

June 22, 2021 1 PM Recycling Committee Meeting
(in-person City Hall room 100 and Zoom)

Declaration of A Quorum and Call Meeting to Order at 1:01 PM

Roll Call; William Schuster, Dorthy Trevino, Susan Syler, Cody Wright, Joanie Steinhaus, David Fortenberry and Scott Van Slyke

Consider for Approval Minutes of the June 8, 2021 Meeting

Attached Documents:

Minutes June 8, 2021

Draft outline; **comments due**

back to Joanie by July 7th noon.

History- **Dr. Cole**

Issues:

Committee- formed to consider market trends in Recycling (Loss of Chinese market for plastics) best practices and streamlining efficiency in anticipation of new recycling center. \$500,00 a year in fees from water customers plus budget from Waste.

At time committee was formed recycling center had vendors with no final disposition reports, 20% contamination rates (material going to landfill at higher transport rates than transfer station) Question of effectiveness and efficiency of Taxpayers funding

Measurement tool- **Cody**

Measurement tool (develop) to track how the center is functioning, efficiency, budget, less waste to landfill, final disposition, citizen input. This tool would be used to draft report and explain the worth of the recycling center.

Recommendation to Council:

- Ensure city recycling staff reports to the city council 2-3 times per year on the status of the center; efficiency, market trends and best practices
- The City Council directs the city manager on any changes or recommendations to the recycle program
- Vendors provide final disposition reports so users have confidence in effort.
- Center is reducing waste going to landfill and providing a service
- Extensive education outreach needed - reaching more citizens and also Commercial-businesses. Coordinate education with waste reduction.
- Staff develop a measurement tool to track how the center is functioning within shifting markets as well as recycling in Galveston- how much is being recycled, diverted from landfill, etc.
- Future curb-side recycling for community (third party vendors, pop-up)

- Look at rates for different size trash cans (add sizes and costs)
- Create an email opt-in for residents to receive distribution of email blasts on recycling events and recycling updates (water bills, Next Door, Facebook and other social media sites)
- Overall community commitment working toward a zero-waste community (add papers, references)
- Develop and encourage commercial recycling

The City Council desires to establish an ad hoc committee in order to consider the City's role in an Island- Wide Recycling Program, to include market trends, best practices, and streamlining and efficiency

1. How to effectively create an environment where residents and visitors have citywide access to recycling
 - a. Pop-up events stationed on east and west side of the island
 - b. Ease at the recycle center; signs, organization, beautification of center
 - c. City staff pick up of recycling materials at schools and residents over 65 or disable
 - d. Financial reality of cost of city-wide curb-side pick up
 - e. Additional recycling stations on the beach
 - f. Partner with other organizations on the island that offer additional ways to recycle materials (paint, ???)
 - g. A list of locations where information is available on city website
 - h. Reduction of waste to the transfer center
2. How does the City effectively market and advertise its recycling facility?
 - a. Creation of tri-fold to be distributed in water bill, at short term rentals, hotels and other locations on the island
 - b. Videos posted on city website and other city social media sites explaining components of the recycle center
 - c. Email blast to residents,
 - d. Presentations to HOAs, Clubs, Next Door and other venues on the island
 - e. Engage other non-profits with similar missions to promote recycling
 - f. Recycle committee members add their voice to promote recycling
3. What can the City do to make the facility more user friendly?
 - a. Ease of recycling at the recycle center; signs, organization
 - b. Beautification of center
 - c. Upgraded efficiency at the center; staff guidance
 - d. Scott and recycle staff working at the center; highlight staff member on a monthly basis
 - e. Community members tour the recycle center
 - f. Outreach to schools and tours of the center for local students
4. Understanding the facility will operate 5-6 days a week during daylight hours, are some days and times better

Included in report;

- A. Information from city staff member on: **Susan**
1. Update on city-wide plan for access to recycling- covered by Scott
 2. Benchmarks- **Cody**
 - a. What needs to go in Scott's report
 - b. Tonnage, waste-diversion,
 - c. budget
- B. Additional items to cover in report;
1. Why are people not recycling?
 - Access to reach the center
 - Awareness of center
 - Time constraints
 - No financial incentive or penalty
- C. Long term goals:
- a. Track put or pay- transfer station. Contracts with waste (BFI) cost per ton and minimum to meet with city contract. City still pays even if the amount of waste is reduced.
 - b. Biggest amount comes from yard waste- compost
 1. Galveston Island Tree Conservancy- speak with Priscilla Files-use leaves for mulch on city-wide projects and parks and mulching
 2. How to dispose of palm fronds- use to build dunes (check with GLO)
 3. Educate residents to Leave grass cuttings on lawns-
 4. "Keeping n' Green" recycling is planning on offering customers a compost pickup
 - c. Recycled materials? Potential City ordinance or resolution to eliminate Styrofoam in businesses
 - d. Construction waste?
 - e. Continue city-wide clean ups once per year bring materials to the recycle center (April)
 - f. Continue Shred Days; 3-4 per year (June and November)
 - g. Include volunteers; community service workers
 - h. Island is not perceived as an eco-destination by visitors
 - i. Work for zero waste city-wide goal

