

**RESOLUTION NO. 1035**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT WITH WASHINGTON COUNTY FOR RECYCLING AND WASTE REDUCTION ACTIVITIES.**

WHEREAS, the Regional Solid Waste Management Plan, developed by Metro pursuant to ORS Chapter 268, ORS Chapter 459 and OAR Division 90, requires that all jurisdictions in the Portland metropolitan area meet the regional waste recovery goal of 40% by 1995 and 50% by 2000; and

WHEREAS, such a goal can be met only through the aggressive promotion of recycling activities; and

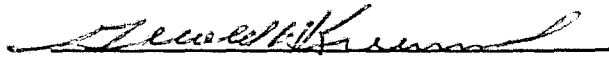
WHEREAS, the City of Wilsonville finds it more cost effective to develop and promote such activities through the Washington County Cooperative Recycling Program than to develop and promote such programs unilaterally; and

WHEREAS, Washington County has developed a work plan for FY 1993-94, a copy of which is marked Exhibit "A", attached hereto and incorporated by reference herein, which the City of Wilsonville finds to be an excellent recycling and waste reduction program with an extremely high likelihood of success.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

1. That the City Council of the City of Wilsonville, Oregon, endorses the Washington County Cooperative Recycling Program Year Four Annual Work Plan for Fiscal Year 1993-94 and authorizes the City Manager to enter into an intergovernmental agreement with Washington County for recycling and waste reduction services, a copy of which is marked Exhibit "B", attached hereto and incorporated by reference herein.

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 16th day of August, 1993 and filed with the City Recorder this date.



GERALD A. KRUMMEL, Mayor

ATTEST:

*Vera A. Rojas*

VERA A. ROJAS, CMC/AAE, City Recorder

SUMMARY of Votes:

Mayor Krummel       AYE  

Councilor Van Eck     AYE  

Councilor Carter      AYE  

Councilor Hawkins     AYE  

Councilor Lehan       AYE

**ADMINISTRATION DEPARTMENT**  
**STAFF REPORT AND RECOMMENDATION**

**DATE:** AUGUST 16, 1993

**TO:** HON. MAYOR AND CITY COUNCIL

**FROM:** DAVE KANNER, PUBLIC AFFAIRS DIRECTOR

**SUBJECT:** RESOLUTION CB-R-720-93, AUTHORIZING THE CITY  
MANAGER TO ENTER INTO AN INTERGOVERNMENTAL  
AGREEMENT WITH WASHINGTON COUNTY FOR  
RECYCLING AND WASTE REDUCTION ACTIVITIES

**SUMMARY:**

The Council is being asked to authorize the City Manager to enter into an intergovernmental agreement with Washington County that will continue the City of Wilsonville's participation in the Washington County Cooperative Recycling Program. By participating in this program, the city receives recycling and waste reduction planning, coordination and some service delivery for a fraction of the cost of providing these services in-house. As part of the IGA, the city agrees to assign all of its Metro Challenge grant money (\$2,630) to Washington County to help offset the costs of the program.

**STAFF RECOMMENDATION:**

Adopt Resolution No. CB-R-720-93

**BACKGROUND:**

The Regional Solid Waste Management Plan adopted by Metro, pursuant to a variety of state statutes and administrative rules, requires that all jurisdictions in the Portland metropolitan area be diverting 40% of their solid waste from the waste stream by 1995 and that 50% be diverted by 2000. Washington County cities, rather than have each jurisdiction develop a separate plan for achieving this goal, have pooled their resources into a single cooperative program which does the planning, coordination and some service delivery as regards recycling and waste reduction efforts.

The City of Wilsonville has been a member of this cooperative effort since its inception three years ago. We are now entering year four of a five-year effort which has achieved a 52% recycling participation rate county-wide. (Statistics are not available on a city-by-city basis.)

Recognizing that there are costs to the local jurisdictions in meeting its mandated goals and further recognizing that it is appropriate to offset some of those costs by returning money it collects for solid waste disposal, Metro distributes "Metro Challenge" grants to local jurisdictions each year which are used for recycling and waste reduction activities. Wilsonville's Metro Challenge Grant for 1993-94 will total \$2,630. Under our

intergovernmental agreement with Washington County, the city turns all of its grant money over to the co-op to support its activities. In return, we get a level of service that we could not possibly provide unilaterally, even if we spent ten times that much.

The specific duties and responsibilities of the co-op are detailed in the Annual Work Plan and intergovernmental agreement which are attached to the resolution as exhibits A and B respectively. Most of the activities planned for the year ahead are a continuation of existing activities. These include the following:

- Encourage continued use of the weekly curbside collection program;
- Promote home composting as an alternative to yard debris disposal;
- Promote construction/demolition debris recycling by construction contractors;
- Promote the availability of waste audits and recycling services to the commercial sector;
- Expand the multi-family recycling program; and
- Expand the education and promotion program.

