



Understanding California's Proposed Commercial Recycling Regulations: What Local Agencies Need to Know About the Education, Outreach and Monitoring Requirements

May 2, 2011 – 2:00 to 3:30 p.m.



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- **501(c)(3) Research and Education Arm of:**
 - League of California Cities
 - California State Association of Counties

Mission:

- Promoting good government at the local level

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Today's Agenda

Welcome and Introductions

- Yvonne Hunter, Program Director, Climate Change Program, Institute for Local Government

Speaker

- Cara Morgan, Branch Chief, Local Assistance and Market Development, CalRecycle, State of California
- Howard Levenson, Deputy Director, Materials Management and Local Assistance Division, CalRecycle, State of California



Discussion Panel

- Randy Murphy, Deputy Director, Planning and Public Works Department, Glenn County
- Lisa Rapp, Public Works Director, City of Lakewood
- Rogelio Gamino, Associate Civil Engineer, Environmental Programs Division, Los Angeles County Dept. of Public Works

Tools to Help Local Agencies

- Yvonne Hunter, Program Director, Institute for Local Government
- Amity Lumper, Senior Associate, Cascadia Consulting Group, Inc.

Questions and Discussion

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Yvonne

What Local Agencies Need to Know About the Proposed Commercial Recycling Regulation Requirements

Cara Morgan and Howard Levenson,
CalRecycle



Draft Regulatory Requirements

- Businesses, public entities, and multifamily units of 5 or more that dispose of 4 cy/week of solid waste are required to recycle using any combination of the following:
 - Using the franchise hauler(s), arranging for pick-up, self-hauling, and/or using mixed waste processing
 - Businesses, including public entities and multifamily units of 5 or more, that dispose of 4 cy of solid waste/week



Recycling is Good Business!

1. I am going to provide you an overview of what jurisdictions are required to do under the draft regulation. But first let me clarify what businesses are responsible for versus local jurisdictions.
2. The responsibility to recycle is on businesses, including public entities and multifamily units of 5 or more, that dispose of 4 cubic yards of solid waste per week.
3. As it relates to the regulations at this time there will not be any direct enforcement on businesses if they don't recycle, unless the jurisdiction chooses on its own to implement an enforcement program.
4. Instead of having businesses or jurisdictions measure and report diversion tonnages, CalRecycle will be measuring if we are meeting our goal of reducing approximately 3 million tons of solid waste from the commercial sector waste stream by conducting statewide characterization studies in 2014 and 2019.
5. If we aren't meeting the goal, then CalRecycle and the Air Resources Board could consider revising the regulation to make it more stringent and/or having the state enforcing directly on businesses pursuant to the Air Resources Board's authority.
6. We believe that because this is a modest goal of reducing the commercial waste stream by the year 2020 and thereafter that businesses will choose to recycle.
7. Also, knowing that there is a threat of enforcement by the state on businesses that don't recycle could help motivate some businesses.

Draft Regulatory Requirements

- Jurisdictions must implement a commercial recycling program that consists of:
 - **Education/Outreach**—informing businesses of state requirement and how to recycle in the jurisdiction
 - **Monitoring**—identifying businesses that aren't recycling and informing them of the State requirement
- Jurisdictions must report annually to CalRecycle
 - Electronic Annual Report
 - Commencing with 2012 Annual Report



1. Jurisdictions will be monitored by CalRecycle through the AB 939 program review process.
2. All jurisdictions regardless of meeting the 50% mandate or not must start, or continue and in some cases expand, education, outreach and monitoring efforts in July 2012.
 - a. Education and outreach entails informing and notifying the businesses that are subject to the regulation that they must recycle and how they can recycle in your community.
 - b. Monitoring entails identifying those businesses that are not recycling, and notifying those businesses of the state requirement to recycle and informing them on how they can recycle in the jurisdiction.
3. Jurisdictions will be required to report in the Electronic Annual Report starting with the 2012 annual report that is submitted in August 2013 on how they are implementing education/outreach/monitoring.
 - a. Jurisdictions are not required to submit tonnage data from businesses on how much the businesses are recycling.
 - b. **Information that a jurisdiction would include in the annual report are:**
 1. **The types of education/outreach/monitoring activities that are being implemented, and why the activities that they chose are what is needed to inform businesses of the state requirement and inform them of how they can recycle**
 2. **an explanation if activities are being phased in over time (for example, what is the rationale for phasing and what is the focus) and then updating in subsequent annual reports on how this is progressing**
 3. **How many businesses were identified as not recycling and how many were contacted via letter or in person to inform them of the state requirement to recycle and how they can recycle**
 4. **And if available, the total number of businesses in the jurisdiction that are subject to the regulations. I will talk more about this on the next slide and then later (slide 14) in discussing some of the questions we have received from jurisdictions.**
 5. It is important to note that the jurisdiction is not held accountable if a business chooses not to recycle, although the jurisdiction still needs to have outreach/education/monitoring. However, we want to know if there are businesses that aren't recycling so our staff can assist—as you may have heard in our past webinars there are a lot of ways to get businesses, public entities and multifamily complexes to recycle—and we would like to see how we can assist you in working with key businesses that aren't recycling. Also, to address businesses that choose not to recycle I mentioned earlier there could potentially be enforcement taken by the State on businesses that don't recycle, and you can always share that with a business that isn't cooperating as that can sometimes help.
 6. To support local jurisdictions' efforts, CalRecycle will also be working with statewide organizations, such as the California Chamber of Commerce and the Apartment Association, to get the message out statewide to businesses. Also, if you know of key regional business organizations that could be of help, we would like to know that.

