



# County of Los Alamos

1000 Central Avenue  
Los Alamos, NM 87544

## Agenda - Final Environmental Sustainability Board

*John Bliss, Chair; Sarah M. Terrill, Susan Barns, Rebecca Chamberlin, Erik Loechell, James Robinson, and Danny Katzman, Members*

---

Thursday, June 15, 2017

5:30 PM

1000 Central Avenue, Suite 110

---

1. **CALL TO ORDER - ROLL CALL**

2. **PUBLIC COMMENT**

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

3. **APPROVAL OF AGENDA**

4. **APPROVAL OF MINUTES**

[9583-17](#) Approval of the May 25, 2017, Environmental Sustainability Board Minutes

**Presenters:** John Bliss

**Attachments:** [A - Draft ESB Minutes May 25, 2017](#)

5. **BOARD BUSINESS**

[9584-17](#) Review and Discuss Pending Action Items on FY17 ESB Work Plan

**Presenters:** John Bliss

**Attachments:** [B - FY17 ESB Work Plan](#)

[9585-17](#) Discuss Implementation Plan for Brush Roll Cart

**Presenters:** John Bliss

[9586-17](#) ESB Member Recruitment Update

**Presenters:** Angelica Gurule

[9588-17](#) Announce the Winners of the 2017 Business Recycler of the Year

**Presenters:** John Bliss

**6. REPORTS****A. Chair's Report - John Bliss****B. Liaison's Reports**

- 1). Board of Public Utilities - Sue Barns
- 2). Planning and Zoning Commission - James Robinson
- 3). Transportation Board - Rebecca Chamberlin
- 4). Parks and Recreation Board - Erik Loechell
- 5). County Council Liaison - Pete Sheehey

**C. Los Alamos Public Schools Subcommittee - Angelica Gurule****7. STAFF REPORT**

[9587-17](#) Review the May 2017 Residential Sustainability Report

**Presenters:** Angelica Gurule

**Attachments:** [C - Residential Sustainability Report - May 2017](#)

**8. PREVIEW OF UPCOMING AGENDA ITEMS**

1. *C&D Diversion Opportunities*
2. *FY18 Work Plan*
3. *Save as you throw*

**9. ADJOURNMENT**

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact the County Human Resources Division at 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 Community Services Administration Office at 662-8163 if a summary or other type of accessible format is needed.



# County of Los Alamos

## Staff Report

June 15, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

---

**Agenda No.:**

**Index (Council Goals):**

**Presenters:** John Bliss

**Legislative File:** 9583-17

---

### **Title**

Approval of the May 25, 2017, Environmental Sustainability Board Minutes

### **Recommended Action Motion**

**I move that the Environmental Sustainability Board approve the May 25, 2017, minutes as presented.**

**Or**

**I move that the Environmental Sustainability Board approve the May 25, 2017, minutes as amended.**

### **Body**

The ESB will review and approve the May 25, 2017, Environmental Sustainability Board Minutes.

### **Attachments**

A - Draft ESB Minutes May 25, 2017



# County of Los Alamos

1000 Central Avenue  
Los Alamos, NM 87544

## Minutes

### Environmental Sustainability Board

*John Bliss, Chair; Sarah M. Terrill, Susan Barns, Rebecca Chamberlin, Erik Loechell, James Robinson, and Danny Katzman, Members*

---

Thursday, May 25, 2017

5:30 PM

ECO Station - 3701 East Jemez Rd., Los  
Alamos, NM

---

#### 1. CALL TO ORDER - ROLL CALL

The ESB Chair, John Bliss, called the meeting to order at 5:36 p.m.

The following members were in attendance:

**Present:** Member Chamberlin, Member Loechell, Member Katzman, Board Chair Bliss

**Abstained:** Member Terrill

**Absent:** Member Barns and Member Robinson

#### 2. PUBLIC COMMENT

None

#### 3. APPROVAL OF AGENDA

A motion was made by Member Loechell, seconded by Member Chamberlin, that the agenda be approved as presented.

The motion passed unanimously.

#### 4. APPROVAL OF MINUTES

Approval of the April 20, 2017, Environmental Sustainability Board Minutes

**Presenters:** John Bliss

**Attachments:** [A - Draft ESB Minutes April 20, 2017](#)

A motion was made by Member Chamberlin, seconded by Member Loechell, that the April 20, 2017 minutes be approved as presented.

