

Five-Year CIWMP/RAIWMP Review Report

Public Resources Code (PRC) Sections 41770 and 41822, and Title 14, California Code of Regulations (CCR) Section 18788 require that each countywide or regional agency integrated waste management plan (CIWMP or RAIWMP), and the elements thereof, be reviewed, revised if necessary, and submitted to the Department of Resources Recycling and Recovery (CalRecycle) every five years.

| SECTION 1.0 COUNTY OR REGIONAL AGENCY INFORMATION | | | |
|---|----------------------|---|-------------------------|
| I certify that the information in this document is true and correct to the best of my knowledge, and that I am authorized to complete this report and request approval of the CIWMP or RAIWMP Five-Year Review Report on behalf of: | | | |
| County or Regional Agency Name County of San Mateo | | County(s) [if a RAIWMP Review Report] | |
| Authorized Signature | | Title Director, Office of Sustainability | |
| Type/Print Name of Person Signing Jim Eggemeyer | | Date | Phone (650) 363-4189 |
| Person Completing This Form (please print or type) Gordon Tong | | Title Sustainability Program Manager | Phone (650) 363-4159 |
| Mailing Address 455 County Center, 4 th FL | City Redwood City | State CA | Zip 94063 |
| E-mail Address gtong@smcgov.org | | | |

TABLE OF CONTENTS

| Section | Description | Page |
|----------------|--|-----------------|
| 2.0 | <u>BACKGROUND</u> | <u>3</u> |
| 3.0 | <u>LOCAL TASK FORCE REVIEW</u> | <u>3</u> |
| 4.0 | <u>TITLE 14, CALIFORNIA CODE of REGULATIONS</u> <u>SECTION 18788 (3) (A) THROUGH (H) ISSUES</u> | <u>3</u> |
| 4.1 | <u>Changes in Demographics in the County or Regional Agency</u> | <u>3</u> |
| 4.2 | <u>Changes in Quantities of Waste within the County or Regional Agency; and Changes in Permitted Disposal Capacity and Quantities of Waste Disposed in the County or Regional Agency</u> | <u>4</u> |
| 4.3 | <u>Changes in Funding Source for Administration of the Siting Element and Summary Plan</u> | <u>6</u> |
| 4.4 | <u>Changes in Administrative Responsibilities</u> | <u>6</u> |
| 4.5 | <u>Programs that were Scheduled to be Implemented but were not</u> | <u>7</u> |
| 4.6 | <u>Changes in Available Markets for Recyclable Materials</u> | <u>8</u> |
| 4.7 | <u>Changes in the Implementation Schedule</u> | <u>8</u> |
| 5.0 | <u>OTHER ISSUES (optional)</u> | <u>9</u> |
| 6.0 | <u>ANNUAL REPORT REVIEW</u> | <u>9</u> |
| 7.0 | <u>REVISION SCHEDULE</u> | <u>9</u> |

SECTION 2.0 BACKGROUND

The following changes have occurred since the approval of the last Five-Year CIWMP Review Report:

- ☐ Diversion goal reduction
- ☐ New regional agency
- ☐ Changes to regional agency

- ☐ New city (name(s) _____)
- ☐ Other _____

Additional Information (optional)

No changes

SECTION 3.0 LOCAL TASK FORCE REVIEW

- a. In accordance with Title 14 CCR, Section 18788, the Local Task Force (LTF) reviewed each element and plan included in the CIWMP and finalized its comments
- ☒ at the October 10, 2019 LTF meeting. ☐ electronically (fax, e-mail) ☐ other
- (Explain): The City/County Association of Governments (C/CAG) as the Local Task Force, formed an Ad-Hoc Committee to review the elements of the CIWMP. This committee was made up of city solid waste staff, County environmental health staff, waste hauler staff, members of the public, and members of various relevant organizations. The committee provided the C/CAG Board of Directors with their recommendations in a letter of findings that was approved at their October 10, 2019 Board of Directors meeting.
- b. The county received the written comments from the LTF on October 15, 2019.
- c. A copy of the LTF comments
- ☒ is included as Attachment A.
- ☒ was submitted to CalRecycle on October 16, 2019.