Washington County will also begin working this year on a comprehensive commercial recycling program.

Among the things we'll be asked to do in the year ahead are:

- Adopt a change to the city code requiring that recycling areas be incorporated into the construction of all new multi-family, commercial, institutional and industrial development;
- Adopt a purchasing policy that gives preference to materials with recycled content; and
- Expand our in-house recycling program.

In addition, all local jurisdictions are required to offer weekly, curbside collection of yard debris by July 1, 1994, in order to help the region meet a DEQ-mandated yard debris recycling goal of 93% by 1996. I will be coming back to you at a later date with recommendations for implementation of such a program. However, I want to give you advance warning that this program will have a significant impact on residential garbage rates (between \$2.50 and \$4.50 per month). Wilsonville is at this point one of only three or four jurisdictions that is not offering curbside yard debris collection.

WASHINGTON COUNTY WASTESHED WASTE REDUCTION  
INTERGOVERNMENTAL AGREEMENT

I. Parties

Parties to this Agreement are Washington County (hereinafter "County") and the individual signatory city. Plan Participants expected to sign agreements are the County and the Cities of Banks, Beaverton, Cornelius, Durham, Forest Grove, Hillsboro, King City, North Plains, Sherwood, Tigard, Tualatin and Wilsonville (hereinafter "Cities"). Any reference hereinafter to "local government" shall include both County and Cities.

II. Statutory Authority

This Agreement is entered into pursuant to ORS Chapter 190 and ORS 459.065(1)(b).

III. Purpose

Pursuant to ORS Chapter 268, ORS Chapter 459, and related administrative rules, the Metropolitan Service District (hereinafter "Metro") has established a Regional Solid Waste Management Plan, including a waste reduction chapter. The Metro plan provides that Metro shall establish a five-year work plan for solid waste reduction and identifies specific programs for local government to implement the Metro plan. Metro has established guidelines for local government participation in the form of an Annual Waste Reduction Program for Local Government for Year Four (July 1, 1993 to June 30, 1994) of the five-year plan. The Metro plan requires local governments to adopt a work program annually. The Annual Waste Reduction Program for Local Government establishes minimum requirements for local government work programs for year four and provides that local governments may work cooperatively with neighboring local governments if intergovernmental agreements documenting cooperative arrangements are submitted with the local government program. The purpose of this Agreement is to document the cooperative arrangements among the local governments and to establish the duties of the County as administrator of the fourth-year local government work plan for the fourth year (1993-1994), and to provide a structure for continuing working relationships among the local governments during the remaining one year of the five-year Metro work plan.

IV.

Term of Agreement

All local governments shall decide whether to participate in the fourth year local government work plan by September 30, 1993. Participation shall be accomplished by adoption of the plan and by entering into this Agreement. The term of this Agreement shall be from September 30, 1993 to June 30, 1994. This Agreement may be renewed by the County and the individual signatory city for successive one-year terms. Renewal shall be accomplished by action of the governing body of the City and of the County to adopt the proposed local government work plan for the succeeding year, and to renew this agreement with amendment to Attachment "A" that reflects the funding and duties of the proposed local government work plan.

V.

Administrative Structure

- A. The Washington County Wasteshed Technical Committee shall consist of a staff member from each local government appointed by each of the local government administrators or governing bodies. County staff shall act as administrative coordinator of the Technical Committee.

The Technical Committee shall develop and propose an annual work plan including projected annual expenses and revenues for year five. The annual work plan will be developed in a timely manner to meet all deadlines set by Department of Environmental Quality, Metro and participating local governments. Annual work plans will be presented for approval by the governing body of each local government on one-year intervals only. The annual work plans shall provide local governments with minimum waste reduction standards consistent with the Metro plan; individual local governments may impose higher standards for waste reduction.

VI.

Duties of parties

- A. County duties as Program Administrator

The County shall perform work requiring technical expertise, including plan development, data collection and compilation, report writing, program coordination, technical advice to participating governments, and general information to the public. The County shall recommend policies and develop model ordinances as necessary, and generally promote the local government waste

reduction programs. The County shall also perform field work including performing waste audits, single-family recycling, multi-family recycling, school education, community education, and special event promotion. The County shall also perform work requiring coordination with Metro, DEQ, and other agencies, and represent the local governments before such agencies. In addition, the County shall perform the specific duties outlined in Attachment "A" (page 2).

