



Annual Internal Review

This report covers the time period of 7/1/2017 to 6/30/2018

Zero Waste Advisory Commission

The Commission's mission statement is set forth in [2-1-182 in the Code of the City of Austin TX](#), which states:

The commission is empowered to review and analyze the policies and resources relating to material discard management in the city, and to advise the city council on materials management policies and resources. The commission shall provide assistance to the city council to ensure its residents that the City provides both an economical and environmentally safe system of waste reduction, resource recovery and disposal. The commission may provide assistance to the city council to protect the public health and quality of the environment through efficient collection, recycling, composting, and disposal of municipal solid waste.

1. Describe the board's actions supporting their mission during the previous calendar year. Address all elements of the board's mission statement as provided in the relevant sections of the City Code.

(Reference all reports, recommendations, letters or resolutions presented to the City Council on mission-specific issues. If some of the elements of the mission statement were not acted on by the board in the past year, the report should explain why no action was taken.)

July

Parks and Recreation Department Recycling Update received a brief update from ARR and PARD staff on efforts around recycling from the department and took questions from the commission..

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

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

Department Audit review of the department related to ARR Master Plan and Office of Performance Management Review.

Council Working Group receive an update from ZWAC appointee to City Council's Waste Management Policy Working Group. Vote: 8-0-0-2 For: Commissioners Acuna, Masino, Gattuso, Rojo, Hoffman, Blaine, Bones, de Orive Against: 0 Abstained: 0 Absent: Commissioners White, Joyce for recommendation referenced 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.

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 . 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.

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

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

August

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

Food Recovery Working Group URO Committee votes to appoint a member to represent the ZWAC at the Food Recovery Working Group of the Austin Travis County Food Policy Board. Cathy Gattuso was nominated in a motion by Chair Acuna with second by Commissioner Bones and the motion was unanimously approved 9-0 with Commissioner

Hoffman absent.

ARR FY18 Proposed Budget highlights of the proposed ARR budget for FY18.

20170809-003d: Recycling in Parks

WHEREAS, it is the responsibility of ZWAC to review, evaluate and make recommendations to Austin City Council and the City staff regarding City policies concerning solid waste, recycling, organics management and Zero Waste; and

WHEREAS the City Parks and Recreation Department is currently limited by the availability of containers and staff hours to offering recycling in only 4 of 300 parks, 5 of 6 golf courses, and 14 of 51 pools; and

WHEREAS it is advisable for the City to model through its facilities and programs the practices required of residential and commercial properties in the City; and

WHEREAS City parks, golf courses, and pools serve well over 2 million visitors per year; and

WHEREAS the collective zero waste impact of providing services at pools, parks, and golf courses would divert significant quantities of material from landfill; and

WHEREAS the Parks and Recreation Department seeks financial support to expand their current recycling efforts to encompass all of their managed facilities;

THEREFORE IT BE RESOLVED THAT the Zero Waste Advisory Commission advises the Austin City Council to prioritize action to expand recycling and organics collection in City Parks; and

BE IT FURTHER RESOLVED that the Zero Waste Advisory Commission advises the Austin City Council to take appropriate and necessary budgetary steps to ensure the same; and

BE IT FURTHER RESOLVED that the Zero Waste Advisory Commission advises the Austin City Council to direct Austin Resource Recovery to identify available assets that could immediately be used to expand recycling and organics collection at City parks, golf courses, and pools.

A motion was made by Commissioner Masino, Commissioner White second, and the recommendation below was unanimously approved 9-0 with Commissioner Hoffman absent.

September

Cancelled

October

CodeNEXT – Update on staff-recommended revisions to proposed draft code.

Office of Performance Management Review – receive an update on the current review of ARR.

Solicitations Update presented by ARR Staff.

Council Working Group – Review recommendations from City Council’s Waste Management Policy Working Group.

Description of Recommendation to Council the Zero Waste Advisory Commission registers a serious concern that the recommendations of the Waste Management Policy Working Group are not well reflected in the drafted changes to the Anti-Lobbying Ordinance (ALO) and recommends adoption of the changes to the ALO.