Flexibility! Flexibility! Flexibility!



- Jurisdictions have the flexibility to conduct education/outreach/monitoring that meets their needs:
 - Can utilize existing programs, communication modes
 - Can implement an ordinance, policy or enforcement

1. The regulation allows for flexibility and allows the jurisdictions to implement education/outreach/monitoring that works best for the jurisdiction.
2. Regarding identifying businesses that are subject to the regulation, jurisdictions might utilize the hauler's records to determine which of the businesses dispose of 4 cubic yards or more of solid waste per week. Or some jurisdictions, like those in rural areas, might find it challenging to determine which businesses generate 4 cubic yards/week so the jurisdiction might choose to educate/outreach to all of the businesses in the community and inform them of the state requirement. Or we have the situation of L.A. County, which currently has to deal with many haulers. For their situation, we will need to work with the County on what will be feasible.
3. For education and outreach, the Jurisdictions might choose to utilize their own staff, community groups, independent recyclers and/or the franchise hauler to inform the businesses of the state requirement and how the businesses can recycle in the community.
4. For the monitoring component, jurisdictions might also utilize these same staff to identify those businesses that aren't recycling and to provide information to those businesses that are not recycling.
5. While not a requirement of the regulation, jurisdictions can also choose to implement a mandatory commercial recycling ordinance or policy, as well as an enforcement program. There are a number of communities, like Sacramento, Rancho Cordova and Chula Vista, that have implemented a mandatory commercial recycling ordinance.
 - a. Please visit ILG's commercial recycling website to view the sample ordinance, case studies and sample outreach/education/enforcement examples and to hear what a number of jurisdictions have learned from implementing their enforcement program.
6. Jurisdictions can also phase in their programs.
 - a. For example, you may want to educate and monitor in the first year the multifamily complexes that have 16 units or greater because by law they have an onsite manager to work with. Jurisdictions also have the flexibility in how they develop and implement the education/outreach to owners of multifamily complexes. For example, if multifamily complexes have owners that are located in other areas of the state or live outside of the state, then the jurisdiction might take various approaches to contacting the owner to inform them of the state requirement to recycle at the complex, such as sending a letter, including information on the solid waste bill, etc.
 - b. Another approach in larger jurisdictions might be to target the largest businesses--say the 20% largest businesses based upon the amount of solid waste that they dispose of-- and then the next year move to the next largest group of businesses, and so on.

Phasing in Education/Outreach/Monitoring

- Educate and monitor in the first year the multifamily complexes that have 16 units or greater
 - By law these complexes have on-site managers
- For business owners located in other areas--
 - Send letter informing owner of requirement to recycle
- Target a percentage of largest businesses each year



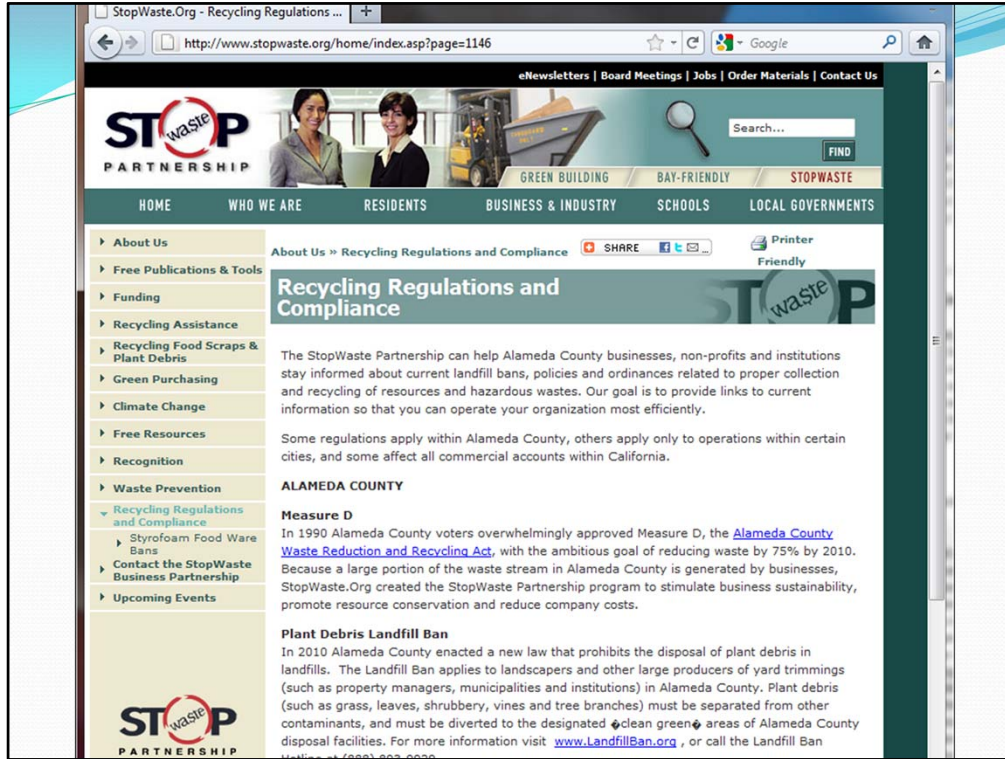
1. Continuing on the discussion of flexibility, Jurisdictions can also phase in their programs.
 - a. For example, you may want to educate and monitor in the first year the multifamily complexes that have 16 units or greater because by law they have an onsite manager to work with. Jurisdictions also have the flexibility in how they develop and implement the education/outreach to owners of multifamily complexes. For example, if multifamily complexes have owners that are located in other areas of the state or live outside of the state, then the jurisdiction might take various approaches to contacting the owner to inform them of the state requirement to recycle at the complex, such as sending a letter, including information on the solid waste bill, etc.
 - b. Another approach in larger jurisdictions might be to target the largest businesses--say the 20% largest businesses based upon the amount of solid waste that they dispose of-- and then the next year move to the next largest group of businesses, and so on.
2. There are so many different ways that jurisdictions can go about it. Because jurisdictions are allowed flexibility we will share with you in general what would be considered compliant and if efforts need to be quantifiable. We are also happy to answer specific questions regarding how you might implement your program and if it would be compliant. And we will be developing guidance and sample materials, some of which ILG is already putting together.
3. Bottomline—we will be expecting each jurisdiction in the Electronic Annual Report to report on how they are educating/outreaching/monitoring to the businesses. To determine if those activities are compliant each jurisdiction would explain in the Annual Report why the activities that they chose are what is needed to inform businesses of the state requirement and how they can recycle.
4. Does this mean that CalRecycle will say that just having one webpage with information is enough? What we are saying is that the jurisdiction will need to explain why one webpage is enough and is the tool needed to reach the businesses in their communities. This is going to be part of our normal 939 review that you all are familiar with. We will be looking to make sure it's clear you really are implementing these provisions, but also taking into account your specific circumstances, just as we always have done on evaluating program implementation. We need to see a real effort to develop and implement a program, explain how it fits for your jurisdiction, etc.

