

City of Sherwood, Oregon
Resolution No. 93-559

A RESOLUTION APPROVING THE PROGRAM FOR YEAR FOUR OF THE WASHINGTON COUNTY WASTESHED FIVE-YEAR WASTE REDUCTION PLAN AND ADOPTING THE WASHINGTON COUNTY WASTESHED WASTE REDUCTION INTERGOVERNMENTAL AGREEMENT, AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, it appearing to the Council that, pursuant to the Metropolitan Service District's Regional Solid Waste Management Plan, all local governments are to adopt an annual work plan for waste reduction; and

WHEREAS, it appearing to the Council that the City of Sherwood and Washington County may enter into an agreement pursuant to ORS Chapter 190 and ORS 459.065 (1)(b); and

WHEREAS, the Washington County Waste Reduction Technical Committee and the Washington County Waste Reduction Policy Committee have jointly developed and approved said plan and agreement with full participation by staff of the City of Sherwood.

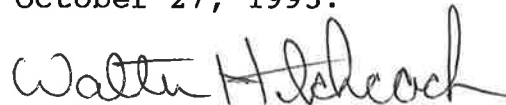
NOW, THEREFORE, THE CITY RESOLVES AS FOLLOWS:

Section 1. Approval: That the Washington County Wasteshed Five-Year Waste Reduction Plan, Year Four, attached hereto as Exhibit A, is designated as the City of Sherwood's approved annual work plan for waste reduction for Fiscal Year 1993-94.

Section 2. Adoption: That the City of Sherwood approve the Washington County Wasteshed Waste Reduction Intergovernmental Agreement, attached hereto as Exhibit B, and enter into agreement with Washington County for fiscal year 1993-94.

Section 3. Effective Date: This Resolution shall be effective upon its approval and adoption.

Duly passed by the City Council October 27, 1993.



Walter Hitchcock, Mayor

ATTEST:



Polly Blankenbaker, City Recorder

Washington County Cooperative Recycling Program
Year Four, Annual Waste Reduction Program
Fiscal Year 1993-1994

Mission:

The Washington County Cooperative Recycling Program is an intergovernmental organization formed by the cities of Banks, Beaverton, Cornelius, Durham, Forest Grove, Hillsboro, King City, North Plains, Sherwood, Tigard, Tualatin, Wilsonville and unincorporated Washington County.

The Cooperative Recycling Program is committed to providing solid waste management, including waste reduction program planning, public education, recycling and collection services in an efficient, affordable and environmentally sound manner in order to achieve state mandated and regional waste recovery goals. The Cooperative Recycling Program's goal is to reduce duplicate efforts on the part of participating jurisdictions in achieving recovery goals and providing service. Priorities for the Cooperative Recycling Program are:

- ◆ Complying with state law.
- ◆ Providing education and information on solid waste, waste reduction, recycling and reuse.
- ◆ Providing program coordination with other jurisdictions and agencies.
- ◆ Assuring efficient, affordable and consistent services for the public.

History:

The cities and unincorporated county first met in 1989 to develop a joint approach to yard debris recycling. In 1990 the cities and county again met and formed a coalition of governments interested in developing a coordinated approach to providing services and programs, thereby conserving both fiscal and environmental resources. For the fourth year, fiscal year 1993-1994, the Washington County Cooperative Recycling Program has developed the yearly waste reduction work plans to submit to Metro.

Stakeholders:

The Washington County Cooperative Recycling Program (WCCRP) governments work to provide the 349,626 residents and approximately 8800 commercial establishments, alternatives to disposal, such as waste reduction and reuse

Each of the jurisdictions participating in the Cooperative Recycling Program assign their funding through an intergovernmental agreement, to Washington County to administer the Cooperative Recycling Program. In addition to the County's Challenge Grant money, the County contributes franchise fee generated funds, which has amounted to approximately 44% of the total budget for use in administrating the Cooperative Recycling Program. This year Metro's Challenge Grant funding was cut 30% from the projected funding levels. The County had budgeted funds based on Metro's original projected amounts and remains committed to this sum. For this fiscal year, the County's support amounts to 56% of the Cooperative Recycling Program budget. Table 1 reflects the 1993-1994 level of funding for the program.

