

RESOLUTION NO. 2015-15

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF JEFFERSON COUNTY, KANSAS, ADOPTING THE 5-YEAR SOLID WASTE MANAGEMENT PLAN FOR DOUGLAS/JEFFERSON COUNTIES SOLID WASTE PLANNING REGION

WHEREAS, the Board of County Commissioners of Jefferson County, Kansas (the "Board") has reviewed the proposed 5-Year Solid Waste Management Plan for Douglas/Jefferson Counties Solid Waste Planning Region (the "Plan"), which is attached to this Resolution as Exhibit A.

WHEREAS, the Board has determined that the Plan is appropriate and desires to adopt it.

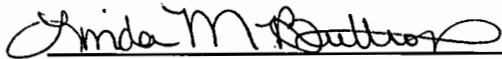
NOW THEREFORE, the Board of County Commissioners of Jefferson County, Kansas, does hereby resolve as follows:

Section 1. The Plan is hereby adopted and incorporated into this Resolution by this reference.

Section 2. This Resolution shall take effect and be in force from and after its adoption.

BOARD OF COUNTY COMMISSIONERS
OF JEFFERSON COUNTY, KANSAS

Attest:


Linda Buttron, County Clerk


Richard Malm, Chair


Lynn Luck, Vice Chair


Wayne Ledbetter, Member



*Attach additional type-set sheets with your responses as needed



Bureau of Waste Management Solid Waste Management Plan 5-Year Update Worksheet

Revised 2014



Instructions: Complete and submit this worksheet, including all necessary attachments, documentation of the public hearing, planning review, copy of the adoption resolution and list of the current solid waste management committee members to the Bureau of Waste Management. In the case of regions, the adoption resolution of each county commission must be submitted. *Answers may be written directly on this worksheet, or incorporated into an updated copy of the plan with the changes designated in italics or contrasting color.* * County or regional information that does not frequently change, such as geological/geographical descriptions and local transportation patterns, can be copied from previous 5-Year SWMP Updates.

All other information must be comprehensive and updated every five years.

If you would like an electronic copy of this worksheet, please send your request to Jeff Walker at: jwalker@kdheks.gov or call 785-291-3764.

County or Region Name: (If this is a regional update, please list all counties within the region.)

Douglas/Jefferson Counties Solid Waste Planning Region.

Section I. (Sections A-G) Administrative Information:

A. Solid Waste Management Committee-

K.A.R. 28-29-76 Please list the name of each committee member, political entity, organization, or business represented:

See attached listing.

B. Adopted and submitted by County Commission(s) Resolutions:

K.A.R. 28-29-78(e) Submit resolution signed by each commissioner (if region, submit resolutions from each county)

Jefferson County Commission X/XX/2015

Douglas County Commission X/XX/2015

C. Documentation of the public hearing- K.A.R. 28-29-78(d)

- Proof of publication from official local newspaper **and/or** statement with public hearing date from Commission meeting minutes
- Hearings must be held between 15-30 days from the time the hearings are advertised in the newspaper
- Hearings can be held in conjunction with county commission meeting(s)

See attached Board of County Commissioners minutes.

D. Planning Review- K.S.A. 65-3405(k) Submit comments from any of planning agencies listed below, if they are available in the county/region to determine consistency of other plans with the solid waste management plan.

- Planning and zoning departments
- Conservation and watershed districts
- RC&D
- Economic development agencies or any organization or agency within the planning area involved in comprehensive land-use planning.

E. An update of the implementation schedule for new programs and timeline- Examples:

- Dates for submittal of Annual and 5-Year Solid Waste Management Plans (minimum)
- Potential disposal capacity issues
- Contract renewals
- Projected solid waste program enhancements

See attached.

F. Sharps (Medical Waste)-

- Describe the options provided in your county for citizens to dispose of Sharps and other medical waste. Document contractors used to dispose of medical waste.

Information on how to prepare sharps for safe trash disposal is available to residents. Sharps are not accepted at the HHW facilities or for recycling. HHW facilities accepted prescription medications.

G. Emergency Management Planning-

- Indicate that the Solid Waste Management Committee has coordinated with Emergency Management Planning Committee(s) in order to plan for the disposal of solid waste generated from a natural disaster or other event. The Chair of the SWM Committee serves on the EMP.
- Include any planning activities created in conjunction with the local Emergency Planning Committee or future planning activities to occur prior to the next Annual SWMP Review.

Section 2. (Sections A-I) County Description and Solid Waste Management

- A. General County Description can be copied from previous plans if no changes have occurred. If changes have occurred, be sure to include the following:

1. Geographical / Geological Characteristics
2. Description of population densities (include projected 10 year growth and how effects SW system)
3. Identification of Cities
4. Regional growth patterns
5. Local transportation networks

See attached.

- B. Solid Waste generated (tons) K.A.R.28-29-77(c)(1)

Recycled 40,000 tons

Disposed 110,000 tons

Total Generated 150,000 tons

- C. Solid Waste Characterization (tons) K.A.R.28-29-77(c)(1)

Residential: 60% = 82,422 tons

Commercial: 35% = 48,080 tons

Industrial: 0% = 0 tons

Special: 4% = 5,495 tons

- D. Have any changes occurred for the items listed below since the previous SWMP 5-Year Update? Are any potential changes possible in the next 5 years for the same items? If yes, how will the changes affect the county's solid waste management system?

K.A.R. 28-29-77(b)

1. Industries No significant change.
2. Utilities No significant change.
3. Transportation patterns Commuter traffic to population centers in Topeka & KC is increasing. The South Lawrence Trafficway will be completed within the next 5 years.
4. Air, land or water usage Ongoing effort by Lawrence & DG CO to identify and secure areas for industrial development and areas for permanent green space.

- E. What solid waste management system changes are expected to occur over the next ten-year planning period?

