

**City of Laguna Woods  
Community Services Committee**

**SPECIAL MEETING NOTICE**

**DATE:** December 7, 2009

**TO:** Community Services Committee Members

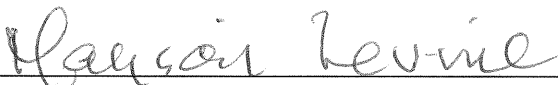
**FROM:** Marion Levine, Chair

**SUBJECT:** Notice Calling a Special Community Services Committee Meeting

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In conformance with Government Code Section 54956, I am hereby calling a special meeting of the Community Services Committee for December 16, 2009. The meeting shall be held at 9:30 a.m. in the Laguna Woods City Council Chambers, 24264 El Toro Road, Laguna Woods, CA 92637.

The purpose of this meeting is to review and approve recommendations to the City Council regarding the Pilot Source Separated Recycling Program.

  
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Marion Levine, Chair  
Community Services Committee  
City of Laguna Woods

# **AGENDA**

## **COMMUNITY SERVICES COMMITTEE**

### **SPECIAL MEETING**

**December 16, 2009**

**9:30 A.M.**

**Laguna Woods City Hall  
Council Chambers  
24264 El Toro Road  
Laguna Woods, CA 92637**

**AGENDA DESCRIPTION:** The Agenda descriptions are intended to give notice, to members of the public, of a general summary of items of business to be transacted or discussed.

Any person wishing to address the Community Services Committee on any matter, whether or not it appears on this agenda, may do so under the appropriate section of the agenda. Whenever possible, lengthy testimony should be presented to the Committee in writing (12 copies) and only pertinent points presented orally. Requests to speak to items on the agenda shall be heard at the appropriate point on the agenda; requests to speak about subjects not on the agenda will be heard during the **Public Comment** section of the meeting.

#### **I. CALL TO ORDER**

#### **II. ROLL CALL**

#### **III. PRESENTATIONS**

#### **IV. COMMITTEE BUSINESS**

##### **A. Pilot Source Separated Recycling Program**

**RECOMMENDED ACTION:** Recommend that the City Council approve voluntary implementation of source separated recycling in the City, subject to:

1. Cost and availability of equipment (i.e., blue recycle bins)
2. Approval of Homeowner Association (HOA) governing boards
3. Approval of owners or managers of commercial properties and businesses

**V. SUBCOMMITTEE REPORTS**

- A. Social and Health Services
- B. Arts, Culture & Recreation
- C. Community Relations
- D. Transportation Programs/Services
- E. Environmental Programs

**VI. INTERACTION WITH COMMITTEES AND ORGANIZATIONS**

- A. Environmental Committee
- B. Friends of the Library
- C. Chamber of Commerce

**VII. PROJECT UPDATES**

- A. Moulton Smart Street Project
- B. Integrated Solid Waste Franchise Extension
- C. Taxi Voucher Program
- D. Federal Transit Administration Grant

**VIII. COMMITTEE MEMBER COMMENTS**

**IX. PUBLIC COMMENTS**

**X. ADJOURN**

Next regular Community Services Committee meeting is scheduled for  
January 27, 2009

## City of Laguna Woods Agenda Report

**FOR:** December 16, 2009 Community Services Committee Meeting  
**TO:** Community Services Committee Members  
**FROM:** Douglas C. Reilly, Assistant City Manager  
**Agenda Item:** Pilot Source Separated Recycling Program

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### **Recommendation:**

Recommend that the City Council approve voluntary implementation of source separated recycling in the City, subject to:

1. Cost and availability of equipment (i.e., blue recycle bins)
2. Approval of Homeowner Association (HOA) governing boards
3. Approval of owners or managers of commercial properties and businesses

### **Background**

At the behest of the boards of Third Laguna Hills Mutual, United Laguna Hills Mutual and the Golden Rain Foundation, the City initiated a pilot source separation recycling program in March 2009. Seventy-five blue recycle bins were placed in locations approved by each of the boards, and one bin was placed at the Regency. In November, an additional 25 recycle bins were placed in locations approved by the United and Third boards that have limited space or are more visible to nearby residents. Eight recycle bins were placed in commercial locations with the agreement of affected businesses. The Community Services Committee (CSC) has previously extended the pilot source separation recycling program twice to expand and evaluate it.

### **Discussion**

In July 2009, the CSC adopted evaluation criteria to form the basis for a recommendation to the City Council regarding source separated recycling:

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1. **Usage:** Data collected indicates a high bin utilization rate, as indicated in the table below.

