

MSWMAC - 2014 Work Plan – Revision 4 – April 1, 2014

	February	March	April	May	June	July	August	Sept	Oct	Nov	Dec
Election of Chair/ Vice Chair	Action							Possible facility tour		Work Plan for this month TBD*	Work Plan for this month TBD*
Budget Proviso Response →	Discussion Feedback	Discussion Feedback	Part of Fin. Policies Discussion	Discussion Feedback	Action						
Sustainable Solid Waste Management Study	Discussion Feedback	Update	Presentation Feedback	Presentation Feedback	Presentation Feedback	Discussion Feedback	Action				
Transfer Plan Review Report – Added to April Agenda →	Update	Final Report: Presentation	Added: Discussion	Added: Discussion & Possible Action							
Financial Policies	Discussion with Fin. Pol. Subcommittee	Discussion with Fin. Pol. Subcommittee	Discussion at MSWMAC	Action							
South County Siting and EIS	Update										
Green Fence				Discussion	Action						
Solid Waste Annual Report				Presentation							
Comprehensive Solid Waste Management Plan							Discussion Feedback				
Rate Analysis		Update		TBD							
Product Stewardship					Discussion Feedback	Discussion Feedback	Action				
Budget Review									Presentation		
2014 Facilities Tour				Discussion Feedback							
2015 Priorities /Work Plan									Presentation Feedback		
SWD Performance Indicators →			Removed update			Update			Update		
Bylaws Review						Discussion	Action on Revisions				

*November and December work plan will be developed pending outcome of Transfer Plan Review Report, ILA Discussions, Sustainable Solid Waste Management Study and Comp Plan Review. Note: This work plan is a living document and items may be added, removed or rescheduled.

Summary of MSWMAC 2014 Work Plan Items and Meeting Detail

<p>Election of Chair and Vice Chair</p>	<p>In accordance with MSWAMAC's adopted bylaws, the chair and vice chair are elected every February for 1 year terms. There is no limit on the number of terms the chair and vice chair may serve.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • February: nomination and election of chair and vice chair
<p>Budget Proviso Response</p>	<p>Section 19, P2: \$5 million expenditure restriction until report and motion are submitted and motion is passed by council. Report to address:</p> <ol style="list-style-type: none"> 1. a review and analysis of issues identified in Ord. 17677 regarding the amended and restated ILA 2. recommendations for revisions to the ILA based on input from partners in the federated solid waste system and the solid waste division and Ordinance 17677. <p>Ordinance 17677 identified the following issues:</p> <ol style="list-style-type: none"> 1. late comer provisions; 2. changes to disposal rates charged based on number of parties to ILA; 3. potential alternative funding mechanisms for future capital investments in solid waste facilities; and 4. clarification of solid waste management planning responsibilities for cities not committed to system after 2028. <p>Schedule:</p> <ul style="list-style-type: none"> • February: Present options for each issue above and identify concerns. Confirm with MSWMAC whether there are additional issues they seek to add to this list • March: Discuss options and issues • April: Discuss options and issues • May: Final discussion of recommendations for report • June: Draft report discussion

<p>Sustainable Solid Waste Management Study</p>	<p>The Sustainable Solid Waste Management Study will evaluate options in five areas:</p> <ol style="list-style-type: none"> 1. resource recovery at division facilities; 2. construction and demolition debris; 3. organics processing; 4. disposal alternatives and technologies; and 5. sustainable system financing. <p>Schedule:</p> <ul style="list-style-type: none"> • February: Review list of options to be evaluated in each of the five study areas and evaluation criteria • March: Update on study progress • April: Review outcome of evaluation process • May: Provide feedback on recommended implementation approach • June: Review report and recommendations for five study areas • July: Discussion and feedback on the study's recommendations and consider drafting motion to take position on recommendations at the August meeting • August: Take action on motion
<p>Transfer Plan Review Report</p>	<p>Budget Proviso: No more than \$1.75 million shall be expended or encumbered after the effective date of Proposed Ordinance 2013-0423 before the division completes a review and report on the 2006 Solid Waste Transfer and Waste Management Plan and the council acknowledges receipt of the report by adoption of the motion. The review and report shall address at a minimum:</p> <ul style="list-style-type: none"> • Tonnage projections to be based on waste volumes from cities that have indicated commitment to the regional solid waste system through 2040, through approval of the Amended and Restated ILA; • Revenue projections, to be based on waste volumes from cities that have indicated commitment to the regional solid waste system through 2040, through approval of the Amended and Restated ILA; • Overall costs of the region-wide transfer station upgrade; • Functionality and service alternatives at the respective transfer stations; • Level of service criteria addressed in the 2006 plan, with particular attention to options for revision to the travel time criterion in the plan, which requires that 90% of station users be within 30 minutes travel time; • Retention and repair of existing the transfer station including itemized cost estimates for retention and repair and updated long-term tonnage projections; • Recommendation 4 of the KC Performance Audit of Solid Waste Transfer Station Capital Projects, which requires systematic analysis of incremental cost impacts of the number, capacities and functionality of the transfer stations and assessment of project financing and delivery methods. <p>The division shall provide for an opportunity for the public and stakeholder groups to submit comments and questions related to the review</p>

