

AGENDA

COMMUNITY SERVICES COMMITTEE

July 22, 2009
9:30 A.M.

Laguna Woods City Hall
Council Chambers
24264 El Toro Road
Laguna Woods, CA 92637

AGENDA DESCRIPTION: The Agenda descriptions are intended to give notice, to members of the public, of a general summary of items of business to be transacted or discussed.

Any person wishing to address the Community Services Committee on any matter, whether or not it appears on this agenda, may do so under the appropriate section of the agenda. Whenever possible, lengthy testimony should be presented to the Committee in writing (12 copies) and only pertinent points presented orally. Requests to speak to items on the agenda shall be heard at the appropriate point on the agenda; requests to speak about subjects not on the agenda will be heard during the **Public Comment** section of the meeting.

I. CALL TO ORDER

II. ROLL CALL

III. PRESENTATIONS

IV. COMMITTEE BUSINESS

A. Landscape Subcommittee Liaison

RECOMMENDED ACTION: Appoint a liaison to the Landscape Subcommittee of the Land Use and Design Review Committee.

B. Pilot Source Separated Recycling Program

RECOMMENDED ACTION:

1. Approve final evaluation and data collection targets to support a “go” or “no go” recommendation

2. Update schedule for decision-making
3. Discuss Orange County Waste & Recycling grant to expand pilot program to businesses

C. Shop Laguna Woods

RECOMMENDED ACTION: Discuss and consider options on how to market the Shop Laguna Woods program and support local businesses

V. SUBCOMMITTEE REPORTS

- A. Social and Health Services
- B. Arts, Culture & Recreation
- C. Community Relations
- D. Transportation Programs/Services
- E. Environmental Programs

VI. INTERACTION WITH COMMITTEES AND ORGANIZATIONS

- A. Environmental Committee
- B. Friends of the Library
- C. Chamber of Commerce

VII. COMMITTEE MEMBER COMMENTS

VIII. PUBLIC COMMENTS

IX. ADJOURN

Next regular Community Services Committee meeting is scheduled for August 26, 2009

RECAP

COMMUNITY SERVICES COMMITTEE

Regular Meeting
June 24, 2009
9:30 A.M.

I. CALL TO ORDER

Meeting called to order at 9:35 am by Chairman Levine.

II. ROLL CALL

Present: Coles, Dalrymple, Gormin, Lawyer, Levine Margolis, Ratner, Rhodes, Robeck, Rosenstein, Sheppard

Absent: No members absent.

III. PRESENTATIONS

No presentations,

IV. COMMITTEE BUSINESS

A. Bus Trip and Program Schedule

The Community Services Manager, Patrick Foley presented the bus trip and program schedule for FY 2009-2010. After a brief discussion, the Committee approved unanimously the bus trip and program schedule for the new fiscal year.

B. Pilot Source Separated Recycling Program

Assistant City Manager Douglas Reilly presented the report on the pilot source separation recycling program, which started on March 24, 2009 in Laguna Woods Village. After review and discussion, the Committee voted unanimously to approve:

1. Key indicators to determine pilot program success;
2. Criteria to determine the need for a time extension; and
3. A schedule for decision making.

C. Integrated Solid Waste Management Franchise

Assistant City Manager Douglas Reilly presented the report on the City's integrated solid waste management franchise with Ware

Disposal and the option to renew or rebid the franchise. After discussion, the Committee approved The Committee approved the following key indicators to be used to determine program success:

1. Participation Rate
2. Quantity of Material Recycled
3. Contamination Levels
4. Cost to Maintain Program
5. Resident Satisfaction

A schedule for decision-making was also approved which established the following:

- July 2009 – Establish final evaluation and data collection targets to support “go” or “no go” recommendation
- August 2009 – Report to Boards on results of Pilot Program to date; Community Services Committee recommends action to the City Council
- September 16, 2009 – City Council acts on recommendations

V. SUBCOMMITTEE REPORTS

Representatives from each of the subcommittees gave a brief update on their current activities.

VI. INTERACTION WITH COMMITTEES AND ORGANIZATIONS

Assistant City Manager, Douglas Reilly gave a brief update on upcoming activities of the City’s Friends of the Library Committee and activities planned with the Laguna Woods/Laguna Hills Chamber of Commerce.

VII. COMMITTEE MEMBER COMMENTS

No comments.

VIII. PUBLIC COMMENTS

No comments

IX. ADJOURN

Meeting adjourned at 10:55 am.

The next meeting is scheduled for July 22, 2009

City of Laguna Woods Agenda Report

FOR: July 22, 2009 Community Services Committee Meeting
TO: Community Services Committee Members
FROM: Douglas Reilly, Assistant City Manager *DJR*
Agenda Item: Pilot Source Separated Recycling Program

Recommendation:

1. Approve final evaluation and data collection targets to support a “go” or “no go” recommendation
2. Update schedule for decision-making
3. Discuss Orange County Waste & Recycling grant to expand pilot program to businesses

Background

At its June 24, 2009 meeting, the Community Services Committee extended the pilot recycling program for an additional three (3) months so that necessary evaluations could be performed. The Committee approved the following key indicators to be used to determine program success:

1. Participation Rate
2. Quantity of Material Recycled
3. Contamination Levels
4. Cost to Maintain Program
5. Resident Satisfaction

A schedule for decision-making was also approved at the June meeting which established the following:

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July 2009	Establish final evaluation and data collection targets to support “go” or “no go” recommendation
August 2009	Report to Boards on results of Pilot Program to date Community Services Committee recommends action to the City Council
September 16, 2009	City Council acts on recommendations

Discussion

As called for in the schedule for decision-making, following are the recommended evaluation and data collection targets to support a “go” or “no go” recommendation to the City Council:

Finalize Participation Rate Study: Preliminary data prepared and presented at last month’s meeting indicated a very high participation rate. Additional data will be provided at the Committee meeting. Data through the month of July will be compiled and analyzed.

Quantity of Material Recycled: As with participation rate data, an updated report will be prepared that includes data for all collections from the March start date through the month of July.

Contamination Levels: As a component of the Quantity of Material Recycled report, calculations to determine contamination levels will be performed.

Cost to Maintain Program: There are no current program maintenance costs, although the City obtained a grant for the recycle bins and Ware Disposal has borne the cost of collection and consolidation of recyclables. Data regarding collection and consolidation rates from similar programs in other cities, along with local material recovery facility processing rates will be gathered to show revenues and costs for other similar programs.

Resident Satisfaction: A formal survey is not recommended as significant resident response has been obtained through public meetings, interviews and phone contact with City staff, Laguna Woods Village staff and board members, and The Regency’s staff and residents. To date, an overwhelming majority approve of the program.

ITEM IV-B

As these evaluation data are collected, staff will also work to address logistical issues related to expanding the program Citywide, including reaching out to the parts of the community not yet in the pilot.

Separately, the OC Waste & Recycling Department has advised that it is recommending Board of Supervisors approval of the City's application for \$54,000 to expand the pilot source separation recycling program to businesses as part of the award of \$2 million in grants for recycling projects. The Board of Supervisors is expected to consider the item at its August 25 meeting.

Fiscal Impact

There is no cost impact to the City from the pilot program currently underway. Estimated revenue and cost data for an expanded program will be developed as part of the analysis of the pilot program.

Conclusion

The City has conducted a pilot source separation recycling program since mid-March 2009. Staff is preparing to evaluate the results of the pilot program to report to Laguna Woods Village boards, the Community Services Committee, and the City Council. Approval of the recommended evaluation and data collection targets will provide the basis for staff analysis of the pilot source separation recycling program.