



LOS ALAMOS  
where discoveries are made

## **DRAFT FY18 Work Plan for Los Alamos County Boards and Commissions**

**(Fiscal Year 2018: July 1, 2017 – June 30, 2018)**

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

**Date prepared: January 19, 2017    Date approved by Council: \_\_\_\_\_**  
**Prepared by: Angelica V. Gurule**

**This work plan will be accomplished in the following time frame:**  
**From: July 1, 2017 to June 30, 2018**

**Chairperson: John Bliss    Term: July 31, 2018**

**Members and terms:**

<b>John Bliss</b>	<b>July 31, 2018</b>
<b>Sarah Terrill</b>	<b>July 31, 2018</b>
<b>James Robinson</b>	<b>July 31, 2017</b>
<b>Sue Barns</b>	<b>July 31, 2018</b>
<b>Rebecca Chamberlin</b>	<b>July 31, 2017</b>
<b>Danny Katzman</b>	<b>July 31, 2017</b>
<b>Erik Loechell</b>	<b>July 31, 2018</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: Pete Sheehey    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.**

Researched and identified alternatives regarding the brush and bulk collection program  
Conducted public hearings regarding brush and bulk item collection  
Presented final recommendation to County Council regarding brush and bulk item collection  
Evaluated a third bin option for green waste collection  
Conducted two residential waste stream audit  
Deployed bear resistant dumpsters and bear resistant hardware for residential roll carts  
Hosted presentation regarding bear awareness  
Created definition of environmental sustainability  
Conducted annual LA Clean Up Day  
Updated and presented the Environmental Sustainability Plan to County Council  
Conducted Recycle Fashion Show  
Awarded fourth and fifth annual Business Recycler of the Year  
Awarded sustainability oriented science fair projects  
Performed public outreach at Energy Efficiency Expo, LAC Green Team Event, Earth Day and Science Fest  
Supported the Environmental Sustainability Initiative  
Investigated recycle incentive programs  
Investigated food waste diversion opportunities  
Investigated Pay as You Throw  
Investigated waste to energy concepts  
Hosted a public information session with Friedman Recycle Company  
Conducted sustainability art contest with Los Alamos Public Schools  
Provided input to staff on new household hazardous waste collection program  
Took training on Open Meeting resolution  
Worked with LAPS to educate and implement waste prevention and diversion programs  
Provided input to staff on sustainability issues related to CIP projects  
Hosted presentations on energy use in LAC buildings, Famine to Feast program, EPA webinars on recycling and food waste, Project Green Challenge, herbicide usage in LAC, LAC Recreational Bond Projects, and landfill methane emissions

**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:**

- Host annual LA Clean Up Day
- Continue researching pay as you throw
- Implement Bike to Work week
- Investigate recycle incentive based programs such as Recycle Bank
- Contribute, as appropriate, to the implementation of the new Green Waste Collection program (3<sup>rd</sup> bin)

**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

NMED Solid Waste Rules

Los Alamos County Operation Plan

The Environmental Services Division prepares the NMED Annual Report that is 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.

**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.)***

Update Environmental Sustainability Plan

Participate in Bear Festival to promote bear safety awareness

Develop and promote food waste minimization educational materials

Develop and implement environmental education and outreach

Monitor composting program

Research Pay as You Throw

Expand and improve 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

Implement Technical Widget Award which promotes sustainability

Develop Utility Bill Information Letters

Demonstrate solar photovoltaic systems

Host and potentially expand Recycle Fashion Show and form a committee of community partners to host/sponsor the event

Host workshop to create sustainable gifts and/or artwork

Investigate potential for food waste collection

Continue to investigate Waste to Energy Methods  
Investigate diversion opportunities for construction and demolition debris.

**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.**

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.

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

Earth Day  
Bear Festival  
Gordon Concert  
Green Team Event  
County Fair Event  
Science Fest  
Recycling workshops or lectures at PEEC and Los Alamos clubs

**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**

<b>Economic Vitality</b>	
<u>Economic Vitality:</u>	
• <b>Priority Area</b> – Build the local tourism economy	
• <b>Priority Area</b> - Revitalize and eliminate blight in Los Alamos and White Rock	X
• Promote a strong and diverse economic base by encouraging new business growth	
• Collaborate with Los Alamos National Laboratory as the area's #1 employer	X
<u>Financial Sustainability</u>	
• Encourage the retention of existing businesses and assist in their opportunities for growth	
• Support spinoff business opportunities from LANL	
• Significantly improve the quantity and quality of retail business	
<b>Quality of Life</b>	
<u>Housing:</u>	

	<ul style="list-style-type: none"> <li>• <b>Priority Area</b> -- Promote the creation of a variety of housing options for all segments of the Los Alamos Community, including infill opportunities as appropriate</li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Priority Area</b> -- Support development of affordable workforce housing</li> </ul>	
	<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 the University of New Mexico – Los Alamos; and support, as appropriate, the delivery of their educational services to community standards</li> </ul>	X
	<u>Quality Cultural and Recreational Amenities:</u>	
	<ul style="list-style-type: none"> <li>• Implement a comprehensive range of recreational and cultural amenities that enhance 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 including County services and utilities</li> </ul>	X
	<u>Mobility:</u>	
	<ul style="list-style-type: none"> <li>• Maintain and improve transportation and mobility</li> </ul>	

Quality Governance		
	<u>Operational Excellence:</u>	
	<ul style="list-style-type: none"> <li>• <b>Priority Area</b> – Implement the Comprehensive Plan with an emphasis on neighborhoods and zoning</li> </ul>	
	<ul style="list-style-type: none"> <li>• <b>Priority Area</b> – Simplify permit requirements and improve the overall development and building code processes to become easier to work with for all participants</li> </ul>	
	<ul style="list-style-type: none"> <li>• Maintain quality essential services and supporting infrastructure</li> </ul>	X
	<ul style="list-style-type: none"> <li>• Invest in staff development to create a high performing organization</li> </ul>	
	<ul style="list-style-type: none"> <li>• Manage commercial growth well following an updated, concise, and consistent comprehensive plan</li> </ul>	
	<ul style="list-style-type: none"> <li>• Establish and implement a mechanism for effective Utility policy setting and review</li> </ul>	
	<u>Communication:</u>	
	<ul style="list-style-type: none"> <li>• Improve transparency in policy setting and implementation</li> </ul>	X
	<ul style="list-style-type: none"> <li>• Create a communication process that provides measurable improvement in citizen trust in government</li> </ul>	X
	<u>Intergovernmental Relations:</u>	
	<ul style="list-style-type: none"> <li>• Strengthen coordination and cooperation between County government, LANL, and the regional and national partners</li> </ul>	
	<ul style="list-style-type: none"> <li>• Actively pursue land transfer opportunities</li> </ul>	