

Colclasure, James

From: Krivit, Dan <Dan.Krivit@Foth.com>
Sent: Tuesday, January 07, 2014 8:00 AM
To: Gates, Jim
Cc: Larson, Kim; Shuros, Warren A; Young, Susan
Subject: Bloomington - Draft agenda for PMT meeting tomorrow, Wed Jan 8
Attachments: 1 - DRAFT agenda for PMT meeting Wed Jan 8 DFK 1-7-14.docx; 2.a - Dan Krivit email to City staff sent on Tue Dec 24.pdf; 2.b - REVISED DRAFT Chapter 9 - Needs and Goals PMT DFK v3 12-24-13.docx

Jim,

Attached is my draft agenda for our PMT meeting tomorrow, **Wed Jan 8 at 1 p.m.** (Attachment 1). Please edit as necessary and forward to the other City staff as appropriate.

We've got a lot of items stacked up from over the holidays!

Attachment 2.a is my email sent on Tue Dec 24. Attachment 2.b is my revised "Goals" (old Chapter 9) sent with my Tue Dec 24 email. Please ask your City staff PMT members to review and edit in prep for tomorrow's meeting.

I will send the following other meeting attachments today (ASAP):

3 – Outline of "Optional Improvement Strategies"

4 – Revised Table of Contents (TOC)

5 – Draft Foth memo report recapping current *Plan* status for City staff to use as prep for your Fri Jan 10 CMI

If you wish, I could attend this PMT in person. Also, we could patch in Warren and Susan via conference call as needed for selected agenda items. We may wish to discuss longer-term implementation strategies for "after the *Plan* is adopted. If not at this PMT meeting, we should schedule another meeting for this implementation strategies discussion.

Thanks.

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Bloomington *Solid Waste Management Plan*
City Staff Project Management Team (PMT)
Conference Call / Meeting with Foth
DRAFT Agenda
 (Foth draft as of Tue Jan 7)

Subject	City PMT staff meeting with Foth	Date	Wed Jan 8
Meeting Organizers	Dan Krivit (Foth) and Jim Gates (City)	Time: Start	1 p.m.
Location	City DPW South Conference Room (?)	Time: End	No later than 2:45 p.m.
Attendees: Required	City staff: Jim Gates, Jim Eiler, Lynn Moore, Deb Williams Foth staff: Dan Krivit		
Attendees: Optional	City staff: Kim Larson Foth staff: Susan Young, Warren Shuros		
Pre-Work	City staff: <ul style="list-style-type: none"> ◆ Review, revise and approve this agenda (Attachment 1) ◆ Confirm attendees ◆ City staff comments/edits on revised "Goals" - (old Chapter 9) (Revised draft sent on Tue Dec 24 – Email packet as Attachment 2) Additional prep by Foth staff: <ul style="list-style-type: none"> ◆ Draft outline of "Optional Improvement Strategies" (Attachment 3 – To be sent under separate cover) ◆ Revised draft <i>Plan</i> Table of Contents (Attachment 4 - To be sent under separate cover) ◆ Foth memo report in prep for Fri Jan 10 CMI (Attachment 5 – To be sent under separate cover) 		

Topics (Prepared before meeting)		
No.	Description	Approx. Duration
1.	Agenda review / approval Confirm meeting end time	2 minutes
2.	Discuss new project schedule (Jim Gates stated that Feb 24 may be the next Council Study Session on the <i>Plan</i>)	10 minutes
3.	Review of revised "Goals" (old Chapter 9) (Via email packet on Tue Dec 24 – Sent at Attachment 2 to this agenda)	5 minutes
4.	Discuss draft outline of "Optional Improvement Strategies" (Attachment 3 - To be sent under separate cover)	30 minutes
5.	Discuss <i>Plan</i> Table of Contents: (Attachment 4 – To be sent under separate cover) <ul style="list-style-type: none"> ◆ Proposed new sequence of chapters ◆ Status of chapter drafts 	15 minutes
6.	Discuss Thur Jan 16 Open House: <ul style="list-style-type: none"> ◆ Content ◆ Format / agenda ◆ Room set up, refreshments, etc. 	15 minutes
7.	Current community engagement strategies: <ul style="list-style-type: none"> ◆ Close online Survey Monkey; Summarize results ◆ Thur Jan 16 Open House ◆ Email comments ◆ Other outreach to Bloomington businesses? Case studies? 	10 minutes
8.	Discuss draft Foth memo for Fri Jan 10 CMI memo	10 minutes
9.	Summary of meeting results and set next PMT meeting	5 minutes
10.	Adjourn	3 minute

