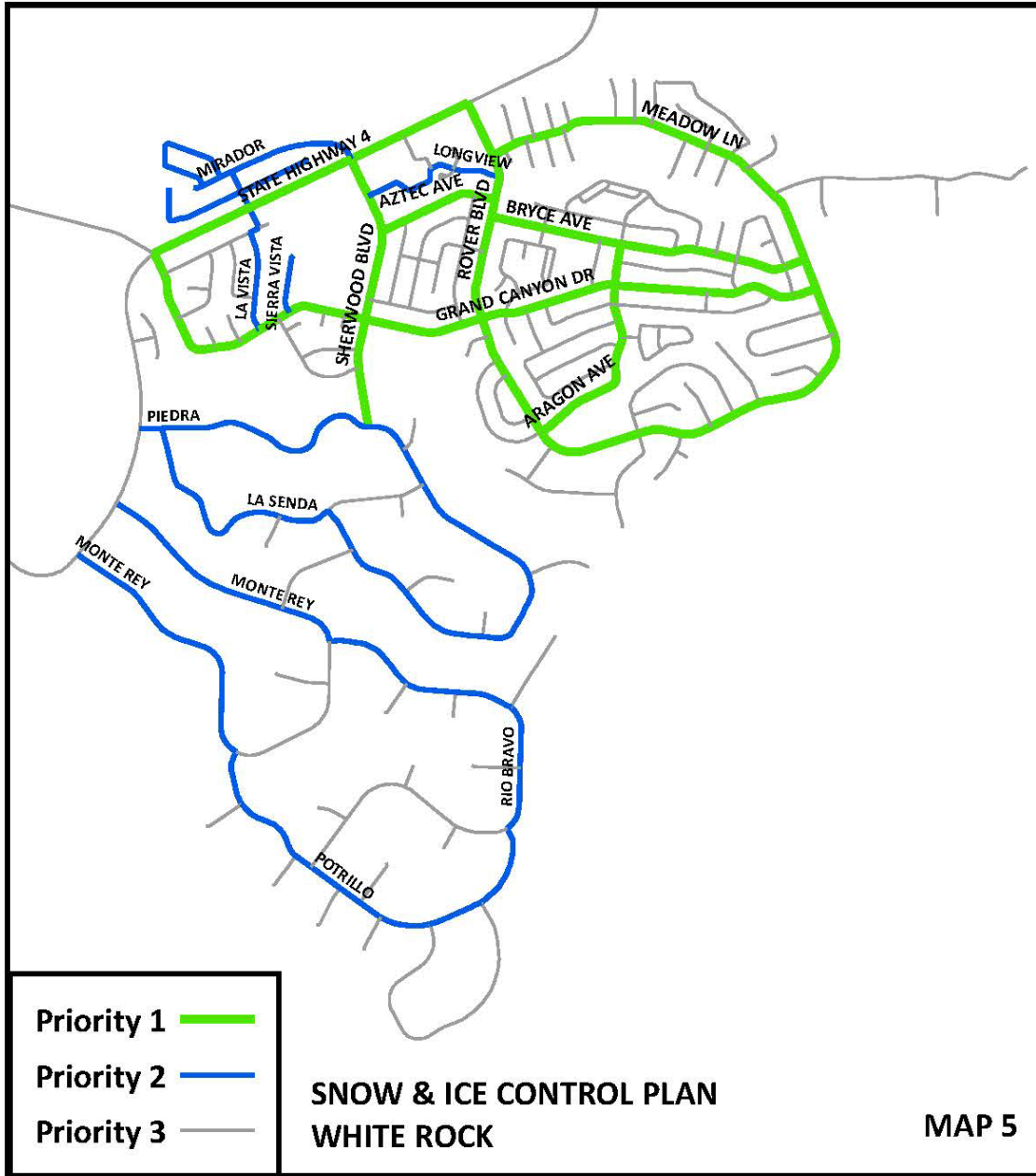
Priority Maps

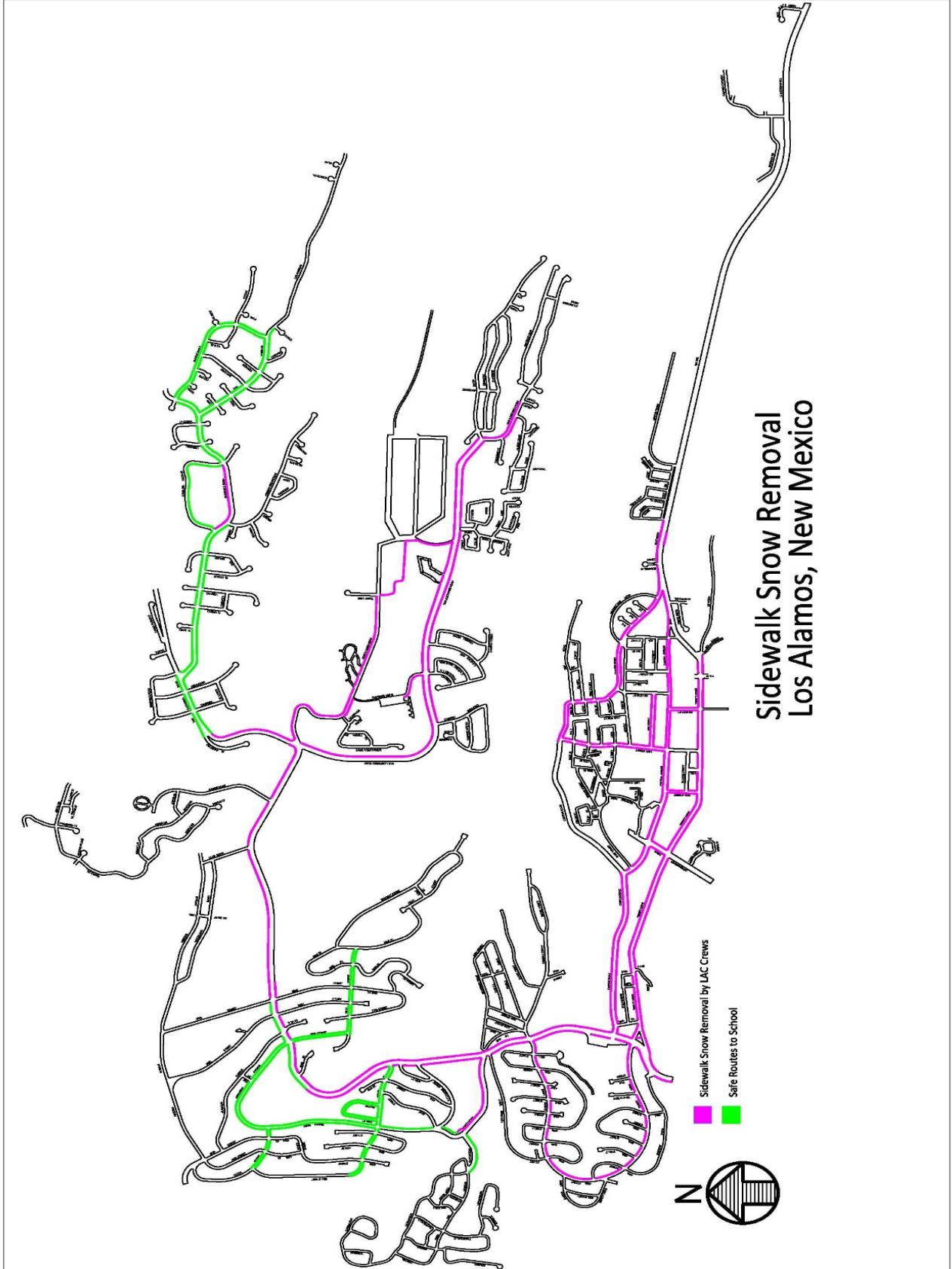
Downtown and Eastern Area	Map 1
Western Area and Denver Steel	Map 2
Northern Community and Quemazon	Map 3
Barranca Mesa and North Mesa	Map 4
White Rock	Map 5
Los Alamos Sidewalks	Map 6
White Rock Sidewalks	Map 7