Recommendation 2017011-003b: Solicitation Review Process

The Zero Waste Advisory Commission registers a serious concern that the recommendations of the Waste Management Policy Working Group are not well reflected in the drafted changes to the Anti-Lobbying Ordinance (ALO) and recommends adoption of the changes to the ALO detailed below:

- A guarantee that rulemaking will have an element of ongoing public participation, with rules ultimately brought back to the Ethics Review Commission (ERC) and Council for final review and approval.
- Specific mention in the ordinance of a right to appeal all disqualifications and other penalties or determinations to the ERC and ultimately Council.
- Clarification that only Council may void a contract for violation for the ALO.
Striking all sections which empower staff to require recusal of elected or appointed City officials.
Assurance that the ordinance will not consider public communications to be in any way a violation.
- Assurance that independent advocacy from non-respondents will not be used to disqualify respondents.
- Definition of the term “response.”
- Clarification of subjective terms such as “influences,” “persuades,” “advances the interests,” or “discredits.” At minimum we recommend that you direct staff to provide objective standards for these terms as part of their rulemaking.
- Eliminate or delineate the power of purchasing officers to determine “mitigating factors” in violations.
- Replace disqualification for “similar” projects with a disqualification for the SAME project.”
- Continue to keep the Anti-lobby Ordinance in a suspended state until such time that both the final ALO and subsequent governing Rules are drafted and adopted by Council.

Commissioner Blaine made a motion to approve the recommendation, and Commissioner Bones seconded. The recommendation was unanimously approved 8-0 with Commissioners Joyce and Gattuso absent.

Committees and Working Groups - recent updates from committees and potential new committee assignments and/or working groups.

2018 Calendar - Approve schedule of ZWAC meeting dates for 2018 calendar year. Commissioner Masino made a motion to approve the schedule with a second from Commissioner Hoffman. The motion was approved 8-0 with Commissioners Joyce and Gattuso absent.

Weekly Recycling Cost Analysis this item was postponed until November ZWAC meeting to no objection from the commission.

November

Economic Development Presentation The Economic Development Department and Austin Resource Recovery have been in partnership since 2013 to jointly run the Recycling Economic Development Program and are included in the 2011 Master Plan

FY18 Fleet Package Requesting a favorable recommendation on equipment purchases for 2018 that will be presented to council in February 2018 for action. This package included Heavy Duty Trucks, Sweet Sweepers, Flusher Trucks, Vans, Flat Beds, and Pick-Ups. The total cost is approximately \$7.5 million. A motion to accept the item was made by Chair Acuna. Motion was seconded by Commissioner Gattuso. Commissioner Hoffman moved and Commissioner White seconded. The motion to postpone was passed 9-0.

Committees on Working Groups- deferred until January 2018.

Council Working Group (Waste Management Working Group)

Council Working Group: Item 50, deferred till January 2018

Recommendation from ZWAC to Council on item 50

Recommendation 20171108-003a: Anti Lobby Ordinance

Whereas James Scarborough, the Purchasing Officer, has requested 6 months to complete the ALO revision process.

Whereas having a functioning ALO is critical to the work of this Commission and will maintain a fair playing field.

Whereas several months have been already dedicated to the revision process.

Therefore be it resolved that the Commission recommends the ALO revision process is expedited and be completed in no longer than 3 months.

Chair Acuna motioned to approve the recommendation. All was in favor and voted unanimously 9-0.

Draft Landfill Criteria Staff Recommendation regarding directing waste diversion by criteria not by landfill.

Curbside Composting Staff provided information on outreach activities and Curbside Composting Educational Efforts.

December

Cancelled

January

Department Performance Report Update – Deferred until February 14, 2018 meeting.

AW Bio-Solid – Deferred until February 14, 2018 meeting.

Electric Vehicles - Staff Presented information regarding electric vehicles, including 2 Chevy Volts ARR ordered in 2017 costing \$33,000 each, Medium Duty Plug-In vehicles, and Heavy Duty Refuse Trucks. Additional heavier-duty charging stations will need to be installed at the Kenneth Gardner Service Center.

FY18 Fleet Package - Presentation and request for approval were presented at November 08, 2017 meeting. Commissioner Hoffman moves for approval. Commissioner Blythe seconds. The motion to approve was passed unanimously, 6 – 0, by all present Commissioners; five were absent.

Draft Landfill Criteria - Preliminary information was distributed to Commission and Stakeholders at the November 08, 2017 meeting for review and feedback. Staff requested final comments from the Commission and stakeholders by January 20, 2018.

Weekly Recycling - Staff presented ARR Curbside Recycling Collection Data and estimates, and an introduction to the Weekly Recycling Pilot Program.

February

Construction and Demolition Committee Annual Report Commissioner Blaine presents an update.

Universal Recycling Ordinance Committee Annual Report Commissioner Gattuso provides an update regarding the URO Committee

Organics Management Committee Annual Report Commissioner Hoffman had no new information to present.

City Facilities Dumpster Collection Services Staff requesting an administrative increase of \$1.5 million for an additional 19 months to the term of the Republic Services' contract.

