

**CITY OF MILPITAS
RECYCLING AND SOURCE REDUCTION
ADVISORY COMMISSION MEETING
JULY 24, 2007 7:00 P.M.
457 E. CALAVERAS BLVD, MILPITAS CA 95035
RMS. 7 & 8**

I. ROLL CALL

II. PLEDGE OF ALLEGIANCE

III. SEATING OF ALTERNATES

IV. APPROVAL OF THE MINUTES: April 24, 2007

V. PUBLIC FORUM

Members of the audience are invited to address the Recycling and Source Reduction Advisory Commission on any subject not on tonight's agenda. Speakers must state their name and address for the Secretary's record, and limit their remarks to under three minutes. As an item not on the agenda, no response is required of City staff or the Commission; however, the Commission may place the item on the agenda for a future meeting.

VI. ANNOUNCEMENTS

1. NEW COMMISSIONER INTRODUCTIONS

VII. APPROVAL OF AGENDA

VIII. OLD BUSINESS

1. SOLID WASTE RATES FINANCIAL ANALYSIS UPDATE

2. NEIGHBORHOOD CLEANUP/COMPOST GIVEAWAY EVENTS UPDATE

IX. NEW BUSINESS

1. COMMISSIONER TERMS

2. OPEN GOVERNMENT TRAINING

X. STAFF ACTIVITIES

1. SOLID WASTE DIVERSION ACTIVITIES

XI. ROUNDTABLE

XII. FUTURE AGENDA ITEMS

XIII. ADJOURNMENT

KNOW YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE

Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils and other agencies of the City exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and the City operations are open to the people's review. **FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE OPEN GOVERNMENT ORDINANCE OR TO REPORT A VIOLATION OF THE ORDINANCE, CONTACT THE OPEN GOVERNMENT SUBCOMMITTEE.**

at the City Attorney's office at the Milpitas City Hall, 455 E. Calaveras Blvd, Milpitas, CA 95035.

E-mail: rpioroda@ci.milpitas.ca.gov

Fax 408/586-3030

Phone 408/586-3040

VIII. OLD BUSINESS

1. SOLID WASTE RATES FINANCIAL ANALYSIS UPDATE

BACKGROUND:

The City's contract with Allied Waste Services (Allied) calls for biennial adjustment of the rates for solid waste services. The next rate adjustment is scheduled for January 1, 2008. During the upcoming biennial rate negotiations, the City and Allied will also consider desired changes to the solid waste contract services. Based upon the complexity of the analysis of solid waste services and costs, the assistance of professional consultants with expertise in current industry costs and practices is a necessary component of the negotiations.

The City requested proposals for consultant services on April 3, 2007 and received (3) proposals by the April 24, 2007 deadline. Staff selected HF&H Consultants as the preferred consultant based on review of the proposals and interviews with the three proposers. HF&H will include evaluating the existing collection and recycling programs, evaluating suggested new services and analyzing both residential and commercial rate structures. The contract amount is \$54,960.

Negotiations are scheduled to begin in late summer.

RECOMMENDATION: Discuss as needed. Note receipt and file.

2. NEIGHBORHOOD CLEANUP EVENT UPDATE/COMPOST GIVEAWAY EVENTS UPDATE

BACKGROUND: The third annual Neighborhood Clean-up was successfully conducted at multiple park and school parking lots located throughout the City. There were a total of (10) events occurring on May 12, Apr. 14 & 28 and June 9. The events attracted 590 participants, collected 33.32 tons of recyclables and 35.06 tons of garbage. Comparatively, the 2006 event attracted 515 participants and collected 43.82 tons of recyclables and 46.55 tons of trash.

Separate compost giveaway events were held on April 7 and 21, 2007. There were a total of 1,622 bags distributed at the events.

RECOMMENDATION: Discuss as needed. Note receipt and file.

IX. NEW BUSINESS

1. COMMISSIONER TERMS

BACKGROUND:

Terms for Commissioners Ybarra, Yung, Ebnetter, and Tran (alternate) will expire by the end of October 2007. Section 3 of the Recycling and Source Reduction Advisory Commission Bylaws specifies that the term of office is three years for commissioners and two years for alternates. Term lengths are contingent upon reappointment or appointment of a successor. Members may apply for reappointment by submitting a letter or e-mail of interest to the Mayor with a copy to the Commission Chair. Voicemail messages are also appropriate. Members who do not wish to continue serving in their capacity should still submit notifications to the appropriate individuals. Copies of the bylaws and directory are included in the agenda packet.

RECOMMENDATION: Discuss as needed. Note receipt and file.

2. OPEN GOVERNMENT TRAINING

BACKGROUND: Under Milpitas Municipal Code Section I-310-4.40, annual training concerning the City's Open Government Ordinance 262.1 shall be provided by the City Attorney's office and required of all City councilmembers, boardmembers and commissioners serving the City. The training shall consist of watching a video and reading Ordinance 262.1. A declaration form, certifying that the training has been completed, must be signed and returned to a City staff contact. These declarations will be filed by the City Clerk and maintained as a public record. The following will occur at the meeting:

- a. A training video will be shown.
- b. One (1) copy of the 28-page ordinance will be made available for review. The ordinance has been included in the agenda packet and can also be found on the City's website at www.ci.milpitas.ca.gov. In the interest of time, it is recommended that the ordinance be read prior to the meeting.
- c. Declarations will be available for commissioners' signature and submittal to City staff.

RECOMMENDATION: Discuss as needed. View video, read ordinance and sign declarations.

X. STAFF ACTIVITIES

1. SOLID WASTE DIVERSION ACTIVITIES

BACKGROUND: Mid-April – June 2007 program work areas include:

1. Produced and mailed translated mailer to multi-family residents promoting recycling participation using City / Allied program (attached).
2. Produced and distributed doorhanger and corresponding advertising promoting the June 30 Household Hazardous Waste drop-off event in Milpitas (attached).
3. Provided assistance to the Purchasing Division to facilitate Association for Bay Area Governments' Energy Watch Program in the Engineering Division.
4. Providing assistance to the Purchasing Division to facilitate recycled product procurement guidelines within the Engineering Division.
5. Commercial Recycling & Waste Reduction activities: Produced and mailed "Tickets to the Recycling Game in Milpitas!", a mailer promoting participation and offering recognition incentives (attached).
6. Participated at monthly Technical Advisory Committee meetings.
7. Participated at monthly Public Education Subcommittee meetings.
8. Participated at monthly Household Hazardous Waste Subcommittee meetings.
9. Continued monthly coordination meetings with Allied Waste Services staff, tracked service issues and planning expectations.

RECOMMENDATION: Note receipt and file.

XI. ROUNDTABLE

XII. FUTURE AGENDA ITEMS

XIII. ADJOURNMENT

**NEXT REGULARLY SCHEDULED COMMISSION MEETING
TUESDAY, OCTOBER 23, 2007 AT 7:00 P.M.**

RASRAC July 24, 2007

Agenda Packet Materials

1. Agenda July 24, 2007
2. Unapproved Minutes for April 24, 2007
3. Recycling and Source Reduction Advisory Commission Bylaws
4. Directory of Local Officials
5. Open Government Ordinance
6. Open Government Declaration Form
7. Staff Activities:
 - a. Multi-family Recycling Mailer
 - b. HHW Mobile Event Doorhanger
 - c. Commercial Recycling and Waste Reduction Mailer.