

**ZERO WASTE ADVISORY COMMISSION (ZWAC) – UNIVERSAL RECYCLING ORDINANCE (URO) COMMITTEE
MEETING MINUTES**



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

**Meeting Minutes
January 30, 2015**

The ZWAC URO Committee convened in a meeting on January 30, 2015, at 301 West 2nd Street, City Hall, Room 1101 in Austin, Texas.

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

Staff in Attendance:
Jessica King (ARR), Gena McKinley (ARR), Aiden Cohen (ARR), Jason McCombs (ARR), Woody Raine (ARR), and Amanda Rohlich (ARR).

CALL TO ORDER:

- a. Committee Chair Cathy Gattuso called the Committee Meeting to order at 10:04 a.m.

1. CITIZEN COMMUNICATION GENERAL:

- a. One (1) meeting attendee spoke during citizen communication.
 - 1. Andrew Dobbs, Texas Campaign for the Environment (TCE); stated that his primary hope was to provide simple changes to make process easier. He helped write the draft resolution under consideration. The most important items were to eliminate second letter of non-compliance and a site visit; streamline process for lack of Annual Diversion Plan; and ensure that valet service is considered by staff. Mr. Dobbs was interested in adding organics diversion by multifamily and offices. Mr. Dobbs also would like to see one implementation date set for the entirety of the City.
 - 2. Because Mr. Dobbs was speaking on posted agenda items, staff clarified that agenda item #1 was intended for citizen communication on non-posted agenda items. Since no other citizens signed up to speak, staff recommended moving to agenda item #2 and clarified that Mr. Dobbs would have an opportunity to speak on the posted agenda items.

2. APPROVAL OF MINUTES:

- a. The April 3, 2014 minutes of the URO Committee meeting were approved on a motion from Commissioner Sullivan, Committee Chair Gattuso seconded on a 2-0 vote.

3. STAFF BRIEFING:

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- a. Aiden Cohen, Austin Resource Recovery (ARR) presented on the current URO Enforcement process.
4. DISCUSSION AND ACTION
- a. Commissioner Gattuso introduced City Staff to facilitate conversation regarding the draft ZWAC resolution.
 - 1. Staff clarified that the goal is to return to the February 11, 2015 ZWAC meeting with a draft resolution for ZWAC's consideration.
 - 2. Staff facilitated a discussion focused on making modifications to the "therefore" action items identified in the draft resolution.
 - 3. Discussion: Section 8.12.3; Amend implementation period from 12 months to 3 month.
 - i. Stakeholders discussed the impact of reducing the implementation period and the definition of good faith effort in the ARR Standard Operating Procedures.
 - ii. Commissioner Sullivan verified that the revision of the implementation period should be reviewed by ZWAC on an annual basis, but does not need to be included as part of this resolution.
 - iii. Staff clarified that the recommendation is for ZWAC to review implementation each year and revisions would require Council review.
 - 4. Discussion: Section 8.12.7; Remove one notification letter from the enforcement process.
 - i. Some stakeholders believed the current process appears to be working while other stakeholders sought increased efficiency and reduction of staff time.
 - ii. Commissioner Sullivan indicated that ZWAC has not been updated on the diversion rates from the commercial sector.
 - iii. Staff indicated that they are currently developing a contract to produce a third party community wide diversion rate study. Information on the current diversion rate in the commercial sector is not currently available.
 - iv. Commissioner Sullivan indicated that he believes staff should be trusted to make the decision to delete a letter in the enforcement process. He stated that he does not want to micromanage the number of enforcement letters sent out, but wants to understand the process for decision making. He also noted that a dollar amount for full time employee (FTE) numbers has not been attached to these efforts.
 - v. Staff asked for clarification from the Commissioners that the intent is for more research on the impact to staff should a letter of notice be removed from the enforcement process.
 - vi. Commissioner Sullivan stated that he wants to hear from staff as to the number of enforcement letters that should be sent to properties. Any

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recommendation can be further discussed at ZWAC. The goal is for staff to use its experience to make a recommendation.

- vii. Commissioner Gattuso stated that increasing diversion may mean we will want to expedite the process.

5. Discussion: Section 8.6 Annual Diversion Plan.

- i. Staff clarified that the current process includes triggering the compliance process for properties that fail to submit an Annual Diversion Plan.
- ii. Stakeholders discussed potential examination of opportunities for improvement.
- iii. Commissioner Sullivan stated that the used of Annual Diversion Plans and quality assurance for Annual Diversion Plans should be examined. He then indicated a stakeholder process will be necessary. He further explained that the extent of compliance with the URO as well as the amount of waste diverted from the landfill was information that was still required in regard to this item.
- iv. Staff asked for clarification regarding the commissioner's thought on what factor(s) should be considered the gauge of success.
- v. Commissioner Sullivan stated that director's report showing an uptick in the diversion rate would be a success. Commissioner Gattuso agreed.

6. Discussion: Section 8.8.2 – Valet Services

- i. Staff clarified that valet services are currently being interpreted as a collection point and the current practice is to treat valet services as any other collection point.
- ii. Commissioner Gattuso stated that the rules should be revised to clearly treat valet service as a collection point.

7. Discussion: Define good faith effort.

- i. Staff clarified that the definition of "good faith effort" is currently in the department Standard Operating Procedures (SOP).
- ii. Commissioners Sullivan and Gattuso agreed that the definition of "good faith effort" should be deleted from the draft resolution.

8. Discussion: Section 8.13.12 – multifamily service requirements.

- i. Commissioner Gattuso stated she would like to investigate an increase to service capacity requirements at multifamily properties.
- ii. Stakeholders discussed the potential of increasing multiservice capacity requirements to a comparable capacity currently being required by commercial properties.
- iii. Stacy Guidry (TZWS) indicated that she believes that multifamily capacity requirements should be the same as commercial properties.
- iv. Austin Apartment Association representatives explained that multi-family tenants do not generate as much trash or recycling as single family tenants.

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- v. Commissioner Gattuso asked the Austin Apartment Association if they had data on contamination and apartments and if they would be willing to share that at a ZWAC meeting.
 - vi. Commissioner Sullivan requested that stakeholder meetings evaluate increasing multifamily service capacity requirements in comparison to commercial property service capacity requirements.
- 9. Discussion: non-agenda items.
 - i. Andrew Dobbs (Texas Campaign for the Environment) indicated he would like to see all the issues with the URO considered at this time, including organics diversion at all commercial properties.
 - ii. Commissioner Sullivan stated that ZWAC will consider organics diversion at commercial properties in future years. He also stated that the current composition of waste is not known at this time and would like to have that information before addressing this issue.
- 10. Action
 - i. The URO Committee approved on a motion to cancel the February 3rd URO Committee Meeting from Committee Chair Gattuso, Commissioner Sullivan seconded on a 2-0 vote.

ADJOURNMENT:

Staff will prepare a revised the draft resolution for based on Committee feedback for consideration at the next URO Committee meeting.

Committee Chair Gattuso called the meeting to a close at 11:51 a.m. without objection.