TOTAL TIME ESTIMATE: 105 MINUTES

Krivot, Dan

From: Krivot, Dan
Sent: Tuesday, December 24, 2013 11:24 AM
To: Jim Gates; Lynn Moore (Bloomington)
Cc: Kim Larson (Bloomington); Young, Susan (Susan.Young@Foth.com); Shuros, Warren A
Subject: Bloomington - Revised draft of Chapter 9: "Needs and Goals"; Please edit. Statute background info. Summary of next steps.
Attachments: DRAFT Chapter 9 - Needs and Goals PMT DFK v3 12-24-13.docx

Jim and Lynn,

Revised Draft Chapter 9:

As per our Project Management Team (PMT) conference call meeting yesterday, attached is my revised draft of Chapter 9 on "Needs and Goals". Please forward to the other City staff PMT members as appropriate.

As we discussed, I made the following major changes:

- ◆ Split several goals that were formerly lumped together into separate, individual goals.
- ◆ Deleted the former "Performance Measurements" (Section 9.3). [We discussed that these are more appropriate for the detailed strategies and options in Chapter 10.]
- ◆ Edited the goal statements into more affirmative, present tense action statements. [I still need City staff editing guidance / word smithing.]

In addition, I made the other, more detailed changes per our meeting yesterday. I accepted all of our changes into the attached version #3. [Please let me know if you want the redline version #2. But this redlined version has too many changes to be a useful tool.]

We discussed that many of the strategies within my original goal statements were appropriate for the details in Chapter 10. For example, I've deleted from this draft version of Chapter 9:

- ◆ LRRB modeling of heavy trucks impacts on pavement costs;
- ◆ "Pay-As-You-Throw" financial incentives to increase recycling; and
- ◆ References to protecting local businesses (include local hauling companies).

OC Statute as Background Info:

We will now also begin our writing on Chapter 10, "Optional Improvement Strategies". As one background source document, Foth will continue to discuss with City staff the framework provided by State legislation, including the Organized Collection (OC) statute (M.S. 115A.94). While the *Plan* is not an organized collection plan, we will reference the OC statute in Chapter 10.

FYI & file, here is the list of suggested legislative goals for cities considering organized collection. M.S. 115A.94, Subd 4b(2), states in part that the "organized collection options committee" shall

“...establish a list of criteria on which the organized collection methods selected for examination will be evaluated, which may include:

- costs to residential subscribers,
- miles driven by collection vehicles on city streets and alleys,
- initial and operating costs to the city of implementing the organized collection system,
- providing incentives for waste reduction,
- impacts on solid waste collectors, and
- other physical, economic, fiscal, social, environmental, and aesthetic impacts.”

M.S. 115A.94, Subd. 4d, states in part:

“The proposal (from licensed collectors) shall include identified city or town priorities, including:

- issues related to zone creation,
- traffic,
- safety,
- environmental performance,
- service provided, and
- price,

and shall reflect existing haulers maintaining their respective market share of business “

Other subdivisions of the OC statute under “General Provisions” relate to the support of other solid waste management policies, including:

M.S. 115A.94, Subd. 3(b), relating to the protection of recycling; and

M.S. 115A.94, Subd. 3(d), relating to the protection of recyclables and resource recovery.

I am highlighting these legislative statutory OC criteria and priorities as background information and file. The above quick review within this email should be enough for your current editing of the *Plan's* Chapter 9 “Needs and Goals” and future review of the *Plan's* Chapter 10 “Optional Improvement Strategies”. I am not suggesting these statutory OC criteria must be used for the goals in the City's *Plan*. Rather, we just need to be aware and have them in mind for Chapter 10. However, the above check list from the OC statute reminded me we should add a new resource recovery goal. [See new goal #4, attached.]