B. County Duties as Grant Applicant

The County may act as agent for all participating jurisdictions in applying for waste reduction and recycling grant funds as determined appropriate by the Technical Committee. Disbursement of funds will be to local participating jurisdictions or franchised haulers based on a formula to be determined by the Technical Committee or set by grant requirements. This does not preclude any local government from applying individually for any waste reduction and recycling grant.

C. Duties of Each Local Government

Each local government shall undertake annual program tasks that are internal in nature, such as office paper recycling and procurement of recycled products. Each local government shall also be responsible for enforcement of solid waste reduction plan standards with respect to the solid waste collection ordinances and franchisees within each local government jurisdiction; enforcement may include complaint investigation, service standard review, reporting and revisions to local government codes based upon the model code developed by the County. In addition, each local government shall be responsible for establishing rates for collection franchisees within each local government's jurisdiction consistent with the waste reduction program. Each local government designates the County to act as its agent in receiving appropriate recycling grant funds. In addition, each local government shall perform the specific duties outlined in Attached "A" (page 2).

VII. Funding

Each local government shall pay to Washington County as program administrator the amount identified as the local government's share for administrative costs as allocated under the annual plan recommended by the Technical Committee and approved by the participating local governments. For the 1993-1994 year, each local government's share shall

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Each local government shall pay to Washington County as program administrator the amount identified as the local government's share for administrative costs as allocated under the annual plan recommended by the Technical Committee and approved by the participating local governments. For the 1993-1994 year, each local government's share shall



consist of all revenue from the Metro "Challenge" grant for the 1993-1994 program year, in accordance with Attachment "A" (page 3). Washington County shall act as administrator for revenues collected by cooperative efforts of the local governments. Each local government shall have the right to audit for up to three years County records relating to Metro grant funds received through this Agreement.

Each local government shall be responsible for establishing solid waste collection rates that allow a reasonable return to franchised solid waste collection businesses based on local rate review standards. Local governments retain authority to review hauler costs and to perform audits of hauler financial records.

WASHINGTON  
COUNTY

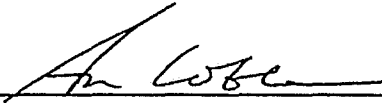
\_\_\_\_\_

Title \_\_\_\_\_

Date \_\_\_\_\_

CITY OF

Wilsonville

By 

Title City Manager

Date August 17, 1993

## Exhibit "A"

### Washington County Cooperative Recycling Program Year Four, Annual Waste Reduction Program Fiscal Year 1993-1994

#### Mission:

The Washington County Cooperative Recycling Program is an intergovernmental organization formed by the cities of Banks, Beaverton, Cornelius, Durham, Forest Grove, Hillsboro, King City, North Plains, Sherwood, Tigard, Tualatin, Wilsonville and unincorporated Washington County.

The Cooperative Recycling Program is committed to providing solid waste management, including waste reduction program planning, public education, recycling and collection services in an efficient, affordable and environmentally sound manner in order to achieve state mandated and regional waste recovery goals. The Cooperative Recycling Program's goal is to reduce duplicate efforts on the part of participating jurisdictions in achieving recovery goals and providing service. Priorities for the Cooperative Recycling Program are:

- ◆ Complying with state law.
- ◆ Providing education and information on solid waste, waste reduction, recycling and reuse.
- ◆ Providing program coordination with other jurisdictions and agencies.
- ◆ Assuring efficient, affordable and consistent services for the public.

#### History:

The cities and unincorporated county first met in 1989 to develop a joint approach to yard debris recycling. In 1990 the cities and county again met and formed a coalition of governments interested in developing a coordinated approach to providing services and programs, thereby conserving both fiscal and environmental resources. For the fourth year, fiscal year 1993-1994, the Washington County Cooperative Recycling Program has developed the yearly waste reduction work plans to submit to Metro.

#### Stakeholders:

The Washington County Cooperative Recycling Program (WCCRP) governments work to provide the 349,626 residents and approximately 8800 commercial establishments, alternatives to disposal, such as waste reduction and reuse

options and recycling opportunities. Recent voter approval of a state-wide ballot measure which limits tax dollars for a variety of programs, reflects the desire of the public to receive cost effective services. Solid waste collection and recycling services are provided by 26 franchised haulers and a number of recycling firms and processors.

**Program Structure:**

The Cooperative Recycling Program is guided by the Technical Committee, whose members are representatives from each city and the unincorporated County. Washington County staff administer the program on a day to day basis and monitor overall compliance with state law and regional goals. Each local jurisdiction is responsible for rate setting and enforcement within their legal boundaries. The full scope of responsibility is outlined below in Figure 1. Current active committees within the program are Finance, Education and Promotion, and Waste Reduction. Sub-committees are formed in specific program planning areas; for example, commercial recycling and yard debris recycling collection, on an as-needed basis.

