STATE OF CALIFORNIA

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Board Meeting
July 23-24, 2002

Agenda Item
Attachment 1

To request a Time Extension (TE) or Alternative Diversion Requirement (ADR), please complete and sign this form and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

California Integrated Waste Management Board
Office of Local Assistance, (MS 25)
1001 I Street
PO Box 4025
Sacramento CA 95812-4025

General Instructions:

For a Time Extension complete Sections I, II, III-A, IV-A, and V.

For an Alternative Diversion Requirement complete Sections I, II, III-B, IV-B and V.

Section I: Jurisdiction Information and Certification

All respondents must complete this section.

I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:

Jurisdiction Name	County
City of Vallejo	Solano

Authorized Signature	Title
Mary Hill	Assitstant City Manager

Type/Print Name of Person Signing	Date	Phone
Mary Hill	5/8/2002	(707) 648-4576

Person Completing This Form (please print or type)	Title
Derek Crutchfield	Recycling Coordinator

Phone	E-mail Address	Fax
(707)648-5346	Dcrutchfield@ci.vallejo.ca.us	(707) 648-4691

Mailing Address	City	State	ZIP Code
555 Santa Clara St.	Vallejo	CA	94590

Section II—Cover Sheet

This cover sheet is to be completed for each Time Extension (TE) or Alternative Diversion Requirement (ADR) requested.

1. Eligibility

Has your jurisdiction filed its Source Reduction and Recycling Element, Household Hazardous Waste Element, and Nondisposal Facility Element with the Board (must have been filed by July 1, 1998 if you are requesting an ADR)?

☐ No. If no, stop; not eligible for a TE or ADR.

☒ Yes. If yes, then eligible for a TE or ADR.

2. Specific Request and Length of Request

Please specify the request desired.

☒ **Time Extension Request**

Specific years requested _2001, 2002,2003_____

Is this a second request? ☒ No ☐ Yes Specific years requested. _ _____
(**Note:** Requests for an additional extension will need to address why the jurisdiction's efforts to meet the 50% goal by the end of the first extension were not successful.)

☐ **Alternative Diversion Requirement Request (*Not allowed for Regional Agencies*).**

Specific ADR requested _ _____%, for the years_ _____.

Is this a second ADR request? ☐ No ☐ Yes Specific ADR requested _ ____%, for the years _ _____
(**Note:** Requests for an additional ADR will need to address why the jurisdiction's efforts to meet 50% by the end of the first ADR period were not successful.)

Note: Extensions may be requested anytime by a jurisdiction, but will only be effective in the years from January 1, 2000 to January 1, 2006. An original request for a TE/ADR may be granted for any period up to three years and subsequent requests for TE/ADR may extend the original request or be based on new circumstances but the total number of years for all requests cannot total more than five years or extend beyond January 1, 2006.

Section IIIA—TIME EXTENSION

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's progress in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIA-1).

1. **Why does your jurisdiction need more time to meet the 50% goal? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.**

The City of Vallejo had hoped to reach the 50% goal by claiming Biomass Diversion. In November 2000 the California Integrated Waste Management Board(CIWMB) approved Vallejo's request to reset its base year to 1998 using the Solano County analysis. This action resulted in increasing the City's waste diversion from 26% to 44%. The Biomass would have put the City at 51% diversion in 2000. The City tried to substantiate its Biomass claim using information from the 1998 Base Year Reset data however the information was no longer applicable. The City is currently at 48% diversion for the year 2000.

A-The SRRE selected programs and the identified barriers that prevented the City from achieving the 50% goal was due to existing programs not reaching their full potential. B-Barriers and how they were overcome by strengthening and enhancing different aspects of each program.

1. A-The City implemented programs but did not have sufficient staffing to monitor all of the programs on a regular basis. In recent years, the City did not have a full time staff person dedicated to recycling, implementing new recycling programs or monitoring existing programs.

B-In October 1, 2001, the City hired a full time Recycling Coordinator to monitor and implement programs.

2. A-The City adopted Administrative Rule and Purchasing Ordinance however not all aspects of the Ordinances and Administrative Rule were enforced due to lack of staffing.

B-City now has a purchasing staff that is responsible for buying recycled products and enforcing purchasing ordinance. All department heads and City Council will enforce Administrative Rule; both entities are responsible for selecting vendors.

3. A-Although recycling programs were in place with the franchise Waste Hauler, the commercial sector did not take full advantage of the recycling services and that caused diversion to be low in the commercial sector. The City did not monitor the effectiveness and poor participation rate of commercial recycling accounts to ensure that businesses were maximizing recycling.

B-The City's Recycling Coordinator will assist franchise waste hauler's Vallejo Garbage Service (VGS) Recycling Manager, with contacting commercial businesses and offer additional recycling services.

