



**MINUTES**  
**SOLID WASTE MANAGEMENT COMMISSION**  
**Monday, November 24, 2003**  
**Solid Waste Management Center, 1201 Second Street**

Public Works Department  
Solid Waste Management Division

Chairperson Carrie Sprague called the meeting to order at 7:12 p.m.

1. Roll Call: Commissioners Present: Susan Blachman, Jay Miyazaki, Carrie Sprague  
Commissioner Arriving After Roll Call: Howard Chong (7:33 p.m.)  
Commissioners Absent: None  
Staff: Becky Dowdakin  
Members of the Public: Jeff, Belchamber, Sara MacKusick, Dave Williamson
2. Comments from the Public: None
3. Announcements: None
5. Approval of Agenda
6. New Business:
  - a. **Quarterly Report from Community Conservation Centers for 1<sup>st</sup> Quarter of FY2004\***  
Sara MacKusick, CCC executive Director, provided a brief summary of the written quarterly report. Overall, tonnage has grown five percent. The markets for fiber are particularly strong, and prices for most materials have been notably stable. Environmental Science Associates, the consulting firm that has been working with CCC and Ecology Center on operational assessments and development of a model for sorting fees, has produced a draft final report. MacKusick said that the parties involved should be able to endorse a final report soon, which will then be presented to the Commission.
  - b. **Quarterly Report from Ecology Center for 1<sup>st</sup> Quarter of FY 2004\***  
Dave Williamson, Recycling Operations Manager for Ecology Center, spoke about plastics recycling and markets. He reported that Ecology Center's expenses for insurance are up across the board, starting in September 2003. He also reported that a wage increase for the recycling staff will be implemented in January 2004. The Commission discussed the meaning and usefulness of some of the data presented in the report and other information that the report might include. M/S Chong/Miyazaki for Ecology Center to include a cost per ton figure and a cost per household figure in future quarterly reports. Approved 4/0/0.
  - c. **Quarterly Report from Solid Waste Management Division for 1<sup>st</sup> Quarter of FY2004\***  
Dowdakin reported that the commercial food waste tonnage has increased significantly, compared to last year, due to staff focus on soliciting new business, and ongoing communication with existing customers. She also noted that plant debris collected on the residential routes had also increased. The discrepancy between incoming and outgoing tonnages for refuse was less than two percent, but the discrepancy for organic materials tonnage remained high at over 10 percent. Staff has no new ideas to report on the discrepancy in the plant debris tonnage, but is continuing to look into operational factors. Chong suggested that staff present

tonnage and cost information with a 10-year trailing view. M/S Chong/Miyazaki that staff and contractors meet to develop a consolidated quarterly report. Approved 4/0/0.

**d. Staff Report on AB 28 (Jackson) Increasing Refund Value**

Dowdakin summarized the provisions of AB 28, which increased the refund value on beverage containers. In addition to raising the refund value, the bill increases the amount of supplemental payments to recycling processors, and glass incentive payments to curbside programs. This legislation was initiated in response to depressed recycling rates for most beverage container types. Miyazaki requested that staff track the effects of this legislation.

**e. Staff Report on Recycling Services in City-Occupied Facilities**

Dowdakin reported that City offices and services occupy about 40 buildings. City janitorial staff serves only 11 of those buildings, and two are cleaned by janitorial service contractors. In these 13 buildings, janitors provide recycling services. The remainder of the facilities are privately owned buildings where the City is a tenant and therefore does not control the janitorial services, including recycling.

4. Approval of the Minutes from the October 27, 2003 Meeting: M/S Chong/Miyazaki to approve minutes of October 27, 2003 as written; approved 4/0/0.

7. Old Business:

- a. **Staff Proposed Discussion Schedule of Commission Work Plan**

- Dowdakin referred to the staff proposed schedule for addressing the Commission's work plan. Miyazaki stated that he wanted a draft of the Solid Waste Management Plan available for use in developing the biennial budget for FY 2006 & 2007, referring to item I(j). Chong suggested that item I(c), refining and improving existing recycling programs be split into buy back, drop off, commercial, organic, and other. Discussion to continue at next meeting.

- b. **Discussion of Litter Issues Related to Recycling Services**

- This item was postponed without discussion until the next meeting by unanimous consent.

- c. **Staff Report on Program Development for Annual Cleanup Alternative**

- No staff report made. Item tabled until next meeting by unanimous consent.

8. Staff Updates: Dowdakin reported that the **Plant Debris Area Project** was scheduled to recommence on December 1, 2003. The Engineering Division had satisfied the various permit requirements related to soil and water management related to the project, which is on a contaminated site. The City Manager has requested that the department heads submit new expense budgets cutting 20% of costs from every fund in order to address the **City Budget Deficit**. Three proposals for development of a **Solid Waste Management Plan** were submitted, and staff is scheduling appointments to interview the proposers.

9. Future Agenda Items and Meeting Days: The next meeting was scheduled for January 7, 2004; this will be considered a Special Meeting. The agenda will include continued discussion of work program, litter, and annual cleanup. New items will include discussion of Commission input on use of the Refuse Fund (820), and staff response to City Manager request for 20% expenditure budget reduction in the Refuse Fund.

10. Adjourn: M/S Miyazaki/Chong to adjourn, 4/0/0, at 9:32 p.m.