

BEFORE THE METRO COUNCIL

FOR THE PURPOSE OF APPROVING THE) RESOLUTION NO. 08-3927
YEAR 19 METRO AND LOCAL)
GOVERNMENT ANNUAL WASTE) Introduced by Michael Jordan, Chief
REDUCTION PLAN (FISCAL YEAR 2008-09)) Operating Officer, with the concurrence of
) David Bragdon, Council President

WHEREAS, the Metro and Local Government Annual Waste Reduction Plan has been a significant part of the Region's waste reduction and recycling programs for the past 18 years in order to attain state-mandated regional recovery goals (OAR 340-90-050);

WHEREAS, the Annual Waste Reduction Plan serves as an implementation tool for the Regional Solid Waste Management Plan;

WHEREAS, the Annual Waste Reduction Plan, in its 19th year, continues to be one of the primary mechanisms for Metro and local governments to establish, maintain and improve recycling and waste reduction efforts throughout the Region;

WHEREAS, the means of implementing these waste reduction tasks is through the Annual Waste Reduction Plan, which is adopted by Metro and local governments and defines the work to be completed in the region;

WHEREAS, a cooperative process for formulating the Year 19 Waste Reduction Plan was used by Metro and local governments and ensures a coordinated regional effort to reduce waste;

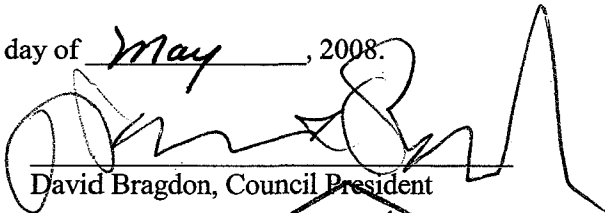
WHEREAS, the Waste Reduction Plan funding distribution to local governments for the maintenance section programs is a revenue-sharing program that is tied to adherence to the plan and satisfactory completion of work plan elements;

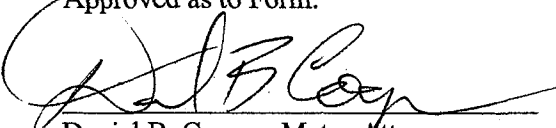
WHEREAS, the Waste Reduction Plan grants are funded in the 2008-09 budget;

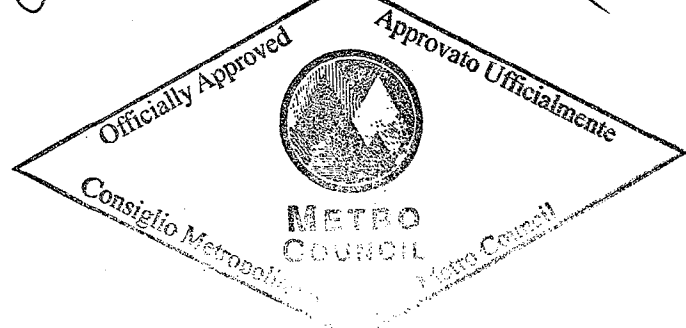
WHEREAS, the Year 19 Waste Reduction Plan has been reviewed by the Solid Waste Advisory Committee; and

WHEREAS, the resolution was submitted to the Council President for consideration and was forwarded to the Council for approval; now therefore,

BE IT RESOLVED, that the Metro Council approves the Year 19 Metro and Local Government Annual Waste Reduction Plan (attached hereto as Exhibit "A") and supports increased efforts to reduce waste in the Metro region.

ADOPTED by the Metro Council this 8th day of May, 2008.

David Bragdon, Council President

Approved as to Form:

Daniel B. Cooper, Metro Attorney



**2008-2009 (Year 19)
Metro and Local Government
Annual Waste Reduction Work Plan**

April 9, 2008

I. Introduction

Since 1990, Metro and its local government partners have developed cooperative plans to implement the region's waste reduction and recycling programs. These plans serve as one of the implementation tools for the Regional Solid Waste Management Plan (RSWMP) that provides direction for waste reduction programs for the metropolitan region.

The Annual Waste Reduction Work Plan is the primary means by which Metro and local governments plan for waste reduction and recycling programs, projects and activities. Plans are developed on an annual basis by regional work groups and reviewed by stakeholder groups and policy makers.

II. Plan Structure & Format

The Annual Work Plan is divided into two areas:

- Regional Program Focus Areas
- Maintenance of Existing Programs

A. The **Regional Program Focus Areas** are regionally coordinated work plans that address specific sectors of the region (Multi-Family Residential, Business, Construction & Demolition, and Commercial Organics). These plans are designed to address the individual needs, barriers and the particular circumstances affecting each sector. The focus area work plans provide specific action steps, staffing and budgets for achieving the larger objectives within the RSWMP. This annual planning process allows for a flexible and more rapid response to changing conditions, enables the region to quickly phase out those tasks that prove less effective, and allows for shifting efforts and resources between areas as need arises.