4. A-The City had identified several large generators that are doing very little recycling, could be doing more, or none at all. The Vallejo Unified School District, Kaiser Hospital, and Marine World have all been contacted and site visits have been made to all of these facilities by the franchise waste hauler's Recycling Manager. General Mills' Vallejo facility was audited by City and CIWMB staff within the past two years, and was found to be doing a good job.

B-Site audits were performed to identify waste streams and potential recycling options. Kaiser is back hauling cardboard, Marine World has Elephant dung sent to Napa Composting Facility and the Vallejo Unified School District has recently signed a contract to do a pilot program with three schools.

5. A-There was a very little recycling done in multi family dwellings.

B-The City's recycling Coordinator will work closely with City's franchise waste hauler's (VGS) Recycling Manager to create incentive programs, conduct waste stream audits, educate and inform multi family dwelling owners of the benefits recycling and assist with implementing recycling programs within the units.

6. A-Curbside recycling participation was relatively low and contamination was high.

B-The City has changed its curbside recycling franchise hauler to Vallejo Recycling (VR). There are plans to inform the public of proper recycling techniques by implementing a new tagging system. The tags will identify problems with residents recycling bins. A new recycling brochure clarifying acceptable and non-acceptable recyclable materials will be distributed in the City's water bill.

7. A-Public Outreach and Education was intermittent.

2. Why does your jurisdiction need the amount of time requested? Describe any relevant circumstances in the jurisdiction that contribute to the need for a Time Extension.

The City has asked for three years because the City would like to take full advantage of this opportunity to implement new programs and strengthen existing programs.

1. The City has several large generators that were resistant to recycling however; recent discussions have been on going.

2. The Vallejo Unified School District has agreed to implement a pilot recycling program with selected schools. Additional time will allow the School District to evaluate and decide how to incorporate recycling services the entire school district.

3. Marine World has recently said it is open to having beverage container recycling in the park providing the recycling containers are esthetic. The City plans to apply for a beverage container-recycling grant that can fund the purchase of beverage recycling container. If no grants are available the City plans to approach the franchised waste hauler (VGS) to assist with the purchase of beverage recycling containers. However, in prior years the problems were really with the need to train seasonal staff and put better system in place.

4. Kaiser Hospital has inquired about additional recycling services and preliminary discussions have occurred in recent months. Kaiser appears to be doing well, but could be doing more. Thus, there is only moderate urgency to implement additional programs. Currently Kaiser is recycling cardboard, office paper and yard waste.

5. The commercial sector also has the potential to increase diversion. Participation is low and cold calls on several dozen businesses indicate many are not recycling all possible materials. The best approach to date to get participation is 'cold calling'. This technique entails going to businesses without an appointment and offering the business extra recycling services. Although it is effective, it is also very time consuming. The City's Recycling Coordinator will work closely with franchise waste hauler's (VGS) Recycling Manager to educate and customize recycling programs for commercial businesses.

6. The City plans to implement a recycling pilot program for multi family dwelling units. Public outreach information may need to be translated into other languages. Time will be needed to educate residents of multi family dwellings how to recycle effectively and extra equipment may have to be purchased such as locks and other devices to prevent illegal dumping. The City's goal is to have recycling available in all multi family dwellings units.

7. Existing programs such as the curbside recycling program have been successful, however we think we can increase percentage of participation based on the curbside franchise company's experience in a neighboring City with similar demographics.

8. It will take some time to organize a Multi Media recycling campaign and see the benefits from the commercials, radio ads, and video presentations. The City has budgeted funds for Fiscal Year 02/03 to produce a video and PSA's. The City plans to us the Public Access Channel and have students create recycling PSA'S.

9. Work with franchise hauler (Vallejo Garbage Service) and franchise recycling hauler (Vallejo Recycling) to provide incentive programs that will encourage residents, multi family dwellings and businesses to recycle. Incentives and providing the proper materials to accomplish the task is the key to persuading residents to participate and recycle. For example, the City purchased office paper recycling containers for City employees work stations and copy areas. The City's Recycling Coordinator implemented a recycling contest that requires employees to recycle office paper and keep all recyclable materials out of the trash in order to be eligible to win. The City has tripled the amount of office paper recycled.

3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

1. The City hired a full time Recycling Coordinator on October 1, 2001, to improve existing programs for added success. The Recycling Coordinator will monitor all programs and follow the measurable and intermediate milestones over the three years. The City is working with the Vallejo City Unified School District, and other large waste generators to help the City achieve its goal of 50% diversion. Other programs implemented included the following:

2. Implemented a procurement policy (ordinance) which includes recycled concrete and asphalt.

3. Worked with schools to increase waste reduction, recycling, and education efforts.

4. Explored implementing ordinances and planning guidelines for diversion of construction and demolition (C&D) materials and mandatory commercial and multifamily recycling.