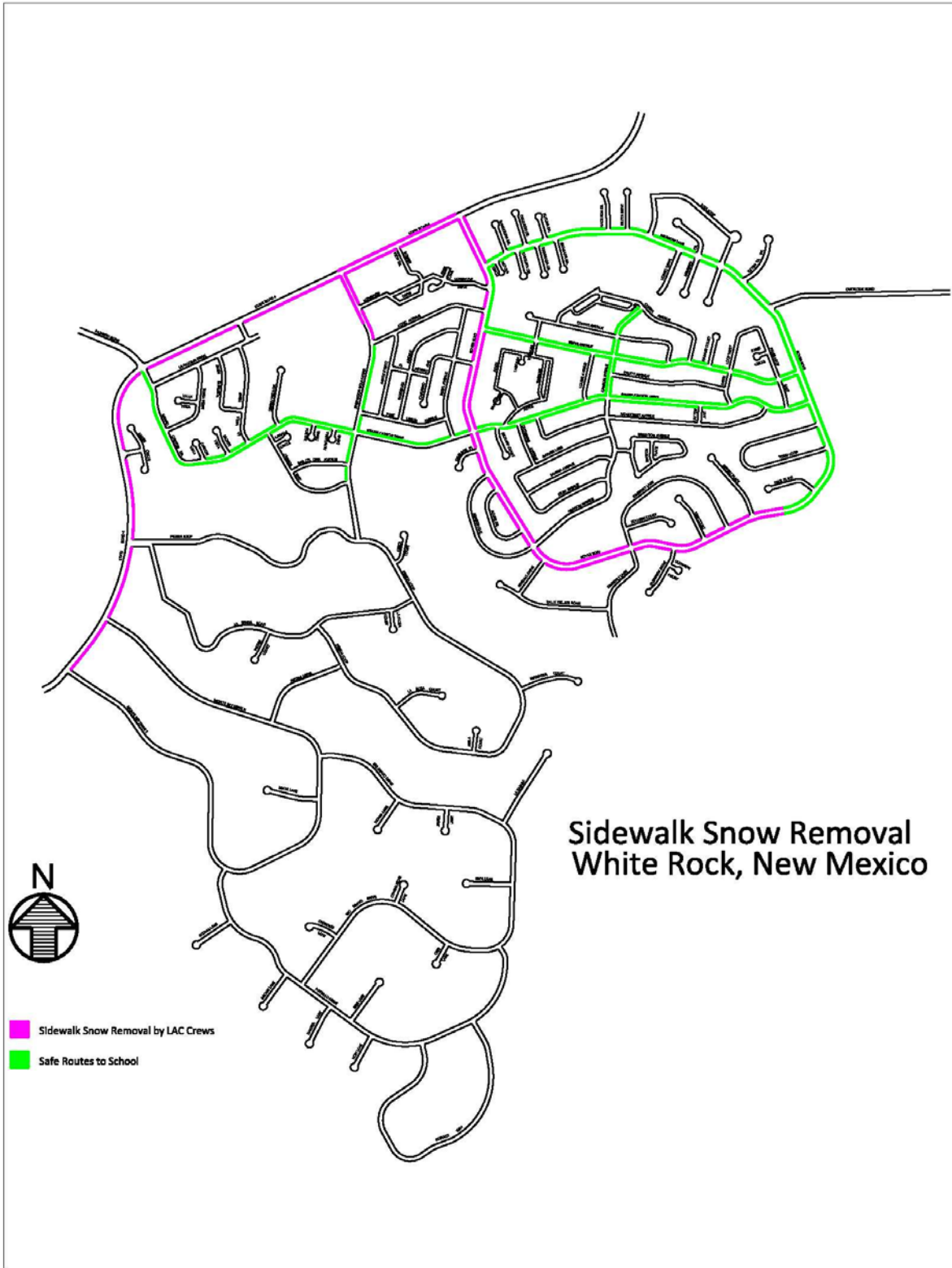






Sidewalk Snow Removal Los Alamos, New Mexico

N
Sidewalk Snow Removal by LAC Crews
Safe Routes to School



Appendix 2

Safe Routes to School Maps

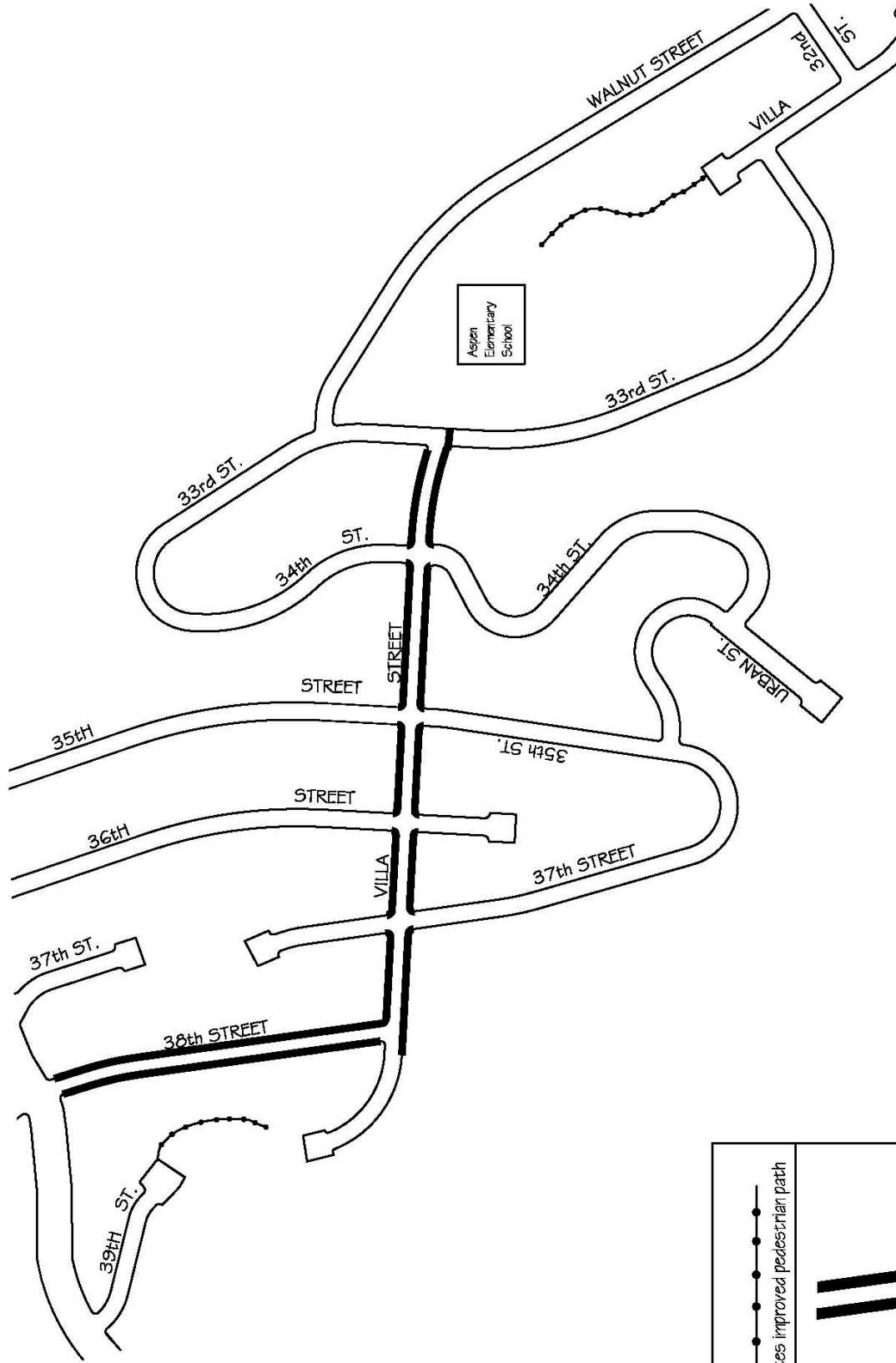
Aspen Elementary School

Barranca Elementary School