These focus areas form the core of the work and activities to be implemented in the region. Each of the programs was identified as needing intensive, focused planning and implementation efforts over the next few years.

B. The second area of the Annual Work Plan focuses on **Maintenance of Existing Programs** and established local and regional waste reduction and recycling programs through per capita grants to local governments. Significant progress in waste reduction and recycling has been made over past years through these existing programs. In order to maintain these successes, established programs must continue to be funded, staffed and

maintained at the same time that new initiatives are introduced. The funding assistance provided to local jurisdictions to maintain existing programs is allocated on a per capita basis. Each jurisdiction receives an allocation based upon its percent of the region's total population.

The objectives of the maintenance section are to maintain and increase recovery through existing local government waste reduction and recycling programs; to provide an incentive for local governments to participate in regional waste reduction planning activities; and to continue to ensure compliance with the RSWMP and state program elements for waste reduction and recycling programs.

The maintenance program format is intentionally simple and straightforward. Local governments will submit an overview of existing programs in place; detailing the outreach, education and collection programs currently implemented and the efforts they will engage in to maintain these programs. This will provide a comprehensive regional picture of existing programs in place as well as demonstrate compliance with the RSWMP and state law. The plan format outline is presented in Appendix B.

For jurisdictions receiving \$100,000 or more in funding allocations, an additional reporting element and a different disbursement method is used. Funding is released in two allotments; the first half upon signature of the Intergovernmental Agreement, and the second after receipt of a satisfactory interim progress report is received and approved by Metro. The intent is to more closely monitor the funds and to provide a greater degree of accountability for large allocations.

III. Compliance with the Regional Solid Waste Management Plan and State Law

All local jurisdictions are required to comply with the provisions set forth in the RSWMP and State Law (OAR 340-090-0040 and ORS 459A). Metro has been designated by the State as the reporting agency for the region's three-county area and local jurisdictions are to provide data to Metro to assist with this annual reporting responsibility. Metro will review Annual Reports for compliance with the RSWMP and state law.

IV. Monitoring and Evaluation

The Regional Program Focus Areas and Maintenance of Existing Programs sections of the annual plan each have independent progress measurement and reporting scenarios tied to the specific tasks involved. These performance measures, combined with the annual Department of Environmental Quality Material Recovery Survey Report, are used to assess progress.

Regional Program Focus Areas

Monitoring and evaluation methods have been developed for each focus area and are incorporated into the individual plans.

Maintenance of Existing Programs

Annual reports documenting efforts completed by local governments during FY 2008-09 are submitted to Metro no later than August 1, 2009. These annual reports serve as the basis for monitoring the status of existing programs and progress with regard to the RSWMP and required annual reporting to the Oregon Department of Environmental Quality.

The maintenance efforts will also be reviewed based upon the following:

- Local governments will identify and undertake a specific curbside recycling outreach activity for an existing local government program.
- Local government representatives will participate in at least one regional waste reduction planning group (larger jurisdictions will tend to participate in more than one group).
- Local governments will provide jurisdictional solid waste and recycling budget information to Metro.
- Maintain or increase curbside recovery levels (total tons and per capita tons recovered and disposed).

Metro publishes a complete Performance Measures Report in the spring following the Annual Work Plan completion and data gathering.

APPENDIX A-1
Year 19 Roles and Responsibilities

	Local GOVERNMENT role	metro role	Desired outcomes 08-09	Budgeted amount
Single Family Residential	Primary responsibility for implementation	Oversight; coordinate work groups	Maintenance of existing programs. Local government transition to roll carts; contamination levels limited	\$695,851
Multi-family residential	Primary responsibility for implementation	Assist in education and outreach; coordinate work group	Convert to two-sort collection; improve tenant and property manager education	\$230,000
Building Industry	Participate in work group	Primary responsibility for new program development and outreach; coordinate work group	Implement regional dry waste program; conduct regional outreach and education	\$293,000
Business	Provide technical assistance to businesses	Primary responsibility for new program development and outreach; coordinate work group	Enact enhanced business recovery program; conduct regional outreach and education	\$1,312,000
Organics	Primary responsibility for collection program implementation	Locate site; administer processing contracts; administer grants; assist in education and outreach; coordinate work group.	Increased food waste composting collection in local jurisdictions. Locate site for regional composting facility; provide reload services at Metro facilities; provide grants to businesses	\$145,000