5. Expanded commercial audit program to increase waste prevention and diversion programs for large generators.

6. Increased effectiveness of recycling opportunities for green waste and other materials at Devlin Road Transfer Station.

7. Improved curbside recycling program to reduce material destruction (rain damaged to fiber materials).

8. Maximized the government reduction and recycling programs.

9. Implemented a plan to increase diversion from neighborhood clean-up events and promote closing the loop by using recycled paint for abatement and cleanup projects.

10. Enhanced public outreach and education programs.

11. Increased staff time dedicated to monitoring programs.

4. Provide any additional relevant information that supports the request.

Section IV A—PLAN OF CORRECTION

A Plan of Correction is required by PRC Section 41820(a)(6)(B). The plan is fundamentally a description of the actions the jurisdiction will take to meet the 50% goal by the expiration of the Time Extension.

Attach additional sheets if necessary.

Residential %	37%	Non-residential %	63%

PROGRAM TYPE Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
2030-RC-OSPCommercial on-site pickup	EXPAND	Increase commercial recycling participation from 40% to 55% by:A- Increasing public awareness. B-Implementing operation 'Cold Calling"-contacting businesses without an appointment to offer recycling services or additional recycling services.C-Explore possibilities for Incentive programs in FY02/03.D-Recycling Coordinator will join V-Clean (Chamber of Commerce) sub-committee that focuses on assisting businesses in the City improve conditions in and around their establishments (e.g., illegal dumping, and neighborhood cleanup efforts). E-Assist commercial businesses in becoming eligible for Recycling and Environmental awards that may enhance business.	City Funds / Franchise Waste Hauler (VGS)	2003	5%
2000-RC-CRBResidential Curbside	Expand	Increase curbside recycling participation from 60% to 75% and multi-family (4 units or more) from 30% to 50% by: A-Increasing public awareness to increase residential curbside recycling. B-Explore possibility of Incentive programs in FY02/03.C-Research recycling pilot program and implement for selected multi-family dwelling units in 3 size categories and 3 different neighborhoods.	City Funds / Franchise Recycling Hauler (VR)	2003	5%
1040-SR-SCHSchools	Expand	A-Recycling Coordinator will assist with baseline audit and pilot recycling program for 3 of 26 schools in Vallejo Unified School District. B-Coordinate and arrange assemblies and presentations that encourage recycling.	privately funded/assemblies funded by grants	2003	2%
1020-SR-BWRBusinesses	Expand	A-Continue to assist Kaiser Hospital and Six Flags Marine World with implementing new or expanding existing recycling programs.B-Perform ongoing annual audits to determine if additional recycling is necessary	City Funded	2003	1%
1010-SR-BCM	Expand	City purchased 15 Backyard Composting Bins. Eight composting bins were raffled off at Earth DayA-The City plans to raffle off the seven remaining composting bins at City sponsored composting workshops.B-City will contract with VALCORE Recycling. A non-profit recycling organization to conduct workshops. C-If workshops are well attended City will purchase additional 15 Composting Bins and sponsor ongoing workshops.	City Funded	2003	.0025%
		Total Estimated Diversion Percent From New and/or Expanded Programs			13%
		Current Diversion Rate Percent From Latest Annual Report			48%

	Total Planned Diversion Percent Estimated	61%

PROGRAMS SUPPORTING DIVERSION ACTIVITIES

PROGRAM TYPE	NEW or EXPANDED	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED
5000-ED-ELCElectronic	EXPAND	Use multi-media presentations A--(Public Service Announcements, Videos, Radio Ads) to inform businesses and residents of available recycling services and the benefits of recycling.B-Create a Citywide Recycling Video	2003
5010-ED-PRNPrint	EXPAND	Increase the amount of printed brochures, flyers, guides, news advertisements to keep residents and commercial businesses informed of new and existing recycling services.	2003
5020-ED-OUTEducation Outreach	EXPAND	A-Recycling Coordinator will attend special events, fairs community organizations and give recycling presentations.B-Assist local organizations with recycling efforts.	2003

Question # 1

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Question #1 part 2

A-The SRRE selected programs and the identified barriers that prevented the City from achieving the 50% goal was due to existing programs not reaching their full potential.

B-Barriers and how they were overcome by strengthening and enhancing different aspects of each program.

1. **A-**The City implemented programs but did not have sufficient staffing to monitor all of the programs on a regular basis. In recent years, the City did not have a full time staff person dedicated to recycling, implementing new recycling programs or monitoring existing programs.

   B-In October 1, 2001, the City hired a full time Recycling Coordinator to monitor and implement programs.

