



Zero Waste Advisory Commission

Regular Meeting Minutes July 12, 2017

The Zero Waste Advisory Commission convened in a regular meeting on July 12, 2017, in Council Chambers in City Hall in Austin, Texas.

CALL TO ORDER

Chair Acuna called the Commission Meeting to order at 6:33 p.m.

Board Members in Attendance: Gerry Acuna, Amanda Masino, Heather-Nicole Hoffman, Joshua Blaine, Cathy Gattuso, Blythe Christopher de Orive, Kendra Bones, Rick Rojo.

Staff in attendance: Sam Angoori, Tammie Williamson, Richard McHale, Michael Sullivan, Erin Benoit, Amy Slagle, Donald Hardee, Emlea Chanslor, Jason McCombs, Jessica Frazier, Tina Bui, Iby Setzer, Jennifer Denton, Vince Cordova, Charles Vaclavik, Liana Kallivoka.

1. CITIZEN COMMUNICATION: GENERAL

No members of the public signed up to speak on this item.

2. APPROVAL OF JUNE 2017 MEETING MINUTES

A motion to approve the June 14, 2017 meeting minutes was made by Commissioner Gattuso and seconded by Commissioner Hoffman. The motion to approve the minutes passed on a 7-0 vote with Commissioners Joyce, White and Blaine absent. It was noted that the meetings from May 10 meeting will be added to the next agenda for approval, due to lack of a quorum to approve them at June 14 meeting.

ITEMS FOR DISCUSSION AND POSSIBLE ACTION

5. STAFF BRIEFINGS

- a. **PARD Recycling Update** – receive an update on recycling efforts in city parks.

This item was taken out of order. One member of the public signed up to speak on this item.

Emlea Chanslor introduced Tina Bui, who presented the first slides and gave background on previous discussions about recycling in parks.

Liana Kallivoka and Charles Vaclavik, Parks and Recreation Department (PARD) provided details on efforts around recycling from the department and took questions from the commission.

Commissioner Blaine arrived at 6:51pm and was seated on the dais.

Commissioner Bones asked about Leave no Trace campaign. Ms. Kallivoka noted that the marketing divisions in Watershed, ARR, and PARD are partnering on an education campaign.

Chair Acuna asked how the recent \$50,000 grant from the parks foundation was allocated. Ms. Kallivoka noted that PARD intends to purchase containers with the grant, and they are \$800 per cart.

Andrew Dobbs, Texas Campaign for the Environment, spoke on the item. Mr. Dobbs noted that if the City is requiring full compliance from the commercial properties by October 1, why is it not on the wish list for budget this year? The Zero Waste master plan says that the City will lead by example, and PARD is doing a good job but we all need to do better. Mr. Dobbs inquired about the date when we will have a recycling cart by every trash cart – that this date can be a goal to urge efforts forward. Mr. Dobbs asked the commission to make another recommendation at a future meeting.

Chair Acuna asked about ARR's old containers sold on the secondary market – if these can be donated to PARD?

Ms. Kallivoka noted that containers are one piece, staffing is an additional concern as well.

Sam Angoori, ARR, noted that staff can look into the carts that are available that can be reused.

Commissioner Hoffman – asked how many recycle carts were needed, Mr. Vaclavik noted we have about 2000 landfill trash and 100 recycle carts citywide, and the goal would be to pair all, with some reduction of the landfill containers. He noted in the next 3-4 weeks 60 dual receptacles will be purchased.

Commissioner Gattuso noted that PARD wouldn't have the person power to handle the maintenance.

Ms. Kallivoka noted PARD would need 6 FTE's. The request for the FTE's was not fulfilled in the last budget cycle.

Chair Acuna asked if we identify usable ARR carts, and the locations where ARR automated trucks drive that could come into nearby parks, what impact would it be on ARR's budget.

Mr. Angoori asked Litter Abatement Division Manager Amy Slagle to discuss current needs with Mr. Vaclavik and to look at the inventory of used recycling bins that ARR may be able to provide to PARD. Ms. Kallivoka noted that route identification and cart provision has been done with ARR this year for pools on residential routes, which will be fully implemented in a few weeks using residential recycling carts.

Ms. Chanslor confirmed that ARR is currently looking at creative solutions in addition to the above approach.

Commissioner Masino noted that the commission should focus on putting pressure on Council to adopt recommendations regarding this concern and that she would assist in developing a new recommendation with stronger language.

Commissioner Gattuso asked if Ms. Chanslor could provide an update to the commission regarding what other initiatives are being looked at as mentioned above.

3. OLD BUSINESS

b. C&D Working Group - receive update from working group regarding recent discussions about increasing the effectiveness of the Construction & Demolition ordinance.

This item was taken up out of order. No members of the public signed up to speak on this item.