APPENDIX A-2
2006 Recovery Performance

	<u>Recovered</u> (tons)	Increase over 2005	<u>Progress toward 2006</u> <u>target</u>	<u>Notes</u>
Organics	12,008	7,187	-1,358	A food waste composting facility was not sited in the region.
Building industry	283,943	17,677	-2,756	An expanded dry waste recovery program was not implemented.
Business (paper and containers)	343,885	47,218	15,885	Recovery from materials targeted by regional business programs increased by 16 percent over 2005.
Residential curbside	219,375	2,328	-5,410	Weekly roll cart collection programs have not been implemented as quickly as assumed.
Multi-family	13,176	-721	-2,246	A stepped-up focus on multi-family recovery began in 2007.
Other (includes Bottle Bill, drop-off, other business recyclables)	463,026	-139,685	-158,401	Decreased recovery of scrap metal and Bottle Bill containers.
Overall regional recovery	1,335,413	-65,996	-160,393	

APPENDIX B MAINTENANCE OF EXISTING PROGRAMS

1. Program Overview Narrative

This section of the plan is intended to provide a more descriptive and encompassing overview of the range of local government waste reduction and recycling programs being implemented throughout the region and the principles behind them. This section also includes a description of local government participation in regional planning efforts and provides narrative information demonstrating compliance with state law.

2. Budget Information

Local governments provide information about their total solid waste budget and what portion of the budget comes from the per-capita maintenance funds.

3. Maintenance Program Tasks

The third section of the Annual Work Plan consists of tables listing specific tasks, outreach or other efforts planned for completion in each program area during the fiscal year.

- **Single-family Residential** (including home composting)
- **Multi-family Residential**
- **Commercial**
- **Construction & Demolition**
- **Commercial Organics**
- **School Outreach and Education**
- **Toxicity Reduction**
- **Other/Special Events**

Each program area task also includes a status notation that identifies whether this particular program or activity is primarily ongoing (minor administrative updates and changes only), revised (major program policy or implementation adjustments) or new (brand new program, or substantially revised or reconstituted). This notation is to assist Metro in collecting data for annual reporting to the Department of Environmental Quality on the region's activities.

The completed Maintenance Program Plan is due to Metro no later than June 1, 2008. Funding is contingent upon the receipt of a complete and detailed plan as well as a satisfactory Annual Report of the previous year's activities due on August 1, 2008.

YEAR 19 (FY 2008-09) LOCAL GOVERNMENT ANNUAL WORK PLAN TEMPLATE

Jurisdiction: _____

Contact: _____

I. Program Overview Narrative

Please provide a narrative overview of programs, services and focus areas for FY 2008-09 including your jurisdiction's participation with regional planning efforts and demonstration of compliance with state law. In addition, the following elements are required as part of the Annual Plan:

- Identify and undertake a specific curbside recycling outreach activity for an existing local government program.
- Participate in at least one regional waste reduction planning group.
- Maintain or increase curbside recovery levels (total tons and per capita tons recovered and disposed).

II. Budget Information

Provide overall solid waste and recycling budget and percentage of Metro per-capita maintenance funds contributing to these efforts.

III. Annual Program Tasks

Complete the following tables listing specific efforts planned for completion during this fiscal year. Identify if the particular program or activity is primarily ongoing (O), revised (R) or new (N).

Status Key:

- O = Ongoing (minor administrative updates and changes only).
- R = Revised (major program policy or implementation adjustments).
- N = New (brand new program, or substantially revised or reconstituted).

Single-family Residential (Include home composting programs)	
Tasks	Status
1. Required: Curbside recycling outreach activity for an existing program:	
2.	
3.	
4.	
5.	

Multi-family Residential	
Tasks	Status
1.	
2.	
3.	
4.	
5.	

Status Key:

- O = Ongoing (minor administrative updates and changes only).
- R = Revised (major program policy or implementation adjustments).
- N = New (brand new program, or substantially revised or reconstituted).

<p>Business</p> <p><i>(NOTE: Local jurisdictions that submit Recycle at Work plans and receive associated funding need only list tasks implemented outside of the Recycle at Work program.)</i></p>	
Tasks	Status
1.	
2.	
3.	
4.	
5.	

<p>Construction & Demolition</p>	
Tasks	Status
1.	
2.	
3.	
4.	
5.	

Status Key:

- O = Ongoing (minor administrative updates and changes only).
- R = Revised (major program policy or implementation adjustments).
- N = New (brand new program, or substantially revised or reconstituted).

Commercial Organics	
Tasks	Status
1.	
2.	
3.	
4.	
5.	