Figure 1 Local Government Scope of Responsibility

**COUNTY AS PROGRAM ADMINISTRATOR**

- Plan Development
- Data Compilation
- Reporting Requirements
- Program Coordination
- Technical assistance to local governments
- General Public Information
  
- General Promotion
- Public Education
- Program Implementation:
  - Residential Curbside Recycling Program
  - Coordinate and Conduct Waste Audits
  - Commercial Recycling Program
  - Multi-Family Recycling
  
- School Education
- Community Education
- Special Event Promotion
  
- Coordination with Regional, State, and Local Governments and Agencies
- Contribute revenue to program and administrative costs as lead jurisdiction.

**CITIES & UNINCORPORATED COUNTY ROLES IN PROGRAM**

- Rate Setting Authority for Franchised Haulers
- Internal Recycling Programs:
  - In-House Recycling Programs
  - Procurement Policies
  - Building Design Review Adoption
  - Multi-Family Recycling Service Resolution or Ordinance
- Waste Reduction Enforcement:
  - Program Implementation Assurance
  - Complaint Investigation
  - Service Standard Adoption
  - Report Requirements
  - Code Revision
- Contribute Revenue to program for Administrative costs:
  - Designate County as Multi-Family Grant Administrator
  - Designate County as Challenge Grant Administrator
  - Authorize County to Apply for Waste Reduction Grants as applicable

Since local governments retain authority over the rate setting process, it is each government's responsibility to assess the fiscal impacts of the new waste reduction programs included in the Year 4 Plan and the continuation of existing programs, for their franchised haulers.

**Funding:**

Disposal fees and franchise fees fund the area's waste reduction programs. The Metropolitan Service District (Metro) collects a portion of the disposal fees paid by area residents and re-distributes a small percentage of the money, in Challenge Grants, to the local governments in order to conduct waste reduction activities. Challenge Grants are awarded on a per capita basis to each city and county (see Table 1).

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- Program Coordination
- Technical assistance to local governments
- General Public Information

#### General Promotion

- Public Education
- Program Implementation:
  - Residential Curbside Recycling Program
  - Coordinate and Conduct Waste Audits
  - Commercial Recycling Program
  - Multi-Family Recycling

#### School Education

- Community Education
- Special Event Promotion

Coordination with Regional, State, and Local Governments and Agencies

Contribute revenue to program and administrative costs as lead jurisdiction.

#### CITIES & UNINCORPORATED COUNTY ROLES IN PROGRAM

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#### Internal Recycling Programs:

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Each of the jurisdictions participating in the Cooperative Recycling Program assign their funding through an intergovernmental agreement, to Washington County to administer the Cooperative Recycling Program. In addition to the County's Challenge Grant money, the County contributes franchise fee generated funds, which has amounted to approximately 44% of the total budget for use in administrating the Cooperative Recycling Program. This year Metro's Challenge Grant funding was cut 30% from the projected funding levels. The County had budgeted funds based on Metro's original projected amounts and remains committed to this sum. For this fiscal year, the County's support amounts to 56% of the Cooperative Recycling Program budget. Table 1 reflects the 1993-1994 level of funding for the program.

Funding cuts may impact the WCCRP's ability to add new programs. Priority will be given to complying with State requirements and maintaining programs established in the first three years of the waste reduction program. The WCCRP governments should assess the impact of reduced funding on programs and determine whether new funding sources should be secured.

Table 1 Population and Funding Allocations

| Jurisdiction             | 1992 Population | Metro Challenge Grant Allocation | Franchise Fee Funding | Total Funding |
|--------------------------|-----------------|----------------------------------|-----------------------|---------------|
| Banks                    | 570             | \$ 300                           | -0-                   | \$ 300        |
| Beaverton                | 58,785          | \$ 16,708                        | -0-                   | \$ 16,708     |
| Cornelius                | 6,425           | \$ 1,826                         | -0-                   | \$ 1,826      |
| Durham                   | 800             | \$ 300                           | -0-                   | \$ 300        |
| Forest Grove             | 14,010          | \$ 3,982                         | -0-                   | \$ 3,982      |
| Hillsboro                | 40,350          | \$ 11,468                        | -0-                   | \$ 11,468     |
| King City                | 2,065           | \$ 587                           | -0-                   | \$ 587        |
| North Plains             | 1,025           | \$ 300                           | -0-                   | \$ 300        |
| Sherwood                 | 3,635           | \$ 1,033                         | -0-                   | \$ 1,033      |
| Tigard                   | 31,265          | \$ 8,886                         | -0-                   | \$ 8,886      |
| Tualatin                 | 16,640          | \$ 4,729                         | -0-                   | \$ 4,729      |
| Wilsonville              | 9,255           | \$ 2,630                         | -0-                   | \$ 2,630      |
| Uninc. Washington County | 164,801         | \$ 46,840                        | \$126,780             | \$173,620     |
| TOTALS                   | 349,626         | \$ 99,589                        | \$126,780             | \$226,369     |