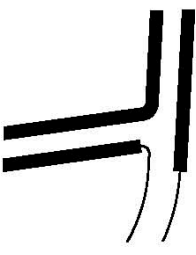
Chamisa Elementary School

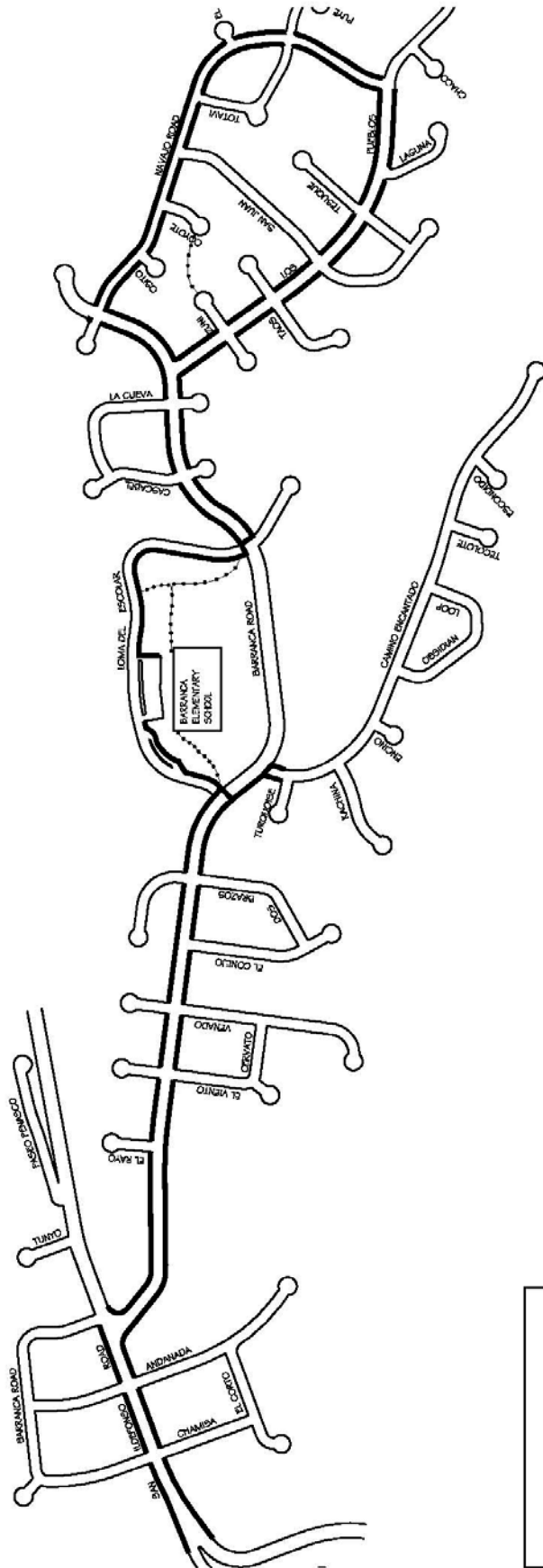
Mountain Elementary School

Piñon Elementary School

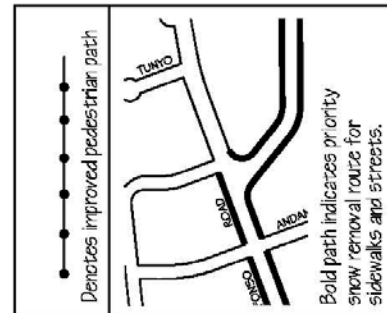


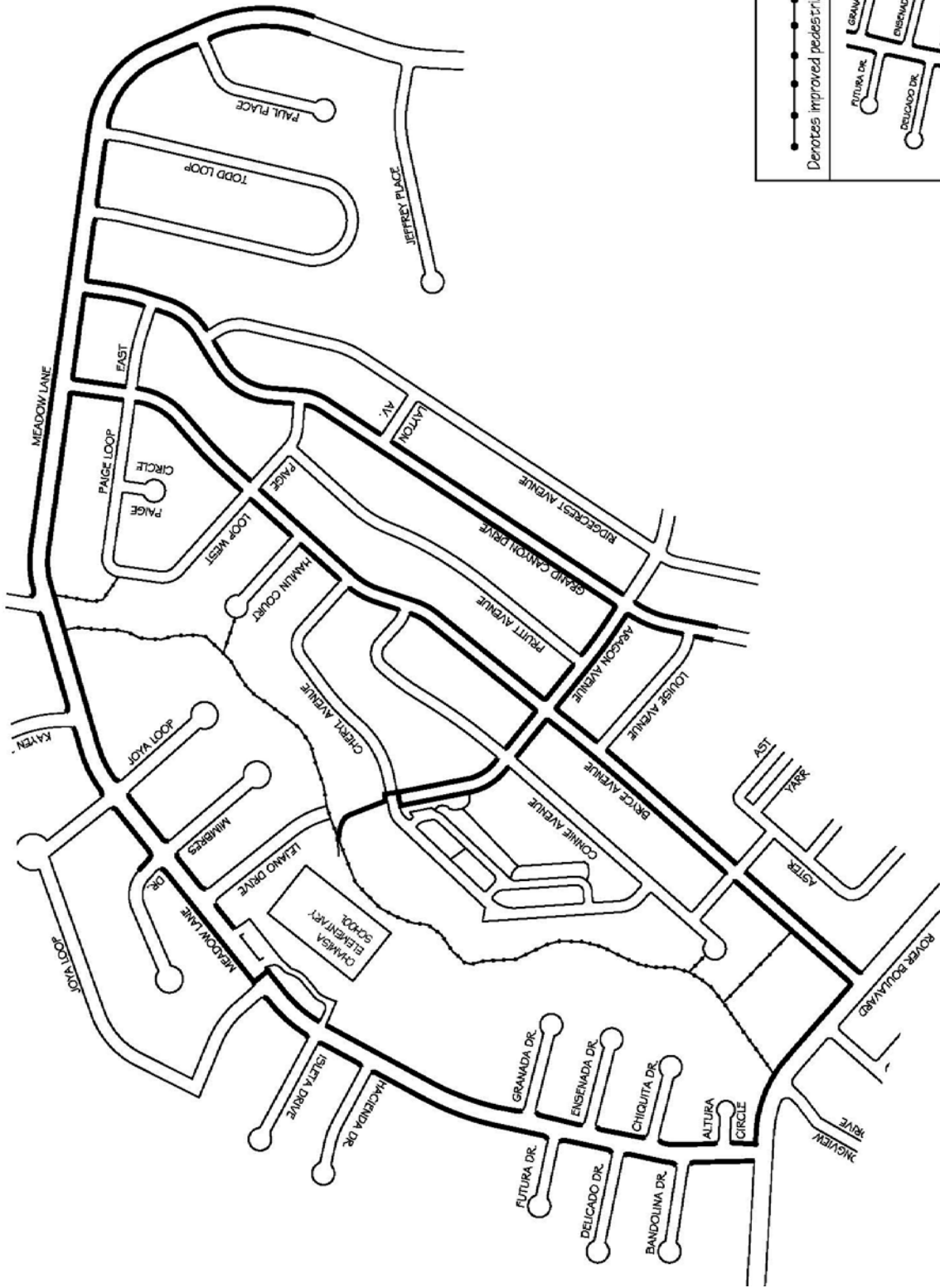
Safe Routes to School Aspen Elementary School