(Examples: yard waste management, curbside recycling, landfill closure or expansion, waste-to-energy) Explain. K.A.R. 28-29-77(c)(6)

No major changes in the next 10 years (landfill has 95+ years & new MRF built). Current Lawrence / DG CO HHW Facility will close and new one at 2201 Kresge will open. Counties will continue increasing recycling services & participation. Lawrence will consider adding food waste to organics diversion.

- F. If any new programs or changes to the current SWM system are planned, indicate the time frame for their implementation and how they will be funded.

Lawrence / DG CO HHW Facility will open in 2015. It is funded by a KDHE grant and solid waste fund. Increased recycling services will be an ongoing effort. Services are funded by user fees (solid waste fund).

- G. How is each of the current programs in the SWM system funded?

1. Recycling User fees
2. HHW User fees
3. MSW User fees
4. Composting User fees
5. Other

- H. Identify projected demands and/or obstacles to the SWM system that could potentially affect the ability of the SWM system to run efficiently. K.A.R. 28-29-77(c)(3)
Volatile markets have in the past and will in the future hamper the growth in the recycling services.
- I. Describe how solid waste is managed to eliminate nuisances and pollution in regards to the following solid waste management activities? K.A.R. 28-29-77(a)(2)
1. Storage Increased use of carts.
 2. Collection In Lawrence, the Neighborhood Services issues citations for trash cleanup on private property.
 3. Waste Hauling Increased purchase of fully automated trucks (efficiency) and CNG roll-off truck.
 4. Processing Per state guidelines.
 5. Disposal Per state regulations.

Section 3. (Sections A-F) Waste Source and Disposal:

- A. What is your current method of disposal of municipal solid waste? (circle each that apply) Landfill, Transfer Station, Direct Haul, or other:
 If a landfill is the method of disposal what is the landfill's life expectancy? 95 years.
 Location of disposal sites
5 miles NW of Lawrence on US-24/59.
- B. Is this disposal method expected to be in place for the next ten years? If not, what changes are planned?
Yes.
- C. What are the methods used in the county/region for each of the following categories; K.A.R.28-29-77(c)(4)(A)
1. Collection (private/municipal) (List private haulers and where they provide service) City of Lawrence (Lawrence), Honey Creek Disposal Services (DG & JF CO), S M Ball Waste Disposal (DG & JF CO), Ottawa Sanitation Services (Baldwin City).
 2. Transporting waste Haulers listed above plus Hamm Waste Services.
 3. Storage and/or processing of municipal solid waste Hamm Waste Services.
- D. Please provide a brief description for each of the following:
1. Describe any city and/or county responsibilities for solid waste programs if more than one level of government regulates various solid waste programs within the jurisdiction K.A.R. 28-29-77(c)(8) (recycling/HHW/MSW/composting) None except joint partnership between the City of Lawrence and DG CO for the HHW program.
 2. Describe any local city/county codes for the regulation of solid waste management K.A.R. 28-29-77(c)(7) Lawrence (Ch. 9 Health & Sanitation), Eudora (Ch. 8 Article 2A, 2 & 3), Baldwin City (Ord. 1306).
 3. Describe and list any public education efforts related to waste management (ex. media advertising, local organization/school presentations) K.S.A. 65-3405 (j)(7) Public education is conducted by all cities in DG and JF CO (website, social media, flyers, newspaper ads, etc.).
 4. Assessed valuation, cost, and ability to fund the solid waste system User fees increased as needed per CC approval.
- E. Are solid waste disposal services available to all residents and businesses in the planning area? K.A.R.28-29-77(a)(1)
Yes.
- F. Have there been any solid waste facility changes due to state permit requirements under K.S.A. 65-3407?
No facility changes.
1. Location N/A
 2. Expansion N/A
 3. Ownership or distribution N/A

Section 4. (Sections A-B) Waste Characterization:

- A. Has there been a change in the source, quantity or composition of solid waste generated within the planning area? (2003 and 2012 Waste characterization models are available from the Bureau of Waste Management)
1. Residential/Commercial No change in composition. Quantities are stable.
 2. Industrial/C&D No change in composition. Quantities are stable.
 3. Special No change in composition. Quantities are stable.

B. Describe in detail how each of the following "special waste" sources are handled in your county/region as well as list any private contractors that handle special waste. K.S.A 65-3405(j)(10)

1. Lead acid batteries: Collection at HHW facilities and several businesses accept lead acid batteries.
2. Household hazardous waste: Collection at established HHW facilities.
3. White goods (CFC evacuation required/who removes CFC's): Curbside/drop-off collections at each county.
4. Pesticides and their containers: Collection at HHW facilities.
5. Used oil: Collection at HHW facilities and several businesses accept used oil.
6. Consumer electronics (E-waste): Collection at recycling events and several businesses accept electronics.
7. Construction and demolition wastes: Scrap metal and roof shingles recycled; other C&D landfilled.
8. Seasonal cleanup wastes: Curbside/drop-off collections at each county.
9. Natural disaster wastes: Handled per County Debris Management Plan.
10. Yard wastes: Composted at Lawrence Compost Facility.
11. Industrial wastes: Direct haul to landfill (special waste permit may apply).
12. Agricultural wastes: Direct haul to landfill or through haulers.
13. Abandoned/junked automobiles: Metal recyclers (Advantage Metals, 12th & Haskell Recycle Center).
14. Waste/scrap tires: Curbside/drop-off collections at each county. Several businesses accept tires.
15. Bulky or other wastes requiring special handling, describe: Curbside/drop-off collections at each county.

Section 5. (Section A) Solid Waste Reduction Strategies:

A. Waste Reduction Strategy Implementation

1. Describe any waste reduction programs (examples listed below in #2) that have been implemented in the last 5 years. Briefly discuss the future goals for the programs listed, as well as describe goals that have already been met. See attached.
2. Discuss any future plans for the implementation of any waste reduction strategies and a time schedule for their introduction in the next 5-year planning period. K.S.A. 65-3405(j)(9)
 - a) Source reduction (ex. Yard waste, food waste): Increase backyard composting (ongoing).
 - b) Land disposal and reuse: Explore additional options for C&D waste recycling (1-5 yrs).
 - c) Recycling: Increase recycling services in JF CO & unincorporated areas of both counties (ongoing).
 - d) Composting: Expand organics (food waste) accepted (next 2 yrs). Expand facility hours (next 2 yrs).
 - e) Household Hazardous Waste: Focused education on source reduction & toxicity reduction (ongoing).
 - f) Other

Section 6 Solid Waste Management System Additional Questions:

Please answer the following questions that are applicable to your county or regional solid waste management systems.