The motion passed unanimously.

#### 5. BOARD BUSINESS

## Review and Approve the Proposed Environmental Services Rate Increase and Rate Change

**Presenters:** John Bliss

**Attachments:** [A - Ordinance No. 02-274](#)

Staff Liaison Angelica Gurule shared the most recent rate increase version that was reviewed by legal counsel. The Solid Waste Ordinance was rewritten and assigned code ordinance number 02-274. All documents will be uploaded to Legistar on Friday May 26, 2017. The first reading will be at the June 6th County Council meeting with action to be taken on June 27th.

Member Chamberlin suggested that the following verbiage be added to Brush and/or Bulk Item Collection: "size, material and schedule limitations apply". Section 3 and section 5 of the code ordinance needs to be amended to clarify what items are and are not included in the 12 free loads per year.

**A motion was made by Member Chamberlin, seconded by Member Katzman, to approve the Proposed Environmental Services Rate Increase and Rate Changes as amended and subject to attorney feedback.**

## Select Finalists for the 2017 Business Recycler of the Year

**Presenters:** John Bliss

**Attachments:** [B - 2017 Business Recycler of the Year Nominees](#)

The board discussed the pros and cons of having non-profit in their own category. A consensus was reached that commercial and non-profit should be one category and educational institutions will be the second category.

Member Katzman suggested the voting criteria should be defined by how much diversion and recycling is done by the nominees, with the focus on the three R's (Reduce, Reuse, Recycle). Board Chair Bliss added that sustained commitment as well as investment of time and effort should be considered.

Staff Liaison Angelica Gurule suggested that the award be announced at a County Council meeting, school board meeting and/or Gordon's concert instead of at Chamberfest as originally planned.

**A motion was made by Member Chamberlin, seconded by Member Loechelle, to approve all nominees as finalists in two categories, Educational Institutions and Commercial/Non-profit, for 2017 Business Recycler of the Year Award.**

## Review Revisions to the FY18 ESB Work Plan

**Presenters:** John Bliss

**Attachments:** [E - FY18 ESB Work Plan - Revised](#)

Revisions to FY18 ESB Work Plan were reviewed and discussed.

## 6. REPORTS

### A. Chair's Report - John Bliss

Board Chair Bliss reported that items covered during the BOC luncheon included: The board of public utilities is working on our electrical supply, the Waste Treatment plant in White Rock needs replaced, water production and distribution.

Board Chair Bliss reported that items discussed during the Council Briefing/Work Session included: Definition of Environmental Sustainability, Bulk and Brush pick up, results of second waste audit, ESB work plan, rate increase, Business Recycler of the Year, upcoming events and ESB presence at events.

### B. Liaison's Reports

#### 1). Board of Public Utilities - Sue Barns

No report provided

#### 2). Planning and Zoning Commission - James Robinson

No report provided

#### 3). Transportation Board - Rebecca Chamberlin

No report provided

#### 4). Parks and Recreation Board - Erik Loechell

No report provided

#### 5). County Council Liaison - Pete Sheehey

No report provided

### C. Los Alamos Public Schools Subcommittee - Angelica Gurule

Staff Liaison Angelica Gurule reported that items covered during the meeting included: A RAID (Recycling and Illegal Dumping) grant application has been submitted to develop a Zero Waste lunch video with PAC8 that will run at the local movie theatre.

## 7. STAFF REPORT

### 14th Annual Clean Up Los Alamos Day Update

Presenters: Angelica Gurule

Staff Liaison Angelica Gurule provided an update on the 14th Annual Clean Up Los Alamos Day which included: 339 participants, 60 luncheon participants, 1000 pounds of material were collected in the roll-off at Ashley Pond and 10.5 tons of material were collected at the Eco Station from residents participating in the clean up initiative.

## April 2017 Residential Sustainability Report

**Presenters:** Angelica Gurule

**Attachments:** [C - Residential Sustainability Report - April 2017](#)

Staff Liaison Angelica Gurule reported that the residential diversion rate is up from 23% in March to 24% in April. 521 tons of material were collected, 91 tons was recyclable and 37 tons were compostable.