Funding cuts may impact the WCCRP's ability to add new programs. Priority will be given to complying with State requirements and maintaining programs established in the first three years of the waste reduction program. The WCCRP governments should assess the impact of reduced funding on programs and determine whether new funding sources should be secured.

Table 1 Population and Funding Allocations

Jurisdiction	1992 Population	Metro Challenge Grant Allocation	Franchise Fee Funding	Total Funding
Banks	570	\$ 300	-0-	\$ 300
Beaverton	58,785	\$ 16,708	-0-	\$ 16,708
Cornelius	6,425	\$ 1,826	-0-	\$ 1,826
Durham	800	\$ 300	-0-	\$ 300
Forest Grove	14,010	\$ 3,982	-0-	\$ 3,982
Hillsboro	40,350	\$ 11,468	-0-	\$ 11,468
King City	2,065	\$ 587	-0-	\$ 587
North Plains	1,025	\$ 300	-0-	\$ 300
Sherwood	3,635	\$ 1,033	-0-	\$ 1,033
Tigard	31,265	\$ 8,886	-0-	\$ 8,886
Tualatin	16,640	\$ 4,729	-0-	\$ 4,729
Wilsonville	9,255	\$ 2,630	-0-	\$ 2,630
Uninc. Washington County	164,801	\$ 46,840	\$126,780	\$173,620
TOTALS	349,626	\$ 99,589	\$126,780	\$226,369

I. COMPLIANCE WITH STATE LEGISLATION

Year 4, Fiscal Year 1993-1994, Waste Reduction Work Plan:

Goal:

To comply with Department of Environmental Quality requirements as detailed in the Oregon Administrative Rules, Division 90, Recycling and Waste Reduction

*name, address, phone number of on-route collector;
* listing of depots with hours of operation;
*or reasons to recycle and a phone number to call for recycling information on depots, services, collection, and Metro Recycling Information (234-3000).

- (b) Written information about recycling to disposal site users. The information must include reasons to recycle, a list of recyclable materials, and proper preparation instruction.
- (c) Unattended disposal sites must have signage indicating availability of recycling on-site, materials accepted, and proper preparation instructions.
- (d) Identify and establish a citizen involvement process to develop and implement education/promotion program.
- (e) Notification and educational materials provided to local media, trade publications, local television and radio stations, community groups and neighborhood associations.
- (f) Use a variety of materials and media formats to deliver the expanded program information to the maximum number of service collection customers and generators of solid waste.
- (g) Designate an education/promotion person as the official contact.
- (h) New residential/commercial collection service customers shall receive educational information listing materials collected, schedule of collection, proper preparation information and reasons to source separate.
- (i) Existing residential/commercial collection service customers to be provided at least quarterly, with written or more effective information on reasons to recycle, list of materials, and proper preparation instructions.
- (j) Provide to each collection service customer, annual written information about benefits of recycling, type and amount of materials recycled during past year, and proper preparation instructions.
- (k) Conduct one community media event per year to promote recycling.

Target Date: June 30, 1994

Responsibility Assigned: Washington County staff, in coordination with the cities, will develop educational and promotional materials for the WCCRP, that meet the criteria set out in state law.

II. CONTINUATION OF PROGRAMS

Goal:

Continue to Maintain and Promote the Activities begun in Years One, Two, and Three of the Annual Waste Reduction Program as listed below:

Target Date: September 1993

Responsibility Assigned to: Washington County staff in coordination with Technical Committee. Program Educator in coordination with the local jurisdictions.

2 B. Strategy:

Continue to provide home composting education to the public by using existing displays and educational materials developed by the county, local governments, and Metro.

Target Date: On-going

Responsibility Assigned to: Washington County Program Educator

3. In-House Recycling and Purchasing:

Objective:

Continue established in-house recycling programs collecting office paper and other materials, and expand the purchase of products containing recycled content.

3 A. Strategy:

Develop expanded in-house recycling programs as feasible and review existing price preference and/or procurement policies to be consistent with the 1991 Oregon Recycling Act.

Target Date: on-going program, June 30, 1994

Responsibility Assigned to: Each local jurisdiction.

3 B. Strategy:

Develop an in-house recycling education program or review existing program to include program changes.

Target Date: on-going program, June 30, 1994

Responsibility Assigned to: Each local jurisdiction.

4. Building Design Review

Objective:

Require through the building design review process that recycling areas be incorporated into the construction of all new multi-family, commercial, institutional, and industrial developments.