Education/Outreach: Electronic

- One or more electronic media activities that could be done to inform businesses:
 - Send out electronic notifications
 - Utilize your existing social media
 - Coordinate with local business groups, e.g., Chamber, Apartment Association, to post info on their website or distribute information to members
 - Place information on the website

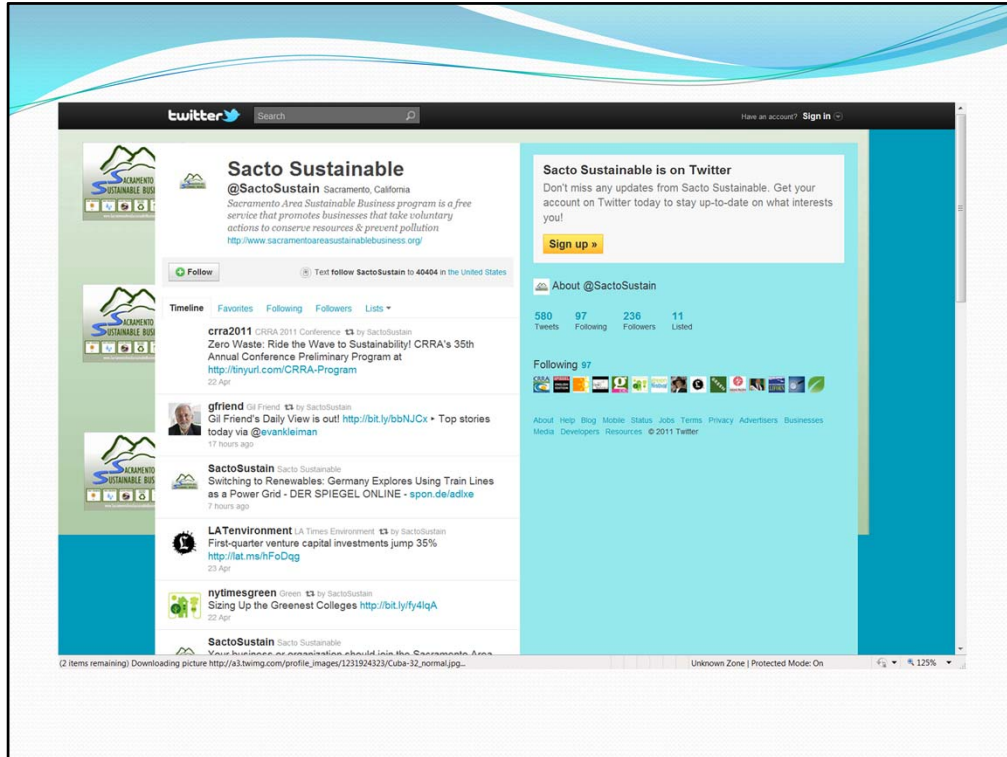


1. To help jurisdictions understand what education/outreach/monitoring means we want to offer some examples of what jurisdictions could do annually to inform and educate and outreach to businesses to inform them of the the state requirement and how the businesses can recycle in the community.
2. Note for electronic education/outreach it might be easier if you provide it to all of your businesses/multifamily complexes rather than only for those that are subject to the regulations. If you do provide electronic information via a webpage or e-mail be sure to include in your communication information about who the regulation pertains to.
 - a. You might choose to send out e-mails to your business listings.
 - b. Some jurisdictions are using Twitter, FaceBook and other media to communicate with businesses—I will be showing you Sacramento as an example.
 - c. You might also collaborate with local business organizations to help send out e-mails to their members, place information in their newsletters or place information on their websites. California Chamber of Commerce has offered to help CalRecycle inform businesses by utilizing its electronic Alert Newsletter <http://www.calchamber.com/NewsEvents/Alert/Pages/Default.aspx>
 - d. Definitely, place information on the jurisdiction's website (and the franchise hauler's website, if applicable) that informs businesses of the state requirement to recycle and explains how businesses can recycle in the jurisdiction, e.g., information placed on the website might include contact information for the franchise hauler for service information, locations to self-haul recyclables to, recyclers that will collect, information about mixed waste processing options and source separated recycling options, etc.



1. Stop Waste's webpage for businesses provides updates on recycling regulations and compliance.