Council Working Group – Landfill Criteria update and resolution

Recommendation - 20180214-4A: Landfill Criteria Matrix

WHEREAS, the Zero Waste Advisory Commission (ZWAC) reviews, evaluates, and makes recommendations to the City Council regarding City policies concerning solid waste; and

WHEREAS, the City Council of Austin formed the Waste Management Policy working Group of four City Council members to examine solid waste policies and contracts; and

WHEREAS, the Working Group recommended that waste should be directed to or away from certain landfills through the use of a landfill criteria matrix and directed staff to develop criteria to include considerations such as: community impact and social equity, carbon footprint, amount and type of waste, existing levels of hazardous materials at landfill; and

WHEREAS, the working Group declared that the landfill criteria should come before the Austin City Council for approval before implementation; and

WHEREAS, Austin Resource Recovery (ARR) posted draft landfill criteria for comment on Monday, November 6, 2017, and presented them at the meeting of the ZWAC on Wednesday, November 8, 2017 and invited stakeholders to submit comments to ARR through December 13, 2017. ARR received comments from Austin Energy, Central Texas Refuse, City of Austin Equity Office, City of Austin Office of Sustainability, Green Group Holdings, Texas Campaign for the Environment, Texas Disposal Systems, and Waste Connections either by email, at the ZWAC meeting, or both; and

WHEREAS, ARR posted updated draft landfill criteria and staff response to public comments on Monday, January 8, 2018 and presented them at the Zero Waste Advisory Council on Wednesday, January 10, 2018; and

WHEREAS, ARR posted updated draft landfill criteria and staff response to public comments on Monday, January 8, 2018 and presented them at the meeting of the Zero Waste Advisory Council on Wednesday, January 10, 2018; and

WHEREAS, the landfill criteria will establish high but achievable standards for carbon footprint, community impact, social equity, environmental impact, and other operational measures; and

WHEREAS, the landfill criteria will serve as a model for other communities to adopt;

NOW, THEREFORE, Be It Resolved That the Zero Waste Advisory Commission of the City of Austin, recommends that ARR Staff and ZWAC develop a scoring evaluation matrix that will be used to evaluate a landfill(s) commitment to the City of Austin's Master Plan and its Zero Waste Goal. The Evaluation Matrix will include the review of a landfill(s) impact to the community, its carbon footprint, its greenhouse gas emissions, the amount and type of waste accepted, existing levels of hazardous material at the landfill, and its commitment to waste diversion and social equity.

Further, Recommends that this evaluation matrix be used to annually score a landfill(s) eligibility to participate in City of Austin managed or owned waste and recycling contracts.

Further, Recommends that staff incorporate the following changes into the matrix based on Texas Campaign for the Environment's recommendations presented to ZWAC on Feb 14, 2018. Specifically:

- 1B should be a pass/fail metric.
- 2A should add lifetime violations and/or complaints to 5 year complain history.
- Amend the final sentence of 2b to "This does not include Waste-to-Energy technologies except for normally occurring landfill gas-to energy, not including induced bioreaction."

- Add to 2b “Use of electric vehicles and carbon free energy sources is preferred over carbon based energy sources.”
- Item 2b should award additional points for carbon free facilities.
- Clarify that 3A-3E only add points for exceeding permit requirements.
- Clarify 4A so that it only accounts for executives and management
- Eliminate the final sentence of 4C.
- Add criteria and measures for History of City Opposition, Concentration for Facilities, Labor Peace/Collective Bargaining for Employees, and Racial, Ethnic, and Socioeconomic Demographics as compared to City of Austin Demographics.

Further, Recommends that ARR staff enact an inclusive stakeholder process to further refine the landfill criteria matrix, including staff, ZWAC members, and stakeholders from industry, environmental groups, health groups, and community groups and community members as well as independent researchers who identify objective measures that embody subjective criteria.

Unanimous on an 8-0 vote.

April

Council Working Group – Landfill Update Three meetings have been completed, and one more meeting is scheduled with a possibility of one more called meeting.

Consideration of new resolution: Recycling and Composting in Parks Commissioner White moves for approval, Commissioner Masino seconds on 10-0-0, unanimous vote. Commissioner White touches on the fact that this resolution is also at the Parks & Recreation department.

