

**DRAFT**  
**RECYCLING AD HOC COMMITTEE**  
**JUNE 8, 2021**

6/8/2021 - Minutes

1. Declaration Of A Quorum And Call Meeting To Order  
**Chair Joanie Steinhaus declared a quorum and called the meeting to order at 1:00 p.m.**
2. Roll Call

**Present: Board Members Joanie Steinhaus, Susan Syler, David Fortenberry, Dorothy Trevino, and Cody Wright (1:06 p.m.); Ex Officio Council Member William Schuster; Cindy DeWitt, Director of Administration and Sanitation; Scott Van Slyke, Recycling Department; and Janelle Williams, City Secretary.**

**Absent: Board Members Stephanie Vasut and Dr. Jackie Cole.**

3. Consider For Approval Minutes Of The April 13, 2021 And May 25, 2021 Meetings

**Susan Syler made a motion to approve the April 13, 2021 minutes, with David Fortenberry seconding the motion. Unanimously approved.**

**Susan Syler made a motion to approve the May 25, 2021 minutes, with David Fortenberry seconding the motion. Unanimously approved.**

4. Public Comments (Limited To Three Minutes Each)  
**None.**

5. Presentation From City Staff Member On:

1. Update on city-wide plan for access to recycling

2. Pilot program - **Scott Van Slyke and Cindy DeWitt discussed with the committee a proposed plan for pop-up recycling events for the East End and West End still in the planning stages.**

3. Tri-fold - **Scott Van Slyke shared with the committee a tri-fold document created by staff for educational purposes that shows materials accepted, how recyclables are processed and where it goes, and the value of recycling. He shared information on an 'I support recycling' sticker that could be passed out to businesses and residents.**

4. Additional videos/outreach planned - **Scott Van Slyke discussed with the committee the Recycling Educational Campaign Timeline. Phase 1 results: (1) released four recycling educational videos, (2) hosted four recycling events, (3) developed and updated educational information on the the Recycling Divisions' website, (4) hosted one recycling committee tour, and (5) established and completed all Phase 1 objectives. The Recycling Division is currently developing their Phase 2 goals, objectives, and benchmarks. The committee suggested reaching out to community groups to get the word out.**

6. Measurement Tool (Develop) To Track How The Center Is Functioning, Efficiency, Budget, Less Waste To Landfill, Final Disposition, Citizen Input.

**City staff will be working on developing a graph on the city website that will show recycling progress.**

7. Begin Outline For Committee Final Report (Last Meeting In August)

**The committee will begin drafting the final report at the next meeting. The committee has been very well educated, and the recycling center has come a long way. One long-term goal would be committing to becoming a zero waste community.**

- Issues and accomplishments
- Engage citizens
- Reduction of waste to transfer center
- Benchmarks
- Why are people not recycling - **the community needs to be better educated. One idea is to provide information on what to do with materials not accepted at the recycling center such as batteries and paint.**
- Track put or pay
- Scott will share list of locations where information is available on city website

8. Next Steps/Goals For Committee Discussion

**With five remaining meetings, the committee will begin drafting their final report to City Council.**

9. Request Agenda Items For Future Meetings

10. Guidelines In City Council Resolution

- How to effectively create an environment where residents and visitors have citywide access to recycling
- How does the City effectively market and advertise its recycling facility?
- What can the City do to make the facility more user friendly?
- Understanding the facility will operate 5-6 days a week during daylight hours, are some days and times better
- The City Council desires to establish an ad hoc committee in order to consider the City's role in an Island- Wide Recycling Program, to include market trends, best practices, and streamlining and efficiency

11. Adjournment

**The meeting was adjourned at 2:08 p.m.**