<b>Mutual</b>	<b>Empty</b>	<b>¼ Full</b>	<b>½ Full</b>	<b>¾ Full</b>	<b>Full</b>	<b>Total</b>
<b>United</b>	0	0	9	10	15	<b>34</b>
<b>Third</b>	0	1	18	7	7	<b>33</b>
<b>GRF</b>	0	0	2	3	3	<b>8</b>
<b>Totals</b>	0	1	29	20	25	<b>75</b>

United Mutual had the highest bin utilization rate (79%), followed by Golden Rain Foundation (GRF) at 78% and Third Mutual at 67%. Overall participation in the pilot source separation recycling program is at 74%.

2. **Quantity of Material Recycled:** Analysis to date shows the following:

### Pilot Program Results

<b>Period</b>	<b>Bins in Service</b>	<b>Collections</b>	<b>Tons Collected</b>	<b>Per Collection</b>
March 2009	75	3	4.34	1.45
April 2009	75	9	23.19	2.58
May 2009	75	8	18.74	2.34
June 2009	75	9	20.59	2.29
July 2009	75	9	20.06	2.23
August 2009	75	7	17.29	2.47
September 2009	75	9	22.88	2.54
October 2009	75	9	20.14	2.24
Thru November 19th	75	6	16.11	2.69
<b>First Phase Totals</b>	<b>75</b>	<b>69</b>	<b>163.34</b>	<b>2.37</b>

**Pilot Program Results**

<b>Period</b>	<b>Bins in Service</b>	<b>Collections</b>	<b>Tons Collected</b>	<b>Per Collection</b>
November 24th	100	1	6.03	6.03
November 27th	100	1	2.69	2.69
December 1st	100	1	3.95	3.95
December 3rd	100	1	1.98	1.98
<b>Second Phase Totals</b>	<b>100</b>	<b>4</b>	<b>14.65</b>	<b>3.66</b>
<b>Pilot Program Total</b>	<b>75 / 100</b>	<b>73</b>	<b>177.99</b>	<b>2.44</b>

The top table shows collection data for the first phase of the pilot program (75 bins originally placed in service). Immediately below is a table showing results for the expanded program (100 bins) and overall totals. Pilot program collections averaged 4.43 tons per week over the first 13 weeks, 4.54 tons per week in the following 23 weeks, and 7.33 tons per week in the latest two weeks of the expanded program, an increase of 2.79 tons per week with the additional bins.

3. **Contamination Levels:** Analysis of recycle bins taken to the Madison Materials Material Recovery Facility (MRF) shows a 2% to 4% contamination rate, low compared to other programs.
4. **Cost to Maintain Program:** There are no program costs to rate payers. The City obtained a grant for the recycle bins and Ware Disposal has borne the cost of collection and consolidation of recyclables. The City will try to obtain additional grant funds to purchase more blue plastic recycle bins, but Ware Disposal has agreed to provide painted blue metal bins at no charge. The City is seeking a commitment by Ware to continue providing free collection of recyclables during the term of their extended franchise (2015), as they have offered.
5. **Resident Satisfaction:** A telephone survey conducted in August/September shows that 92% of respondents were aware of the pilot program, 79% participated in the program often, and 82% felt that the recycle bin locations were both convenient and easy to use. One hundred percent of respondents felt that the program should be made permanent and expanded. Anecdotal reports

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from City volunteers, United and Third board members, and residents find support for the program to be very high.

The expanded pilot program was intended to determine how recycle bins would be received by residents in locations with limited space or where they are more visible. One complaint was received about the location of a recycling bin placed beside a carport on a walkway that was visible to a few residences. The bin was perceived by nearby residents as an “eyesore” and potential safety hazard. This bin was removed and discussions with three area residents indicated that they were willing to walk the extra 70 to 100 feet to a recycling bin within a trash enclosure area.

At LH-21 buildings, which have limited space for recycle bins in their trash enclosure areas, recycling bins were accommodated by replacing 95-gallon newspaper carts with repositioned 65-gallon carts. This allowed the recycle bin and newspaper carts to fit in the enclosure area with the trash bin. No complaints have been received.

Residents clearly like the option of being able to separate recyclables from their trash. Many positive comments and requests for recycle bins in non-served areas have been received during the pilot program. Less than ten complaints have been received during the entire program, all relating to locations of bins; all were resolved. If the City Council approves expansion of the program, additional locations will have to be approved by the boards of the various homeowners associations.

### **Fiscal Impact**

There is no cost to the City, residents or business owners for the pilot program because Ware Disposal has not charged for collection of recyclables and the City has obtained grant funds for the blue recycle bins. The City will try to obtain additional grants to buy more blue plastic recycle bins, however, Ware Disposal has offered to provide painted metal bins where needed and to continue collection at no charge.

### **Conclusion**

The nine-month pilot source separation recycling program has shown that residents will participate in such efforts, locations can be found for recycle bins in a wide variety of settings and building types, and that it is feasible for residents to source separate their trash. These results warrant recommending that the City Council make this voluntary program permanent and expand it citywide with the cooperation of the homeowner association governing board and business owners.