Chief Administrative Office	Date of Issue	Expiration Date	No.
POLICY MEMORANDUM	December 17, 2020	N/A	29
TO: All Divisions and Departments	Subject Environmental Policy		
SIGNATURE			
COMMENTS			

ENVIRONMENTAL POLICY STATEMENT

Lexington Fayette Urban County Government's (LFUCG) core values include to preserve, protect and enhance our Bluegrass environment; to provide services and public infrastructure systems that are safe, efficient and economical; and to promote a healthy and sustainable quality of life for our present and future citizens. As we strive to provide leadership, guidance, and follow the will of the people of Fayette County, we will proactively demonstrate our commitment to environmental stewardship and sustainable development. Through implementation of this policy and guiding principles, LFUCG will serve as a leader by advancing environmental stewardship within our own programs, facilities, and in the community.

Accordingly, LFUCG will:

- Develop and maintain environmental management programs with objectives and targets to minimize adverse environmental impacts.
- Continually improve our environmental performance and measure progress towards our environmental goals.
- Comply with all applicable federal, state, and local environmental laws, regulations, and ordinances.
- Implement effective pollution prevention and waste minimization programs to reduce, reuse, and recycle materials. Manage residuals in a sustainable and responsible manner.
- Ensure that energy, water and other resources are used responsibly and conserved through innovative practices and procedures.
- Provide all LFUCG staff with the knowledge and tools needed to meet the goals of this policy and to actively participate in efforts to prevent negative environmental impacts.
- Engage community partners, businesses, and citizens with environmental stewardship initiatives through education, participation, and sharing information.

Responsibilities

Commissioner of Environmental Quality and Public Works

- Designated Chief Environmental Officer for LFUCG.
- Signatory of official reports and applications.

Commissioners and Directors

- Develop and implement departmental and division specific plans and procedures to meet the intents and requirements of the LFUCG Environmental Policy Statement.
- Provide applications, reports, manifests, binding environmental documents, and requests for information as dictated by regulations applicable to their operations. Directors or their qualified designee will be responsible for providing signatures on these documents unless regulations require elected official signature
- Provide the resources to manage and maintain environmentally sustainable facilities and activities as well as responding to emergency situations and notices of deficiencies. Implement operational changes as sustainable practices opportunities or regulatory requirements are identified.
- Ensure employees are informed of and trained in plans, policies, and procedures to respond to releases and perform their duties in an environmentally responsible manner
- Ensure that the CAO, Law Department, and Environmental Compliance Coordinator are informed of existing and pending environmental matters including regulatory audits, notices of violations, reportable releases, formal written correspondences impacting LFUCG, and environmental situations that could result in negative public reaction.
- With assistance from Facilities Management and the Law Department as needed, ensure that property or building acquisitions and proposed renovation / demolition projects are reviewed for environmental liabilities and impacts prior to implementation.

Employees

- Engage in training and information sharing sessions with managers and supervisors.
- Identify and report to your supervisor or manager any releases and environmental deficiencies observed at your facility or within the community.
- Take initial steps to contain a release or spill and participated in cleanup activities as allowed by level of training.

Environmental Compliance Coordinator

- Assist divisions in identifying permits, planning documents, and practices required under federal, state and local laws and regulations. Provide assistance and guidance in completion of permits, plans, and required reports as requested by directors.
- Provide guidance and assistance with employee training in order to meet the requirements of the LFUCG Environmental Policy Statement as requested by director.
- Audit and inspect individual divisional operations to assess compliance with federal, state, and local environmental regulations and adherence to the LFUCG Environmental Policy Statement. Provide appropriate level of management with audit report identifying deficiencies, checklist, and scoring results.
- Review individual divisional operations and identify opportunities for waste minimization, pollution prevention, recycling, and resource conservation. Assist directors with implementation of these measures and with the proper management of wastes, residues, and emissions.
- Prepare and implement Environmental Compliance Standard Operating Procedures in support of the Environmental Policy Statement and management program.

Live Green Lexington

- Provide for LFUCG's environmentally related public outreach and engagement activities.
- Educate the public about the need and benefits of creating a healthy and sustainable quality of life for the community through maintenance of websites and social media, public meetings, media releases and advertisements, newsletters, and other means.