SECTION 4.0 TITLE 14, CALIFORNIA CODE of REGULATIONS SECTION 18788 (3) (A) THROUGH (H)

The subsections below address not only the areas of change specified in the regulations, but also provide specific analyses regarding the continued adequacy of the planning documents in light of those changes, including a determination on any need for revision to one or more of the planning documents.

Section 4.1 Changes in Demographics in the County or Regional Agency

When preparing the CIWMP Review Report, the county or regional agency must address at least the changes in demographics. The following tables and analysis address changes in demographics in San Mateo County. Some of the demographics and economic factors reviewed in Section 4.1 are factors that were historically used in the adjustment method for estimating city diversion up through 2006. These factors were added to a complex formula designed to take these adjustments into account when establishing a diversion percentage achieved.

Population

The table below shows the changes in population by city in San Mateo County from 1990 through 2018.

Table 1: Changes in San Mateo County Population by City/Town from 1990 to 2018

| San Mateo County | 1990 | 2000 | 2010 | 2015 | 2018 | % Change |
|--|-------------|-------------|-------------|-------------|-------------|-----------------|
| Atherton | 7,163 | 7,194 | 6,914 | 7,041 | 7,135 | 0% |
| Belmont | 24,165 | 25,123 | 25,835 | 27,184 | 27,388 | 12% |
| Brisbane | 2,952 | 3,597 | 4,282 | 4,547 | 4,692 | 37% |
| Burlingame | 26,666 | 28,158 | 28,806 | 29,992 | 30,294 | 12% |
| Colma | 1,103 | 1,187 | 1,454 | 1,511 | 1,501 | 27% |
| Daly City | 92,088 | 103,625 | 101,072 | 107,260 | 107,864 | 15% |
| East Palo Alto | 23,451 | 29,506 | 28,155 | 30,450 | 30,917 | 24% |
| Foster City | 28,176 | 28,803 | 30,567 | 32,954 | 33,490 | 16% |
| Half Moon Bay | 8,886 | 11,842 | 11,324 | 11,907 | 12,639 | 30% |
| Hillsborough | 10,667 | 10,825 | 10,825 | 11,186 | 11,543 | 8% |
| Menlo Park | 28,403 | 30,785 | 32,026 | 32,902 | 35,268 | 19% |
| Millbrae | 20,414 | 20,718 | 21,532 | 22,578 | 22,854 | 11% |
| Pacifica | 37,670 | 38,392 | 37,234 | 38,232 | 38,418 | 2% |
| Portola Valley | 4,195 | 4,462 | 4,353 | 4,680 | 4,767 | 12% |
| Redwood City | 66,072 | 75,402 | 76,815 | 84,204 | 86,380 | 24% |
| San Bruno | 38,961 | 40,165 | 41,114 | 45,861 | 46,085 | 15% |
| San Carlos | 26,382 | 27,718 | 28,406 | 29,489 | 29,897 | 12% |
| San Mateo | 85,619 | 92,482 | 97,207 | 101,608 | 104,490 | 18% |
| South San Francisco | 54,312 | 60,552 | 63,632 | 66,297 | 67,082 | 19% |
| Woodside | 5,034 | 5,352 | 5,287 | 5,535 | 5,623 | 10% |
| Unincorporated County Total | 57,244 | 61,275 | 61,611 | 64,925 | 65,828 | 13% |
| | 649,623 | 707,163 | 718,451 | 760,343 | 774,155 | 16% |

Source: State of California, Department of Finance, E-4 Population Estimates for Cities, Counties, and the State, 2011-2018, with 2010 Census Benchmark. Sacramento, California, May 2018.

Taxable Sales

The table below shows the change in taxable sales from 2010 to 2016 by city in San Mateo County.