Recommending City Council Action to
Expand Recycling and Waste Diversion to All
Austin Parks and City of Austin Recreation Facilities

BE IT RESOLVED BY THE ZERO WASTE ADVISORY COMMISSION:

WHEREAS, the City of Austin has committed to reaching Zero Waste by 2040,
and;

WHEREAS, the City of Austin is committed to leading by example in the areas
of Zero Waste and waste diversion;

WHEREAS, approximately 4 of 300 City of Austin parks and 14 of 51 City of
Austin aquatic facilities currently provide recycling opportunities;

WHEREAS, the City of Austin Universal Recycling Ordinance mandates that
private businesses in the City of Austin make recycling available;

NOW, THEREFORE, BE IT RESOLVED BY THE ZERO WASTE ADVISORY
COMMISSION:

THAT the Zero Waste Advisory Commission recommends that the Austin City
Council consider and take action to expand recycling and waste diversion opportunities to
all City of Austin parks and recreational facilities in FY 2019;

THAT the Zero Waste Advisory Commission recommends that the Austin City

Council direct the Austin City Manager to initiate a formal planning process for the implementation of citywide recycling and waste diversion in City of Austin parks and recreation facilities;

THAT the Zero Waste Advisory Commission recommends that said formal planning process be complete for inclusion in the FY 2019 City of Austin budget;

THAT said formal planning process should include leadership from Austin Resource Recovery, Austin Parks and Recreation Department, and the Office of Sustainability;

THAT said formal planning process include evaluation and consideration of the appropriate rate of the Clean Community Fee to fund recycling and waste diversion in all City of Austin parks and recreation facilities;

THAT the Austin City Council create a Parks & Recreation Recycling Task Force comprised of representatives from appropriate City of Austin Boards and Commissions, non-profits, and waste diversion business leaders.

FM-812 Landfill Letdown Repair Due to the lack of an RCA document, the commission could not make a decision on this topic.

PARD Recycling Update Presentation by PARD staff

Textile Program Update Presentation by ARR staff

Composting Program Analysis Presentation ARR staff.

May

Organics Diversion Citizen wants the organics language to be rewritten to reflect the hierarchy of need, and advance the principles set by Zero Waste.

FM-812 Landfill Letdown Repair ARR staff presented an RCA to repair the letdown from the Memorial Flood.

Council Working Group – Landfill Criteria The May 14th meeting is the last scheduled meeting.

2017-2018 Budget Presentation - Presentation ARR Staff.

June

Council Working Group – Progress Report on the Landfill Criteria issues from the May 2nd meeting.

Alkyd/Oil Paint Contract – Seeking ZWAC recommendation for approval concerning the recycling of Alkyd/Oil based paints.

Master Plan Review – Review the current scope of work in the December 2011 Master Plan

Department Performance Report – Presentation by the Office of Performance Management

Internal Annual Report – Review Agenda, Minutes, and Ordinances from July 2017 to June 2018.

2. Determine if the board's actions throughout the year comply with the mission statement.

The 2017 actions of the Zero Waste Advisory Commission were in full compliance with the Commission's mission statement.

3. List the board's goals and objectives for the new year.

(Make sure the goals and objectives fall within the mission statement of the board/commission.)

- Master Plan Implementation - ZWAC will collaborate with staff by making recommendations to the Austin Resource Recovery Director regarding project implementation.
- Master Plan Implementation - ZWAC will collaborate with staff by making recommendations to the Austin Resource Recovery Director regarding planning on revisions to the Master Plan.
- Master Plan Implementation - Review and improve communication strategies in all areas of Austin to increase and track recycling rates in all ten city council districts and citywide.
- Master Plan Implementation - ZWAC will collaborate with staff by making recommendations to the Austin Resource Recovery Director regarding collaboration with other City departments regarding implementation and promotion of zero waste goals.
- Master Plan Education - ZWAC will receive regular updates on the interlocal agreement between the City of Austin and Travis County regarding expansion to zero waste initiatives, strategies, benefits and costs.
- Zero Waste Economic Development - ZWAC will receive regular updates on efforts to participate in economic development associated with zero waste goals.
- Universal Recycling Ordinance - ZWAC and its Committee will continue monitor implementation of URO ordinance and rules.
- Master Plan Implementation - ZWAC will collaborate with staff by making recommendations to the Austin Resource Recovery Director regarding collaboration with its regional partners to target non-recyclable, non-compostable materials or hard-to-handle materials across the region.
- Construction and Demolition Recycling - the Commission's C&D Ordinance Committee will monitor and report on the progress of the C&D Ordinance.
- ZWAC will make recommendations regarding process and procedures related to zero waste goals.
- ZWAC will continue to review and make recommendations regarding initiatives around citywide expansion (i.e. multi-family properties) of organics diversion, collection and composting, including food waste prevention and recovery.
- ZWAC will work with staff and stakeholders for the contracting of services that further zero waste goals of the department.