	<p>by Feb. 3, 2014. The division shall consider such comments and questions in its preparation of the final report. The final report shall include all comments and questions received together with a responsiveness summary. The division shall document all efforts to engage all stakeholder groups; document all feedback received and document any steps taken to incorporate feedback into the final report.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • February: Update on comments received; recommendation to be included in final report • March: Review final report as submitted to council on March 3 and discuss next steps and potential inclusion in work plan • April: Discussion • May: Discussion and Possible Action
Financial Policies	<p>The Amended and Restated ILA requires financial policies be developed in consultation with MSWMAC and that these policies shall address debt issuance, rate stabilization, cost containment, reserves, asset ownership and use, and other financial issues. A subcommittee has been formed and has begun working on this task. Subcommittee recommendations will be brought to MSWMAC.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • February: Discussion with Financial Policies Subcommittee • March: Discussion with Financial Policies Subcommittee • April: Discussion with MSWMAC • May: MSWMAC takes action on financial policies
South County Siting /EIS	<p>Consistent with the currently adopted Solid Waste Transfer and Waste Management Plan, the division has been working on siting a new recycling and transfer station to replace the Algona Transfer Station.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • February: Update on the status of the siting process and EIS
Green Fence	<p>The green fence issue concerns markets for recyclable materials and the difficulty that the haulers are having recycling some materials (currently plastics) due to a change in markets. Restrictions on plastics exports to China have created fundamental changes to international markets and some mixed plastics (resin codes #3-#7) have limited or no markets. So the haulers have to warehouse them or find new markets.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • May: Discussion to understand the issues, with participation by the haulers • April: MSWMAC decides if action is needed by cities, county or Comp Plan changes, to address this issue
Solid Waste Annual Report	<p>County code (KCC 10.14.080) requires the division annual report as required by KCC 10.14.080.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • Presentation of the division's 2013 Annual Report

Comprehensive Solid Waste Management Plan	<p>Discussion to include potential updates, approach and timeline.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • August: Waste Discussion to include a review of reduction/recycling goals and recommendations. Per interest expressed by some members, discussion will include the feasibility of a “Box Spring/Mattress (bed ware)” ban and a review of commercial, single and multifamily recycling rates
Rate Analysis	<p>In January 2013, the division began reviewing its current and forecasted revenues, expenditures and reserves to determine whether rate modifications are necessary. Based on this analysis, development of financial policies, and changes to the capital improvement plan a new rate may be deferred.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • March: The division will provide an update on its forecasted revenues, expenditures and reserves and whether or not a rate is necessary • May: If it is determined that a rate modification is necessary, the division will present plans for an updated rate proposal
Product Stewardship	<p>Product stewardship is defined as “an environmental management strategy whereby producers take responsibility for minimizing a product’s environmental impact throughout all stages of a product’s life cycle, including end of life management.” Currently, most producers externalize disposal or recycling costs for their toxic and hard to handle products onto governments and their funders (taxpayers and ratepayers). Product stewardship policies shift responsibility from ratepayer-financed government programs to private sector systems that are financed by and the responsibility of product producers.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • June: Discuss product stewardship principles, successful product stewardship programs and strategies to advance product stewardship in the state. One strategy for discussion is how to best engage local elected officials • July: Decide what follow up action is needed by the cities to support product stewardship efforts • August: Based on June’s discussion and possible July action, MSWMAC may want to have further discussion about efforts to further product stewardship
Budget Review	<p>The division’s budget proposal for the 2015-2016 period.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • October: The division will present and discuss its 2015-2016 budget proposal

2014 Facilities Tour	<p>MSWMAC has not gone on a tour of a solid waste or recycling facility for a number of years. Tours can provide an understanding of available solid waste and recycling infrastructure.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • May: Discussion to determine if there are facilities MSWMAC is interested in touring this year and select month for tour. Possible tours include C&D facility, Cedar Hills, a mattress recycling facility or to an organics management facility
2015 Priorities and Work Plan	<p>The division's priorities for 2015 will help inform MSWMAC's Work Plan for next year.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • October: The division will present its priorities for 2015 and a draft Work Plan for the committee's review and comment
SWD Performance Indicators	<p>This is a quarterly update on the division's performance indicators in key areas, including operational and environmental data.</p>
Bylaws Review	<p>MSWMAC has not reviewed its bylaws since they were adopted in 2005. The chair has expressed interest in a review this year to determine if revisions are needed.</p> <p>Schedule:</p> <ul style="list-style-type: none"> • July: MSWMAC to review bylaws and determine if revisions are needed • August: Possible action if there are revisions to the bylaws.