Table 2: Changes in Taxable Sales in San Mateo County Cities (2010-2016) (in thousands of dollars)

| | 2010 | 2015 | 2016 | % Change 2010 - 2016 |
|-----------------------|-------------|-------------|-------------|---------------------------------|
| Atherton | 12,829 | 15,980 | 21,300 | 66% |
| Belmont | 227,585 | 291,996 | 288,887 | 27% |
| Brisbane | 382,578 | 281,964 | 363,466 | -5% |
| Burlingame | 716,307 | 1,067,078 | 1,036,935 | 45% |
| Colma | 616,231 | 932,982 | 963,298 | 56% |
| Daly City | 786,034 | 984,885 | 992,068 | 26% |
| East Palo Alto | 250,931 | 339,729 | 315,354 | 26% |

| | | | | |
|----------------------------|-------------------|-------------------|-------------------|------------|
| Foster City | 373,617 | 260,791 | 244,546 | -35% |
| Half Moon Bay | 173,779 | 220,705 | 227,440 | 31% |
| Hillsborough | 6,050 | 8,125 | 8,497 | 40% |
| Menlo Park | 546,344 | 489,154 | 471,557 | -14% |
| Millbrae | 191,993 | 224,397 | 233,802 | 22% |
| Pacifica | 147,574 | 176,022 | 177,763 | 20% |
| Portola Valley | 12,756 | 18,806 | 20,320 | 59% |
| Redwood City | 1,451,454 | 2,035,128 | 1,911,881 | 32% |
| San Bruno | 560,249 | 663,198 | 669,850 | 20% |
| San Carlos | 595,583 | 798,498 | 880,950 | 48% |
| San Mateo | 1,324,503 | 1,639,304 | 1,606,175 | 21% |
| South San Francisco | 995,433 | 1,222,524 | 1,248,679 | 25% |
| Woodside | 41,752 | 47,491 | | |
| Unincorporated* | 2,552,757 | 3,759,253 | 3,975,805 | 56% |
| County total | 11,966,338 | 15,478,010 | 15,658,573 | 31% |

* calculated based on county total minus all incorporated cities

Source: State of California, Board of Equalization, Taxable Sales in California 2010-2016. Sacramento, California.

Labor Force

The table below shows the changes in labor force from 1990 to 2017. The highest level of change is within the information industry.

Table 3: Changes in San Mateo County Labor Force from 1990 to 2017

| | 1990 | 2010 | 2017 | % Change |
|--|-------------|-------------|-------------|-----------------|
| Total, All Industries | 303,075 | 317,700 | 400,300 | 32% |
| Total Farm | 2,550 | 1,700 | 1,700 | -33% |
| Total Nonfarm | 300,525 | 315,900 | 398,600 | 33% |
| Goods Producing | 46,767 | 39,000 | 45,200 | -3% |
| Natural Resources, Mining | 14,342 | 12,700 | 18,900 | 32% |
| Manufacturing | 32,425 | 26,300 | 26,300 | -19% |
| Service Providing | 253,758 | 277,000 | 353,400 | 39% |
| Trade, Transportation and Utilities | 82,800 | 68,500 | 77,100 | -7% |
| Information | 8,508 | 17,500 | 34,900 | 310% |
| Financial Activities | 24,658 | 18,600 | 22,700 | -8% |
| Professional and Business Services | 40,817 | 60,000 | 81,300 | 99% |
| Educational and Health Services | 25,592 | 36,100 | 47,200 | 84% |
| Leisure and Hospitality | 27,600 | 33,800 | 43,800 | 59% |
| Other Services | 10,425 | 11,200 | 13,500 | 29% |
| Government | 33,358 | 31,300 | 33,000 | -1% |

Source: State of California, Economic Development Department, Current Industry Employment Statistics Data, 1990-2017. Sacramento, California.

Consumer Price Index

The table below shows the changes in CPI-U-SF.

Table 4: Changes in San Mateo County Consumer Price Index from 1990 to 2017

| | 1990 | 2010 | 2017 | % Change from 1990 |
|----------|-------|---------|---------|--------------------------|
| CPI-U-SF | 132.1 | 227.469 | 274.924 | 108% |

Source: State of California, Department of Industrial Relations, California Consumer Price Index historical data (1914-2018). Sacramento, California. <https://www.dir.ca.gov/oprl/CAPriceIndex.htm>

Analysis

Upon review of demographic changes since 1990:¹

- ☐ The demographic changes since the development of the CIWMP do not warrant a revision to any of the countywide planning documents. Specifically, _____.
- ☒ These demographic changes since the development of the CIWMP warrant a revision to one or more of the countywide planning documents. Specifically, the increase in population, taxable sales, and changes in the county's labor force has implications for the recycling and composting infrastructure of the county and should be reflected in the planning documents. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

There have been significant changes in the composition of materials collected for recycling within the past 25+ years that may be largely in part due to the type of industries that exist in the county. Given the increase in the labor force for information services industries, we can assume there would be a corresponding increase in the amount of electronic waste generated.