### 8. PREVIEW OF UPCOMING AGENDA ITEMS

1. Save as You Throw (SAYT)
2. Work Plan: Working with NMRC on construction and demolition (C & D)
3. ScienceFest
4. Call for New ESB board Members

### 9. ADJOURNMENT

**A motion was made by Member Chamberlin, seconded by Member Katzman, that the meeting be adjourned.**

**The meeting adjourned at 7:23 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 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 Community Services Administration Office at 662-8163 if a summary or other type of accessible format is needed.



# County of Los Alamos

## Staff Report

June 15, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

---

**Agenda No.:**

**Index (Council Goals):**

**Presenters:** John Bliss

**Legislative File:** 9584-17

---

**Title**

Review and Discuss Pending Action Items on FY17 ESB Work Plan

**.Recommended Action Motion**

N/A

**Body**

The Board will review and discuss any pending action items on the FY17 ESB Work Plan.

**Attachments**

B - FY17 ESB Work Plan





## **FY17 Work Plan for Los Alamos County Boards and Commissions**

**(Fiscal Year 2017: July 1, 2016 – June 30, 2017)**

**Board and Commission Name: Environmental Sustainability Board**

**Date prepared: December 17, 2015 Date approved by Council: 5/3/16**

**Prepared by: Angelica V. Gurule**

**This work plan will be accomplished in the following time frame:**

**From: July 1, 2016 to June 30, 2017**

**Chairperson: John Bliss Term: July 31, 2016**

**Members and terms:**

<b>Cliff Shunsheng Han</b>	<b>July 31, 2016</b>
<b>Sandra West</b>	<b>July 31, 2016</b>
<b>Sarah Terrill</b>	<b>July 31, 2016</b>
<b>Rebecca Chamberlin</b>	<b>July 31, 2017</b>
<b>Danny Katzman</b>	<b>July 31, 2017</b>
<b>James Robinson</b>	<b>July 31, 2017</b>

**Department Director: Philo S. Shelton III**

**Work plan developed in collaboration with Department Director?(Y/N?) Yes**

**Staff Liaison: Angelica Gurule**

**Administrative Support provided by: Public Works Staff**

**Council Liaison: Rick Reiss 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.**

Conducted annual LA Clean Up Day  
Worked on the Environmental Sustainability Plan  
Recycle Fashion Show  
Third award of the Business Recycler of the Year  
Science Fair Awards for Sustainability Projects  
Conducted research, hosted public comment sessions, and recommended a path forward for single-use plastic bags  
Performed public outreach at Energy Efficiency Expo, LAC Green Team Event, Earth Day and Science Fest  
Supported the Environmental Sustainability Initiative  
Increased commercial recycling accounts through direct business contacts  
Investigated recycle incentive programs  
Investigated waste to energy concepts  
Initiated research into a path forward for brush and bulk collection program  
Hosted a public information session with Friedman Recycle Company  
Establish public recycling bins on Central Avenue  
Developed and recommended rate adjustments for LAC Environmental Services Fees  
Appointed one ESB member to serve on the Future Energy Resources Ad-Hoc Citizens Advisory Committee

**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:**

- Present Environmental Sustainability Plan to County Council in May 2016
- Host annual LA Clean Up Day
- Continue research, identify alternatives and propose recommendations to County Council regarding the brush and bulk collection program

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

Environmental Sustainability Initiative  
Environmental Sustainability Plan (to present to Council on May 17, 2016)  
NMED Solid Waste Rules

## Los Alamos County Operation Plan

The Environmental Services Division prepares the NMED Annual Report that is basically an overview of all the waste streams and corresponding weights. For example waste, construction and demolition, electronics, glass, etc. The reports are due February 14<sup>th</sup> of each year.

<b>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.)</b>
--

Create a definition of “environmental sustainability.”  
Develop and implement environmental education and outreach  
Monitor composting program  
Evaluate a third bin for green waste collection  
Research Pay as You Throw  
Conduct Public Hearings regarding brush and bulk item collection  
Give Business Recycler of the Year award  
Further develop partnerships with organizations such as PEEC, LAPS, and UNM-LA  
Work with LAPS to educate and implement waste diversion programs including reduce, recycle, reuse and composting  
Continue researching other glass recycling options  
Develop Utility Bill Information Letters  
Demonstrate solar photovoltaic systems  
Host Recycle Fashion Show and form a committee of community partners to host/sponsor the event

<b>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.</b>
---

Continue to nurture and strengthen relationship with BPU to support energy and water conservation.  
Partner with parks and recreation board on water conservation for potential splash pad features and other water features.  
Continue outreach to other county boards and commissions regarding environmental sustainability.