Next steps/goals for committee discussion

Request Agenda Items for Future Meetings

Meeting ended at 2:29 PM



Janelle Williams, City Secretary

Date Approved: July 13, 2021

Recycling Ad Hoc Committee

Final Report to the City Council

City of Galveston

24 August 2021



To: The Honorable Mayor Craig Brown and Members of the Galveston City Council

Dear Sirs and Madams,

Galveston Island is a coastal community with natural features that include the beaches, dunes, bays, the Gulf and wildlife. The island draws millions of visitors every year, supporting our economy and creating a wide variety of trash and recyclable materials.

Our committee was charged with addressing how to effectively create an environment where residents and visitors have citywide access to recycling, including an education campaign to drastically improve our recycling habits into the future.

There are numerous reasons why recycling is good for our community and they include; conserving our natural resources, reducing the need to harvest new raw materials, reducing the amount of waste in our landfills, saving energy and water, lowering pollution and allowing products to be used to their fullest extent.

Working with city staff, we learned the amount of material that is diverted from the transfer station when recycling is done properly and the final disposition of the material brought to the recycle center.

This Ad Hoc Committee invites you to review our general recommendations to the city regarding the creation of an island- wide Recycling Program, market trends, best practices, and streamlining and efficiency.

Thank you for the privilege to serve,

Recycling Ad Hoc Committee members,

Dr. Jackie Cole
David Fortenberry
Joanie Steinhaus, Chair
Susan Syler
Dorothy Trevino
Cody Wright
City Council Representative; William Schuster

RESOLUTION NO. 20-023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GALVESTON, TEXAS, ESTABLISHING THE RECYCLING AD HOC COMMITTEE; PROVIDING FOR THE COMMITTEE'S DUTIES, TERM, MEMBERSHIP, QUORUM, VOTING, MEETINGS, AND RULES OF PROCEDURE; PROVIDING FOR FINDINGS OF FACT AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, after discussion at its Workshop of March 24, 2020, the City Council desires to establish an ad hoc committee in order to consider the City's role in an Island-Wide Recycling Program, to include market trends, best practices, and streamlining and efficiency; and

WHEREAS, the City Council deems it to be in the best interest of the public to establish the Recycling Ad Hoc Committee for the purposes described herein.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GALVESTON, TEXAS:

SECTION 1. The findings and recitations set out in the preamble to this Resolution are found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes.

SECTION 2. The City Council of the City of Galveston hereby establishes the Recycling Ad Hoc Committee as follows:

Established

The City of Galveston Recycling Ad Hoc Committee (the "Committee") is an advisory temporary board whose purpose shall be to make recommendations to the City Council pertaining to the City's Island-Wide Recycling Program.

Membership, Qualifications, and Term

All City Council appointees to boards, commissions, and committees shall be domiciled in the City at the time of appointment and during the appointee's tenure.

The Committee shall be composed of seven (7) voting members – one from each current Council District appointed by the corresponding Council Member and one at-large member appointed by the Mayor. There shall also be up to two (2) non-voting, *ex-officio* members of City Council. The Committee may appoint a Chairperson and Vice Chairperson at its discretion.

Quorum and Voting

A majority of the voting membership shall constitute a quorum for the conduct of business.

Meetings

The Committee may conduct meetings during the next twelve (12) months to discuss matters within the concern of the Committee. The Chairperson of the Committee or any two (2) members of the Committee may call a special meeting as necessary to conduct business. The meeting shall be held at City Hall, 823 Rosenberg, Galveston, Texas and in accordance with the Texas Open Meetings Act.

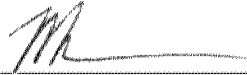
The City Secretary or designee shall record minutes of the Committee's meetings and post notice of meetings in accordance with City ordinances and state law. All meeting agendas shall state that members of the City Council may be attending and participating in the discussion.

Rules of Procedure

The Committee may adopt its own rules for the conduct of business before it. Should the Committee fail to adopt its own rules of procedure, the conduct and procedure of the Committee meetings shall conform to and be governed by the City Charter, the City Code, and Robert's Rules of Order, Revised.

