

**MEETING MINUTES
RECYCLING & SOLID WASTE REDUCTION BOARD
TUESDAY, MARCH 8, 2016**

Community Building – Activity Room 6104 Auden, West University Place, Texas 77005

The Agenda for the meeting is as follows:

1) CALL TO ORDER:

Chairman Marlow called the meeting to order at 6:03 PM.

2) ATTENDANCE:

Members Present: Becker, Incavo, Jacobs, Marlow, Orzek, Rankin, Rutz, Sickler

Also Present: Barrera

Member(s) Absent: Ball, Barnwell, Brown

3) AGENDA ORDER:

There was no change to the Agenda order

4) APPROVAL OF MINUTES:

Marlow motioned to approve minutes of the February meeting and the motion was seconded by Jacobs. The Board voted unanimously to approve the February minutes.

5) BOARD MEMBER REPORTS:

a) Recycling and solid waste ordinances – yard waste/bulk waste – Board/City Staff

Marlow provided an update to the Board regarding the ordinances. The ordinances were reviewed by the City Attorney and Council conducted the first reading on 2/22. The second reading is scheduled to occur at the 3/14 meeting.

Barrera commented that the City observed a high volume of black plastic bags in the initial yard waste streams, suggesting that citizens seem to be adopting the new program but not fully utilizing the compostable bags. City Staff is leaving notice for those households with yard waste being left in non-compostable bags and posting additional informational material on the City website.

b) Door Hanger project – Rutz/Rankin/Board

Rutz provided a brief summary of the event (a full list of suggested changes/enhancements was emailed to the Board immediately following the event). This year we had 30 kids volunteer, which was a smaller turnout than expected, and only

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allowed for single person teams. In an effort to promote next year's event and increase volunteer turnout, Jacobs suggested possibly moving the date up to earlier in the year. Rutz will plan on sending out information to teachers in August and again in December for better awareness.

c) WTDWI – Marlow/Board

Barrera will post the updated version of the WTDWI flyer to the City website reflecting the most recent revisions.

Barrera also informed the Board that the City is exploring the possibility of implementing "ReCollect" (online and mobile waste collection app).

d) Tri-Sports recycling – Marlow/City Staff

Posters have been posted in dugouts and an email blast was sent out to players/parents promoting recycling efforts. The Board is hopeful that positive results will be observed, specifically reduced contamination levels, over the next few weeks.

e) West U LL Carnival (3/5/16) – Jacobs/Marlow

Jacobs provided a brief summary of the event (a full rundown was emailed to the Board following the event). This year we had 13 student volunteers who collected 132 recycle pledges and distributed 124 recycle bucks (Becker will distribute remaining 45 bucks at WULL games for the remainder of the season). 11 scouts earned fun patches, although the scouts were younger than anticipated, so the letter writing was time consuming and challenging for most (this represents a potential for improvement at next year's event).

The booth location allowed for much greater foot traffic than last year, but the close proximity to the generator made it very loud and difficult to communicate with children visiting the booth.

Jacobs also reported collecting 5 names on the sign-up sheet for WULL parents interested in helping promote recycling and waste reduction. Jacobs will email the 5 parents and set up a meeting to plan next steps.

Suggestions for next year's event include utilizing an extra table (specifically for the scouts completing the up-cycle art project and letter writing), securing a booth location that is not located next to the generator and posting educational materials with pictures above recycle bins to reduce contamination.

f) West U Spring Festival / Arbor Day (3/19/16) – Jacobs/Marlow

Jacobs distributed a sign-up sheet and encouraged Board members to sign up to volunteer. The event is set for 3/19 at the Rec Center and we will have one tent with displays and giveaways (reusable bags for adults, stickers/stamps for children).

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g) New Neighbor program – Brown

Marlow reported 19 new neighbors in February.

h). Currents articles topics and assignments

Marlow will circulate Currents articles topics to the Board and solicit volunteers to sign-up for each topic. Board members are encouraged to begin drafting articles ahead of time.

i). Misc

Pharmaceuticals event set for April 30th (handled by Police Department and DEA).

6) STAFF REPORT:

Barrera reported data for January and February reflecting recycle rates of 23% (January) and 21% (February). Barrera anticipates that it will take a few months before we see the positive effects of yard waste recycling via a reduction in solid waste tonnage.

7) CITIZEN COMMENTS: (Non-Agenda Items)

Alida Drewes (6112 Fordham) was present and commented.

8) CHAIRMAN'S REPORT:

Chairman Marlow thanked the Board, and Jacobs specifically, for volunteering at the recent events.

9) BOARD MEMBER COMMENTS:

None

10) ADJOURNMENT:

At 7:19 P.M. Orzek motioned to adjourn tonight's meeting and the motion was seconded by Jacobs. The Board voted unanimously to adjourn the meeting.

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Recycling and Solid Waste Reduction Board Workplan

1. Work on yard waste education of residents, including composting and grass-cycling, including a survey of residents as to yard waste facts and recycling of yard waste. To also consider the City offering composting bins for sale to promote composting
2. Review current ordinances regarding solid waste and recycling and suggest changes to update such ordinances as needed. The last complete review of these ordinances was sometime in 2007.
3. Establishment of uniform recycling and trash collection containers in all of the parks and recreational areas and work with the Parks Board and Friends of the Parks and Tri-Sports regarding such collection containers.
4. Reducing waste from the City's operations, including giving residents the ability to opt-in or opt-out of paper publications from the City, as well as a review of other ways to reduce the amount of paper distributed by the City to its residents.
5. Work on ways to incentivize trash reduction and increase recycling
6. Work on a monthly e-newsletter that is posted in the Recycling Section of the City's website and also sent out each month to the residents who have signed up for the e-blasts.
7. Work on encouraging residents to sign up for the e-blasts relating to solid waste and recycling.
8. Create a program for a Recycling Citizen of the month or quarter

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**Attachment 1
Action Items –January 2016**

Action Item	Board/Staff Lead	Next Review Date	Completion or Event Date	Comments
Circulate <i>Currents</i> article list	Marlow		March 8	Marlow to email ASAP
Investigate enforcement of City Ordinance regarding commercial dumpster pickup between 7PM-7AM	Barrera	January		
Christmas Tree Lighting Ceremony	Rutz		Ongoing	
Senior Citizen outreach presentation	Marlow/Jacobs/Brown		Ongoing	
Public Outreach Coordination Relative to Green Waste	Marlow		Ongoing	
Website Updates			Ongoing	Include mechanism for RSWRB to promote events, communicate scouting fun patch opportunities, solicit volunteers, such as WUES Fall Carnival/Boo Bash, WULL Opening Ceremonies, etc.
Neighborhood Welcome & Bin Delivery	Brown		Ongoing	

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<i>Currents</i> article	Marlow/Barrera		Ongoing	Deadlines for upcoming issues to be obtained by Barrera and assigned in advance by Marlow
Prescription Drug Take Back Day				West U will make an announcement via email blast and webpage listing.
Scouting Fun Patch	Jacobs/Barnwell			