4 A. Strategy:

Adopt and implement a zoning ordinance to include recycling areas with adequate space and access to facilitate effective recycling on the part of building users and efficient recycling on the part of the haulers.

Target Date: June 30, 1994

Responsibility Assigned to: Washington County staff as technical assistance and each local jurisdiction.

9. Recycling Depots:

Objective:

Promote recycling depots collecting non-curbside items. Local governments, in cooperation with Metro will continue to promote depot collection of materials such as phone books and Christmas trees.

Target Date: November 1993 through January 1994

Responsibility Assigned to: Washington County staff

10. School Recycling:

Objective:

Provide schools the opportunity to participate in waste audits and implement waste reduction/recycling programs.

10 A. Strategy:

Continue the Washington County Green Schools Waste Reduction Program, providing technical assistance and curriculum enhancement to area schools. Expand opportunities as program resources permit.

Target Date: On-going program

Responsibility Assigned to: Washington County Program Educator

11. Commercial Waste Audit Program:

Objective:

Continue to promote the availability of waste audits and available recycling services to the commercial sector. Offer audits upon request that focus on waste reduction and recycling.

Target Date: On-going program

Responsibility Assigned to: Washington County Commercial Recycling staff

III. New Waste Reduction Programs for Fiscal Year 1993-1994:

1. Comprehensive Commercial Recycling Plan:

Goal:

To ensure comprehensive waste reduction and recycling services are available for the commercial sector and increase the amount of recyclable materials recovered from the wastestream.

Objective:

Continue to develop a comprehensive Commercial Waste Reduction and Recycling Plan that provides efficient, stable, cost effective service while achieving waste recovery goals. The Plan should include:

- *Long-term waste reduction and recycling strategy designed to make a significant contribution to the regional objective of a 50% reduction/recycling level by the year 2000;

Target Date: 4th quarter of fiscal year, or normal rate review time
Responsibility Assigned to: Each local government as program enforcement and rate-setting authority.

3. Waste Reduction Program Planning:

Goal:

To evaluate the first five year waste reduction program.

Objective:

Develop recommendations based on evaluation of Years One through Five (1990-1995), on effective means to achieve a waste recovery level of 50% by the Year 2000.

3 A. Strategy:

Based on recommendations, participate in a regional planning process to design the second Five Year Waste Reduction Program and yearly activities.

Target Date: Begin July 1, 1994

Responsibility Assigned to: Washington County staff and Technical Committee for review.

3 B. Strategy:

Participate in the Year Five, Fiscal Year 1994-1995, planning process and prepare recommendations for waste reduction program development.

Target Date: March 1993

Responsibility Assigned to: Washington County staff and Technical Committee for review.

3 C. Strategy:

Assess the need for alternate funding sources in order to continue the Washington County Cooperative Recycling Program. Based on the findings incorporate new funding sources, if necessary for the Year Five, fiscal year 1994-95 Waste Reduction Program and the second Five Year Waste Reduction Program.

Target Date: Begin September 1993

Responsibility Assigned to: Washington County staff and the Technical Committee.

WASHINGTON COUNTY WASTESHED WASTE REDUCTION
INTERGOVERNMENTAL AGREEMENT

I. Parties

Parties to this Agreement are Washington County (hereinafter "County") and the individual signatory city. Plan Participants expected to sign agreements are the County and the Cities of Banks, Beaverton, Cornelius, Durham, Forest Grove, Hillsboro, King City, North Plains, Sherwood, Tigard, Tualatin and Wilsonville (hereinafter "Cities"). Any reference hereinafter to "local government" shall include both County and Cities.

II. Statutory Authority

This Agreement is entered into pursuant to ORS Chapter 190 and ORS 459.065(1)(b).