## I. COMPLIANCE WITH STATE LEGISLATION

Year 4, Fiscal Year 1993-1994, Waste Reduction Work Plan:

Goal:

To comply with Department of Environmental Quality requirements as detailed in the Oregon Administrative Rules, Division 90, Recycling and Waste Reduction

Each of the jurisdictions participating in the Cooperative Recycling Program assign their funding through an intergovernmental agreement, to Washington County to administer the Cooperative Recycling Program. In addition to the County's Challenge Grant money, the County contributes franchise fee generated funds, which has amounted to approximately 44% of the total budget for use in administrating the Cooperative Recycling Program. This year Metro's Challenge Grant funding was cut 30% from the projected funding levels. The County had budgeted funds based on Metro's original projected amounts and remains committed to this sum. For this fiscal year, the County's support amounts to 56% of the Cooperative Recycling Program budget. Table 1 reflects the 1993-1994 level of funding for the program.

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Chapter, in conjunction with the Oregon Revised Statutes, Chapter 459A Reuse and Recycling that meet the regional waste recovery goal of 40% by 1995 and 50% by the year 2000.

**Objective:**

Comply with the requirements of the 1991 Oregon Recycling Act. Develop solid waste, waste reduction and recycling programs including the elements outlined in Chapter 340-90-040(3)(a), (b), (c), and one other element. Elements of Chapter 340-90-040 include:

- (a) Provide a recycling container for each residential customer no later than January 1, 1993.
- (b) Provide at least once each week collection of source separated recyclables.
- (c) Provide a recycling education and promotion program that is expanded from the minimum requirements.
- (d) Establish, through local ordinance, a multi-family recycling collection program.
- (e) Establish and implement residential yard debris collection program.
- (f) Establish and implement regular on-site commercial recycling collection.
- (g) Establish collection rates for residential solid waste encouraging source reduction.

The Washington County Cooperative Recycling Program chose ORS 340-90-040(d), Establish, through local ordinance, a multi-family recycling collection program, as the fourth element required to meet the 1991 Oregon Recycling Act.

**I A. Strategy:**

Continue weekly, curbside residential recycling collection within the cities and unincorporated County areas inside the urban growth boundary (UGB).

**Target Date:** On-going program

**Responsibility:** Each local jurisdiction will provide program enforcement and rate setting authority.

**I B. Strategy:**

Continue to coordinate the Multi-Family Recycling Program, providing funding, tenant and manager education, and promotion of the program.

**Target Date:** On-going program:

**Responsibility Assigned:** Washington County staff as program coordinator and educators. Each local jurisdiction is responsible for program enforcement and rate setting authority.

**I C. Strategy:**

Develop an expanded education and promotion program that includes the elements listed in Chapter 340-90-030(3) (a) through (g) and Chapter 340-90-040(3)(c)(A) through (E) which include:

- (a) Initial written notice to residential and commercial generators of recyclables which includes:
  - \*reasons to recycle;

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- (a) Initial written notice to residential and commercial generators of recyclables which includes:
  - \*reasons to recycle;



\*name, address, phone number of on-route collector;  
\* listing of depots with hours of operation;  
\*or reasons to recycle and a phone number to call for recycling information on depots, services, collection, and Metro Recycling Information (234-3000).

(b) Written information about recycling to disposal site users. The information must include reasons to recycle, a list of recyclable materials, and proper preparation instruction.

c) Unattended disposal sites must have signage indicating availability of recycling on-site, materials accepted, and proper preparation instructions.

(d) Identify and establish a citizen involvement process to develop and implement education/promotion program.

(e) Notification and educational materials provided to local media, trade publications, local television and radio stations, community groups and neighborhood associations.

(f) Use a variety of materials and media formats to deliver the expanded program information to the maximum number of service collection customers and generators of solid waste.

(g) Designate an education/promotion person as the official contact.

(h) New residential/commercial collection service customers shall receive educational information listing materials collected, schedule of collection, proper preparation information and reasons to source separate.

(i) Existing residential/commercial collection service customers to be provided at least quarterly, with written or more effective information on reasons to recycle, list of materials, and proper preparation instructions.