2. This is a great example of how an existing website could be utilized to add information in about the state requirement.
3. They even have a placeholder already for the state regulation on this webpage!

Yvonne, for some reason I couldn't get the full screen to copy over so can you help me with this slide?



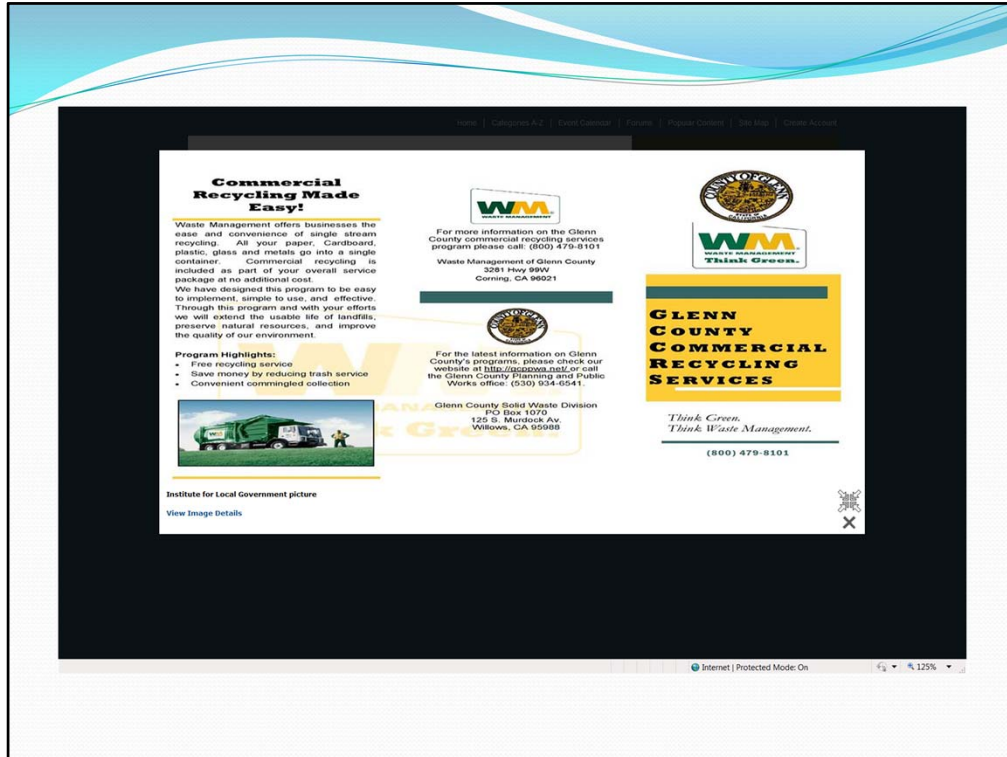
Sacramento's Business Environmental Resource Center and Recycling Market Development Zone program tweet on Twitter to their businesses. This is a great way to inform businesses of the state requirement to recycle and to provide information in a low cost way to large groups.

Education/Outreach: Print

- Utilize existing brochures, letters, newsletters
 - Add information about the state requirement and how to recycle in the jurisdiction
 - Utilize ILG's model brochure and cover letter
- Recommend sending out information in print form annually:
 - Can be phased in
 - Rurals



1. We recommend that jurisdictions utilize existing print pieces and when updating an existing brochure, letter or newsletter that is sent out to businesses add in information about the state requirement and how businesses can recycle in your jurisdiction.
2. Yvonne will share later in the webinar the tools that ILG has developed to provide jurisdictions with camera ready brochures and cover letters.
3. At a minimum we recommend that print information should be sent annually, but it could be done more frequently or less frequently depending on what works for communicating to your businesses. If you already send out information annually to businesses we would ask that you incorporate information about the state requirement for businesses to recycle. Or, if your budget does not allow sending out a printed material to all businesses annually, then maybe you could phase in your print outreach by sending out a certain number of printed materials to a specified group of businesses each year. Or you may find that it is most effective to provide a brochure on site visits.
4. Rural jurisdictions might include in its annual letter to businesses for business license renewals information about the State requirement for businesses to recycle and how businesses can recycle in the rural jurisdiction.