SECTION 3. This Resolution shall be and become effective from and after its adoption.

APPROVED AS TO FORM:



MEHRAN JADIDI
ASSISTANT CITY ATTORNEY

I, Janelle Williams, Secretary of the City Council of the City of Galveston, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the City Council of the City of Galveston at its Regular Meeting held on the 28th day of May, 2020, as the same appears in records of this office.

IN TESTIMONY WHEREOF, I subscribe my name hereto officially under the corporate seal of the City of Galveston this 29th day of May, 2020.




Secretary of the City Council
of the City of Galveston

RESOLUTION NO. 21-005

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GALVESTON, TEXAS,
EXTENDING THE TERM OF THE RECYCLING AD HOC COMMITTEE; PROVIDING
FOR FINDINGS OF FACT AND PROVIDING FOR AN EFFECTIVE DATE.**

WHEREAS, on March 28, 2020, the City Council for the City of Galveston created the Ad Hoc Recycling Committee in order to consider the City's role in an Island-Wide Recycling Program, to include market trends, best practices, and streamlining and efficiency; and,

WHEREAS, the Committee has served admirably to meet its goals and scope of its charge. Staff recommendations made to City Council on January 28, 2021 to add to the charge of the Recycling Committee include the charge of recommendations to:

- How to effectively create an environment where residents and visitors have citywide access to recycling
- How does the City effectively market and advertise its recycling facility
- What can the City do to make the facility more user friendly
- Understanding the facility will operate 5-6 days a week during daylight hours, are some days and times better

WHEREAS, the Committee is nearing the end of its initial term as set out by the City Council, and the Committee believes more time is necessary to complete its charge and an expanded scope; and,

WHEREAS, the City Council may decide to extend the term of the Ad Hoc Recycling Committee; and,

WHEREAS, the City Council deems it to be in the best interest of the public to extend the Recycling Ad Hoc Committee to August 31, 2021.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GALVESTON, TEXAS:

SECTION 1. The findings and recitations set out in the preamble to this Resolution are found to be true and correct and are hereby adopted by the City Council and made a part hereof for all purposes.

SECTION 2. The City Council of the City of Galveston hereby extends the Term of the Recycling Ad Hoc Committee to August 31, 2021, and expand the charge of the committee to include staff recommendations.

SECTION 3. All other provisions regulating the Ad Hoc Recycling Committee continue to be of force and in effect.

SECTION 4. The City Council may, at its discretion, decide to extend the term of the Ad Hoc Recycling Committee if such an extension is needed to make additional recommendations.

SECTION 5. This Resolution shall be and become effective from and after its adoption.

APPROVED AS TO FORM:

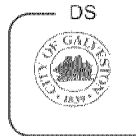
DocuSigned by:

Donna Fairweather

DONNA M. FAIRWEATHER
ASSISTANT CITY ATTORNEY

I, Janelle Williams, Secretary of the City Council of the City of Galveston, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the City Council of the City of Galveston at its Regular Meeting held on the 25th day of February, 2021, as the same appears in records of this office.

IN TESTIMONY WHEREOF, I subscribe my name hereto officially under the corporate seal of the City of Galveston this 26th day of February, 2021.



DocuSigned by:

Janelle Williams

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Secretary of the City Council
of the City of Galveston

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Committee Report

Recycling Committee History

Committee was formed by Council to report on the effectiveness of the Recycling Center in anticipation of a new recycling center. Recycling best practices were changing due to market forces including the loss of the Chinese market for plastics. There was also a desire of residents to know the final disposition of the products for cost and effort efficiencies.

Additional concerns of the community about the recycling center were contamination rates causing diversion to landfill of recycled materials and certainty of final disposition of recycled materials leading to questions about effectiveness and efficiency of taxpayer funding.

General Recommendation to Council:

- City Council requests and responds (if necessary) to status reports created four times per year on the recycling center; efficiency, market trends and best practices.
- Staff will continue to enhance their existing measurement tool to track how the center is functioning within shifting markets as well as recycling in Galveston.
- Continue to develop an extensive education program to reach more citizens and commercial-businesses on existing opportunities to recycle and a coordinated education program including recycling and total trash reduction.
- Periodically explore curb-side recycling (City of Galveston or third-party vendors) and continue opportunities for off-site locations for “pop-up” recycling twice per month on the east and west end of the island.
- Consider re-establishing the sanitation department’s programs to charge rates based on size of trash receptacles.
- Create an email opt-in for residents to receive distribution of email blasts on recycling events and recycling updates; information could be available on water bills, Next Door, Facebook and other social media sites.
- Develop an overall community commitment working towards zero-waste (references at end of paper)
- Explore developing a program to encourage local business/commercial recycling (non-residential)