1. How is the county improving or expanding their recycling/waste diversion programs? In DG CO, cities (Lawrence, Baldwin, Eudora) now offer residents curbside recycling programs. Additional public recycling drop-off locations have been added (i.e. glass recycling). The Hamm Landfill in JF CO also serves as a recycling drop-off for single-stream; the material is transported to the Hamm MRF which opened in October 2014. Electronic recycling collection events and paper shred events continue to be hosted in both counties. Overall, recycling has increased significantly over the past 5 years.
2. How have recycling volumes and diversion rates changed, since the programs began? Yes. In Lawrence, recycling volumes have increased significantly. The recycling rate by volume in 1991 was 4%. In 2010, the recycling rate was 38% and continues to grow.
3. What is the current recycling and/or diversion rate? How was this determined? The two counties have not calculated an official recycling rate per county. The recycling rate in Lawrence was 38% in 2010. It was calculated using the US EPA's Measuring Recycling: A Guide for State and Local Governments. Lawrence is currently working on 2014 recycling rate.
4. What waste materials comprise a majority of the waste volume that is recycled or diverted? What kind of record-keeping is taking place? Yard waste is the largest category. In Lawrence, trucks keep track of the number and size of containers they collect. We perform a weight audit every three years to make sure yard waste calculations are accurate. Reports are generated monthly. The next big category is fibers (cardboard, newsprint, mixed paper). Weight tickets and shipment summaries are kept on file for the community recycling report calculations.
5. Have there been any specific waste streams that are considered significant and have been targeted for diversion? Yes, glass was targeted for diversion by setting out public recycling drop-off locations and also included in single-stream for Hamm MRF.
6. Are businesses and/or industries participating in recycling, composting, or other waste diversion programs? Does the county/region offer services to this sector? Yes. In Lawrence, the city offers the following programs to businesses: corrugated cardboard recycling (over 500 participating businesses), office paper recycling (approximately 80 participating businesses), and business hazardous waste disposal (85 to 150 inventories completed per year).
7. Has consideration or research been given to any of the following programs?
 - a) Curbside Recycling – yes, most cities in the two counties now offer curbside recycling.
 - b) Pay-as-you-throw – yes, Lawrence implemented a variable rate pricing structure a couple years ago.
 - c) Full-cost accounting – yes, Lawrence solid waste services operate as an enterprise fund (full-cost accounting).
8. Is the county participating in any waste management regions or partnerships? If so, is the arrangement successful and efficient? If not, should one be pursued? Yes. It is deemed successful and efficient.
9. Does the county have a contingency plan for animal carcass disposal resulting from foreign animal disease? (Assistance on carcass disposal planning is available from KDHE, (785) 296-1600) Yes, both DG CO and JF CO have developed an FAD plan and have incorporated it into the Emergency Operations Plan for each county.

Section 7: Future Planning for County/Region Solid Waste Management Process

Review the 10 Year Planning Goals Form (attached) and describe any future ideas that have been planned or discussed by the SWM committee for the categories included. The descriptions of the future plans do not have to be in great detail, unless this information is available. If information for a change in the system, new program, new facilities, etc. does not occur or does not occur during the time frame listed there are no consequences for the plan being inaccurate.

10 Year Planning Goals

Year 1	HHW Recycling MSW Other	(Circle) Annual Review 2015 <input type="checkbox"/> 5 yr SWMP Update <input type="checkbox"/> <u>In DG CO, complete construction of new HHW, DG & JF CO, continue to increase participation.</u> <u>Expand recycling services & increase recycling participation (businesses, unincorporated areas).</u> <u>Continue to explore solid waste reduction strategies.</u> <u>Look into C&D waste recycling options. Increase organics composting (yard waste & food waste).</u>
Year 2	HHW Recycling MSW Other	Annual Review 2016 <input type="checkbox"/> 5 yr SWMP Update <input type="checkbox"/> <u>Continue to increase participation (households / businesses) & focused education on source reduction.</u> <u>Expand recycling services & increase recycling participation (businesses, unincorporated areas).</u> <u>Continue to explore solid waste reduction strategies.</u> <u>Look into C&D waste recycling options. Increase organics composting (yard waste & food waste).</u>
Year 3	HHW Recycling MSW Other	Annual Review 2017 <input type="checkbox"/> 5 yr SWMP Update <input type="checkbox"/> <u>Continue to increase participation (households / businesses) & focused education on source reduction.</u> <u>Expand recycling services & increase recycling participation (businesses, unincorporated areas).</u> <u>Continue to explore solid waste reduction strategies.</u> <u>Look into C&D waste recycling options. Increase organics composting (yard waste & food waste).</u>
Year 4	HHW Recycling MSW Other	Annual Review 2018 <input type="checkbox"/> 5 yr SWMP Update <input type="checkbox"/> <u>Continue to increase participation (households / businesses) & focused education on source reduction.</u> <u>Expand recycling services & increase recycling participation (businesses, unincorporated areas).</u> <u>Continue to explore solid waste reduction strategies.</u> <u>Look into C&D waste recycling options. Increase organics composting (yard waste & food waste).</u>
Year 5	HHW Recycling MSW Other	Annual Review <input type="checkbox"/> 5 yr SWMP Update 2019 <input type="checkbox"/> <u>Review counties' HHW/BHW collection efforts over past 5 yrs. Set goals for next 5 yrs.</u> <u>Review counties' recycling efforts over past 5 yrs. Set goals for next 5 yrs.</u> <u>Review counties' solid waste reduction strategies efforts over the past 5 yrs. Set goals for next 5 yrs.</u>
Year 6	HHW Recycling MSW Other	Annual Review 2020 <input type="checkbox"/> 5 yr SWMP Update <input type="checkbox"/> <u>Continue to increase participation (households / businesses) & focused education on source reduction.</u> <u>Expand recycling services & increase recycling participation.</u> <u>Continue to explore solid waste reduction strategies.</u>
Year 7	HHW Recycling MSW Other	Annual Review 2021 <input type="checkbox"/> 5 yr SWMP Update <input type="checkbox"/> <u>Continue to increase participation (households / businesses) & focused education on source reduction.</u> <u>Expand recycling services & increase recycling participation.</u> <u>Continue to explore solid waste reduction strategies.</u>
Year 8	HHW Recycling MSW Other	Annual Review 2022 <input type="checkbox"/> 5 yr SWMP Update <input type="checkbox"/> <u>Continue to increase participation (households / businesses) & focused education on source reduction.</u> <u>Expand recycling services & increase recycling participation.</u> <u>Continue to explore solid waste reduction strategies.</u>
Year 9	HHW Recycling MSW Other	Annual Review 2023 <input type="checkbox"/> 5 yr SWMP Update <input type="checkbox"/> <u>Continue to increase participation (households / businesses) & focused education on source reduction.</u> <u>Expand recycling services & increase recycling participation.</u> <u>Continue to explore solid waste reduction strategies.</u>
Year 10	HHW Recycling MSW Other	Annual Review <input type="checkbox"/> 5 yr SWMP Update 2024 <input type="checkbox"/> <u>Review counties' HHW/BHW collection efforts over past 5 yrs. Set goals for next 5 yrs.</u> <u>Review counties' recycling efforts over past 5 yrs. Set goals for next 5 yrs.</u> <u>Review counties' solid waste reduction strategies efforts over the past 5 yrs. Set goals for next 5 yrs.</u>