Rural jurisdictions, like Glenn County, that have flyers/brochures for the commercial sector might incorporate information about the state requirement to recycle, or if a rural jurisdiction doesn't already have a brochure they could use ILG's sample brochures and insert specific information on how businesses can recycle, such as using drop-off programs or on-site collection.



One example that is on ILG's website is Orange County's brochure that explains to businesses the solid waste collection and recycling services available. This brochure could be modified to include information about the state requirement.

Education/Outreach: Direct Contact


- Jurisdictions may want to use direct contact with businesses to inform them of the state requirement:

- Community groups
- Haulers
- Jurisdiction staff



- Present at business forums, provide information during waste assessments

- a. Direct contact with some of your business community will help to ensure that the businesses are informed of the requirement to recycle. We encourage you to include information about the state requirement to any of the activities where the jurisdiction, hauler(s), and/or community organizations make direct contact with businesses.
- b. Examples of direct Contact include presenting at business forums, such as the Chamber of Commerce, and/or providing technical assistance through waste assessments to explain the state requirement and how businesses can recycle in the jurisdiction. Always provide a contact person that businesses can call to ask follow-up questions.
- c. Community Groups like Heal the Bay and others might help a jurisdiction in making direct contact with businesses. Community groups frequently engage in outreach to small businesses. They might be able to contact businesses in a particular area and meet one on one with businesses to explain how they can recycle in the community and inform the businesses of the state requirement to recycle.
- d. The jurisdiction's hauler or haulers may already contact businesses directly through their sales staff or staff that conduct waste assessments for businesses. The hauler can also help to inform the businesses that aren't recycling about the state requirement to recycle and explain how they can recycle. The hauler can then report back to the jurisdiction on those businesses that aren't recycling—in some jurisdictions the hauler may already be providing this type of information to the jurisdiction.
- e. Another approach is that the jurisdiction's staff may already be working with businesses and can provide information to businesses on the state requirement to recycle. For example, some communities may utilize their health and/or building inspectors to inform businesses as they are working with them on inspecting an establishment or the local recycling coordinator may conduct waste assessments and can include information about the state requirement.



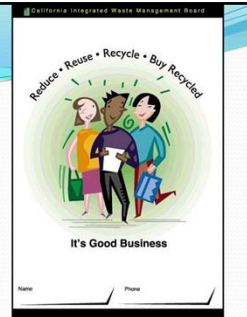
Monitoring

- Identifying businesses that are not recycling, and notifying businesses that are not in compliance.
- Flexibility to implement monitoring that fits existing programs and resources to maximize resources:
 - Letters, site visits, phone calls, etc.
 - Choose who conducts these activities, staff, hauler, etc.
 - Phase in monitoring over time depending on how many businesses are in the jurisdiction.

Monitoring means identifying businesses that are not recycling and informing them of the state requirement to recycle and how they can recycle.

1. The jurisdiction may choose whether the jurisdiction and/or hauler(s) conduct these activities. For jurisdictions that have an open non-exclusive collection system it will be more challenging for them to identify the businesses that aren't recycling and we would work with you to assess your situation and identify what would work for you for identifying businesses that aren't recycling.
2. As businesses are identified as not recycling, then jurisdictions are encouraged to utilize existing programs to incorporate information about the new state requirement and inform those businesses, such as letters that are sent to businesses, notifications sent electronically, on-site visits, phone calls from the hauler's sales representative, etc., to maximize resources.
3. Some jurisdictions have raised the question about how monitoring can be done for large numbers of businesses. Jurisdictions have the flexibility to choose to phase in monitoring over time depending on how many businesses are in the jurisdiction, including phasing in monitoring to focus first on larger business generators and/or multifamily complexes that consist of 16 units or more. Jurisdictions would report on their monitoring in the Electronic Annual Report.
 - a. **There isn't a set number that needs to be monitored annually to be compliant with the regulation, but we would be looking for a "reasonable" effort based upon your resources, business community, etc. There isn't a set number in the regulations because it's going to vary by jurisdiction. In the annual report jurisdictions will need to explain how they plan to conduct monitoring and our staff will be discussing with you in the first year if that plan is reasonable. It is important that we emphasize that the goal here is to provide flexibility for the jurisdictions, but at the same time ensure that jurisdictions provide outreach/education/monitoring to businesses. Allowing flexibility is not providing a loophole for jurisdictions to not make reasonable efforts.** Monitoring is not just a one time event and we would be expecting you to think about how you would continue to monitor and inform those businesses that aren't recycling.
4. Remember as I noted earlier, jurisdictions are responsible for informing the businesses and not responsible if the business chooses not to recycle. Jurisdictions are responsible for reporting on their efforts to monitor and inform businesses that aren't recycling.

Monitoring



- Identify businesses that are not recycling via the hauler(s), jurisdiction staff
 - Either the jurisdiction or the hauler would send a notice to the business
 - Either the hauler or the jurisdiction could follow-up in person or with a phone call
 - The purpose of this follow-up would be to assist the business with identifying how it can recycle in the local jurisdiction.

1. While specific elements of a jurisdiction's monitoring program will be unique the following are examples of what jurisdictions could do annually to notify businesses that are out of compliance with the state requirement and to inform the businesses on how they can recycle in the community.
2. The jurisdiction staff, or the franchise hauler(s), could track businesses and report to the jurisdiction on those businesses that are not recycling.
 - Either the jurisdiction or the hauler would send a notice to the business to inform them of the state requirement and how the business can recycle in the jurisdiction.
 - Either the hauler or the jurisdiction could follow-up in person or with a phone call to the businesses that are not in compliance with the state regulation. The purpose of this follow-up would be to assist the business with identifying how it can recycle in the local jurisdiction.