Charge to ad hoc committee: The City Council desires to establish an ad hoc committee in order to consider the City's role in an Island- Wide Recycling Program, to include market trends, best practices, and streamlining and efficiency as per the city council resolution;

Since the ad hoc committee was formed, city staff has begun to develop and implement many of the committee's recommendations. (see items with *)

1. How to effectively create an environment where residents and visitors have citywide access to recycling

- a. Host Pop-up events stationed on east and west side of the island*
- b. Improve ease at the recycle center; signs, organization, beautification of center*
- c. City staff to pick up of recycling materials at schools and residents over 65 or disable*
- d. Examine financial reality of the cost of city-wide curb-side pick-up for recyclables
- e. Work with the Galveston Park Board to add additional recycling stations on the beach
- f. Partner with other organizations/businesses on the island that offer additional ways to recycle materials (paint, construction materials, tires, ink cartridges)
- g. Determine additional methods to distribute information to residents, businesses and visitors and maintain a current website, social media, email blasts etc. where information on recycling and trash reduction is available*

2. How does the City effectively market and advertise its recycling facility?

- a. Creation of tri-fold to be distributed in water bill, at short term rentals, hotels and other locations on the island*
- b. Videos posted on city website and other city social media sites explaining components of the Recycle Center by city communication departments*
- c. Regular email blast to residents coordinated with city communication department*
- d. Presentations to HOAs, clubs, and other venues on the island
- e. Engaging other non-profits with similar missions to promote recycling
- f. Targeted messaging to Galveston social media groups by communication and community outreach departments
- g. Commitment of recycle committee members to add their voice to promote recycling

3. What can the City do to make the facility more user friendly?

- a. Ease of recycling at the recycle center; signs, organization, city staff assistance and safety of staff and patrons*
- b. Beautification of center*
- c. Upgraded efficiency at the center; staff guidance*
- d. Recycling Coordinator and recycle staff working at the center; highlight staff members on a monthly basis, such as employee of the month*
- e. Potential tours for community members of the recycle center
- f. Outreach to schools and tours of the center for local students*
- g. Street signage directing residents and visitors to the recycle center*

- 4. Understanding the facility will operate 5-6 days a week during daylight hours, are some days and times better**
- a. Committee feels days/times of operation for the center are best decided by the historic usage of the centers. Staff is tracking trends on times and days center is utilized and including this in the monthly report.
 - b. Committee recommends the center remains open at least one day on the weekend

Additional considerations;

A. Why are people not recycling?

- Access to reach the center
- Awareness of center
- Time constraints
- Lack of financial incentive or penalty
- Apathy to recycling

B. Long term goals:

- Continue track put or pay- transfer station. As the city moves to a zero-waste community determine if contract with waste management company should be re-evaluated in regards to minimum tonnage required.
- Review and explore potential programs to address large amounts of yard waste going to the transfer station. (Composting, dunes restoration)
- Address non-recycled material. Potential City ordinance or resolution to eliminate Styrofoam in island businesses.
- Explore city-wide options to reduce construction site waste.
- Continue city-wide event encouraging residents to bring materials to the recycle center (currently in April)
- Continue Shred Days; 3-4 per year (currently June and November)
- Develop a volunteer and or community service programs to assist city staff with recycling events.
- Improve Galveston Island's perception as an eco-destination
- Include a clause in the contracts for recycling of aluminum, plastic and glass when applicable for all city sanctioned events.
- Work toward being a zero-waste city. Zero Waste is the conservation of all resources by means of responsible production, consumption, reuse, and recovery of products, packaging, and materials without burning and with no discharges to land, water, or air that threaten the environment or human health.

C. Addendums

1. PowerPoint presentation by Scott Van Slyke to the city council and ad hoc recycle committee on improvements to the recycling center. (Jan. 28, 2021)
Attached as a PDF
2. PowerPoint presentation by Scott Van Slyke to the ad hoc recycle committee on the city recycling education campaign and benchmarks for 2021-2022. (originally presented on June 8, 2021 and updated August 2021)
Attached as a PDF
3. Monthly trend data from city recycling center. Committee members believe the report should be included in the city manager's monthly report.
4. References on zero-waste communities

References; Zero Waste Communities

Admin. (2019, March 26). *10 cities that are making zero waste a reality for a sustainable future*. Retrieved September 1, 2021, from <https://sensanetworks.com/blog/10-cities-that-are-making-zero-waste-a-reality-for-a-sustainable-future/>.

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