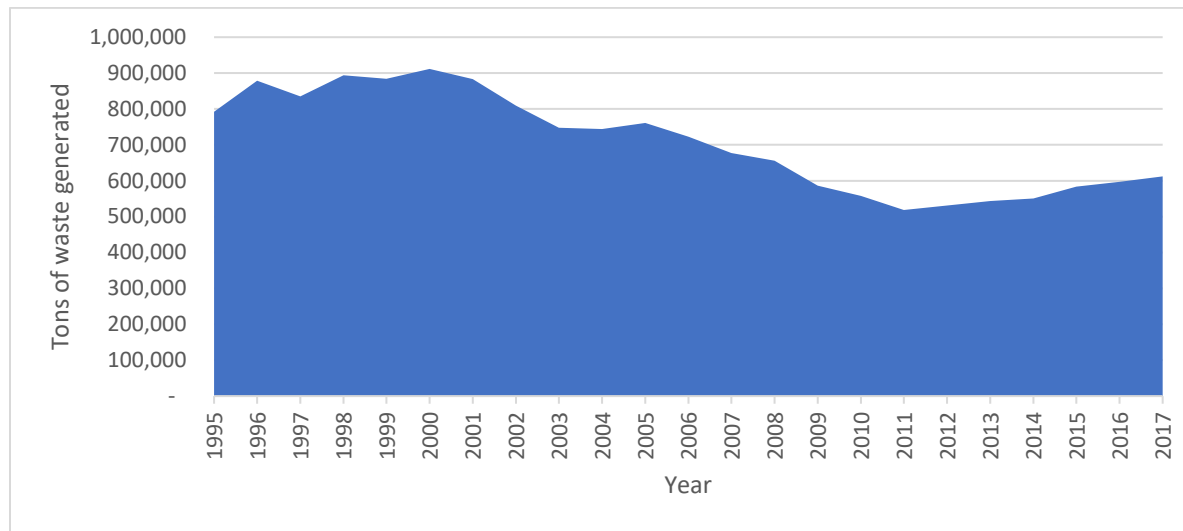
Section 4.2 Changes in Quantities of Waste within the County or Regional Agency; and Changes in Permitted Disposal Capacity and Waste Disposed in the County or Regional Agency

Waste Generation

The table below shows the level of waste generation over the last several years.

¹ The year of the data included in the planning documents, which is generally 1990 or 1991.

Figure 1: Waste Generation in San Mateo County



Source: State of California, Department of Resources Recycling and Recovery, Local Government Information Center (LoGIC).
<https://www.calrecycle.ca.gov/lgcentral/mylogic>

Landfill Capacity

The latest report by Ox Mountain shows that there is still 19 years of capacity in the landfill.

Table 5. Remaining Capacity in Ox Mountain Landfill

| | |
|--|------------------------|
| Active Airspace Volume Consumed Between Last Two Aerial Survey Dates | 975,087 cubic yards |
| Total Tons of Waste Received at Landfill in Between Survey Dates | 1,242,840 tons |
| Projected Remaining Airspace Volume of Landfill as of 12/31/2019 | 18,206,200 cubic yards |
| Monthly Airspace Consumption (projected) | 81,257 cubic yards |
| Projected Life of Remaining Airspace Volume of Landfill as of 12/31/2019 | 232 months |
| Projected Life of Remaining Airspace Volume of Landfill as of 12/31/2019 | 19.3 years |

Source: Letter from Agustin Moreno, Republic Services. 19 July 2019.

- ☒ The county or regional agency (if it includes the entire county) continues to have adequate disposal capacity (i.e., equal to or greater than 15 years).
- ☐ The county does not have 15 years remaining disposal capacity within its physical boundaries, but the Siting Element does provide a strategy² for obtaining 15 years remaining disposal capacity.