 <p>Denotes improved pedestrian path</p>	 <p>Bold path indicates priority snow removal route for sidewalks and streets.</p>
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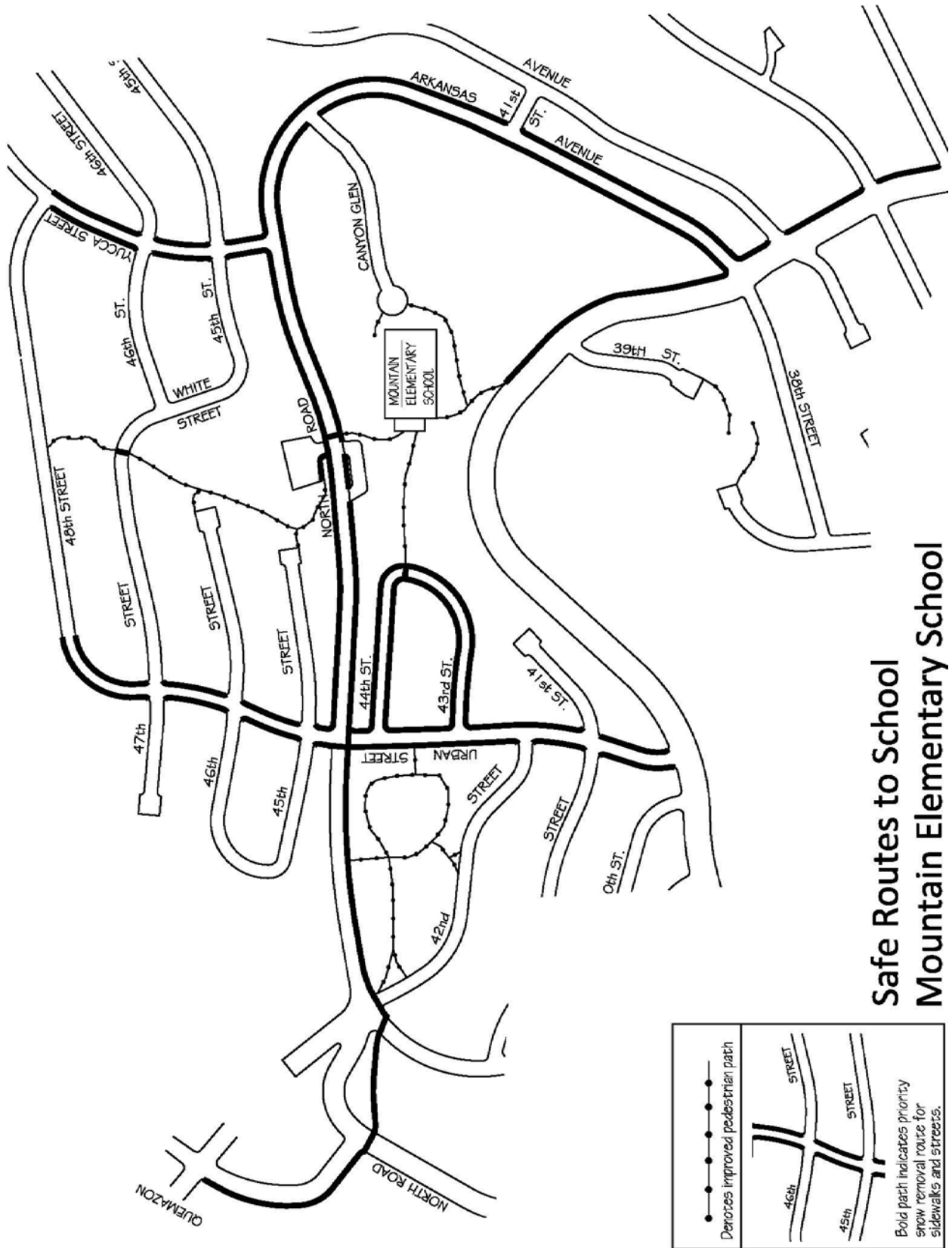
Safe Routes to School Barranca Elementary School



