



**LOS ALAMOS**  
where discoveries are made

# **FY19 Work Plan for Los Alamos County Boards and Commissions**

**(Fiscal Year 2019: July 1, 2018 – June 30, 2019)**

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

**Date prepared: January 12, 2018    Date approved by Council: \_\_\_\_\_**  
**Prepared by: Angelica V. Gurule**

**This work plan will be accomplished in the following time frame:**  
**From: July 1, 2018 to June 30, 2019**

**Chairperson: James Robinson    Term:    July 31, 2019**

**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, 2019</b>
<b>Heidi Rogers</b>	<b>July 31, 2019</b>
<b>Heather Ward</b>	<b>July 31, 2019</b>
<b>Lisa Bakosi</b>	<b>July 31, 2018</b>
<b>Susan Barns</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 Sheehy    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.**

- Completed RFP language for Incentive Based Program to promote recycling and public transportation
- Received Recycling and Illegal Dumping (RAID) grant to develop Zero Waste Lunch Video Campaign with LAPS
- Received Federal grant assistance from NM Game and Fish to purchase Bear Tough roll carts and Bear Tough dumpsters.
- Presented final recommendation to County Council and New Mexico Recycle Coalition (NMRC) for the Brush and Bulk Item Collection Program, including yard trimmings roll cart
- Developed implementation plan for yard trimmings (brush) roll cart program
- Conducted audit (“waste sort”) of residential solid waste
- Created definition of “environmental sustainability”
- Hosted Clean Up Los Alamos Day
- Hosted presentations on: Energy Sustainability and Carbon Neutrality of LAC Buildings, Famine to Feast, Project Green Challenge, GEM\*STAR Subcritical Reactor, Fancy Fiddle Auction, bear issues, Waste Expo Conference
- Updated and approved LAC Environmental Sustainability Plan
- Co-hosted tour of Friedman Recycling facility
- Toured LAC Compost Operation and presentation from Soilutions (food composting company)
- Awarded Business and Non-Profit Recycler of the Year awards
- Discussed:
  - Bear/wildlife issues, including proposed Wildlife Ordinance
  - Closed landfill methane issues and remediation
  - Environmental issues regarding CIP projects
  - “Save-As-You-Throw” (tiered rate structure for residential trash collection)
  - Electronics recycling
  - Food waste prevention and diversion (composting)

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- Construction and demolition recycling opportunities
- Implementation plan for yard trimmings (brush) roll cart program
- Solar System Technology at Eco Station
- Proposed and implemented a rate change for Environmental Services
- Conducted education and outreach activities at the following events:
  - Science Festival
  - County Fair Event
  - Co+op Market Anniversary Celebration
  - LAC Green Team Event
  - Earth Day Festival
  - Bear Festival
  - Bike-to-Work Week
  - Farmer's Market
- Recruited two new ESB members: Heidi Rogers and Heather Ward
- Co-Sponsored EcoChallenge

**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
- Implement incentive based programs such as Recycle Bank to boost diversion and local economy
- Contribute, as appropriate, to the implementation of the new Yard Trimmings Collection program (3<sup>rd</sup> bin for brush material)
- Research feasibility and cost impact of donating free loads to community members
- Research feasibility and cost of quarterly clean-up days

**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 – Approved by ESB December 2017
- Los Alamos County Operation Plan

**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 and other educational outreach to promote bear safety awareness
- Promote back yard composting for food waste diversion
- Develop and implement environmental education and outreach materials and distribute to customers
- Monitor composting program
- Research Save-As-You-Throw
- Conduct two residential trash sorts to understand how well Yard Trimming Program is working to divert material from the landfill
- Expand and improve Business and Non-Profit 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 Zero waste lunches, reduce, recycle, reuse and composting
- Continue researching other glass recycling options
- Develop Utility Bill Information Letters
- 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.
- Promote and participate in EcoChallenge

**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.
- Partner with Parks and Recreation Board on sustainability issues regarding CIP projects.
- Continue outreach to other county boards and commissions regarding environmental sustainability.
- Liaison with Tourism Implementation Task Force, as needed.
- Interface with Tourism group on environmental impacts of increased tourism.

**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 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.**

- Save-As-You-Throw Subcommittee
- Los Alamos Public School Subcommittee
- Wildlife Subcommittee

**5.1 For subcommittees with members that are not members of the parent board or commission: List the subcommittee members and their terms.**

**Save-As-You-Throw Subcommittee:**  
Heidi Rogers, Heather Ward, Susan Barns (7/31/18), Sandra West (community volunteer), Alexis David (community volunteer), Angelica Gurule (Staff Liaison)

**Explain how sub- committee members are selected or appointed.**  
The non-board members volunteered and expressed interest to help with this effort, no appointment or selection was made.

**Provide a description of each subcommittee’s charter or purpose.** Purpose: Investigate tiered rate structure for residential trash collection (“Save-As-You-Throw”) to promote equity, balance budget and incentivize waste reduction.

**Describe the expected duration for the subcommittee and their work plan(s) demonstrating how they support the Board or Commission:** Duration: 1 to 1.5 yrs.  
**Work Plan:** FY18 ESB Work Plan

**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)

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- **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>Economic Vitality:</u>	
	• <b>Priority Area</b> – Build the local tourism economy	
	• <b>Priority Area</b> – Promote vitality in our neighborhoods and downtown areas and eliminate blight in Los Alamos and White Rock as part of an overall property maintenance and beautification effort.	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	X
	• Support spinoff business opportunities from LANL	
	• Significantly improve the quantity and quality of retail business	
Quality of Life		
	<u>Housing:</u>	
	• <b>Priority Area</b> -- Support development of affordable workforce housing.	
	• Promote the creation of a variety of housing options for all segments of the Los Alamos Community, including infill opportunities as appropriate.	
<u>Education:</u>		
	• Support Los Alamos Public Schools' goal of ranking among the top public schools in the nation	

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<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><b>Priority Area</b> – Maintain and improve existing outdoor recreation and open space amenities.</li> </ul>	
<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>	

<b>Quality Governance</b>	
<u>Operational Excellence:</u>	
<ul style="list-style-type: none"> <li><b>Priority Area</b> – Continue implementation of the Comprehensive Plan with an emphasis on neighborhoods.</li> </ul>	
<ul style="list-style-type: none"> <li><b>Priority Area</b> – Maintain and improve existing quality essential services and supporting infrastructure including updated enterprise software and permitting.</li> </ul>	X
<ul style="list-style-type: none"> <li>Invest in staff development to create a high performing organization</li> </ul>	X
<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>	