² Such a strategy includes a description of the diversion or export programs to be implemented to address the solid waste capacity needs. The description shall identify the existing solid waste disposal facilities, including those outside of the county or regional agency, which will be used to implement these programs. The description should address how the proposed programs shall provide the county or regional agency with sufficient disposal capacity to meet the required minimum of 15 years of combined permitted disposal capacity.

- ☐ The county does not have 15 years remaining disposal capacity and the Siting Element does not provide a strategy² for obtaining 15 years remaining disposal capacity. See Section 7 for the revision schedule(s).

Analysis

- ☐ These changes in quantities of waste and changes in permitted disposal capacity since the development of the CIWMP do not warrant a revision to any of the countywide planning documents.
- ☒ These changes in quantities of waste and changes in permitted disposal capacity since the development of the CIWMP warrant a revision to one or more of the planning documents. Specifically, the significant reduction in the amount of permitted disposal capacity warrants a revision to the Siting Element. Although the statutory requirement is to maintain 15 years of capacity, to provide adequate time for planning, the County recommends a revision of the Siting Element at this time. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

Section 4.3 Changes in Funding Source for Administration of the Siting Element (SE) and Summary Plan (SP)

Since the approval of the last Five-Year CIWMP Review Report, the county experienced the following significant changes in funding for the SE or SP:

Analysis

- ☒ There have been no significant changes in funding for administration of the SE and SP or the changes that have occurred do not warrant a revision to any of the countywide planning documents. Specifically, the funding for the administration of the SE and SP remains to be the \$9.89/ton of waste landfilled at Ox Mountain landfill. This funding remains sufficient to implement the programs outlined in the CIWMP.
- ☐ These changes in funding for the administration of the SE and SP warrant a revision to one or more of the countywide planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

Section 4.4 Changes in Administrative Responsibilities

The county experienced significant changes in the following administrative responsibilities since the approval of the last Five-Year CIWMP Review Report:

Previously, the County's Department of Public Works was responsible for the administration, management, and implementation of the CIWMP. However, since the formation of the new Office of Sustainability (OOS) in 2014, that responsibility has since been transferred over to the OOS.

Analysis

- ☒ There have been no significant changes in administrative responsibilities or the changes in administrative responsibilities do not warrant a revision to any of the planning documents. Specifically, while the responsible department has changed from the Department of Public Works to the Office of Sustainability, there has been no significant impact to the implementation and planning of any of the programs listed in the CIWMP. As a result, a revision to the planning documents as a consequence of this section is not warranted.
- ☐ These changes in administrative responsibilities warrant a revision to one or more of the planning documents. Specifically, _____. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

Section 4.5 Programs that Were Scheduled to Be Implemented, But Were Not

This section addresses programs that were scheduled to be implemented, but were not; why they were not implemented; the progress of programs that were implemented; a statement as to whether programs are meeting their goals; and if not, what contingency measures are being enacted to ensure compliance with Public Resources Code Section 41751.

1. Progress of Program Implementation

- a. SRRE and Household Hazardous Waste Element (HHWE)
- ☒ All program implementation information has been updated in the CalRecycle Electronic Annual Report (EAR), including the reason for not implementing specific programs, if applicable.
- ☐ All program implementation information has not been updated in the EAR. Attachment _____ lists the SRRE and/or HHWE programs selected for implementation, but which have not yet been implemented, including a statement as to why they were not implemented.
- b. Nondisposal Facility Element (NDFE)
- ☐ There have been no changes in the use of nondisposal facilities (based on the current NDFEs and any amendments and/or updates).
- ☒ Attachment B lists changes in the use of nondisposal facilities (based on the current NDFEs).
- c. Countywide Siting Element (SE)
- ☐ There have been no changes to the information provided in the current SE.
- ☒ Attachment C lists changes to the information provided in the current SE.
- d. Summary Plan
- ☐ There have been no changes to the information provided in the current SP.
- ☒ Attachment D lists changes to the information provided in the current SP.