Attachment

**Douglas/Jefferson Counties Solid Waste Region
Ten-Year Planning Horizon**

<u>2015</u>	<u>2016</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>	<u>2024</u>
1	1	1	1	1	1	1	1	1	1
				2					2
3		3		3		3		3	

Legend:

- 1 Annual Solid Waste Management Plan Review
- 2 Five-year Solid Waste Management Plan Review
- 3 County Commissions

Attachment

Section 2. County Description and Solid Waste Management System

A. General County Description

- Geographical and Geological Characteristics

(Note: the following language is excerpted from the Douglas/Jefferson Counties Regional Solid Waste Management Plan, Final Report, December 1996, by Franklin Associates, Ltd.)

Douglas County and Jefferson County are separated by the Kansas River. The region shares its borders with seven Kansas counties. Osage, Shawnee and Jackson Counties are immediately west of the region. Atchison County is to the north of the region. Leavenworth and Johnson Counties are to the east of the region.

Douglas County has a total area of approximately 474 square miles, including four cities and nine townships. Jefferson County contains approximately 552 square miles, including eight cities and twelve townships.

Douglas County lies partly on sedimentary rock of the Pennsylvanian age. The Kansas River valley and its tributaries are basically alluvial material. The southern part of the county contains massive formations of limestone. The county is underlain with a rock shelf, with the exception of the erosion due to the Kansas River and its tributaries. This rock shelf has a thin layer of soil cover. The only parts of the county that contain deep soil are the Kansas and Wakarusa River valleys.

In Jefferson County, rocks of late Pennsylvanian age constitute the bedrock. This bedrock crops out in sharp ridges and along bluffs and steep valley walls, especially in the western part of the county bordering the Delaware River valley and in the southern part of the county bordering the Kansas River valley. The bedrock is overlain with sand and gravel, with varying thicknesses of soil. The deep soils are found in the Kansas and Delaware River valleys.

- Description of population densities (include projected 10 year growth)

Douglas County population comprises 85% of the total population for the 2-county region. Based on 2010 population figures, Douglas County population was 110,826 while Jefferson County population was 19,126.

In Douglas County, the City of Lawrence accounts for approximately 79% of the county population. The three remaining cities in Douglas County account for the following approximate percentages of total county population: Eudora – 5.5%, Baldwin City – 4%, Lecompton - 0.6%. The unincorporated portions of Douglas County contain the remaining 10.9% of the total county population.

In Jefferson County, approximately 66% of the total county population resides in the unincorporated areas. The eight cities in Jefferson County contain the remaining 34% of the population. The percentages of total county population residing in Jefferson County cities ranges from a high of 6.3% (in Valley Falls) to a low of 3.0% (in Winchester).

- Identification of Cities

Jefferson County: McLouth, Meriden, Nortonville, Oskaloosa, Ozawkie, Perry, Valley Falls, Winchester

Douglas County: Lawrence, Eudora, Baldwin City, Lecompton

- Regional growth patterns

From 4/1/2010 to 7/1/2014, the counties experienced the following percent change in growth (negative percent growth shown in parentheses):

Jefferson County (1.4)%

Douglas County 5.2%

- Local transportation networks

Federal and state arterial highways provide rapid transportation within and through the region. These highways connect the region with nearby major population centers. I-70 (Kansas Turnpike) is a major freeway connecting Lawrence to Topeka and Kansas City. K-10 is a major highway connecting Lawrence to the greater Kansas City area. US-59 highway runs north & south through the region, just east of the center of both counties, connecting with Ottawa to the south and Atchison to the north. US-40 and US-24 highways provide alternate east-west transportation to I-70. K-4 highway runs northeast through Jefferson County from Topeka to Nortonville.

The bridge carrying Douglas County Route 1029 over the Kansas River at Lecompton/Perry is the only bridge directly connecting the two counties. The Massachusetts Street and Vermont Street bridges in Lawrence carry US-40 and US-59 highways over the Kansas River.

