



## MEMORANDUM

P.O. Box 4100 ♦ FRISCO, COLORADO 80443

**TO: MAYOR AND TOWN COUNCIL**  
**FROM: HILARY SUEOKA, ENVIRONMENTAL PROGRAMS MANAGER**  
**RE: SUSTAINABILITY UPDATE AND WORK PLAN**  
**DATE: MAY 9, 2023**

### **Summary and Background:**

Sustainability has lived in the Community Development Department (CDD) since its inception in 2020 and has consisted of one Environmental Programs Coordinator position. In April 2023, Sustainability moved from CDD to its own department under the Town Manager's office. This change aims to increase the adoption of sustainability culture throughout Town staff, as well as awareness across all departments to implement sustainability in all projects - both independently and in collaboration with the Sustainability Department. Recruitment is also currently underway for a new Sustainable Materials Specialist position to support the Town Council goals of increasing waste diversion including reuse and recycling. The Coordinator position was also recently changed to a Manager position to account for the additional job responsibilities and priorities of the Town Council.

Since summer 2021, staff has focused on projects and policy in four categories: energy use, transportation, waste reduction, and natural resource stewardship. The intent of this work session is to update Council on the current priorities for the upcoming year in each category, and to seek feedback from Council on these priorities.

### **Energy Use:**

Primary: Implement Energy Action Plan including outreach to residents, large and small businesses, and research into holistic municipal building energy efficiency upgrades.

Secondary: Assist in planning and design meetings for all Town-owned new construction to ensure net zero design moving forward.

### **Transportation:**

Primary: Continue to maintain and add new EV charging stations.

Secondary: Continue work with Xcel on the EV equitable car sharing program.

**Waste Reduction:**

Primary: Implement Pay As You Throw (PAYT) and Universal Recycling (URO) including outreach and customer service to residents, businesses, and HOAs, implement low-income assistance and commercial grant programs.

Secondary: Outreach to businesses regarding single use plastic water bottles and draft Single Use Plastics Ordinance using input from outreach including “skip the stuff” and ban on single use plastic water bottles under 1 gallon and single use plastic cups in municipal facilities and events. The ordinance will most likely come to Council for first reading in late July.

**Natural Resource Stewardship:**

Primary: Work with Colorado State Forest Service (CSFS) and Forest Service US Department of Agriculture (USDA) on updated scope of work to complete hazardous fuels mitigation work around water treatment plant with a contracted crew. Project to be completed summer 2023.

Secondary: Collaborate with Public Works Grounds Division to reduce irrigable turf on town-owned property starting with medians, continue to pursue Colorado Water Conservation Board (CWCB) funding to assist

Several other departments have also included sustainability-related projects independently including Public Works’ pursuit of the Fleet Electrification Advisory Program through Xcel, the Water Dept’s efforts to assist High Country Conservation Center with low-water landscape training, Communications, Marketing and Culture implementing reusable cups for the first time at Fall Fest in 2022, and many projects from the Recreation Department including e-bikes as trail maintenance vehicles, and trailhead trash can installation/maintenance.

**Analysis:** Staff selected priority projects following guidance from the Climate Action Plan and collaborative work groups, Council Strategic Plan, and direct input from Council.

**Financial Impact:** The 2023 approved budget for sustainability is \$410,651 (general fund, account numbers 1120). An additional \$65,000 was added to this fund (10-1120-4001) through Ordinance 23-06 on March 14, 2023, as a supplemental appropriation to the 2023 budget for a new Sustainable Materials Specialist position, thereby taking the total sustainability budget to \$475,651. This budget number does not include any projects taken on independently by other departments. Sustainability staff actively seeks grants for sustainability projects and programs and has received three grants in the past year including: Charge Ahead Colorado: \$18,000; Colorado Water Conservation Board Water Planning Grant: \$41,721; Xcel’s PRI EV Car Share Pilot Program: \$6,000 for charging station purchase, awaiting final amount offered through additional rebate program.

**Alignment with Strategic Plan:** Sustainability priorities fulfill Environmental Sustainability goals within the Strategic Plan including the priority goal of Net Zero.

**Environmental Sustainability:** Implementing the Sustainability workplan ensures that the Town of Frisco makes progress on environmental sustainability goals in all sectors – energy use, transportation, waste reduction, and environmental stewardship.

**Staff Recommendation:** No council action required at this time

**Approved By:**

Tom Fisher, Town Manager

Leslie Edwards, Finance Director

Diane McBride, Assistant Town Manager