2. Statement regarding whether Programs are Meeting their Goals

- ☒ The programs are meeting their goals.
- ☐ The programs are not meeting their goals. The discussion that follows in the analysis section below addresses the contingency measures that are being enacted to ensure compliance with [PRC Section 41751](#) (i.e., specific steps are being taken by local agencies, acting

independently and in concert with _____, to achieve the purposes of the California Integrated Waste Management Act of 1989) and whether the listed changes in program implementation necessitate a revision to one or more of the planning documents. _____

Analysis

- ☐ The aforementioned changes in program implementation do not warrant a revision to any of the planning documents. Specifically, _____.
- ☒ Changes in program implementation warrant a revision to one or more of the planning documents. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

Given the large number of programs listed in the CIWMP, only a cursory review of the programs was conducted by the Local Task Force and the County. This was deemed sufficient to determine if a revision was required for the CIWMP elements for the purposes of the Five-Year Review Report. If there were significant differences seen during this cursory review, it would illustrate the need for a revision. Based on comments provided by the Local Task Force and review of the CIWMP elements, the County has determined that there is a need to revise the majority of documents in the CIWMP, specifically the SRREs, NDFE, SE, and the Summary Plan.

Section 4.6 Changes in Available Markets for Recyclable Materials

The county experienced changes in the following available markets for recyclable materials since the approval of the last Five-Year CIWMP Review Report:

In 2017, China enacted the policy of National Sword, which banned its import of specific materials including mixed paper and various post-consumer plastics. It also increased the maximum contamination level for imported loads of recyclables to a level that is extremely difficult for local processing facilities to meet, effectively banning these materials as well. This has created an oversupply of recyclables that has caused the market prices for these items to drop significantly. As a result, many jurisdictions in the county have begun landfilling lower grades of plastics. In general, the recycling markets for most materials have dropped significantly over the last couple years.

Analysis

- ☐ There are no significant changes in available markets for recycled materials to warrant a revision to any of the planning documents. Specifically, _____.
- ☒ Changes in available markets for recycled materials warrant a revision to one or more of the planning documents. Specifically, the aforementioned changes in China's National Sword has caused recycling markets to drop and may require changes in the SRREs to focus more on source reduction rather than recycling. See Section 7 for the revision schedule(s).

Additional Analysis (optional)

The changes in the recycling markets have created difficulties for local recycling programs. Recycling is only feasible economically if there are buyers of the collected recyclable materials. Without such buyers, it becomes economically unsustainable to collect, sort, and process these

materials and landfilling becomes the only option. If these issues remain in the future, the programs identified in the CIWMP may be insufficient for jurisdictions to meet their mandated waste reduction goals. The County recommends revising the CIWMP to include possible solutions such as increasing the technology used to sort materials, expanding domestic markets, and promoting source reduction over recycling.

Section 4.7 Changes in the Implementation Schedule

The following addresses changes to the county's implementation schedule that are not already addressed in Section 4.5:

Analysis

- ☐ There are no significant changes in the implementation schedule to warrant a revision to any of the planning documents. Specifically, _____.
- ☒ Changes in the implementation schedule warrant a revision to one or more of the planning documents. Specifically, the implementation plan and schedule for the source reduction, recycling, and composting programs in the SRREs need to be updated as some of the content is outdated in terms of the timeline of implementation and cost of implementation.

Additional Analysis (optional)

Note: Consider for each jurisdiction within the county or regional agency the changes noted in Sections 4.1 through 4.7 and explain whether the changes necessitate revisions to any of the jurisdictions' planning documents.

SECTION 5.0 OTHER ISSUES OR SUPPLEMENTARY INFORMATION (optional)

The following addresses any other significant issues/changes in the county and whether these changes affect the adequacy of the CIWMP to the extent that a revision to one or more of the planning documents is needed:

Many programs that are currently being implemented are not listed in the planning documents and could be used to help jurisdictions in the county meet their waste reduction targets. These programs are significant enough to warrant a revision to most of the planning documents, specifically the SRREs, NDFE, SE, and the Summary Plan.

Analysis

SECTION 6.0 ANNUAL REPORT REVIEW

- ☐ The Annual Reports for each jurisdiction in the county have been reviewed, specifically those sections that address the adequacy of the CIWMP elements. No jurisdictions reported the need to revise one or more of these planning documents.