Douglas County has a county/township road maintenance system. The County maintains the rural major and minor collector roads within the county. Local rural roads are maintained by the nine political townships. Douglas County also has maintenance responsibility for all bridges and larger culverts on the township maintained roads as well as the county routes. Douglas County maintains 208 centerline miles and 163 bridges. The nine townships within Douglas County maintain 578 roadway miles.

Jefferson County has a county unit road maintenance system, i.e. the county maintains all roads in the unincorporated areas. Jefferson County maintains 861 miles of road and 142 bridges.

Attachment - From Section 5. (Section A) Solid Waste Reduction Strategies

Waste Reduction Strategy Implementation

1. Describe any waste reduction programs (examples listed below in #2) that have been implemented in the last 5 years. Briefly discuss the future goals for the programs listed, as well as describe goals that have already been met.

Increased outreach and education efforts.

Throughout the past 5 years, the City of Lawrence Solid Waste Division continued to increase education of solid waste minimization. Efforts included presentations to school classrooms, neighborhood associations, and other community organizations; informational displays at events including Earth Day and America Recycles Day; and printed material such as the City's newsletter, utility bill inserts, brochures, and paid advertising. Information could also be found on the www.LawrenceRecycles.org website and the city's Lawrence Recycles Facebook page www.facebook.com/LawrenceRecycles. Outreach and education will be a continued focus for the Division.

Establishment of new glass recycling program in Lawrence.

In December 2011, the City of Lawrence and Ripple Glass signed a contract agreement for the establishment of a glass recycling program in Lawrence. Four glass recycling drop-off collection bins were placed in parking lots throughout Lawrence. In the bright purple glass recycling drop-off bins, residents and businesses may place glass food and beverage containers of any color. All brown, green, blue, and clear glass bottles and jars can be mixed together in the same collection bin. Labels on the glass containers do not have to be removed. Items not accepted for recycling in these collection bins include plate glass (windows), mirrors, Pyrex, CorningWare, ceramics, and dishes. The City coordinates with Ripple Glass to transport the glass from Lawrence to the Ripple Glass' facility in Kansas City, Missouri. The glass is primarily recycled into fiberglass insulation. Amber colored glass is separated and recycled directly back into new bottle glass for Ripple Glass' partner, Boulevard Brewing Company.

City of Lawrence/Douglas County Household Hazardous Waste Facility renewal of service contract with Clean Harbors Environmental Services.

In 2014, the City of Lawrence renewed the service contract with Clean Harbors Environmental Services issued for collection and disposal for both hazardous and non-hazardous waste accepted from households and qualified CESQG/KSQG businesses at the City of Lawrence/Douglas County Household Hazardous Waste Facility and for on-site/off-site technical assistance provided to City/County staff. The length of the contract period is one year from signature of contract (2010) with a yearly renewal option up to four additional years if agreed by both parties and provided funds are available.

City of Lawrence/Douglas County Household Hazardous Waste Facility site.

In March 2014, the City of Lawrence acquired the property at 2201 Kresge Road for the purpose of re-locating Solid Waste operations and the Household Hazardous Waste (HHW)

facility. The existing City of Lawrence / Douglas County HHW facility located at 711 East 23rd Street in conjunction with the Douglas County Public Works Operations Division will be closed down once the new HHW facility construction is completed. The reason for relocating the HHW facility is that the Douglas County Public Works Operations Division is moving to a new facility near the County jail on East 25th Street.

Last year, the City applied for the SFY2015 HHW grant and was awarded \$140,000 for capital expenditures to construct the new HHW facility at 2201 Kresge Road.

Implementation of residential single-stream recycling collection.

From the start of the new recycling program in mid-October 2014 through the end of the year 2014, the city's Solid Waste Division collected 2,454,000 pounds, equivalent to 1,227 tons, of single-stream recyclable material from single-family and multi-family residences including apartments. Single-stream recyclable material was also collected from public and private schools and city facilities. The recyclable material was dropped off at the Hamm Material Recovery Facility (MRF), a single-stream processing facility that receives, sorts, processes, stores and transports the material as well as provides marketing of the recyclable material.

In addition, last year the city's Solid Waste Division collected for recycling:

- 3,060,000 pounds (1,530 tons) of cardboard.
- 2,150,000 pounds (1,075 tons) of glass.
- 742,000 pounds (371 tons) of mixed paper.
- 520,000 pounds (260 tons) of newspaper.
- 78,000 pounds (39 tons) of office paper.

The total amount of recyclables (single-stream material plus source separated material) collected by the city in 2014 was 9,004,000 pounds, equivalent to 4,502 tons. Other community recycling data from private curbside recycling haulers, drop-off recycling centers, universities, and businesses is currently being collected for the completion of the 2014 Lawrence Recycling Report.

City's Solid Waste Task Force recommendation and City staff progress report.

The Lawrence City Commission created the Solid Waste Task Force in 2011 to develop recommendations regarding the long-term solid waste service options for Lawrence. The Solid Waste Task Force was established by Resolution No. 6918 in February 2011.

The City Commission received the Solid Waste Task Force final report on February 28, 2012. The task force was focused on providing strategic direction to manage the waste stream and to place increasing emphasis on waste diversion over time. The complete report is posted at www.lawrenceks.org/swtf/files/swtf_report_2012feb.pdf.

Residential solid waste services – Solid Waste Task Force recommendations

- The City of Lawrence will continue to provide weekly collection of residential solid waste to ensure protection of public health, safety, and environment.

Staff progress report: The City of Lawrence has continued weekly trash collection.

- Increase automation for residential trash collection by:
 - Providing roll-out trash carts for residential services, which can be utilized immediately with the current fleet of semi-automated trucks. This maximizes the return-on-investment on currently existing semi-automated trucks.

Staff progress report: All single-family residences in Lawrence who are not served by a trash dumpster received a City-provided trash cart in November 2012.

- Increasing automation of trucks for residential service collection as current fleet units are replaced.

Staff progress report: The City's first two fully automated side-load trucks were purchased in the fall of 2012 as two semi-automated fleet units were replaced. Four additional fully automated side-load trucks were purchased in 2014.