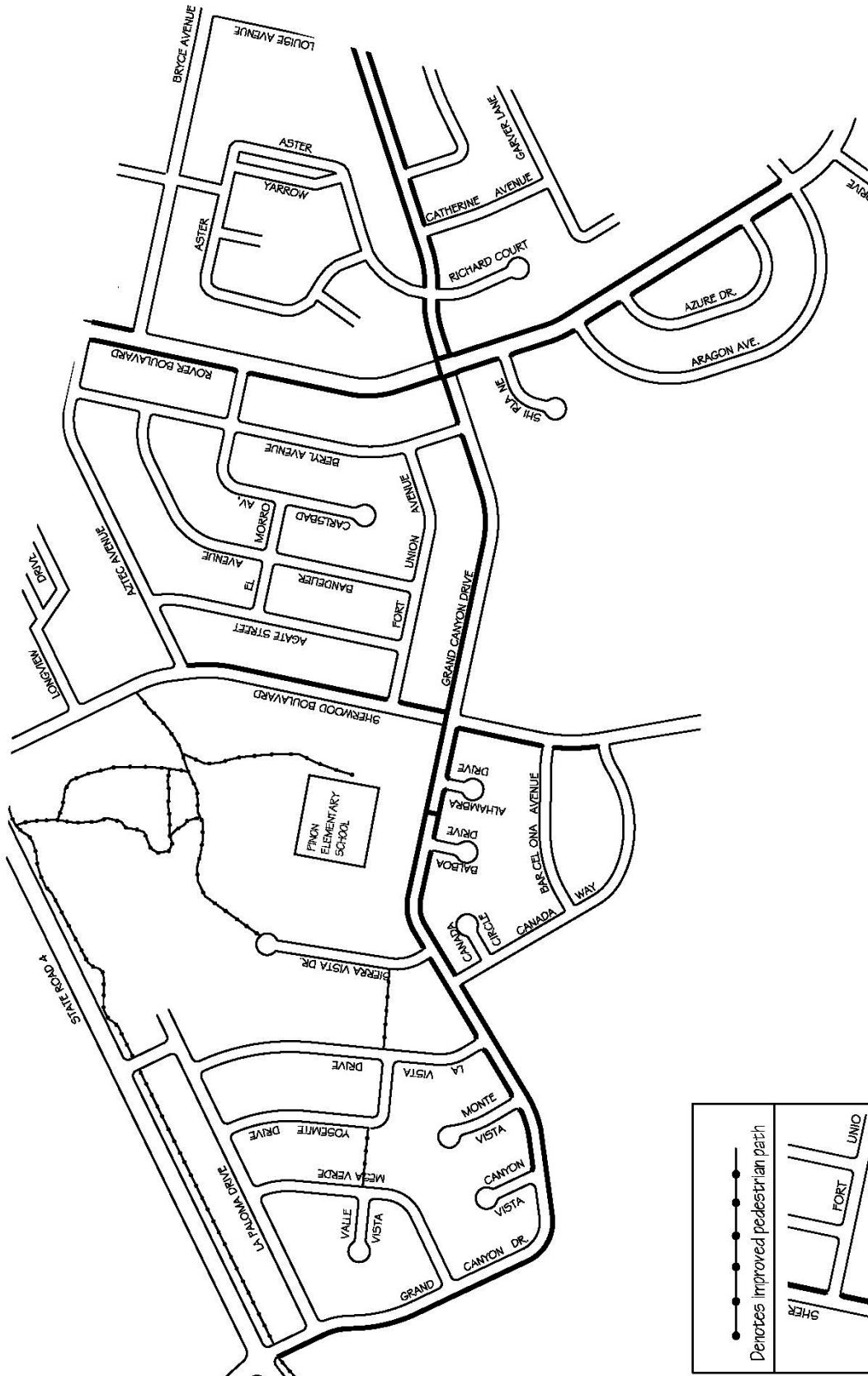


	Denotes improved pedestrian path
	Bold path indicates priority snow removal route for sidewalks and streets.

Safe Routes to School Chamisa Elementary School



Safe Routes to School Mountain Elementary School

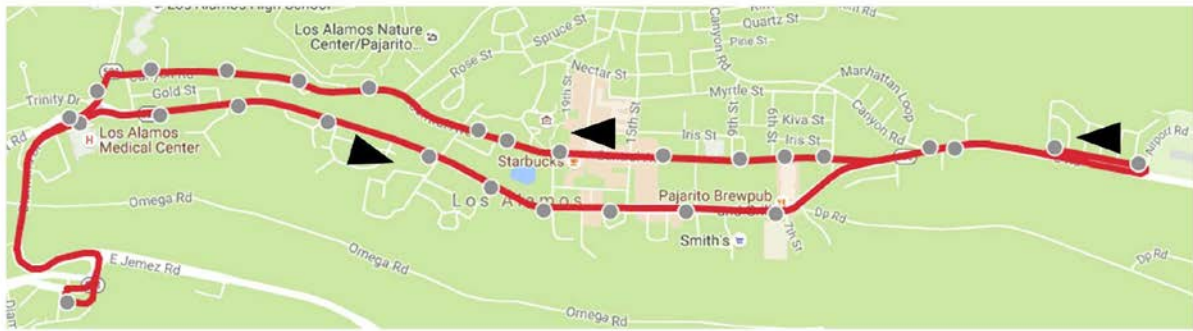


Safe Routes to School Piñon Elementary School

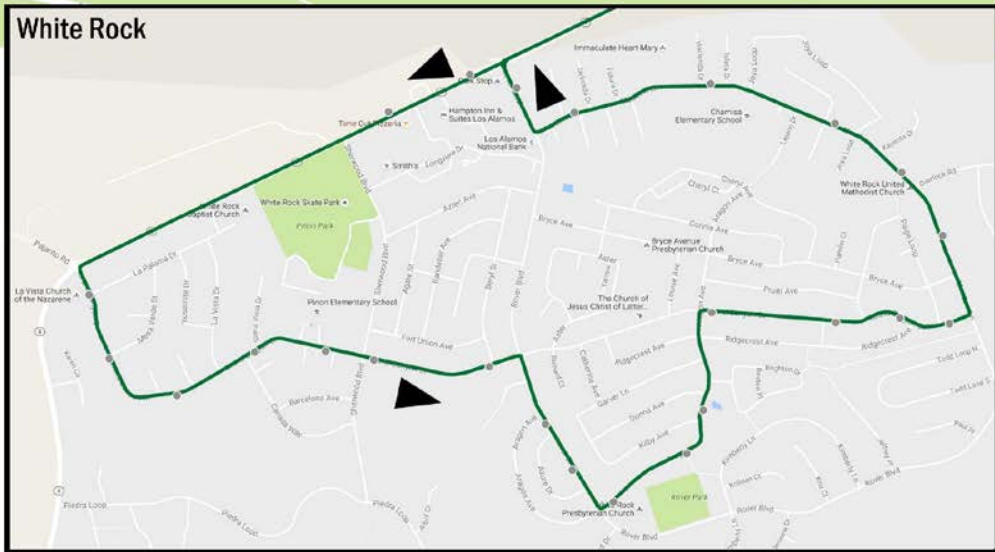
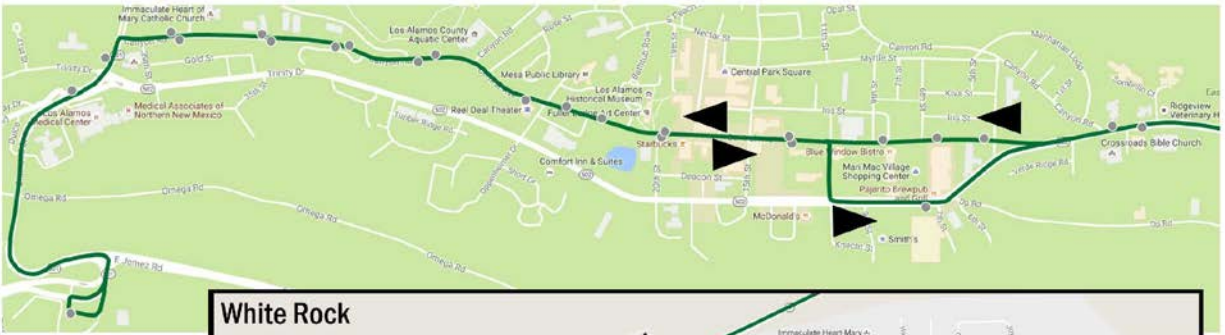
Appendix 3