2. **A-**The City adopted Administrative Rule and Purchasing Ordinance however not all aspects of the Ordinances and Administrative Rule were enforced due to lack of staffing.

   B-City now has a purchasing staff that is responsible for buying recycled products and enforcing purchasing ordinance. All department heads and City Council will enforce Administrative Rule; both entities are responsible for selecting vendors.

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7. **A-**Public Outreach and Education was intermittent.

   B-The City's Recycling Coordinator will attend special events, schedule recycling presentations and assemblies. The Recycling Coordinator has purchased recycling premiums to draw and engage residents in Recycling discussions. The City plans to co-produce commercials, public service announcements, and radio announcements to advertise recycling services offered in the City of Vallejo.

Question # 2

The City has asked for three years because the City would like to take full advantage of this opportunity to implement new programs and strengthen existing programs.

1. The City has several large generators that were resistant to recycling however; recent discussions have been on going.

2. The Vallejo Unified School District has agreed to implement a pilot recycling program with selected schools. Additional time will allow the School District to evaluate and decide how to incorporate recycling services the entire school district.

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Question #3

1. The City hired a full time Recycling Coordinator on October 1, 2001, to improve existing programs for added success. The Recycling Coordinator will monitor all programs and follow the measurable and intermediate milestones over the three years. The City is working with the Vallejo City Unified School District, and other large waste generators to help the City achieve its goal of 50% diversion. Other programs implemented included the following:

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10. Enhanced public outreach and education programs.

11. Increased staff time dedicated to monitoring programs.

Section IV A –PLAN OF CORRECTION

PROGRAM TYPE	NEW OR EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
2030-RC-OSP Commercial on-site pickup	EXPAND	Increase commercial recycling participation from 40% to 55% by: A- Increasing public awareness. B-Implementing operation 'Cold Calling"-contacting businesses without an appointment to offer recycling services or additional recycling services. C-Explore possibilities for Incentive programs in FY02/03. D-Recycling Coordinator will join V-Clean (Chamber of Commerce) sub-committee that focuses on assisting businesses in the City improve conditions in and around their establishments (e.g., illegal dumping, and neighborhood cleanup efforts). E- Assist commercial businesses in becoming eligible for Recycling and Environmental awards that may enhance business.	City Funds / Franchise Waste Hauler (VGS)	2003	5% (1177.24 tons)
2000-RC-CRB Residential Curbside	EXPAND	Increase curbside recycling participation from 60% to 75% and multi-family (4 units or more) from 30% to 50% by: A-Increasing public awareness to increase residential curbside recycling. B-Explore possibility of Incentive programs in FY02/03. C-Research recycling pilot program and implement for selected multi-family dwelling units in 3 size categories and 3 different neighborhoods.	City Funds / Franchise Recycling Hauler (VR)	2003	5% (1068.28 tons)
1040-SR-SCH Schools	EXPAND	A-Recycling Coordinator will assist with baseline audit and pilot recycling program for 3 of 26 schools in Vallejo Unified School District. B-Coordinate and arrange assemblies and presentations that encourage recycling.	privately funded/ assemblies funded by grants	2003	2%
1020-SR-BWR Businesses	EXPAND	A-Continue to assist Kaiser Hospital and Six Flags Marine World with implementing new or expanding existing recycling programs. B-Perform ongoing annual audits to determine if additional recycling is necessary	City Funded	2003	1% (213.65 tons)
1010-SR-BCM	EXPAND	City purchased 15 Backyard Composting Bins. Eight composting bins were raffled off at Earth Day A-The City plans to raffle off the seven remaining composting bins at City sponsored composting workshops. B-City will contract with VALCORE Recycling. A non-profit recycling organization to conduct workshops. C-If workshops are well attended City will purchase additional 15 Composting Bins and sponsor ongoing workshops.	City Funded	2003	.0025% =(53.41) tons

PROGRAMS SUPPORTING DIVERSION ACTIVITIES

5000-ED-ELC Electronic	EXPAND	Use multi-media presentations A--(Public Service Announcements, Videos, Radio Ads) to inform businesses and residents of available recycling services and the benefits of recycling. B-Create a Citywide Recycling Video	City Funds / Franchise Recycling Hauler (VR)/ Franchise Waste Hauler (VGS)	2003	
5010-ED-PRN Print	EXPAND	Increase the amount of printed brochures, flyers, guides, news advertisements to keep residents and commercial businesses informed of new and existing recycling services.	City Funds / Franchise Recycling Hauler (VR)/ Franchise Waste Hauler (VGS)	2003	
5020-ED-OUT Education Outreach	EXPAND	A-Recycling Coordinator will attend special events, fairs community organizations and give recycling presentations. B-Assist local organizations with recycling efforts.	City Funds	2003	