Monitoring



- Rural jurisdiction suggestions:
 - Hauler informs the jurisdiction
 - Jurisdiction sends out letter that explains the state requirement and how businesses can recycle
 - If there aren't staff or a hauler to ascertain which businesses are not recycling, then an annual letter to all businesses would suffice.
 - The letter could be sent electronically or hard copy depending upon the rural jurisdiction's situation.

1. Rural jurisdictions that may have unique circumstances due to small geographic size and/or low population density:
 - a. Hauler informs the jurisdiction
 - b. Jurisdiction sends out a letter that explains the state requirement that businesses recycle and how the businesses can recycle in the jurisdiction.
 - c. For jurisdictions that do not have staff and/or a hauler to do (1) above and because it might be difficult for the jurisdiction to ascertain which businesses are not recycling, then an annual letter would suffice. The letter could be sent electronically or hard copy depending upon the rural jurisdiction's situation.

Questions about what would work

- **How can I report in the annual report on the tons recycled by multifamily when all of the material is commingled?**
 - CalRecycle will be measuring the effectiveness of the regulation on a statewide basis, using a “macro” statewide characterization approach
 - **So you don’t have to report tons!** The proposed regulation does not require businesses or jurisdictions to track and report to CalRecycle actual collected tonnages
- Jurisdictions report on how they are implementing education/outreach/monitoring
 - What activities were implemented and why, how many and/or which types of businesses were contacted, how did you track the X number of businesses that aren't recycling and inform them of the requirement, etc.

How can I report in the annual report on the tons recycled by multifamily when all of the material is commingled?

It’s important to note that CalRecycle will be measuring the effectiveness of the regulation on a statewide basis, using a “macro” statewide characterization approach, so the proposed regulation does not require businesses or jurisdictions to track and report to CalRecycle actual collected tonnages achieved via local program implementation.

The regulation would require that jurisdictions report in the EAR on how they are implementing education/outreach/monitoring, such as what activities were implemented and why, how many and/or which types of businesses were contacted, how did you track the X number of businesses that aren’t recycling and inform them of the requirement, etc. To illustrate this here is an example of what you might report to CalRecycle in your EAR regarding your efforts for multifamily to outreach/educate/monitor--if you reported in the EAR that annual outreach is provided to all multifamily units and businesses via a letter, or bill insert, or site visit by hauler, etc., and that the hauler confirms that all multifamily units of 5 or more units and businesses have subscribed to recycling services, or that the hauler confirms X number are subscribing and that X number are not subscribing to recycling services and you have informed the owners of these complexes or businesses of the requirement by having the hauler meet with the on-site manager, or sending them a letter, etc., then that would be sufficient for reporting in the EAR. Our staff may ask a few questions about how you determine the number of businesses that aren’t recycling and may want to go on a site visit to see how your efforts are being implemented. Also, the regulation doesn’t break out monitoring by multifamily and we don’t intend to be that specific in the reporting.

Having said that, you may still want to collect data and make appropriate assumptions, primarily for your own internal purposes. And if a jurisdiction is in a “good faith effort” situation in the next review cycle, then having this type of additional information could be helpful in assessing whether the jurisdiction **truly** is making a good faith effort to provide education/outreach/monitoring to the

businesses to inform them of the state requirement to recycle and how they can recycle in the jurisdiction. But it wouldn't be required and would not need to be part of the EAR.

Questions about what would work

- **How will evaluations of effectiveness of programs work if County/Cities are not able to provide data, e.g., on the number of businesses and how many are not recycling?**
 - CalRecycle will take into consideration the reasons that data is not available
 - However, jurisdictions should have some data to provide to CalRecycle in the Annual Report to demonstrate that they have conducted education/outreach/monitoring
 - The bottom-line is that if jurisdictions are making a good faith effort to educate/outreach/monitor and there are things outside of their ability to control, e.g., a hauler just won't provide data, then CalRecycle would take this into consideration.
 - Parallel to the AB939 review regarding implementing the SRRE and HHWE programs, good faith effort is determined on a case by case basis.
 - Again, the amount of tonnage that the regulation is targeting is modest. Because of this modest goal the regulation was developed with flexibility in mind for both businesses and jurisdictions.

How will evaluations of effectiveness of programs work if County/Cities are not able to provide data to us?