- Implement a variable rate pricing structure for residential solid waste services that encourages waste reduction and increases equity in the rate structure.

Staff progress report: With the implementation of containerization (carts) for trash collection, the City offered cart size options with a variable rate pricing structure (pricing went into effect in February 2013): 95-gallon (\$16.94), 65-gallon (\$14.94) – the standard cart size, and 35-gallon (\$13.44). Additional carts requested cost extra per cart per month: 95-gallon (\$4), 65-gallon (\$3), and 35-gallon (\$2). Prices may be adjusted in the future.

- The City of Lawrence will continue to provide weekly collection of yard trimmings to keep materials out of landfill waste stream.

Staff progress report: The City of Lawrence has continued weekly yard waste collection.

- Implement city-wide single-stream curbside recycling if fiscally prudent and sustainable. City-wide program would be included in the standard rate for residential service (participation voluntary).
 - Evaluate costs and opportunities by soliciting a Request for Proposals (RFP) for single-stream curbside recycling.
 - The RFP should have two (2) alternatives, to separately evaluate collection and processing components. In other words, companies will be asked to submit proposals for

- turn-key operations (company provided collection and material processing), and
- material processing only (which would allow municipal collection of materials).

Staff progress report: See below for complete details - Section (b) Plan for the Establishment of an Organized Recycling Collection Service.

- Promote adequate number of drop-off points for glass, if material is not accepted in single-stream curbside collection system.

Staff progress report: In 2012, the City of Lawrence partnered with Ripple Glass to provide four glass recycling drop-off bin locations. Glass will be included in the single-stream curbside recycling program beginning October 2014.

- Increase diversion of organic materials from the waste stream by:
 - Focusing education, and outreach on backyard composting of both yard trimmings and food waste.

Staff progress report: The City of Lawrence continues to focus on composting outreach and education including selling backyard compost bins to Lawrence residents.

- Examining the collection of vegetative food waste for residential customers as part of existing residential collection of yard trimmings.

Staff progress report: The City of Lawrence continues to research and explore the possibility of starting a pilot program for the collection of food waste as part of the existing curbside yard waste collection program.

- Develop long-range plan for sustainable household hazardous waste program, balancing needs for fiscal responsibility and customer convenience. Issues that must be addressed include adequate physical facilities, access, marketing, staffing, and ability to staff for open hours that may not require appointments.

Staff progress report: The City of Lawrence is working on a long-range plan for a sustainable household hazardous waste program and the one of the main tasks has been looking for property options to re-locate the City of Lawrence / Douglas County Household Hazardous Waste Facility. In the next year, the County is planning to move to a new property and vacate the current site at 711 East 23rd.

- Develop comprehensive outreach and education program to facilitate the implementation of solid waste program changes. Assist residents in ability to easily find information about recycling specific waste streams by creating a searchable web page.

Staff progress report: The City of Lawrence moved content from two websites to one, www.lawrenceks.org/swm, combining solid waste and recycling information. Within the website, a recyclable materials directory (searchable database) was created and will be launched soon. Program changes are highlighted on the homepage of the website as well as on other communication tools: news releases, social media (e.g. Facebook), PHPlist, advertisement in local newspaper, etc.

Commercial / multi-family solid waste services – Solid Waste Task Force recommendations

The Solid Waste Task Force did not have adequate time to analyze significant changes for commercial or multi-family solid waste services. However, the task force expects that staff and policy-makers will consider enhancements to these services toward the goals of source reduction, increased solid waste diversion, and rate equity as new opportunities for more automated collections, recycling, organic collections, and other services arise through the implementation of improvements to residential services.

Plan for the Establishment of an Organized Recycling Collection Service.

Background Information

The Lawrence City Commission created a Solid Waste Task Force in February 2011 to develop recommendations regarding the long-term solid waste and recycling service options for the community. To develop these recommendations, the Solid Waste Task Force read and listened to feedback from community members, reviewed materials and experiences from other cities and companies that provide waste recycling services, reviewed information compiled by City staff, reviewed recommendations of the Sustainability Advisory Board and the City Auditor, and discussed issues as a group.

On February 28, 2012, the Lawrence City Commission received the Solid Waste Task Force final report which included a recommended goal of a 50 percent recycling rate by volume to be achieved by 2020. To achieve this goal, the task force recommended implementing a city-wide single-stream residential recycling program, if fiscally prudent and sustainable. After receiving this recommendation, the City Commission directed staff to prepare a report on Request for Proposal (RFP) options that outlines major policy issues for a curbside recycling program.

The Organized Collection Service Act, K.S.A. (2011 Supp.) 12-2034 *et seq.*, sets forth procedures to allow a municipality to establish an organized collection service, including a system for collecting recyclables, by ordinance. Further, pursuant to the Organized Collection Service Act, certain procedures must be followed, including adoption of a Resolution of Intent, procedures related to development of a plan, adoption of an ordinance establishing said service, and implementation of the service.

On June 12, 2012, the Lawrence City Mayor signed Resolution No. 6976, stating municipal intent to consider adoption of an organized collection service for residential recycling within the city limits of Lawrence, Kansas.

During the 90-day period following the adoption of the Resolution of Intent (June 13, 2012 through September 10, 2012), City staff developed a plan for establishing an organized collection service for residential recycling in Lawrence. As required by K.S.A. (2011 Supp.) 12-2034 *et seq.*, all interested persons, including licensees and other persons operating recycling collection services in Lawrence, Kansas as of June 12, 2012, were invited to participate in the plan development process. Notices of the planning meetings, agendas and notes were posted on the City's website and online calendar. All registered curbside recycling haulers received a letter and email reminders outlining the meeting schedule and inviting them to participate in the process. Attendees provided input for the plan and the draft RFP to establish city-wide, single-stream curbside recycling collection service for single-family and multi-family dwellings in Lawrence. The attendance summary for the three plan development meetings for the proposed organized recycling collection service is as follows:

July 11, 2012 – Planning Meeting # 1 Attendees	
Kevin Weldon	Honey Creek Disposal
Jeff Joseph	Jeff's Curbside Recycling
Bryan Neopl	Waste Management
Mike Clagett	Deffenbaugh Industries
Jeff Fawcett	Waste Connections
Armond Endarde	D.R.A.W. Services
Charlie Sedlock	Hamm Waste Services
Jim Tuchscherer	Home Recycling Service
Linda Klinker	Cans for the Community
Josue Lorenzo	Cans for the Community
Staff: Chuck Soules	City Public Works Director
Staff: Tammy Bennett	City Public Works Assistant Director
Staff: Craig Pruett	City Solid Waste Operations Supervisor
Staff: Kathy Richardson	City Waste Reduction/Recycling Operations Supervisor
July 26, 2012 – Planning Meeting # 2 Attendees	
Jeff Joseph	Jeff's Curbside Recycling
Bryan Neopl	Waste Management
Mike Clagett	Deffenbaugh Industries
Jeff Fawcett	Waste Connections
Charlie Sedlock	Hamm Waste Services
Mike Carroll	Carroll Solutions
Staff: Eileen Horn	County/City Sustainability Coordinator
Staff: Chuck Soules	City Public Works Director
Staff: Tammy Bennett	City Public Works Assistant Director
Staff: Craig Pruett	City Solid Waste Operations Supervisor
Staff: Kathy Richardson	City Waste Reduction/Recycling Operations Supervisor
August 24, 2012 – Planning Meeting # 3 Attendees	
Bryan Neopl	Waste Management
Tom Coffman	Deffenbaugh Industries
Jeff Fawcett	Waste Connections

Charlie Sedlock	Hamm Waste Services
Marci Francisco	KU Center for Sustainability; Kansas Senate
Staff: Chuck Soules	City Public Works Director
Staff: Tammy Bennett	City Public Works Assistant Director
Staff: Craig Pruett	City Solid Waste Operations Supervisor
Staff: Kathy Richardson	City Waste Reduction/Recycling Operations Supervisor

The public hearing for the plan for the establishment of an organized collection service for residential recycling was scheduled before the governing body of the City of Lawrence, on Tuesday, December 11, 2012 in the City Commission Meeting Room, City Hall, 6 East 6th Street, Lawrence, Kansas. On December 11th, the City Commission voted to open the public hearing and also voted to continue the public hearing until such time as the ordinance that will establish an organized collection service for residential recycling came back to the City Commission for consideration. This agenda item was scheduled for the City Commission meeting on Tuesday, March 26, 2013.

On November 1, 2012, the City of Lawrence mailed a letter to notify the representatives of registered curbside recycling service providers in Lawrence of the December 11th public hearing for the proposed plan for the establishment of an organized collection service for residential recycling. The letters were sent to Michael Hoffman representing Community Living Opportunities, Mike Clagett representing Deffenbaugh Industries, Armond Enclarde representing DRAW Services, Jim Tuchscherer representing Home Recycling Service, Jeff Joseph representing Jeff's Curbside Recycling, Chris Scafe representing Sunflower Curbside Recycling, and Traci Trent representing Tree Hugger Recycling.

Request for Proposal (RFP) and Selection Process

During the three plan development meetings for the proposed organized recycling collection service, the City of Lawrence received edit suggestions and feedback from attendees for the draft RFP to establish city-wide, single-stream curbside recycling collection service for single-family and multi-family dwellings in Lawrence.

At the September 11, 2012 City Commission meeting, the City Commission received a copy of the RFP No. R1213, authorized the distribution of this RFP and authorized the City to submit a collection only proposal in response to the RFP.

On September 12, 2012, the City of Lawrence posted the RFP on Demand Star, in accordance with City's Purchasing Procedures. The City also emailed a copy of the RFP to the businesses listed below.

Business Name	Contact Person
12 th & Haskell Recycle Center	Bo Killough
Allied Waste of Kansas City	Mark Donahoo
Batliner Recycling	Paul Boese
BMS Logistics	Mike Birchmier
Central Fiber	Craig Shultz
Community Living Opportunity*	Michael Hoffman

Deffenbaugh Industries*	Mike Clagett
DRAW Services*	Armond Enclarde
Hamm Waste Services	Charlie Sedlock
Home Recycling Service*	Jim Tuchscherer
Honey Creek Disposal	Kevin Weldon
Jeff's Curbside Recycling*	Jeff Joseph – picked up document at City office
Midwest Shredding Service	Jim Samuelson
Ripple Glass	Mike Utz
Sonoco Recycling	Marty Kowalski
Sunflower Curbside Recycling*	Chris Scafe
Town & Country Disposal	JR Pesek
Tree Hugger Recycling*	Traci Trent
Wal-Mart Recycling Center	Serina Wilkins
Waste Connections	Jeff Fawcett
Waste Management	Bryan Nepl

*Curbside recycling haulers operating collection services in Lawrence as of June 12, 2012.

A mandatory pre-proposal meeting was scheduled on October 1, 2012 at 9:00 a.m. and the proposals were due on October 26, 2012 by 5:00 p.m.

The curbside recycling RFP included two service solution types:

1. Turn-key recycling operations.
2. Recyclables material processing and marketing only (which would allow municipal collection of recyclables).

Proposers were allowed to submit multiple, alternate responses to each service solution type.

Proposals (posted online) were received by the October 26, 2012 deadline from:

1. City of Lawrence, collection only;
2. Deffenbaugh Industries, turn-key recycling operations and recyclables material processing and marketing;
3. Hamm Waste Services, recyclables material processing and marketing only; and
4. Waste Management, turn-key recycling operations and recyclables material processing and marketing.

The city's RFP Review Committee was composed of five members: City Commissioner Aron Cromwell, City Manager Dave Corliss, Finance Director Ed Mullins, and two citizens, Daniel Poull who serves on the City's Sustainability Advisory Board and served on the City's Solid Waste Task Force, and Joe Harkins who served on the city's Solid Waste Task Force. The RFP Review Committee reviewed the proposals and interviewed all the proposers on December 4, 2012.