(j) Provide to each collection service customer, annual written information about benefits of recycling, type and amount of materials recycled during past year, and proper preparation instructions.

(k) Conduct one community media event per year to promote recycling.

Target Date: June 30, 1994

Responsibility Assigned: Washington County staff, in coordination with the cities, will develop educational and promotional materials for the WCCRP, that meet the criteria set out in state law.

## II. CONTINUATION OF PROGRAMS

Goal:

Continue to Maintain and Promote the Activities begun in Years One, Two, and Three of the Annual Waste Reduction Program as listed below:

\*name, address, phone number of on-route collector;  
\* listing of depots with hours of operation;  
\*or reasons to recycle and a phone number to call for recycling information on depots, services, collection, and Metro Recycling Information (234-3000).

(b) Written information about recycling to disposal site users. The information must include reasons to recycle, a list of recyclable materials, and proper preparation instruction.

c) Unattended disposal sites must have signage indicating availability of recycling on-site, materials accepted, and proper preparation instructions.

(d) Identify and establish a citizen involvement process to develop and implement education/promotion program.

(e) Notification and educational materials provided to local media, trade publications, local television and radio stations, community groups and neighborhood associations.

(f) Use a variety of materials and media formats to deliver the expanded program information to the maximum number of service collection customers and generators of solid waste.

(g) Designate an education/promotion person as the official contact.

(h) New residential/commercial collection service customers shall receive educational information listing materials collected, schedule of collection, proper preparation information and reasons to source separate.

(i) Existing residential/commercial collection service customers to be provided at least quarterly, with written or more effective information on reasons to recycle, list of materials, and proper preparation instructions.

(j) Provide to each collection service customer, annual written information about benefits of recycling, type and amount of materials recycled during past year, and proper preparation instructions.

(k) Conduct one community media event per year to promote recycling.

Target Date: June 30, 1994

Responsibility Assigned: Washington County staff, in coordination with the cities, will develop educational and promotional materials for the WCCRP, that meet the criteria set out in state law.

## II. CONTINUATION OF PROGRAMS

Goal:

Continue to Maintain and Promote the Activities begun in Years One, Two, and Three of the Annual Waste Reduction Program as listed below:

## 1. Multi-Family Recycling

### Objective:

Continue to promote and support the established Multi-Family Recycling Program so that substantially all complexes are provided recycling collection service of at least (but not limited to) four principal recyclable materials, including glass, tin, newspaper and corrugated cardboard, by July 1, 1995.

### 1 A. Strategy:

Develop and distribute educational and promotional materials targeting managers and tenants. Provide technical assistance to property owners, managers or haulers on recycling systems.

Target Date: On-going program, reviewed annually.

Responsibility Assigned to: Washington County Multi-Family Project Manager and Program Educator.

### 1 B. Strategy:

Establish multi-family recycling collection service through local ordinance, franchise, or any other means enforceable by the city or county for multi-family dwellings with five units or more.

Target Date: June 30, 1994

Responsibility Assigned to: Each local jurisdiction as program enforcement and rate-setting authority.

### 1 C. Strategy:

Provide program coordination, distribute Metro funding and matching grant funds used for recycling containers, education, and promotion. Collect data on status of recycling, necessary for reporting requirements.

Target Date: On-going program, funding availability reviewed annually.

Responsibility Assigned to: Washington County M/F Project Manager and Program Educator. Each local jurisdiction assigns funding to the Cooperative Recycling Program by intergovernmental agreement and provides program enforcement within each jurisdictional boundary.

## 2. Yard Debris Recycling:

### Objective:

Develop new yard debris recycling and/or home composting opportunities to supplement the Washington County Yard Debris Recycling Depot System, in accordance with the Department of Environmental Quality (DEQ) regulations.

### 2 A. Strategy:

Develop an implementation plan to add new yard debris recycling and/or home composting opportunities to residents. Update education and promotion materials to incorporate program changes.

## 1. Multi-Family Recycling

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Target Date: On-going program, reviewed annually.

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### 1 B. Strategy:

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### 2 A. Strategy:

Develop an implementation plan to add new yard debris recycling and/or home composting opportunities to residents. Update education and promotion materials to incorporate program changes.

Target Date: September 1993

Responsibility Assigned to: Washington County staff in coordination with Technical Committee. Program Educator in coordination with the local jurisdictions.

2 B. Strategy:

Continue to provide home composting education to the public by using existing displays and educational materials developed by the county, local governments, and Metro.

Target Date: On-going

Responsibility Assigned to: Washington County Program Educator

3. In-House Recycling and Purchasing:

Objective:

Continue established in-house recycling programs collecting office paper and other materials, and expand the purchase of products containing recycled content.