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

Earth Day  
Gordon Concert  
Green Team Event  
County Fair Event  
Science Fest  
Recycling workshops or lectures at PEEC and Los Alamos clubs  
See section 2.1 above.

**5.0 List the current subcommittees for this Board or Commission.**

None at this time.

**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:**

- **Sec. 8-231. - Purpose.** The environmental sustainability board is established to serve as the central point of contact for environmental sustainability issues and as an advisory body to the county council on environmental sustainability issues.

(Ord. No. 02-078, § 2, 10-3-2006; Ord. No. 02-094, § 2, 6-10-08)

- **Sec. 8-232. - Membership, terms and qualifications.** The board shall consist of seven members. The members shall serve for staggered two-year terms beginning on August 1 and ending on July 31, except that three members on the initial board shall only serve for one-year terms.

(Ord. No. 02-078, § 2, 10-3-2006; Ord. No. 02-094, § 3, 6-10-08)

- **Sec. 8-233. - Duties and responsibilities.** The environmental sustainability board shall serve in an advisory capacity to the county council and shall have the following functions, responsibilities and duties:

- (1) Gather and provide citizen input to staff and council on ways to improve the county's environmental sustainability and on proposed environmental sustainability policies, programs and services. For this purpose, the board shall gather public input in ways appropriate to the circumstances.
- (2) Recommend ways to involve and educate the community on environmental sustainability issues. Review and comment on public involvement and information plans (PIIPs) related to environmental sustainability projects outside the department of public utilities.
- (3) Review and comment to council on environmental sustainability master plans.
- (4) Review all environmental sustainability related matters submitted to the board by council.
- (5) Coordinate with other boards as appropriate on environmental sustainability activities.

(Ord. No. 02-078, § 2, 10-3-2006; Ord. No. 02-094, § 4, 6-10-08)

**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 Environmental Sustainability Board

Mark all that apply

Economic Vitality	
<u>Financial Sustainability/Economic Vitality:</u>	
<ul style="list-style-type: none"> <li>• <b>Priority Area</b> – Maximize our opportunity with respect to the development of the Manhattan Project National Historical Park</li> </ul>	
<ul style="list-style-type: none"> <li>• Promote a strong and diverse economic base through support of the current business base, recruiting additional businesses and encouraging new business growth</li> </ul>	
<ul style="list-style-type: none"> <li>• Collaborate with Los Alamos National Laboratory as the area's #1 employer, and support associated spinoff businesses</li> </ul>	X
<ul style="list-style-type: none"> <li>• Market and brand Los Alamos as a scenic destination featuring recreation, science and history,</li> </ul>	
<ul style="list-style-type: none"> <li>• Encourage the retention of existing businesses and assist in their opportunities for growth</li> </ul>	
<ul style="list-style-type: none"> <li>• Support spinoff business opportunities from LANL</li> </ul>	
<ul style="list-style-type: none"> <li>• Significantly improve the quantity and quality of retail and tourism business</li> </ul>	
<ul style="list-style-type: none"> <li>• Attract new tourism related business</li> </ul>	
<ul style="list-style-type: none"> <li>• Revitalize and eliminate blight in the downtown areas of Los Alamos and White Rock</li> </ul>	
Quality of Life	
<u>Education:</u>	
<ul style="list-style-type: none"> <li>• Support Los Alamos Public Schools' goal of ranking among the top public schools in the nation</li> </ul>	
<ul style="list-style-type: none"> <li>• Partner with Los Alamos Public Schools and support, as appropriate, the delivery of their educational services to community standards</li> </ul>	
<ul style="list-style-type: none"> <li>• Support the development of quality career, and life-long educational institutions</li> </ul>	
<u>Quality Cultural and Recreational Amenities:</u>	
<ul style="list-style-type: none"> <li>• Create and Implement a comprehensive recreational and cultural plan that includes a range of amenities that support all segments of the Los Alamos community</li> </ul>	
<u>Environmental Stewardship:</u>	
<ul style="list-style-type: none"> <li>• Enhance environmental quality and sustainability balancing costs and benefits</li> </ul>	X
<u>Mobility:</u>	
<ul style="list-style-type: none"> <li>• Maintain and improve transportation and mobility</li> </ul>	
<u>Housing:</u>	
<ul style="list-style-type: none"> <li>• <b>Priority Area</b> -- Promote the maintenance and enhancement of housing stock quality while utilizing available infill opportunities</li> </ul>	
<ul style="list-style-type: none"> <li>• Promote the creation of a variety of housing options for all segments of the Los Alamos community</li> </ul>	
<ul style="list-style-type: none"> <li>• Support development of affordable workforce housing</li> </ul>	