A summary of next steps includes:

1. City staff PMT members will review and redline edit the attached revised draft Chapter 9. (Jim Gates will coordinate City staff redline edits and send me a consolidated version #4.)
2. City staff will send a blurb for the City Manager's CMI memo on Fri Jan 3 as “Save The Date” notice for the second Open House to be held on Thur Jan 16 from 4 to 7 p.m. in the Council Chambers.
3. I will move on to drafting Chapter 10, including an outline of “Optional Improvement Strategies”. I will send this outline to City staff by Mon Jan 6.
4. I will also draft a short Foth memo report that can be used for the next CMI memo on Fri Jan 10. This Foth memo report will be a short summary of progress on drafting Chapter 9 “Needs and Goals” and the outline of “Optional Improvement Strategies”. These two draft documents will then be finalized for public release on Mon Jan 13 as background preparation for the Thur Jan 16 Open House.

5. We have our next PMT conference call tentatively scheduled for Wed Jan 8 at 1 p.m. I will notify and invite Susan to join us. (Jim Gates / Kim Larson will send out an electronic meeting invite.) The agenda for this PMT meeting should include:
 - a. Review and editing of the Chapter 10 outline of "Optional Improvement Strategies".
 - b. Discussion of the CMI memo for Fri Jan 10.
 - c. Other preparations for the Thur Jan 16 Open House
 - d. Review of status of all chapters of the *Plan*

Thanks.

Merry Christmas to everyone and your families!

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9 Needs, Goals and Performance Measures

The City of Bloomington *Solid Waste Management Plan (Plan)* guides the development of recycling and trash system improvement for 20 years. This Chapter of the *Plan* contains a summary of the needs, goals and performance measures in a basic policy platform for review and consideration of proposed improvement options.

9.1 Problems and Needs

The City of Bloomington has been looking at the need for a solid waste management system overhaul for many years. Most of the major problems that residents and businesses have identified for this *Plan* through numerous community engagement channels are not new.

On April 10, 2012, Hennepin County adopted its Solid Waste Management Master Plan. This County *Master Plan*, plus the related Hennepin County *Residential Recycling Funding Policy* (as adopted on November 29, 2011), requires cities to follow specific County solid waste and recycling program standards to help improve recycling performance. New State of Minnesota and Hennepin County policies have further defined and increased previous recycling goals and standards. (See Chapter 3 for more information and details on these State and County policies.)

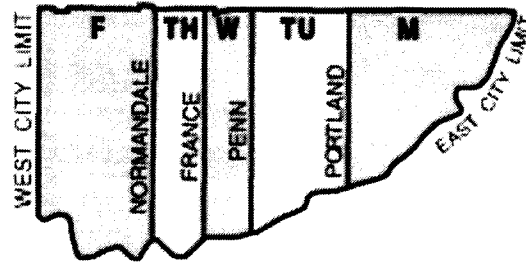
There has been a renewed emphasis on processing of mixed solid waste through resource recovery facilities such as the Hennepin Energy Recovery Center in downtown Minneapolis, and enforceable recycling directives from the County. These new recycling and solid waste recovery goals, standards and policies have direct and indirect impacts on the City of Bloomington's *Plan*.

Currently nine (9) haulers are licensed to collect residential and eleven (11) haulers are licensed to collect non-residential solid waste. Residents and commercial establishments select and contract with the licensed hauler of their choice. This current system is referred to as "open" or "subscription" hauling. (See Chapters 5 and 6 for more details on the history and current systems.)

County policy and State law require residential recyclables to be collected curbside in cities the size of Bloomington. City ordinance requires licensed residential solid waste haulers to collect specified items within the categories of paper, cartons, plastics, metal and glass. Adopted in 1988, the City has ordinance provisions that require source separation of recyclables from both residential (Section 10.44) and non-residential (Section 10.45) properties. These ordinances could be amended to authorize the City Manager (or designee) to provide recycling procedures that should come in the form of a separate guidelines document with City-specified instructions and specifications.

