



DRAFT FY20 Work Plan for Los Alamos County Boards and Commissions

(Fiscal Year 2020: July 1, 2019 – June 30, 2020)

Board and Commission Name: Environmental Sustainability Board

Date prepared: January 11, 2019 Date approved by Council: TBD

Prepared by: ESB

**This work plan will be accomplished in the following time frame:
July 1, 2019 to June 30, 2020**

Chairperson: Lisa Bakosi

Members and terms:

Table is added to provide a quick summary of the members, dates serving and term.

Member	Start/End Dates	Term
Lisa Bakosi	7/1/2018 – 7/31/2020	2
Heidi Rogers	9/1/2017 – 7/31/2019	1
Heather Ward	9/1/2017 – 7/31/2019	1
Warren Mazanec	8/1/2018 – 7/31/2020	1
Dorothy Brown	8/1/2018 – 7/31/2020	1
Susan Barnes	7/1/2018 – 7/31/2020	2
Amanda Macdonald	8/1/2017 – 7/31/2021	1

Department Director: Philo S. Shelton III, Public Works Department

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

Staff Liaison: Angelica Gurule

Administrative Support provided by: Public Works Staff

Council Liaison: Antonio Maggiore

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.

- Implemented Yard Trimming Roll Cart Program to 50% of households (3,425) and diverted 424 tons of yard trimming material in the first 6 months.
- Conducted residential roll cart survey of recycling and trash carts to understand volume of material and size of roll carts in use. The County is now offering upgrade or additional carts to accommodate the extra recycle material. Also, cardboard recycling dumpsters were added around the community for residential use to handle extra cardboard material.
- Developed Zero Waste Team
 - Team activities included: Development of Zero Waste posters, handouts, website, Facebook group, article in PEEC Nature Notes, and monthly article series in Los Alamos Daily Post; presentations on waste reduction at Ignite Los Alamos, KRSN, and Voices of Los Alamos; initiation of food waste reduction campaign; China Ban, NM Recycling Conference, and other recycling issues; support at Recycle Fashion Show and other events.
- Hosted Clean Up Los Alamos Day
- Received the following presentations:
 - At Home Composting Basics by KokHeong McNaughton
 - Food Waste Presentation by Sue Barns
 - Illegal Dumping Boots on the Ground Presentation by Joshua Levings
 - Overview of EPA Pay As You Throw Webinar by Sue Barns
 - Repurposing Discarded Items Presentation by Mark Devolder
 - Recycle Coach Presentation by Tiffany Pegoda
 - Waste Zero Overview by Sue Barns
- Supported first Zero Waste event at PEEC, Bear Festival Buffet
- Supported 2018 October EcoChallenge
- Toured ReUnity Resources, food composting facility in Santa Fe, NM
- Awarded Business and Educational Institute Recycler of the Year

- Co-Sponsored the Recycle Fair & Fashion Show with Los Alamos Public Schools in celebration of America Recycles Day
- Discussion items included:
 - Installation of Sunflower Art Piece by Ed Grothus at the Transfer Station
 - Los Alamos High School Eco Club regarding the progress of the plastic bag tax initiative
 - Environmental Services Quarterly Financial Updates
 - Closed landfill methane issues and remediation progress
- Conducted education and outreach activities at the following events:
 - Science Festival
 - Earth Day Festival
 - Bear Festival
 - Bike-to-Work Week
 - Farmer's Market

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 Save-As-You-Throw
- Research and develop rates to balance budget for Environmental Services operations
- Implement education and outreach software solution to reduce recycling contamination and educate residents on Environmental Services programs
- Contribute, as appropriate, to the implementation of the Yard Trimming Collection program (3rd bin for organic yard trimming material)

2.2 List the guiding documents/plans (with approval or revision dates listed) used by this Board or Commission.
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- Environmental Sustainability Initiative
- Environmental Sustainability Plan – Approved by ESB December 2017
- Environmental Sustainability Board Work Plan
- Los Alamos County Transfer Station Operation Plan