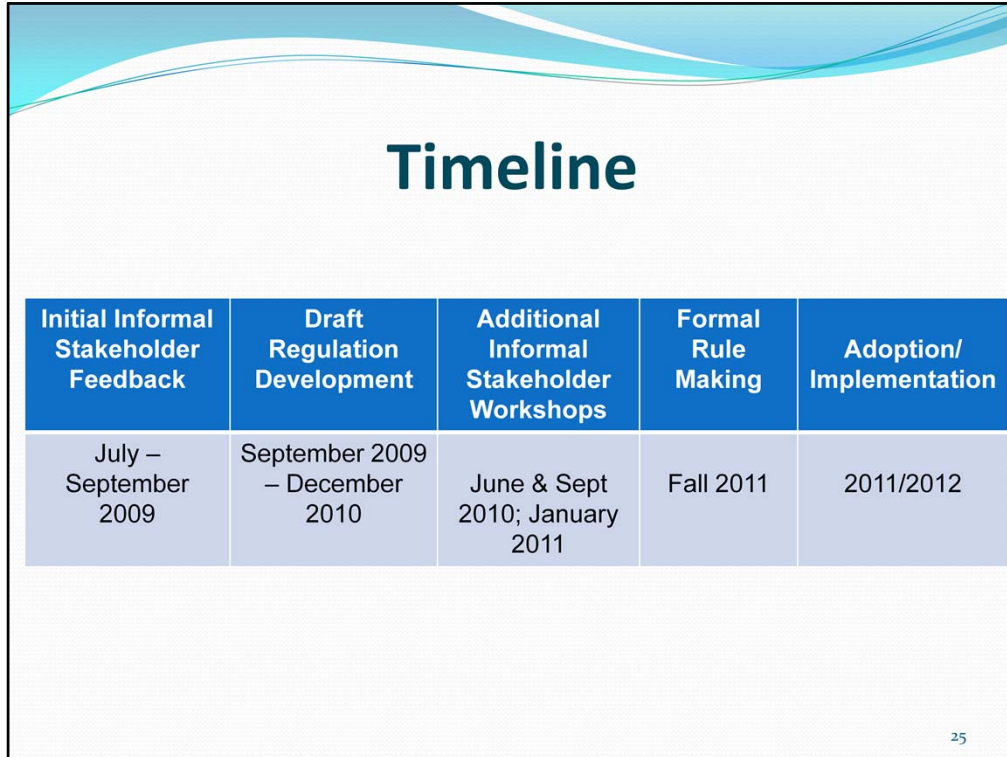
1. CalRecycle will take into consideration the reasons that a County/Cities cannot provide any data. However, County/Cities should have some data to provide to CalRecycle in the Annual Report to demonstrate that they have conducted education/outreach/monitoring.
2. The bottom-line is that if jurisdictions are making a good faith effort to educate/outreach/monitor and there are things outside of their ability to control, e.g., a hauler just won't provide data, then CalRecycle would take this into consideration.
 - a. Parallel to the AB939 review regarding implementing the SRRE and HHWE programs, good faith effort is determined on a case by case basis.
3. Again, the amount of tonnage that the regulation is targeting is modest. Because of this modest goal the regulation was developed with flexibility in mind for both businesses and jurisdictions.
4. **And remember, CalRecycle will be conducting a mid-course measure of the effectiveness of this approach, which could lead to changes if warranted.**

Questions about what would work

- **If haulers are not a regulated party, how can the County/Cities and businesses be held accountable if the haulers are not required to provide services or report out to the jurisdictions?**
 - The requirement is on businesses to recycle by using any combination of recycling options
 - It seems unlikely that a community has no options for businesses to recycle
 - It is possible that if the scenario presented here was a significant statewide issue that we would revisit the regulation, but we don't believe that this is a current issue
 - Jurisdictions could establish their own requirements on haulers regarding reporting

If haulers are not a regulated party, how can the County/Cities and businesses be held accountable if the haulers are not required to provide services or report out to the J's?

1. We have developed this regulation to place the requirement on businesses to use any combination of recycling options, including subscribing to a recycling service, self-hauling recyclables, using a mixed waste processing facility and/or allowing for the pick-up of recyclables.
2. It seems unlikely that a community has no options for businesses to recycle.
3. It is possible that if the scenario presented here was a significant statewide issue that we would revisit the regulation, but we don't believe that this is a current issue.
4. Jurisdictions could establish their own requirements on haulers regarding reporting, for example.



Timeline

Initial Informal Stakeholder Feedback	Draft Regulation Development	Additional Informal Stakeholder Workshops	Formal Rule Making	Adoption/ Implementation
July – September 2009	September 2009 – December 2010	June & Sept 2010; January 2011	Fall 2011	2011/2012

25

- The proposed Mandatory Commercial Recycling regulation tentatively planned to be heard at the May 26, 2011, Air Resources Board meeting has been postponed to a future Board meeting.
- We will notify stakeholders of the new Board meeting date as soon as it is determined.

- Thank you!



For More Information:

CalRecycle's web page at:

<http://www.calrecycle.ca.gov/Climate/Recycling/default.htm>

- Tracey Harper-- Tracey.harper@calrecycle.ca.gov
916-341-6531
- Marshalle Graham-- Marshalle.graham@calrecycle.ca.gov
916-341-6270

Discussion Panel Questions

- Randy Murphy, Glenn County
- Lisa Rapp, City of Lakewood
- Rogelio Gamino, Los Angeles County



“My city plans to ...”

“If my county does xyz, will it...?”

“What about this approach?”