Quality Governance	
<u>Operational Excellence:</u>	
• <b>Priority Area</b> – Simplify permit requirements and improve the overall process	
• Maintain quality essential services and supporting infrastructure	X
• Invest in staff development to create a high performing organization	
• Manage commercial growth well following an updated, concise, and consistent comprehensive plan	
<u>Communication:</u>	
• <b>Priority Area</b> - Create a communication process that provides measurable improvement in citizen trust in government	
• Improve transparency in policy setting and implementation	
<u>Intergovernmental Relations:</u>	
• Strengthen coordination and cooperation between County government, LANL, and the regional and national partners	



# County of Los Alamos

## Staff Report

June 15, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

---

**Agenda No.:**

**Index (Council Goals):**

**Presenters:** John Bliss

**Legislative File:** 9585-17

---

### **Title**

Discuss Implementation Plan for Brush Roll Cart

### **.Recommended Action Motion**

N/A

### **Body**

The Board will discuss the implementation plan for the brush roll cart program.

A tentative timeline is as follows:

- July 1, 2017 - FY18 budget in effect
- July 1, 2017 - Order automated brush collection truck (6-9 month process)
- TBD - Develop education for program
- TBD - Order roll carts
- TBD - Deploy roll carts

### **Attachments**

N/A



# County of Los Alamos

## Staff Report

June 15, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

---

**Agenda No.:**

**Index (Council Goals):**

**Presenters:** Angelica Gurule

**Legislative File:** 9586-17

---

### **Title**

ESB Member Recruitment Update

### **.Recommended Action Motion**

N/A

### **Body**

The ESB will have two vacancies as of July 31, 2017. The ESB has been recruiting on Facebook, Farmer's Market, and word of mouth.

Incumbent, James Robinson has reapplied for his position on the board.

### **Attachments**

N/A





# County of Los Alamos

## Staff Report

June 15, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

---

**Agenda No.:**

**Index (Council Goals):**

**Presenters:** John Bliss

**Legislative File:** 9588-17

---

### **Title**

Announce the Winners of the 2017 Business Recycler of the Year

### **Recommended Action Motion**

N/A

### **Body**

The ESB will announce the Winners of the 2017 Business Recycler of the Year Award.

### **Attachments**

N/A



# County of Los Alamos

## Staff Report

June 15, 2017

Los Alamos, NM 87544  
www.losalamosnm.us

---

**Agenda No.:**

**Index (Council Goals):**

**Presenters:** Angelica Gurule

**Legislative File:** 9587-17

---

### **Title**

Review the May 2017 Residential Sustainability Report

### **Recommended Action Motion**

N/A

### **Body**

The ESB will review and discuss the May 2017 Residential Sustainability Report.

