

**ZERO WASTE ADVISORY COMMISSION (ZWAC) – UNIVERSAL RECYCLING ORDINANCE (URO) PHASE 2
COMMITTEE MEETING MINUTES 4/3/14**



Zero Waste Advisory Commission – Universal Recycling Ordinance (URO) Phase 2 Committee

**Meeting Minutes
April 3, 2014**

The ZWAC URO Phase 2 Committee convened in a meeting on April 3, 2014, at 301 West 2nd Street, City Hall, Room 1029 in Austin, Texas.

Committee Members in Attendance:
Cathy Gattuso (Chair) and Dave Sullivan

Staff in Attendance:
Bob Gedert (ARR), Gena McKinley (ARR), Jason McCombs (ARR), Woody Raine (ARR), Charlotte Huskey (ARR), and Sarah Puffer (ARR)

1. CALL TO ORDER:
 - a. Committee Chair Cathy Gattuso called the Committee Meeting to order at 6:32 p.m.
2. CITIZEN COMMUNICATION GENERAL:
 - a. Zero (0) meeting attendees spoke during citizen communication.
3. APPROVAL OF MINUTES:
 - a. The November 14, 2013 minutes of the URO Phase 2 Committee meeting were approved on a motion from Commissioner Sullivan, Committee Chair Gattuso seconded on a 2-0 vote.
4. REGULAR AGENDA:
 - a. Discussion – Universal Recycling Ordinance Amendments
 - i. Staff briefed stakeholders on proposed ordinance amendments.
 1. Comments on the agenda item included:
 - a. Commissioner Sullivan recommended clarifying “Responsible Party” definition to default responsibility to property owner, and responsibility could be designated to manager, tenant, etc. Recommendation: “...property owner or manager, tenant, or individual designated.”
 - b. Staff stated that they will be reviewing proposed ordinance and rules amendments with the City Legal Department before May 14, 2014.
 - b. Discussion – Universal Recycling Ordinance Administrative Rules Amendments
 - i. Stakeholder questioned if yard trimmings are included in organics diversion.

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- ii. Staff stated that yard trimmings are included in organics diversion and can be submitted in the Annual Diversion Plan.
 - iii. Stakeholder questioned about the definition of a parcel or property?
 - iv. Staff responded that properties are affected by the URO and not parcels; staff looks at total units on the property for reporting and outreach purposes, not each parcel individually.
 - v. Commissioner Sullivan recommended adding a definition for parcel or property.
 - vi. Committee Chair Gattuso recommended adding backyards to Section 8.4.5.5.
 - vii. Stakeholders questioned about “voluntary” participation standards of the URO. Staff explained that the URO requires the property to ensure convenient access to a recycling and/or composting program, but does not enforce participation; employee and resident participation is voluntary. Code Compliance will not be enforcing participation, but ensuring that a compliant recycling and/or composting program is in place.
 - viii. Stakeholder questioned about the 5-year expiration for the reduction and reuse credits (8.5.3).
 - ix. Staff clarified that the U.S. E.P.A. standard is 5-years and that it can be submitted on the Annual Diversion Plan.
 - x. Stakeholders questioned if there was a definition for third-party auditor. Staff stated that there is no current definition for third-party auditor, but that there could be a registration for third-party auditors.
 - xi. Stakeholders questioned about the amendment from requiring education within 7 days of hire or move in to 30 days of hire or move in.
 - xii. Staff responded that 30 days notification of recycling program is minimum standard and that properties could choose to notify their employees or residents before then. Staff added that many stakeholders believe that 30 days is a tight enough deadline and allows enough time to ensure proper education on recycling and/or composting programs.
- c. Staff Presentation
- i. Staff provided a presentation of three phase-in options for the Organics Diversion Requirements, including 1) 3-year phase-in, 2) 4-year phase-in, and 3) 5-year phase-in schedule based on business size. Staff recommended a 5-year schedule for the City to ensure time to educate all affected businesses and to ensure proper enforcement.
 - ii. Commissioner Sullivan recommended the 5-year timeline to provide the City more time to implement the ordinance, to secure composting infrastructure for the biggest properties and then phase in smaller, local independent businesses once the infrastructure is in place.
 - iii. Committee Chair Gattuso recommended either the 3-year or 4-year timeline for composting requirements.
- d. Discussion and Action
- i. Commissioner Sullivan made a motion to approve the Universal Recycling Ordinance amendments with the exception of the organics diversion implementation schedule. Committee Chair Gattuso seconded the motion and it passed on a vote of 2-0.
 - ii. Commissioner Sullivan made a motion to approve the Universal Recycling Ordinance Administrative Rules amendments with the exception of the organics

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diversion implementation schedule. Committee Chair Gattuso seconded the motion and it passed on a vote of 2-0.

- iii. Commissioner Sullivan made a motion to send the 3-year (2018) and 4-year timeline options (2019) to the Zero Waste Advisory Commission on May 14, 2014.
- iv. Committee Chair Gattuso seconded the motion and it passed on a vote of 2-0.

5. ADJOURNMENT:

City of Austin Staff informed the meeting attendees of future dates for discussion and action on the recommended amendments with the Zero Waste Advisory Commission and City Council.

Committee Chair Gattuso called the meeting to a close at 8:14 p.m. without objection.

DRAFT