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Tools to Help Local Agencies



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Resources from the Institute for Local Government

- Sample commercial recycling ordinance
- Stories from cities and counties
- Commercial recycling education flyer template
- Webinars about commercial recycling
- Examples of education and outreach materials from local agencies and haulers



Available at: www.ca-ilg.org/commercialrecycling

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Commercial Recycling Resource Center

Welcome to the California Climate Action Network's Commercial Recycling Resource Center. Here you will find:

- [Sample Commercial Recycling Ordinances](#)
- [Examples of Local Commercial Recycling Ordinances](#)
- [Local Agency Websites](#)
- [Outreach and Educational Resources](#)
- [Commercial Recycling Case Stories](#)
- [A Snapshot of Local Agency Commercial Recycling Programs and Policies](#)
- [Working with Local Businesses to Increase Recycling \(A Whitepaper\)](#)
- [Increasing Commercial Recycling: Tips for Local Agency Leaders \(A Whitepaper\)](#)
- [A Discussion Forum on Commercial Recycling Ordinances and Programs \(log in required\)](#)

These resources were developed under a contract with the California Integrated Waste Management Board (now CalRecycle).

FREE - Commercial Recycling Webinar Series

The Institute for Local Government is hosting a series of webinars on adopting commercial recycling ordinances in collaboration with CalRecycle.



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Sample Commercial Recycling Ordinance

Advisory Committee

The Institute thanks the county, city, waste industry and Waste Board representatives who participated in the Advisory Committee that helped develop the sample ordinance, as well as others who reviewed and commented on drafts of the sample ordinance. In particular, we wish to thank the following individuals for their assistance.

- Chance Hawkins, City of Chula Vista*
- Chuck Helget, Republic Services, Inc.*
- Sandra J. Fox, Attorney at Law*
- Lynn France, City of Chula Vista*
- Harvey Levine, City of Fremont*
- George Larson, Waste Management*
- Randy Murphy, Glenn County*
- Patrick Quinn, Sacramento*

The sample commercial recycling ordinance was prepared in 2009 by the Institute for Local Government's California Climate Action Network under a contract with the California Integrated Waste Management Board (now CalRecycle).

Adoption and implementation of the sample ordinance by local agencies is voluntary.

The sample ordinance emphasizes policy choices at the local level and is designed to be modified by individual agencies to reflect the unique circumstances in the community. It offers a menu of options to suit local needs and service situations. In addition, it includes extensive commentary that explains the options and provides background explanations for many provisions.

The sample ordinance is available at the right in both Word and pdf versions.



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DOCUMENTS & RESOURCES

- Sample Commercial Recycling Ordinance (PDF)
- Sample Commercial Recycling Ordinance (Word doc)

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Climate Action Connection

Sixty percent of landfill waste is generated by businesses. Promoting commercial recycling helps keep recyclable materials out of landfills. This conserves resources, extends the life of the landfill, saves businesses money and reduces the potential generation of methane, a greenhouse gas that is released from improperly managed landfills.

ILG Climate Leadership Stories on Commercial Recycling

Cities and counties are leading by example and undertaking a range of activities to address climate change in this best practice area. These case stories demonstrate the depth and richness of local agency activities and can serve as examples that other agencies can adapt to meet their communities' unique circumstances.

To view all of the case stories in one document, please see a link to "ILG Climate Leadership Stories on Commercial Recycling - ALL" at right.

Stories about Local Commercial Recycling Programs

- Commercial Recycling - A Snapshot of Local Agency Policies and Programs 2009
- County and City of Sacramento
- County of San Diego
- City of Arcadia
- City of Chula Vista
- City of Fresno
- City of Huntington Beach
- City of Irvine
- City of Kingsburg
- City of Loomis
- City of Ojai
- City of Poway

Stories about Education and Outreach Activities



BEACON AWARD: LOCAL LEADERSHIP TOWARD SOLVING CLIMATE CHANGE

Recognizing achievements of California cities and counties. [Learn more»](#)

DOCUMENTS & RESOURCES

[ILG Climate Leadership Stories on Commercial Recycling - ALL](#)

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Sample Education Flyer Template

WHAT YOU NEED TO KNOW ABOUT BUSINESS RECYCLING

Why recycle?

- State law requires all businesses that generate 4 or more cubic yards of waste weekly to recycle.
- Recycling may provide opportunities for your business to save money.
- Recycling helps conserve resources and extends the life of California's landfills. It also helps create a healthy environment for our community and future generations.

How to get started

It's easy to recycle at your business.

- Make sure your business has arranged for recycling services (see below for more information).
- Use the list on the other side of this flyer to help employees learn what items can be recycled.
- Separate recyclable items from trash inside your business.
- Place your recyclable items in external recycling containers for collection.
- Note: Any business or individual may donate, but specific businesses arrange for the pickup of recyclable materials.

Where to go for more information

[Option 1 for communities with an exclusive franchise]
To learn more, call *[insert local phone number]* or visit *[insert URL]*.

Contact *[insert name of waste hauler]* at *[insert phone #]*

Visit *[insert URL]* for more information from *[insert your agency's name]*

For additional general information about recycling and waste reduction, visit the California Department of Resources Recycling and Recovery (CalRecycle) at www.calrecycle.ca.gov

CalRecycle

www.ca-ilg.org



Free Commercial Recycling Webinars

www.ca-ilg.org/CommercialRecyclingWebinar



Learn from colleagues



www.ca-ilg.org



Questions and Discussion



Thanks to CalRecycle for supporting the Institute's work to provide resources to help local agencies increase recycling.



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Post Webinar Evaluation

Please be sure to respond to the short evaluation you will receive immediately upon ending the webinar.

Thank you very much.

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