### **Attachments**

C - Residential Sustainability Report - May 2017



# Residential Sustainability Report

Service Period: May 2017

Recyclables Collected: 112.69 tons

Trash Collected: 482.52 tons

Compostable Materials Collected: 51.21 tons

Total Material Collected: 646.42 tons



LOS ALAMOS

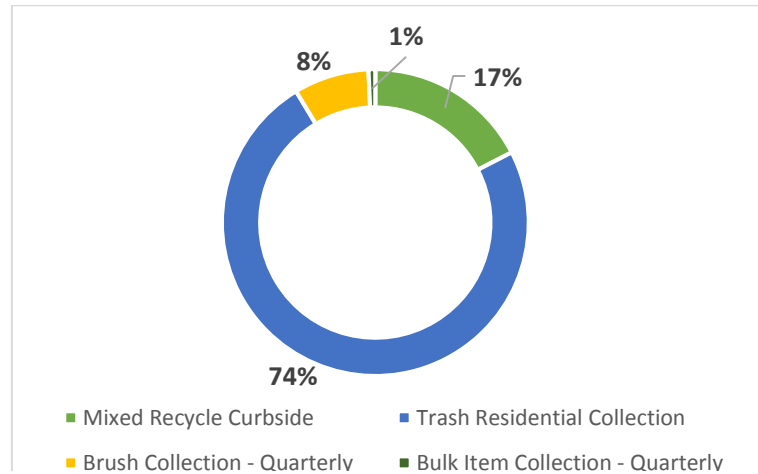
## Monthly Collection Report

April Diversion Rate: 24%

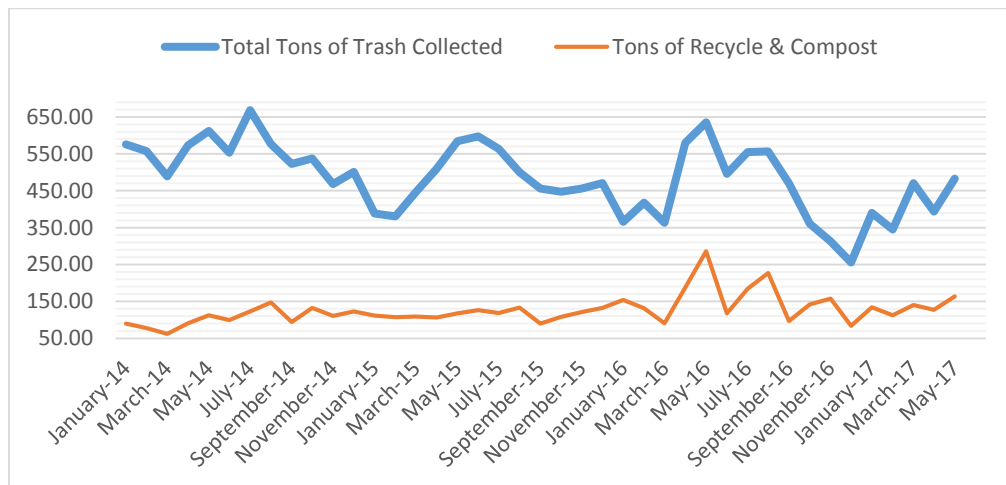
May Diversion Rate: 25%

A 4% Increase in Diversion

The *diversion rate* is the percent of materials recycled and composted.

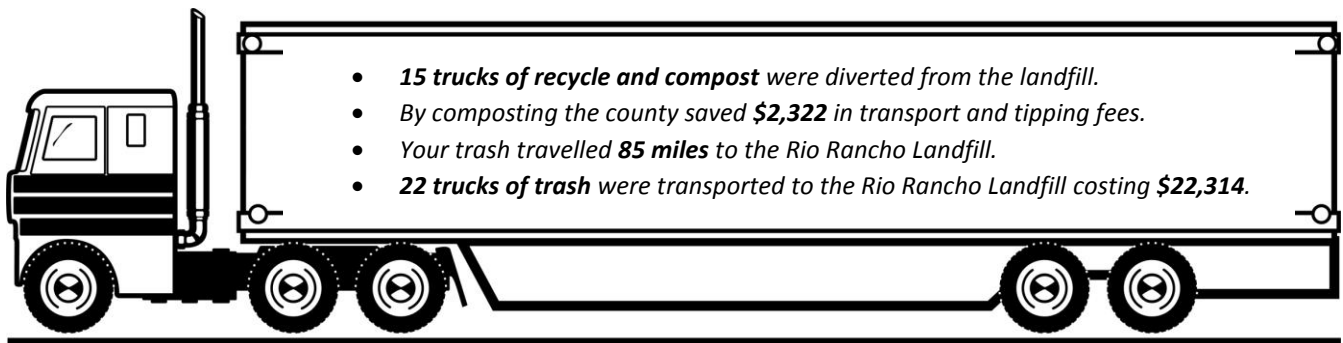


## Month by Month Recycling Comparison



### Recycling saves

- Food waste can be used for composting and sold to farmers or it can be provided as a food source for local animal farms that meet federal, state and local regulations for food scrap usage.
- Almost half of the food in the U.S. goes to waste - approximately 3,000 pounds per second.
- Food scraps make up almost 12% of municipal solid waste generated in the U.S.
- Many schools and businesses are starting to compost food waste on site.



- **15 trucks of recycle and compost** were diverted from the landfill.
- By composting the county saved **\$2,322** in transport and tipping fees.
- Your trash travelled **85 miles** to the Rio Rancho Landfill.
- **22 trucks of trash** were transported to the Rio Rancho Landfill costing **\$22,314**.