The City of Bloomington has historically maintained the open hauling system for both solid waste and curbside recycling. In 1989, the City split the City into five residential hauling districts with designated collection days of the week (see Figure 9-1). Residents still contract directly with a licensed hauler of their choosing, but their collection service must occur on the designated day within each district.

Figure 9-1
Bloomington Residential Trash & Recycling Hauling Districts



The City of Bloomington faces many challenges given the current situation:

- ◆ The solid waste and recycling industry has become more complex. As more commodities are added into the recycling system, more collection systems and related interests are developed.
- ◆ Three separate systems to collect trash, recyclables and yard waste, each with their own trucks, must drive through residential neighborhoods. The problem of open hauling is compounded three-fold due to today's separate collection systems for recyclables and yard waste.
- ◆ Open hauling of separately collected solid waste, recyclables, and yard waste visibly highlights the inefficiencies of the open hauling collection method compared to contract systems. This problem of multiple trucks becomes even more pronounced in a districted system where all companies must collect residential solid waste and recyclables on the same day.
- ◆ Residents and businesses are requesting new and improved recycling services. Many residents believe that the City should provide "state-of-the-art" recycling programs at City buildings, parks and as part of the City's curbside recycling service.
- ◆ The City has two solid waste / recycling contracts: both are currently with Allied Waste Systems. The first contract is for trash and recyclables collection from City buildings and parks. The second contract is for the Citywide Curbside Cleanup program.
- ◆ The Citywide Curbside Cleanup program is very labor and equipment intensive. During the past request for proposals (RFP) process, the City received only one proposal (from Allied). This lack of competition for a major, high value, high cost service is concerning and needs to be addressed even if the service standards and operations stay the same.
- ◆ The City does not have dedicated solid waste / recycling staff. Responsibilities for solid waste management and recycling are split among multiple departments and multiple positions. The State and County demands for solid waste and recycling management have increased beyond the City's current resource capacity.

- ◆ The City has difficulty in obtaining the large amount of information needed to comply with County rules and has difficulty in ensuring compliance with State and County rules with a large number of hauling companies, each with several hauling systems.

9.2 Goals

The City of Bloomington is using this *Plan* to provide policy and planning guidance for future City actions. The following goals are an integral part of this *Plan* and will guide the City in future implementation decisions about solid waste and recycling improvements.

1. Improve safety – Changes to the City’s solid waste and recycling residential collection systems will improve neighborhood safety. Large trucks operating near where children live and play will operate in a safe manner without excessive speeds on residential streets and alleys.
2. Improve recycling, composting and waste reduction – The City will fully comply with County requirements for continuous improvements in recycling and related programs.
3. Enhance public education and awareness – The City will use public education as an essential strategy to achieved improved recycling services.
4. Increase use of resource recovery facilities – The City will continue to implement strategies to help direct solid waste to resource recovery facilities and avoid direct landfilling of unprocessed waste. [NEW GOAL]
5. Allocate adequate staff resources – The City will continue to assure adequate City staff are tasked with management of City solid waste and recycling programs and services.
6. Improve hauler reporting systems – The City will better account for tons and participation.
7. Assure all residents have adequate recycling services – The City will put in place enhanced monitoring of recycling systems provided to single-family and multi-family dwellings to assure that all residents have adequate services as required by State law and County policy.
8. Enhance coordination among government agencies – The City will optimize the use of Hennepin County and State resources. The City will continue to coordinate public educations programs and services with the County and other agencies. Unwanted duplication of effort will be avoided.
9. Reduce road wear impacts – The City will work closely with the solid waste and recycling industry to strive to reduce road wear impacts of heavy collection trucks.

10. Lower environmental impacts – The City will continue to develop strategies that reduce air pollution emissions, noise, and litter from collection operations. This will also reduce truck fuel consumption. .
11. Improve value to residents – The City will strive to increase the value of solid waste and recycling services for residents and businesses including improved services without increased costs to rate payers..
12. Improve cost-effectiveness of City programs – The City will strive to reduce its own costs while improving services. The City will be a good steward of taxpayer resources.
13. Promote local economic development – The City will strive to grow Bloomington – based jobs related to and supported by the solid waste and recycling industries. The City will encourage innovative start-up businesses that improve local market development.