Transit Route Map

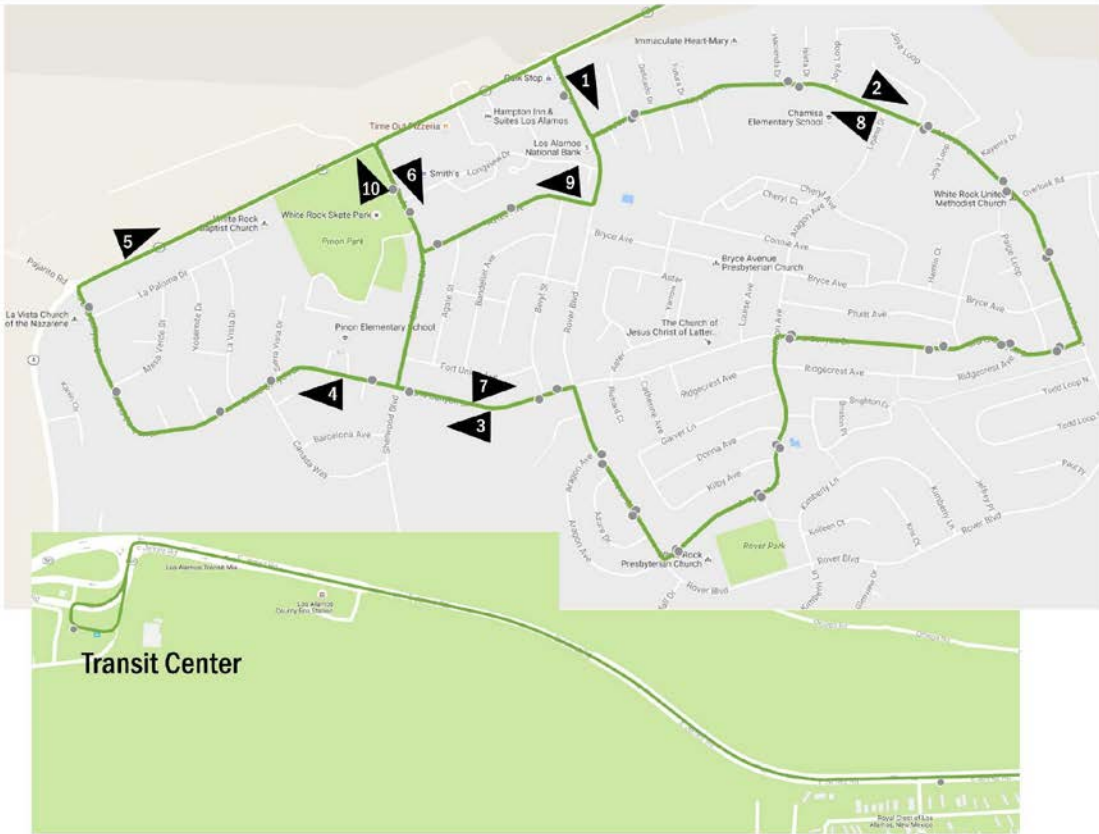
Route 1 - Downtown



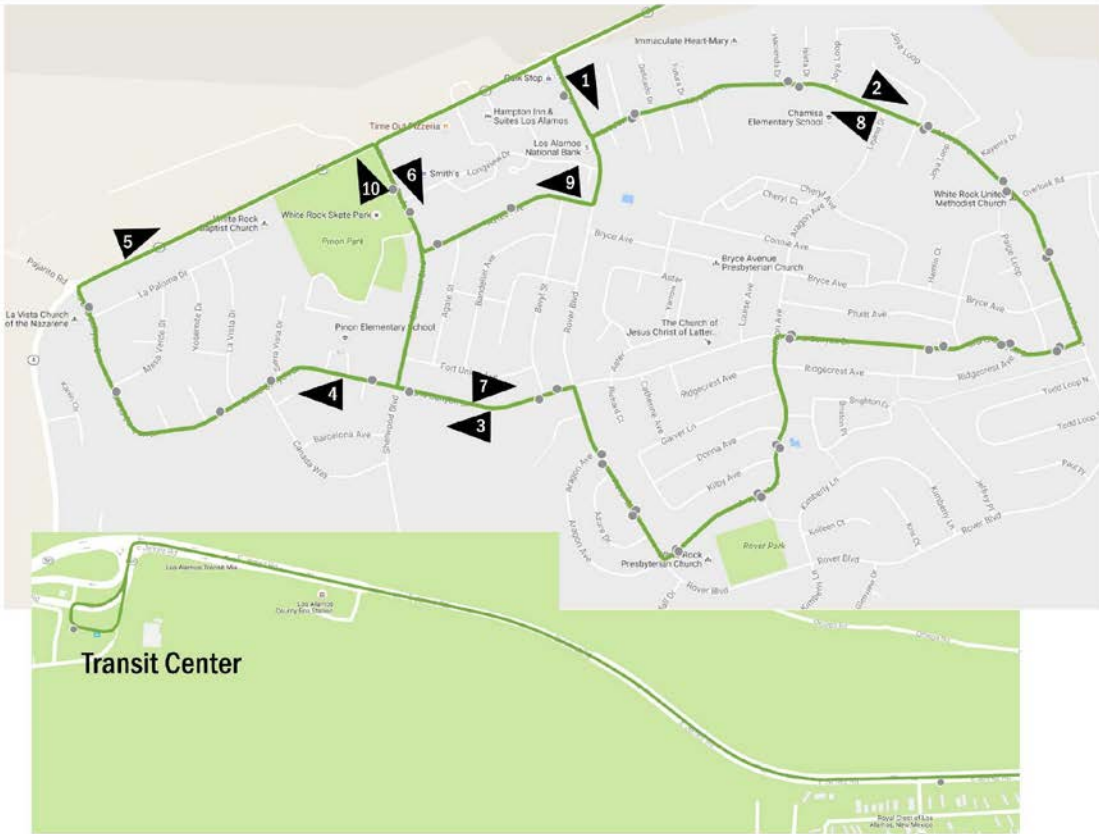
Route 2M - White Rock / Main Hill



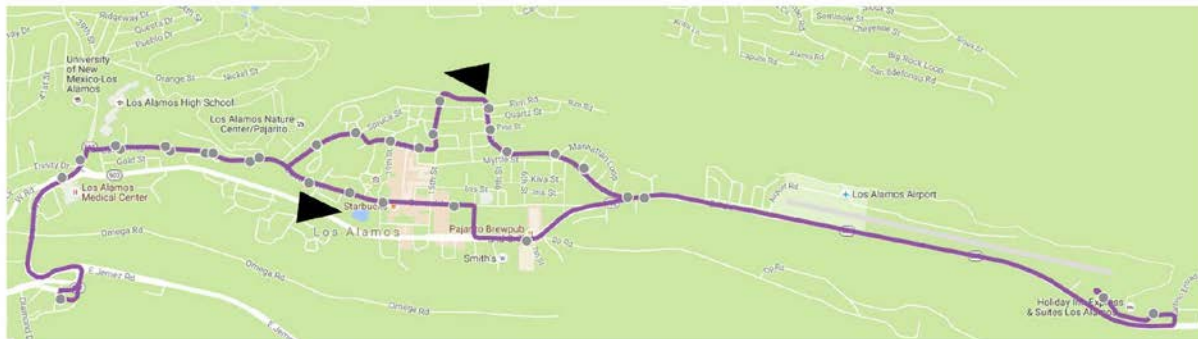
Route 2T - White Rock / Truck Route



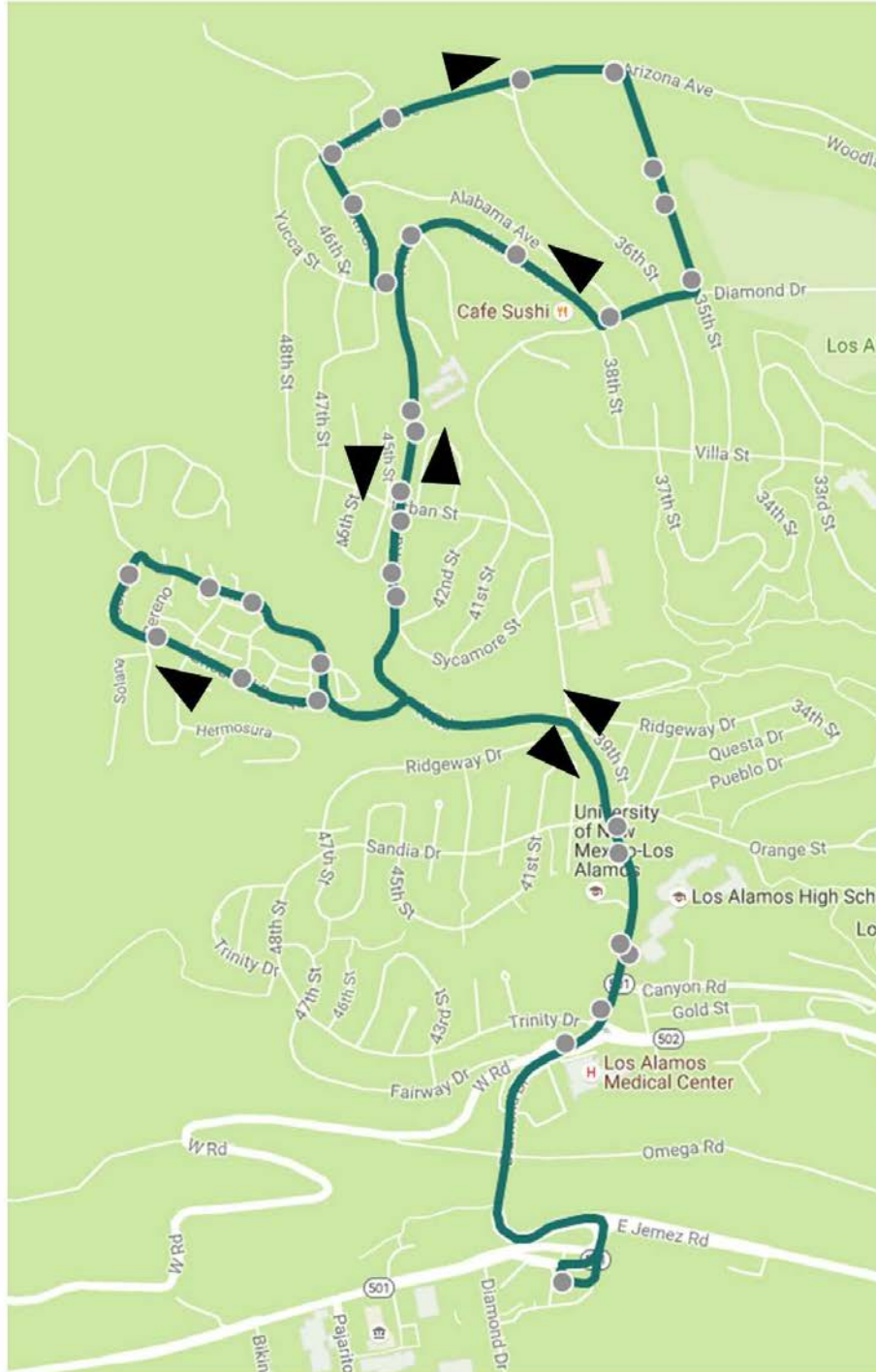
Route 2T - White Rock / Truck Route



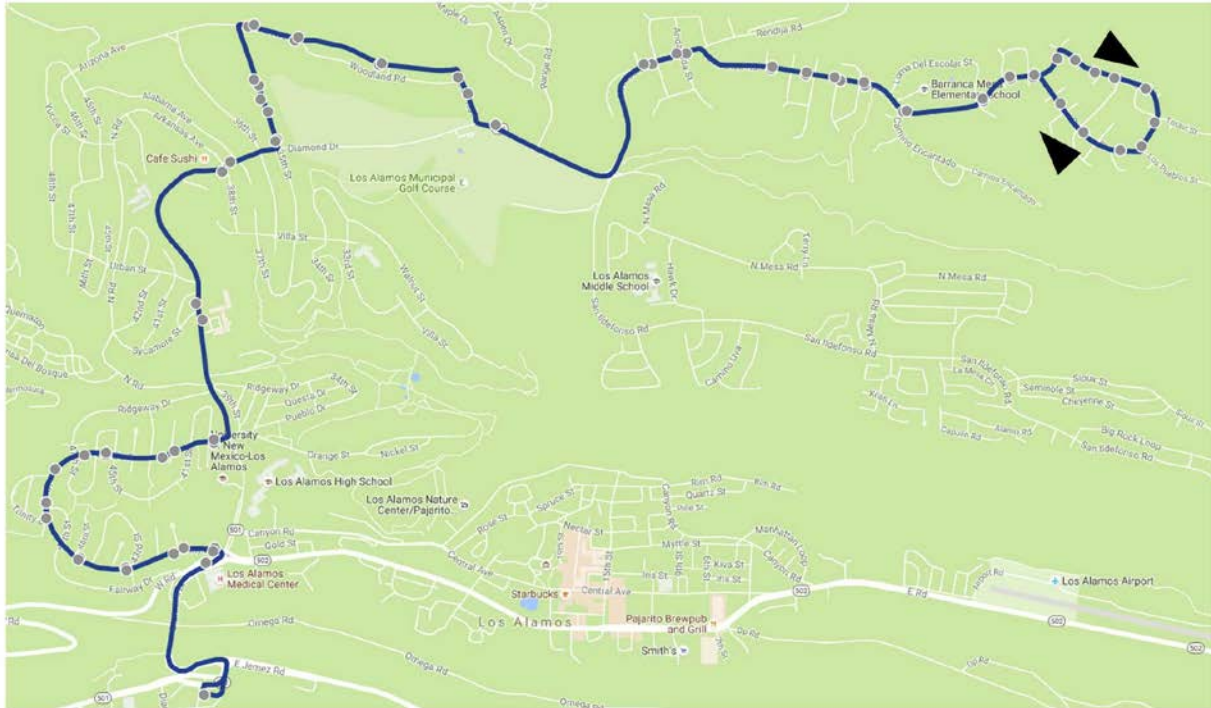
Route 3 - Canyon & Central



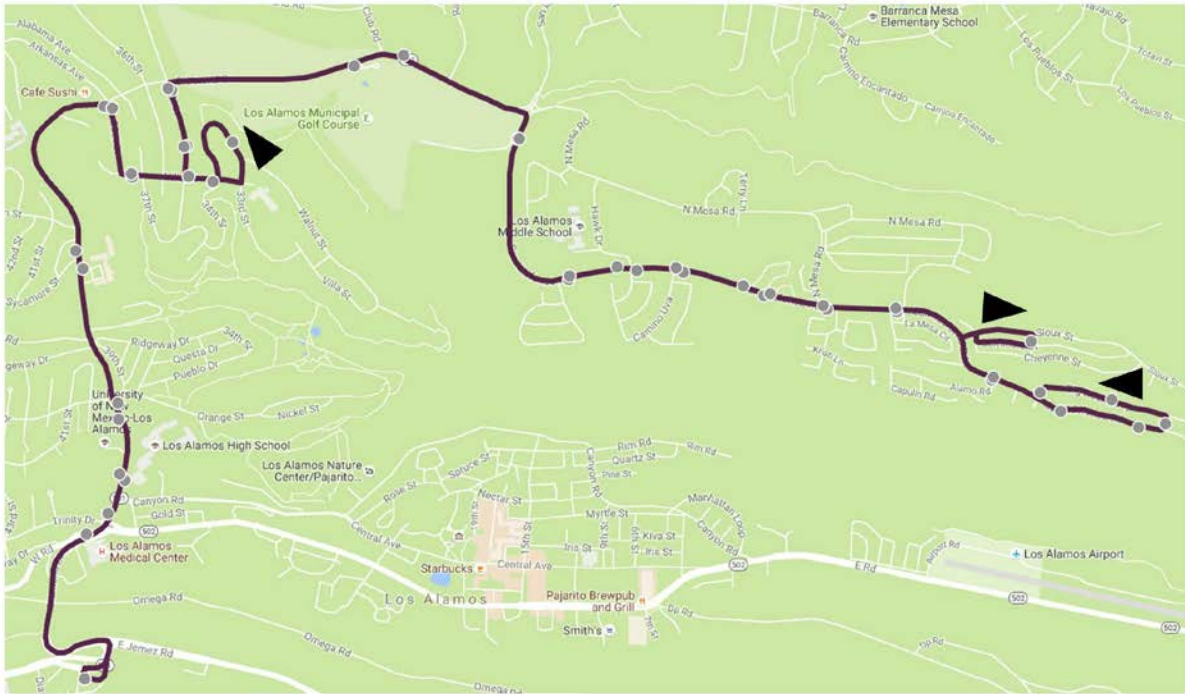
Route 4 - North Community



Route 5 - Barranca Mesa



Route 6 - North Mesa



Appendix 4

Transit Service Modifications



ATOMIC CITY
TRANSIT

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. Upper Ridgeway at Diamond
7. Other locations as requested by staff or citizens.

Appendix 6

Snow Dump Locations

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

1. 37th Street off Villa (by the play lot)
2. Airport parking lot (west end)
3. Barranca Road (located at the end of the road near Navajo Road)
4. North Mesa Ball Fields parking lot (at Bun Ryan Field)
5. North Road at lower Pueblo Canyon crossing
6. Overlook Park
7. Pueblo Sewer Treatment Plant
8. Sycamore at Diamond
9. Sycamore at North Road
10. Trinity Drive at Quemazon trailhead (twin tanks)

Appendix 7

Equipment Resources

FY24 Equipment Resources

Equipment #	Type
<u>Traffic & Streets Division's Equipment</u>	
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
1095	4x4 ¾ ton Pickup w/ plow
1297	4x4 1 ton Pickup w/ plow
1348	4x4 1 ton Pickup w/plow
1238	4x4 1 ton Pickup w/plow
1149	Single Axle Truck w/Plow and Sander (5yd)
1150	Single Axle Truck w/Plow and Sander (5yd)
1267	Single Axle Truck w/Plow and Sander (5yd)
1222	Tandem Axle Truck w/Plow and Sander (10yd) – Swap Loader
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
3219	Motor Grader with Wing Plow
3215	Front End Loader-3yd Bucket
3321	John Deere 310 Backhoe
3202	John Deere 310 Backhoe
3165	Bombardier w/Plow
3166	Bombardier w/Plow
2015	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

1322 4x4 ¾ ton Pickup w/ plow (Airport)
1186 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)

1337 Single Axle Dump Truck (Parks)
2113 Single Axle Dump Truck (Parks)
3349 John Deere 310 Backhoe (Parks)
3265 John Deere 310 Backhoe (Parks)
3026 Bobcat Skid Steer w/ Plow (Parks)