3 A. Strategy:

Develop expanded in-house recycling programs as feasible and review existing price preference and/or procurement policies to be consistent with the 1991 Oregon Recycling Act.

Target Date: on-going program, June 30, 1994

Responsibility Assigned to: Each local jurisdiction.

3 B. Strategy:

Develop an in-house recycling education program or review existing program to include program changes.

Target Date: on-going program, June 30, 1994

Responsibility Assigned to: Each local jurisdiction.

4. Building Design Review

Objective:

Require through the building design review process that recycling areas be incorporated into the construction of all new multi-family, commercial, institutional, and industrial developments.

4 A. Strategy:

Adopt and implement a zoning ordinance to include recycling areas with adequate space and access to facilitate effective recycling on the part of building users and efficient recycling on the part of the haulers.

Target Date: June 30, 1994

Responsibility Assigned to: Washington County staff as technical assistance and each local jurisdiction.

Target Date: September 1993

Responsibility Assigned to: Washington County staff in coordination with Technical Committee. Program Educator in coordination with the local jurisdictions.

2 B. Strategy:

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Target Date: June 30, 1994

Responsibility Assigned to: Washington County staff as technical assistance and each local jurisdiction.

5. Construction/Demolition Debris Recycling:

Objective:

Incorporate construction/demolition debris recycling into local government renovation and development projects whenever economically feasible.

5 A. Strategy:

Promote the use of recycled products and c/d recycling opportunities by distributing existing educational/informational brochures targeting contractors.

Target Date: On-going program.

Responsibility Assigned to: Washington County staff to provide technical assistance and each local government.

6. Home Composting:

Objective:

Promote home composting as an alternative to disposal.

Target Date: On-going program

Responsibility Assigned to: Washington County Program Educator

7. Household Hazardous Waste:

Objective:

Educate residents on HHW minimization and proper disposal at Metro's fixed HHW facilities and/or mobile collection system.

7 A. Strategy:

Participate in the development of a regional strategic plan for HHW education, promotion and information dissemination; when appropriate, utilize promotional materials, kits and displays produced by Metro; and assist Metro in scheduling workshops, presentations, displays and promotional activities as such activities are requested by the local communities.

Target Date: Begin process in 1993-1994 fiscal year.

Responsibility Assigned to: Washington County Program Educator, available staff.

8. Evaluate Feasibility of Adding New Materials to Curbside Program:

Objective:

Determine the feasibility of adding materials to the curbside program, based on economic and technical feasibility of collection and the adequacy of the markets.

Target Date: February , 1994

Responsibility Assigned to: Washington County staff as technical assistance. Each local jurisdiction as program enforcement and rate-setting authority.

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Incorporate construction/demolition debris recycling into local government renovation and development projects whenever economically feasible.

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**Target Date:** February, 1994

**Responsibility Assigned to:** Washington County staff as technical assistance. Each local jurisdiction as program enforcement and rate-setting authority.



## 9. Recycling Depots:

### Objective:

Promote recycling depots collecting non-curbside items. Local governments, in cooperation with Metro will continue to promote depot collection of materials such as phone books and Christmas trees.

Target Date: November 1993 through January 1994

Responsibility Assigned to: Washington County staff

## 10. School Recycling:

### Objective:

Provide schools the opportunity to participate in waste audits and implement waste reduction/recycling programs.

### 10 A. Strategy:

Continue the Washington County Green Schools Waste Reduction Program, providing technical assistance and curriculum enhancement to area schools. Expand opportunities as program resources permit.

Target Date: On-going program

Responsibility Assigned to: Washington County Program Educator

## 11. Commercial Waste Audit Program:

### Objective:

Continue to promote the availability of waste audits and available recycling services to the commercial sector. Offer audits upon request that focus on waste reduction and precycling.

Target Date: On-going program

Responsibility Assigned to: Washington County Commercial Recycling staff

## III. New Waste Reduction Programs for Fiscal Year 1993-1994:

### 1. Comprehensive Commercial Recycling Plan:

#### Goal:

To ensure comprehensive waste reduction and recycling services are available for the commercial sector and increase the amount of recyclable materials recovered from the wastestream.

#### Objective:

Continue to develop a comprehensive Commercial Waste Reduction and Recycling Plan that provides efficient, stable, cost effective service while achieving waste recovery goals. The Plan should include:

\*Long-term waste reduction and recycling strategy designed to make a significant contribution to the regional objective of a 50% reduction/recycling level by the year 2000;

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\*Long-term waste reduction and recycling strategy designed to make a significant contribution to the regional objective of a 50% reduction/recycling level by the year 2000;

- \*timelines for implementing the program;
- \*coordination with other local governments and Metro to design a system to measure and evaluate the effectiveness of the program and;
- \*identify roles of local government, haulers, and businesses in implementing the program.