Commissioner Blaine noted the following: the next meeting is scheduled for July 20. A more broadly written invitation was sent out to stakeholders for the next meeting to hopefully bring more contractors into the meeting, rather than processors, in order to have a more robust conversation with impacted parties. The

working group may be able to come back to C&D committee and work on it and then possibly make a recommendation to the commission at some point about refining the ordinance. This item is still a work in progress right now.

Discussion ended and no action was taken on the item.

c. CodeNEXT - review and finalize questions submitted to the Code Advisory Group from the Commission regarding proposed changes to the Land Development Code.

No members of the public signed up to speak on this item.

Commissioner Masino recapped recent developments with the Code Advisory Group, noting that by August the CAG is taking feedback from boards and there are two sets of feedback under discussion. Jason McCombs with ARR has been working on ARR related parts of the current draft to make recommendations on where to clarify the language to make zero waste goals more visible, for example, adding organics to the trash/recycling phrasing in the code. But any recommendations made have to be linked to a specific section or line item of the code. Mr. McCombs will formally present to ZWAC in August for an opportunity for ZWAC to endorse and/or enhance the recommendations from ARR.

Commissioner Masino is still not sure if the CAG will answer over email or in person or want to come to a meeting. Referencing a handout she provided to commissioners, she noted questions 1, 2 and 5 as difficult to link to a particular part the code. For instance, broader issues like density, truck access, and what in the code is going to encourage access and placement of three containers in the continuous green space and parkland noted throughout the draft code. She noted that if commissioners have more questions to send them to her and she will add them to her communications with the CAG. Discussion ended and no action was taken on the item.

d. Department Audit - next steps for a review of the department related to ARR Master Plan and Office of Performance Management Review.

One member of the public signed up to speak on this item, but deferred.

Sam Angoori, ARR provided an update to the commission noting the following: On July 1 ARR staff submitted info to the OPM, and next steps are that a team will be assembled by OPM and recommendations will be provided, and these are intended to be ready by August ZWAC meeting.

On master plan revisions Mr. Angoori noted the following regarding the schedule, he recommended that ZWAC take four months to review the plan (August to December).

In January, 2018 ZWAC could tell ARR the areas of the plan on which to focus revision efforts. In January and/or February begin work on the scope of work components, spend some months working on the request for proposals, and send out the RFP.

In July, 2018 staff would come back to ZWAC for recommendation of a consultant, and in August, 2018 take the RFP to Council for approval, intending for October 2018 as a start point for a consultant to begin their work.

ARR is planning to put funding in FY18-19 budget for this, and it would be good if ZWAC could spend time working on narrowing down specifics of focus. Toward this effort, Mr. Angoori referenced a list that was included a couple of months ago in the Director's Report to ZWAC that could be provided again to the commission as a starting point for their planning discussions.

Chair Acuna noted that was good and a baseline of where the department is at now in terms of diversion rate would be helpful. Mr. Angoori noted diversion statistics in the monthly report show about 41-42%, but

when you include the residual estimates included in the report, a figure of approximately 39% is what to reference.

Discussion ended and no action was taken on the item.

- a. **Council Working Group** - receive an update from ZWAC appointee to City Council's Waste Management Policy Working Group.

This item was taken up out of order. One member of the public signed up to speak on this item.

Commissioner Blaine noted there was no update yet. Mr. Angoori noted that the recommendation from the working group is to be released this week and will be posted on the Council message board, according to an email update staff recently received.

Referencing a draft recommendation related to the working group, Commissioner Blaine moved to approve the language of the recommendation to Council. Commissioner Masino seconded the motion and it passed unanimously as noted below.

Recommendation Number: (20170712-003a): Solicitation Review Process

WHEREAS, it is the Responsibility of the Zero Waste Advisory Commission (ZWAC) to review, evaluate and make recommendations to the City Council and the City staff regarding City policies concerning solid waste, recycling, organics management and Zero Waste; and

WHEREAS, implementation and/or adherence to City policies must be reflected in the process of soliciting for and procuring goods and services; and

WHEREAS, the ZWAC desires the opportunity to effectively review, evaluate and make recommendations concerning solicitations for goods and services, and the contracts derived from those solicitations; and

WHEREAS, the ZWAC cannot effectively ensure adherence to City policy or make recommendations regarding the proper interpretation and application of City policy without the opportunity to review proposed solicitation documents prior to their issuance, and proposed contract documents prior to a request for approval.

NOW, THEREFORE, BE IT RESOLVED that the Zero Waste Advisory Commission of the City Of Austin requests that staff present to the ZWAC the "Scope of Work" and the "Scoring Criteria" for proposed solicitations prior to the official issuance of any solicitation related to solid waste, recycling, organics management and/or Zero Waste.