3308 John Deere Walk Behind Snow Blower (Parks)
3342 John Deere Walk Behind Snow Blower (Parks)
3309 John Deere Walk Behind Snow Blower (Parks)
3223 John Deere Walk Behind Snow Blower (Parks)
3011 John Deere Walk Behind Snow Blower (Parks)

1197 4x4 1-ton Pickup w/ plow

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	3
Fleet	2
Facilities	3
Custodial	1
Parks	2
Airport	1
Transit	1
Traffic & Streets Lead Equipment Operators	2
Public Works Equipment Operators & Drivers	18
Traffic & Streets (20)	
Fleet (12)	
Other County Personnel	39
Facilities (10) & Custodial (18)	
Parks (12)	
<hr/>	
Total:	72

Certificate Of Completion

Envelope Id: 56B4C40B4F5E4FB28C123DD046EDB287	Status: Completed
Subject: Complete with DocuSign: Final - FY24 Snow Ice Control Plan	
Source Envelope:	
Document Pages: 58	Signatures: 2
Certificate Pages: 3	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Louise Romero
Time Zone: (UTC-07:00) Mountain Time (US & Canada)	lb.romero@lacnm.us
	IP Address: 198.99.209.77

Record Tracking

Status: Original	Holder: Louise Romero	Location: DocuSign
11/1/2023 4:37:34 PM	lb.romero@lacnm.us	

Signer Events

Signer Events	Signature	Timestamp
Juan Rael juan.rael@lacnm.us Public Works Director Security Level: Email, Account Authentication (None)	<i>Juan Rael</i> Signature Adoption: Pre-selected Style Using IP Address: 198.99.209.75	Sent: 11/1/2023 4:40:40 PM Viewed: 11/1/2023 4:41:32 PM Signed: 11/1/2023 4:41:44 PM

Electronic Record and Signature Disclosure:

Accepted: 11/1/2023 4:41:32 PM
ID: 1bd1af92-43bf-436f-925a-803baa324afb
Company Name: Incorporated County of Los Alamos

Steve Lynne steven.lynne@lacnm.us County Manager Los Alamos County Security Level: Email, Account Authentication (None)	<i>Steve Lynne</i> Signature Adoption: Pre-selected Style Using IP Address: 198.99.209.75	Sent: 11/1/2023 4:41:46 PM Viewed: 11/1/2023 5:39:41 PM Signed: 11/1/2023 5:44:43 PM
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Electronic Record and Signature Disclosure:

Not Offered via DocuSign

In Person Signer Events

Signature	Timestamp
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Editor Delivery Events

Status	Timestamp
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Agent Delivery Events