School Outreach & Education	
Tasks	Status
1.	
2.	
3.	
4.	
5.	

Status Key:

- O = Ongoing (minor administrative updates and changes only).
- R = Revised (major program policy or implementation adjustments).
- N = New (brand new program, or substantially revised or reconstituted).

Toxicity Reduction	
Tasks	Status
1.	
2.	
3.	
4.	
5.	

Other/Special Events	
Tasks	Status
1. Required: Participate in at least one regional waste reduction planning group. (please provide details)	O
2. Required: Maintain or increase curbside recovery levels (total tons and per capita tons recovered and disposed).	O
3.	
4.	
5.	

STAFF REPORT

IN CONSIDERATION OF RESOLUTION NO. 08-3927, FOR THE PURPOSE OF APPROVING THE YEAR 19 METRO AND LOCAL GOVERNMENT ANNUAL WASTE REDUCTION PLAN (FISCAL YEAR 2008-09)

Date: May 8, 2008

Prepared by: Jennifer Erickson

BACKGROUND

Since 1990, Metro and its local government partners have developed cooperative plans to implement the region's waste reduction and recycling programs. These plans are key implementation tools for the Regional Solid Waste Management Plan (RSWMP).

The Annual Waste Reduction Plan is the primary means by which Metro and local governments plan for waste reduction and recycling programs, projects and activities. Plans are developed on an annual basis by regional work groups and reviewed by stakeholder groups and policy makers.

The Annual Plan is divided into two areas:

- Regional Program Focus Areas
- Maintenance of Existing Programs

The Regional Program Focus Areas are regionally coordinated work plans that address specific sectors of the region (e.g., Multi-family Residential, Business, Building Industry, and Commercial Organics). These plans are designed to address the individual needs, barriers and particular circumstances affecting each sector. These program area work plans provide specific action steps, staffing and budgets for achieving the larger objectives within the RSWMP. This annual planning process allows for a flexible and more rapid response to changing conditions, enables the region to quickly phase out those tasks that prove less effective, and allows for shifting efforts and resources between areas as need arises.

Maintenance of Existing Programs focuses on supporting existing and established local and regional waste reduction and recycling programs through per capita grants to local governments. Significant progress in waste reduction and recycling has been made over past years through these existing programs. In order to maintain these successes, established programs must continue to be funded, staffed and maintained at the same time that new initiatives are introduced. The funding assistance provided to local jurisdictions to maintain existing programs is allocated on a per-capita basis. Each jurisdiction receives an allocation based upon its percent of the region's total population.

The Regional Program Areas and Maintenance of Existing Programs sections of the annual plan each have independent progress measurement and reporting scenarios tied to the specific tasks involved. These performance measures, combined with the annual Department of Environmental Quality Material Recovery Survey Report, are used to assess progress.

Solid Waste Advisory Committee (SWAC) Review: The plan has been referred to Metro Council at the April 24, 2008 meeting.

ANALYSIS/INFORMATION

1. Known Opposition

There is no known opposition.

2. Legal Antecedents

ORS 459A “Opportunity to Recycle Act” requires “that the city, county or metropolitan service district responsible for solid waste management” provide recycling services, public education programs, and contribute to the statewide solid waste recovery goals. OAR 340-90-040 sets forth the administrative requirements for such programs. In response to state requirements and more aggressive regional goals, Metro developed a Regional Solid Waste Management Plan adopted by Council via Ordinance 95-624, “For the Purpose of Adopting the Regional Solid Waste Management Plan” and subsequently an Interim Waste Reduction Plan, adopted by Council via Resolution No. 06-3722, “For the Purpose of Adopting the Interim Waste Reduction Plan to Provide Direction for Regional Waste Reduction Programs Pending the Completion of the Regional Solid Waste Management Plan.” The Annual Waste Reduction Plan, adopted by resolution, is a key implementation tool to fulfill the objectives of the Regional Solid Waste Management Plan.

3. Anticipated Effects

This resolution will approve the format and framework for the Metro and Local Government Annual Waste Reduction Plan. This enables local jurisdictions to complete their portion of the plan and for Metro and local jurisdictions to begin the annual waste reduction program implementation process.

4. Budget Impacts

A total of \$2,675,851 has been proposed in the FY 2008-09 proposed budget for this program:

\$695,851 for Maintenance of Existing Programs
\$1,980,000 for the Waste Reduction Initiatives (\$230,000 Multi-family, \$293,000 Building Industry, \$1,312,000 Business, and \$145,000 Commercial Organics programs.)

RECOMMENDED ACTION

Staff recommends the Chief Operating Officer approve Resolution No. 08-3927.