

## **Guidelines for the 2026 B&C Presentations County Council Work Sessions**

- Each B&C presentation will usually be scheduled on Council's agenda during a work session. The Council work sessions are often held in White Rock at Fire Station # 3. You can check the County's web site ([www.losalamosnm.us](http://www.losalamosnm.us)) or call the County Manager's Office at 663-1750 to verify the meeting location.
- Please limit your portion of the presentation to approximately 10-15 minutes. Council members will be allocated approximately 15 minutes to ask questions at the end of your presentation.
- See next page for a chart of dates and presentation assignments. Please notify Jackie Salazar ([jacqueline.salazar@lacnm.us](mailto:jacqueline.salazar@lacnm.us)) or 662-8017 Kelley Vo ([kelley.vo@lacnm.us](mailto:kelley.vo@lacnm.us)) or 662-8057 if you need to re- schedule your presentation date.
- Your Legistar Council Reports are due to be completed 12 working days prior to the Council Meeting.
- If you prepare a PowerPoint presentation, please remember to save as a pdf when attaching presentation to your staff report, provide an electronic copy of your material (10 days prior to the Council meeting) to Jackie Salazar ([jacqueline.salazar@lacnm.us](mailto:jacqueline.salazar@lacnm.us)) and Kelley Vo ([kelley.vo@lacnm.us](mailto:kelley.vo@lacnm.us))
- In general, printed copies of presentations are not necessary.
- Your board or commission's current Work Plan will be provided to Council as an attachment to the agenda documentation. Feel free to reference it if you'd like.
- Council is asking each Board Chair to generally report on the following topics:
  - ◇ General overview of your current Work Plan
  - ◇ Top 1-3 Priority Projects/Objectives for your board for the next twelve months
  - ◇ Imposing challenges that your board foresees to achieving the priority items
  - ◇ Ways Council can help
- As noted above, Council will be allowed time to ask questions after your presentation. This will provide an opportunity for Councilors to ask clarifying questions about the issues, activities, and projects of importance to your B&C.

## 2026 Schedule for B&C Presentations to Council

Month	Council Work Session Date	Board or Commission	Staff Report #
January 2026	No work session scheduled for January (Reserved for strategic planning)		
February 2026	February 10, 2026		
March 2026	March 17, 2026	Parks and Recreation Board Library Board	Staff Report # 21132-26 Staff Report # 21133-26
April 2026	No Work Session scheduled for April (budget hearings)		
May 2026	May 12, 2026	Transportation Board Planning and Zoning Commission	Staff Report # 21134-26 Staff Report # 21135-26
June 2026	June 23, 2026	Art in Public Places Board, Historic Preservation Advisory Board Historic	Staff Report # 21136-26 Staff Report # 21137-26
July 2026	July 14, 2026	Board of Public Utilities	Staff Report # 21138-26
August 2026	August 18, 2026	Personnel Board Lodger's Tax Advisory Board	Staff Report # 21139-26 Staff Report # 21140-26
September 2026	September 22, 2026	County Heath Council	Staff Report # 21141-26
October 2026	October 20, 2026	Environmental Sustainability Board,	Staff Report # 21142-26
November 2026	No work session scheduled for November		
December 2026	No work session scheduled for Dec.		