Status	Timestamp
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Intermediary Delivery Events

Status	Timestamp
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Certified Delivery Events

Status	Timestamp
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Carbon Copy Events

Status	Timestamp
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Julie Williams Hill julie.williams@lacnm.us Communications & PR Administrator Security Level: Email, Account Authentication (None)	COPIED	Sent: 11/1/2023 5:44:47 PM Viewed: 11/2/2023 8:58:49 AM
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Electronic Record and Signature Disclosure:

Accepted: 6/29/2022 3:51:04 PM
ID: b02dd3c6-7e42-460a-93d5-45e06061bf20
Company Name: Inc. County of Los Alamos

Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	11/1/2023 4:40:40 PM
Certified Delivered	Security Checked	11/1/2023 5:39:41 PM
Signing Complete	Security Checked	11/1/2023 5:44:43 PM
Completed	Security Checked	11/1/2023 5:44:47 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure

AGREEMENT TO USE DOCUSIGN FOR ELECTRONIC SIGNATURES

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

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Pursuant to the New Mexico Uniform Electronic Transactions Act, you hereby agree to conduct transactions with the County by electronic means through DocuSign. You agree that your electronic signature represents your intent to sign the electronic record and is the means by which you indicate an intent to bind yourself with the document in a manner that has legal significance; it constitutes legally-binding evidence of your intention with regard to the document. You further agree that your electronic signature as used through DocuSign is the legal equivalent of a handwritten signature. You confirm that you can access this information electronically, which will be similar to other electronic notices and disclosures that we may provide to you, that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, by selecting the check-box next to ‘I agree to use electronic records and signatures,’ you consent to receiving and signing documents as described herein; select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.