III. Purpose

Pursuant to ORS Chapter 268, ORS Chapter 459, and related administrative rules, the Metropolitan Service District (hereinafter "Metro") has established a Regional Solid Waste Management Plan, including a waste reduction chapter. The Metro plan provides that Metro shall establish a five-year work plan for solid waste reduction and identifies specific programs for local government to implement the Metro plan. Metro has established guidelines for local government participation in the form of an Annual Waste Reduction Program for Local Government for Year Four (July 1, 1993 to June 30, 1994) of the five-year plan. The Metro plan requires local governments to adopt a work program annually. The Annual Waste Reduction Program for Local Government establishes minimum requirements for local government work programs for year four and provides that local governments may work cooperatively with neighboring local governments if intergovernmental agreements documenting cooperative arrangements are submitted with the local government program. The purpose of this Agreement is to document the cooperative arrangements among the local governments and to establish the duties of the County as administrator of the fourth-year local government work plan for the fourth year (1993-1994), and to provide a structure for continuing working relationships among the local governments during the remaining one year of the five-year Metro work plan.

IV. Term of Agreement

All local governments shall decide whether to participate in the fourth year local government work plan by September 30, 1993. Participation shall be accomplished by adoption of the plan and by entering into this Agreement. The term of this Agreement shall be from September 30, 1993 to June 30, 1994. This Agreement may be renewed by the County and the individual signatory city for successive one-year terms. Renewal shall be accomplished by action of the governing body of the City and of the County to adopt the proposed local government work plan for the succeeding year, and to renew this agreement with amendment to Attachment "A" that reflects the funding and duties of the proposed local government work plan.

V. Administrative Structure

- A. The Washington County Wasteshed Technical Committee shall consist of a staff member from each local government appointed by each of the local government administrators or governing bodies. County staff shall act as administrative coordinator of the Technical Committee.

The Technical Committee shall develop and propose an annual work plan including projected annual expenses and revenues for year five. The annual work plan will be developed in a timely manner to meet all deadlines set by Department of Environmental Quality, Metro and participating local governments. Annual work plans will be presented for approval by the governing body of each local government on one-year intervals only. The annual work plans shall provide local governments with minimum waste reduction standards consistent with the Metro plan; individual local governments may impose higher standards for waste reduction.

VI. Duties of parties

- A. County duties as Program Administrator

The County shall perform work requiring technical expertise, including plan development, data collection and compilation, report writing, program coordination, technical advice to participating governments, and general information to the public. The County shall recommend policies and develop model ordinances as necessary, and generally promote the local government waste

reduction programs. The County shall also perform field work including performing waste audits, single-family recycling, multi-family recycling, school education, community education, and special event promotion. The County shall also perform work requiring coordination with Metro, DEQ, and other agencies, and represent the local governments before such agencies. In addition, the County shall perform the specific duties outlined in Attachment "A" (page 2).

B. County Duties as Grant Applicant

The County may act as agent for all participating jurisdictions in applying for waste reduction and recycling grant funds as determined appropriate by the Technical Committee. Disbursement of funds will be to local participating jurisdictions or franchised haulers based on a formula to be determined by the Technical Committee or set by grant requirements. This does not preclude any local government from applying individually for any waste reduction and recycling grant.

C. Duties of Each Local Government

Each local government shall undertake annual program tasks that are internal in nature, such as office paper recycling and procurement of recycled products. Each local government shall also be responsible for enforcement of solid waste reduction plan standards with respect to the solid waste collection ordinances and franchisees within each local government jurisdiction; enforcement may include complaint investigation, service standard review, reporting and revisions to local government codes based upon the model code developed by the County. In addition, each local government shall be responsible for establishing rates for collection franchisees within each local government's jurisdiction consistent with the waste reduction program. Each local government designates the County to act as its agent in receiving appropriate recycling grant funds. In addition, each local government shall perform the specific duties outlined in Attached "A" (page 2).

VII. Funding

Each local government shall pay to Washington County as program administrator the amount identified as the local government's share for administrative costs as allocated under the annual plan recommended by the Technical Committee and approved by the participating local governments. For the 1993-1994 year, each local government's share shall

consist of all revenue from the Metro "Challenge" grant for the 1993-1994 program year, in accordance with Attachment "A" (page 3). Washington County shall act as administrator for revenues collected by cooperative efforts of the local governments. Each local government shall have the right to audit for up to three years County records relating to Metro grant funds received through this Agreement.

Each local government shall be responsible for establishing solid waste collection rates that allow a reasonable return to franchised solid waste collection businesses based on local rate review standards. Local governments retain authority to review hauler costs and to perform audits of hauler financial records.

WASHINGTON
COUNTY

Title _____
Date _____

CITY OF

SHERWOOD

By Walter H. Johnson
Title Mayor
Date October 27, 1993