The RFP Review Committee's first recommendation was submitted to the City Commission and discussed at the City Commission meeting on January 22, 2013. All parties who submitted a response to the RFP had the opportunity to address the City Commission during this meeting. Per City Commission direction at the January 22nd meeting, the City requested additional information from all parties who submitted a response to the RFP as an addendum. Information requested included:

For collection services

Final pricing proposal for collection of single-stream recycling, bi-weekly, with collection matching City's collection days Tuesday through Friday:

1. Pricing proposal including glass; and
2. Pricing proposal excluding glass.

Small local hauler plan - Specifically address any proposed plan for small haulers who will be displaced.

For material recovery facility services

City collection option - Final pricing on tipping fees and rebate structure, based on bi-weekly collection of materials, **no** minimum tonnage guaranteed:

1. Pricing proposal including glass in the delivered stream; and
2. Pricing proposal excluding glass.

Vendor collection option - Rebate structure, based on bi-weekly collection of materials:

1. Pricing proposal including glass in the delivered stream; and
2. Pricing proposal excluding glass.

Addendum submittals (posted online) were received by the January 31, 2013 deadline from:

1. City of Lawrence;
2. Deffenbaugh Industries;
3. Hamm Waste Services; and
4. Waste Management.

After reviewing the addendum submittals, the RFP Review Committee's final recommendation was submitted to the City Commission and discussed at the City Commission meeting on February 12, 2013. All parties who submitted a response to the RFP had the opportunity to address the City Commission during this meeting.

The RFP Review Committee's pricing analysis, decision options and action requested is described in the February 6, 2013 memo.

After receiving the RFP Review Committee's recommendation and hearing public comment at the February 12, 2013 City Commission meeting, the City Commission directed staff to negotiate with Hamm Waste Services for Materials Recovery Facility (MRF) operations under a recycling proposal with the City collecting curbside recycling on a bi-weekly basis.

On March 26, 2013 the City Commission:

- a) Closed the public hearing for the proposed plan for the establishment of an organized collection service for residential recycling and approve the plan.
- b) Adopted on first reading Ordinance No. 8851 establishing an organized collection service for residential recycling within the City limits of Lawrence, if appropriate.

- c) Authorized the Mayor to enter into an agreement with N.R. Hamm Quarry LLC for recyclables processing and marketing services.

Evaluation of the proposed organized recycling collection plan in regard to the following:

• **Achieving the stated goals;**

The proposed organized collection service for residential recycling will increase waste diversion over time. By providing a residential single-stream recycling collection service, the City's recycling program will also:

- Increase the amount of material being diverted from the landfill;
- Increase recycling participation rates;
- Ensure a marketable end product from collected recyclables;
- Promote the City's sustainability goals; and
- Enhance community awareness of recycling.

• **Minimizing displacement and economic impact to current recycling collectors;**

The Ordinance No. 8851 provides the flexibility in allowing other persons to collect residential permitted recyclable materials within the City limits of Lawrence, Kansas if authorized by license or other formal agreement with the City.

Since June 12, 2012, the Lawrence City Commission has discussed its intent to consider adoption of an organized collection service for residential recycling. The implementation of such service will not occur until on or after October 15, 2014. The length of time in which this topic had been under discussion and the 18-month delayed implementation of the proposed organized recycling collection service have provided current recycling collectors time to prepare for the new service the City of Lawrence will roll-out with the City as the hauler of residential single-stream recyclable materials. The recyclable materials collected will be transported to the Hamm Waste Services MRF for recyclables processing and marketing services.

• **Ensuring in the decision-making process of all interested parties, including all licensees or other persons operating recycling collection services in Lawrence as of the date of the resolution of intent to organize collection in Lawrence (June 12, 2012); and**

All registered curbside recycling collectors in Lawrence, Kansas as of June 12, 2013 as well as other interested parties were invited to participate in the plan development meetings (see page 2 for attendance summary). Notices of the planning meetings, agendas and notes were posted on the City's website and online calendar. All registered curbside recycling haulers received a letter and email reminders outlining the meeting schedule and inviting them to participate in the process. Thirty days prior to the December 11th public hearing for the proposed plan for the establishment of an organized collection service for residential recycling, the City of Lawrence mailed a letter to notify the representatives of registered curbside recycling service providers in

Lawrence of the public hearing. The registered curbside recycling collectors who received notifications throughout this plan development process were: Michael Hoffman representing Community Living Opportunities, Mike Clagett representing Deffenbaugh Industries, Armond Enclarde representing DRAW Services, Jim Tuchscherer representing Home Recycling Service, Jeff Joseph representing Jeff's Curbside Recycling, Chris Scafe representing Sunflower Curbside Recycling, and Traci Trent representing Tree Hugger Recycling.

- **Maximizing efficiency in recycling collection; and**

As stated in the plan, the City's key goals for the organized recycling collection service are to increase the amount of material being diverted from the landfill and to increase recycling participation rates. The success of a recycling program is dependent on the efficiency of the collection. To maximize efficiency of the collection of recyclable materials in Lawrence:

- There will be one hauler. The recommended hauler is the City of Lawrence.
- The service will be offered to all single-family and multi-family dwellings.
- The recyclable materials will be collected in recycling carts or recycling dumpsters as a single-stream recycling program (households may commingle recyclable materials in one recycling container). Recyclable materials collected will be transported to Hamm Waste Services' MRF for recyclables processing and marketing services.
- For single-family customers who do not receive dumpster trash service, collection of recyclable materials will occur every-other-week. This increases collection efficiency and provides other benefits, such as reduced collection costs, reduced emissions from collection vehicles, and reduced impact on city streets.
- Any new fleet vehicles the City purchases for the collection of recyclable materials will have a high level of automation (fully and semi-automated trucks).

- **Detailed justification for any tax, franchise or similar fee.**

There will be no tax or franchise fee with the proposed organized recycling collection service. For discussion of the RFP Review Committee's fee development, see the [February 6, 2013 memo](#).