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MEMORANDUM

TO: Darin Atteberry, City Manager
Diane Jones, Deputy City Manager

FROM: Ken Mannon, Operations Services Director *K*
Lucinda Smith, Sr. Environmental Planner *LS*

DATE: January 22, 2008

SUBJECT: Fourth Quarter 2007 - Progress Update on **Action Plan for Sustainability**

The City continues to make progress on a number of actions identified in the Action Plan for Sustainability. The Sustainability Team held one meeting during fourth quarter, on November 28. Source reduction and recycling were the main themes discussed. Tom Vosburg presented the idea for centralizing printer maintenance which could support improving the efficiency of printer cartridge recycling as well as paper reduction. Suzanne Jarboe-Simpson presented the plans to pilot paperless pay stubs in 2008 then to roll it out to the full organization as an option.

Highlights of fourth quarter 2007 sustainability actions are listed below.

Vehicle/Equipment Purchasing

- Added two additional E85 retail stations.
- One ParCar and two Toro Workman electric utility vehicles were delivered and three more hybrid vehicles are on order.
- A grant for \$40,000 was awarded to the City by the Rocky Mountain Clean Diesel Collaborative to install retrofit technology on four transit busses and to install cab heaters on for city dump trucks to reduce idling.

Employee Safety

- The fourth quarter loss run (injury data) reports were completed under the new City organizational structure.

Green Building

- On November 30, the new Northside Aztlan Community Center opened its doors to the public. This building is seeking certification as a US Green Building Council's "Silver" certified LEED™ structure. It exemplifies the creative re-use of materials including flooring, exercise equipment, office furniture, storage structures, etc.

where renewal is a way of life

- Completed the scope and preliminary design for the lighting efficiency upgrade on 28 City Facilities. Final Scope and financing to be completed in 1st quarter 2008.
- 2008 / 09 Budget adopted by City Council includes funding to hire a contractual ½ time Operations Services Energy Manager responsible for guiding building energy management activities.

Transportation

- A subcommittee was convened to develop a plan for making progress on select components of the Transportation goals identified in the *Action Plan for Sustainability*.

Waste Reduction/Recycling

- MIS is developing a proposal to increase the efficiency of printer cartridge recycling across the City.
- MIS is developing a process to pilot paperless pay stubs as an option for City employees starting in 2008.
- Sustainability funds were used to hire Waste Not to provide recycling services at the City employee holiday resulting in a nearly zero waste event.
- Using end of year savings, Natural Resources purchased 24 new “Public Square” model recycling bins for placement at EPIC, Mulberry Pool, Senior Center, and Northside Community Center. The bins will allow us to collect bottles and cans from visitors to the facilities. Parks & Recreation staff is making an important contribution by keeping an eye on the new bins and taking full bags of recyclables to the loading area for collection by the City’s recycling vendor.

Water Use Management

- Utilities convened a Landscape and Irrigation Standards Task Force. At the first meeting the group set the following priorities for analysis and review: High: irrigation systems standards and education; Medium: contractor licensing, and Low: turf regulations.

Management Tools/Employee Outreach

- The sustainable action promoted to employees for the month of November was to make the switch to compact fluorescent lighting (CFL).

In addition to these actions in direct support of the City’s Action Plan for Sustainability, the City continued to work on broader sustainability efforts within the community including:

- The City of Fort Collins officially joined the Climate Wise program in November 2007. The 2006 baseline greenhouse gas emission inventory is nearly complete, and plans are underway to assess several City facilities in 2008.
- The 2008/2009 budget adopted by City Council contains funding for a new permanent, half-time Environmental Planner to coordinate internal sustainability functions.
- On November 16, City staff met with planning staff from the Town of Breckenridge, at their request, to discuss approaches for addressing sustainability. Ideas were shared on successes, opportunities, and challenges to advancing sustainability.

Please contact Lucinda Smith at (970)224-6085, lsmith@fcgov.com, with questions or if more information is needed.