BE IT FURTHER RESOLVED that the ZWAC requests the staff to present negotiated contract documents to the ZWAC prior to requesting a recommendation for approval of a contract related to solid waste, recycling, organics management and/or Zero Waste.

BE IT FURTHER RESOLVED that the ZWAC asks the City Council to provide directive to ARR staff to comply with this recommendation in an effort to facilitate sound and consistent policy throughout.

Vote: 8-0-0-2 For: Commissioners Acuna, Masino, Gattuso, Rojo, Hoffman, Blaine, Bones, de Orive Against: 0 Abstained: 0 Absent: Commissioners White, Joyce

Mr. Dobbs noted a Water and Wastewater Commission (WWW) recommendation from last month related to recent biosolids management recommendations called into question the integrity of the ZWAC, and asked that commissioners speak with Council members about it.

Commissioner Blaine asked what ZWAC should do in response to the WWW recommendation. Mr. Dobbs noted that a formal response from the ZWAC isn't conducive to the ends being sought, and to speak to your Council Members, social circles and ask people to speak up to reflect the concerns of the people of Austin to policy makers. Mr. Dobbs noted that the action referenced by the WWW related to a previous biosolids management recommendation was an enhancement to, rather than a contradiction of an initial joint recommendation.

4. NEW BUSINESS

- a. ZWAC Internal Annual Report** - annually required report (covers July 2016 - June 2017) pursuant to Section 2-1-46 of the City Code, due July 31st.

No members of the public signed up to speak on this item.

Staff liaison Michael Sullivan introduced the item and asked the commission to provide any additions and to approve the document for posting. The Commission added items related to the OPM review, C&D working group and C&D Committee goals, and collaboration with the Office of Sustainability and Joint Sustainability Committee.

Commissioner Gattuso moved to approve the item as amended. Commissioner Masino seconded the motion and it passed unanimously 8-0, with Commissioners White and Joyce absent.

- b. Youth Education Contract** - Provide recommendations for a future planned procurement of services.

No members of the public signed up to speak on this item.

Jennifer Denton, ARR presented a slideshow of the item and took questions from the Commission. Commissioner de Orive expressed interest in communicating with Ms. Denton on this in relation to her position with the Texas Association of School Boards. Ms. Denton gave the commission two weeks to contact her with any further questions after the meeting.

Commissioner Masino noted that she receives positive feedback on the knowledge that students possess about zero waste and diversion efforts, and asked if there was information available on whether behaviors tack up to the parents of the children reached?

Jennifer described the metrics (pre-and-post testing) that exists, but that a mechanism gauging parental learning from the students doesn't currently exist.

Commissioner Blaine asked how different this proposed program is from the current program. Ms. Denton responded that more emphasis is placed on K-5 groups, and to focus scheduling initially on areas where diversion rates are lower. The budget for educators is increased as well to reach more students in schools.

Chair Acuna appreciated bringing the RFP in advance for a collaborative discussion.

Discussion ended and no action was taken.

5. STAFF BRIEFINGS

- b. ARR Budget Update** – receive an update on the FY17 ARR budget.

One member of the public signed up to speak on this item but deferred. Jessica Frazier, ARR, presented a slideshow of the current budget and expenditures and took questions from the Commission, noting August 3 is the potential deadline for publication of the budget, and that staff will send it to the commission via email a week before August ZWAC meeting, where staff will ask for a recommendation to Council regarding the proposed budget.

August 3rd Council will decide rates hearing date, but August 17 will be public hearing if they don't change that date.

In regard to the Zero Waste spending year-to-date figure in the slideshow, Commissioner Hoffman asked why there was still 48% of budget remaining. Ms. Frazier noted that there are unrealized expenses regarding rebates, for example, and staff will get some information to the commission to explain the gap.

Chair Acuna asked about cost figures for organics in the budget, and whether any additional transportation expenses would be incurred in the new contract. Mr. Angoori responded that no additional costs for transport will be in the new contract.

Discussion ended and no action was taken.

c. Director's Report – General Updates: Special Events Ordinance, City Council Actions, Statistical Reports and Performance Measures

Emlea Chanslor presented the SEO portion of the report.

Chair Acuna noted in master plan revision, work on baseline models for diversion could be a good start as a commission on current deficiencies and for future goals.

6. FUTURE AGENDA ITEMS

An update on the receptacles and pickup discussion regarding parks; Budget recommendation; Code NEXT; May minutes approval; Electric car Funding; Recommendation for PARD recycling; C&D Working Group Update (in writing). Commissioner Blaine noted he will be away for the next two meetings.

ADJOURNMENT

A motion to adjourn the meeting was made by Commissioner Gattuso, seconded by Commissioner Bones, and the meeting was adjourned by Chair Acuna at 8:22 pm to no objection.