1 A. Strategy:

Develop and establish minimum levels of service, evaluate collection, processing, transportation and market options and assess the cost to businesses and services, in coordination with local government, haulers, markets, private vendors, customers and other effected parties.

Target Date: June 30, 1994

Responsibility Assigned to: Washington County staff and each local government as program enforcement and rate-setting authority.

1 B. Strategy:

Continue participation in forum consisting of representatives of local governments outside of Washington County, DEQ and Metro, to resolve policy issues that affect the implementation of a comprehensive commercial recycling program, design a consistent measurement and evaluation criteria to determine the effectiveness of the program, and to develop consistencies in programs and educational efforts.

Target Date: Continuing, on-going forum

Responsibility Assigned to: Washington County staff and Program Educator and the Technical Committee for review.

1 C. Strategy:

Provide to Metro, a copy of the plan and a progress report on its implementation as a part of the Program Summary Reports due on August 1, 1994 and August 1, 1995.

Target Date: August 1, 1994

Responsibility Assigned to: Washington County staff

2. Rates:

Goal:

To encourage participation in recycling programs by providing rate incentives for solid waste collection and recycling services.

Objective:

Local governments are to set rates that encourage participation of customers and recycling of materials. If rates are selected as a program element, local governments will follow DEQ regulations.

2 A. Strategy:

Review rate structure for disincentives to recycling and waste reduction programs.

- \*timelines for implementing the program;
- \*coordination with other local governments and Metro to design a system to measure and evaluate the effectiveness of the program and;
- \*identify roles of local government, haulers, and businesses in implementing the program.

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2 A. Strategy:

Review rate structure for disincentives to recycling and waste reduction programs.

Target Date: 4th quarter of fiscal year, or normal rate review time  
Responsibility Assigned to: Each local government as program enforcement and rate-setting authority.

### 3. Waste Reduction Program Planning:

**Goal:**

To evaluate the first five year waste reduction program.

**Objective:**

Develop recommendations based on evaluation of Years One through-Five (1990-1995), on effective means to achieve a waste recovery level of 50% by the Year 2000.

#### 3 A. Strategy:

Based on recommendations, participate in a regional planning process to design the second Five Year Waste Reduction Program and yearly activities.

Target Date: Begin July 1, 1994

Responsibility Assigned to: Washington County staff and Technical Committee for review.

#### 3 B. Strategy:

Participate in the Year Five, Fiscal Year 1994-1995, planning process and prepare recommendations for waste reduction program development.

Target Date: March 1993

Responsibility Assigned to: Washington County staff and Technical Committee for review.

#### 3 C. Strategy:

Assess the need for alternate funding sources in order to continue the Washington County Cooperative Recycling Program. Based on the findings incorporate new funding sources, if necessary for the Year Five, fiscal year 1994-95 Waste Reduction Program and the second Five Year Waste Reduction Program.

Target Date: Begin September 1993

Responsibility Assigned to: Washington County staff and the Technical Committee.

Target Date: 4th quarter of fiscal year, or normal rate review time  
Responsibility Assigned to: Each local government as program enforcement and rate-setting authority.

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Target Date: Begin September 1993

Responsibility Assigned to: Washington County staff and the Technical Committee.

Washington County Cooperative Recycling Program Budget

Waste Reduction Plan Budget

Year 4, Fiscal Year 1993-1994

Revenue:

|                           |                  |
|---------------------------|------------------|
| Metro Challenge Grant     | \$ 99,589        |
| Washington County Revenue | <u>\$126,780</u> |
| Revenue Total             | \$226,369        |

Expenses:

Program Staff:

|                                   |                  |           |
|-----------------------------------|------------------|-----------|
| .25 Solid Waste Mgmt. Coordinator | \$ 15,136        |           |
| .65 Recycling Coordinator         | \$ 27,820        |           |
| .75 Recycling Specialist          | \$ 29,468        |           |
| .65 Program Educator              | \$ 29,932        |           |
| <u>.50 Associate Clerk</u>        | <u>\$ 17,207</u> |           |
| 2.81 Total FTE                    | Total            | \$119,563 |

Program Support:

|                       |                  |
|-----------------------|------------------|
| Materials & Services  | \$ 5,669         |
| Promotion & Education | <u>\$101,137</u> |
| Total                 | \$106,806        |

|               |           |
|---------------|-----------|
| Expense Total | \$226,369 |
|---------------|-----------|

Washington County Cooperative Recycling Program Budget  
Waste Reduction Plan Budget  
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