2.3 Other projects/assignments proposed by the Board or Commission: (<i>Any projects or activities proposed in this section should be discussed with the Council Liaison prior to listing it in this work plan.</i>) To assist with Council review of the work plans, please list the B&C's proposed projects or assignments in priority order.
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- Launch Food Waste Prevention Campaign focusing on food waste prevention, food rescue, and food recovery
- Promote back yard composting for food waste diversion
- Implement and promote educational recycling software (i.e. Recycle Coach/Recycle Bank)
- Update Environmental Sustainability Plan
- Research and become knowledgeable about Project Drawdown in support of carbon reduction goals and disseminate recommendations for Environmental Services Sustainability Plan
- Participate in Bear Festival and other educational outreach to promote wildlife awareness
- Develop and implement environmental education and outreach materials and distribute to customers
- Monitor composting program
- Host Business and Educational Institution Recycler of the Year Contest
- Further develop partnerships with organizations such as PEEC, LAPS, and UNM-LA
- Work with LAPS to educate and implement waste diversion programs including zero waste lunches, reduce, recycle, reuse and composting
- Continue researching other glass recycling options

- Host Recycle Fair and Fashion Show
- Continue to investigate Waste to Energy Methods
- Promote and participate in EcoChallenge
- Partner with Summer Concert Series and other County events to promote “zero waste”
- Research municipal food waste composting

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 and DPU to support energy and water conservation.
- Continue to outreach to other Boards and Commissions (Parks and Rec and CDAB) regarding pesticides and herbicide use.
- Partner with Parks and Recreation Board on sustainability issues regarding Capital Improvement Projects (CIP)
- Continue outreach to other county boards and commissions regarding environmental sustainability
- Liaison with Tourism Implementation Task Force on environmental impacts of increased tourism, as needed.

Task is added to ensure that the 3 boards work as a team developing a policy and public education program.

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

The ESB will sponsor the events with an asterisk* and will host outreach and educational booths at the other events listed below to educate, share information, and solicit input from LAC residents and customers. The ESB will provide prior notification to the public utilizing a minimum of one media platform such as but not limited to: Facebook, press release, LA Daily Post paid advertisement, Environmental Services website, LA Monitor paid advertisement, KRSN interview or advertisement, bill insert, newspaper insert, LAVA Flyers, and/or County Line Newsletter. The ESB may also utilize County Open Forum Survey as a resource to solicit public input. The cost for the ESB public outreach efforts is budgeted in the Environmental Services budget.

- Earth Day Festival
- Bear Festival
- Summer Concerts
- Green Team Event*

- County Fair Event
- Science Festival
- Chamber Festival
- Farmer’s Market (2 events)
- Recycle Fashion Show*
- Eco Challenge*
- Zero waste, recycling and/or composting workshops or lectures at PEEC and Los Alamos clubs*

5.0 List the current subcommittees for this Board or Commission.

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:

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

Attachment A

- **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)

Communication and Transparency	
Ongoing Improvement in Communication and Transparency in County Policy Setting	
Increasing the Amount and Types of Housing Options	
This includes a variety of housing options for all segments of the community, from affordable, entry level, and live-work housing to new options for those interested in downsizing or moving closer to central areas of the community.	
Enhancing Support and Opportunities for the Local Business Environment	
This includes appropriate support for existing businesses, growing new businesses, and supporting technology start-ups and spin-offs.	X
Addressing Long-Term Building Vacancies in Key Areas of Our Community	
Land availability in Los Alamos County, and in particular the downtown areas, is limited and there is a desire to work towards better utilization, opportunities for new businesses, and improved aesthetics.	
Protecting and Maintaining Our Open Spaces, Recreational, and Cultural Amenities	
Los Alamos County open spaces and cultural attractions are greatly valued by the community provide opportunities for recreational and economic growth; appropriately allocating resources to ensure their health and sustainability is important to our citizens.	X
Supporting Social Services Improvement	
Behavioral, mental and physical health and social services are important quality of life components; there are key areas where appropriate types and levels of county support could help address current needs.	
Investing in Infrastructure	
Appropriately balancing maintenance of existing infrastructure with new investment in county utilities, roads, facilities and amenities will help improve environmental stewardship, sustainability, and quality of life.	X
Planning for Appropriate Levels of County Services	
Making sure we understand the level of services our citizens want will allow us to make appropriate investments in processes and staff to achieve them.	X