- ☒ The Annual Reports for each jurisdiction in the county have been reviewed, specifically those sections that address the adequacy of the CIWMP (or RAIWMP) elements. The following jurisdictions reported the need to revise one or more of these planning documents, as listed.

See analysis below.

Analysis

The discussion below addresses the county's evaluation of the Annual Report data relating to planning document adequacy and includes determination regarding the need to revise one or more of the documents:

Instead of individually asking each jurisdiction in the county whether or not they need to revise the planning documents, the Local Task Force, comprised of select cities and other partner organizations, conducted its own analysis based on data received from city and CalRecycle staff. The Local Task Force agreed that the programs outlined in the CIWMP planning documents are no longer representative of the current information reported in the Annual Report by each jurisdiction in the county. Specifically, the SRREs do not list many of the programs that the County and jurisdictions are currently implementing to meet waste diversion goals, which are mentioned in their respective Annual Reports. Given this feedback from the Local Task Force as well as results from its own evaluation, the County has determined that there is a need to revise the majority of documents in the CIWMP, specifically the SRREs, NDFE, SE, and the Summary Plan. The LTF and the County determined that the HHWE is still representative of existing programs in the county, thus does not require a revision.

SECTION 7.0 REVISION SCHEDULE (if required)

See Attachment E for revision schedule.

Attachment A

C/CAG

CITY/COUNTY ASSOCIATION OF GOVERNMENTS OF SAN MATEO COUNTY

*Atherton • Belmont • Brisbane • Burlingame • Colma • Daly City • East Palo Alto • Foster City • Half Moon Bay • Hillsborough • Menlo Park
Millbrae • Pacifica • Portola Valley • Redwood City • San Bruno • San Carlos • San Mateo • San Mateo County • South San Francisco • Woodside*

October 10, 2019

Jim Eggemeyer
County of San Mateo
Office of Sustainability
455 County Center, 4th Floor
Redwood City, CA 94063

Dear Mr. Eggemeyer:

This letter is to inform you that the City and County Association of Governments (C/CAG), as the Local Task Force (LTF) for San Mateo County, has reviewed the elements of the existing Countywide Integrated Waste Management Plan (CIWMP) documents to determine if they are still relevant and appropriate tools for guiding waste reduction programs in San Mateo County and to identify any elements that may need revision.

Based on our review, we find that some existing elements of the CIWMP are no longer adequate to guide waste reduction and diversion programs in San Mateo County. Below is a detailed summary of our review:

1. The Source Reduction and Recycling Elements (SRREs) do not accurately reflect the changes that have taken place in the solid waste industry and recycling markets as well as in the waste reduction and diversion programs developed and implemented by the jurisdictions. Some major changes include: the establishment of a countywide schools program focusing on education around the 4Rs; new source-separated curbside organics collection programs; new organic processing facilities; a new edible food recovery program; a County-run educational academy focused on providing sustainability and solid waste workshops and programming to county residents; and significant changes to global recycling markets.
2. The Household Hazardous Waste Elements are still adequate and do not require any revisions at this time.
3. In the countywide Siting Element (SE), the information on operational landfills in the county is outdated. Specifically, the countywide SE lists two active landfills in the

county, when in fact, there is currently only one landfill that remains active. The capacity for waste disposal at the current active landfill is also outdated and needs revision.

4. The non-disposal facilities listed in the countywide Non-Disposal Facility Element (NDFE) do not accurately represent the existing list of facilities that are currently being utilized by jurisdictions. Several non-disposal facilities have closed, and new facilities are being utilized since the last update of the NDFE (2010).

Additionally, the committee recommends to the County that the below items be considered and included in a revision of the CIWMP:

- Relevant post-1999 state legislations around waste reduction (e.g., AB 341, AB 1826, SB 1383, etc.) that have not been included in the CIWMP and their implications on future program development and implementation for the county
- Requirements around construction and demolition that align with California Green Buildings Standards Code
- Strategies for supporting domestic and international markets for reusables and recycling as well as job creation.
- Management of proper disposal of medical waste (e.g., sharps, etc.), including those generated from households
- Product stewardship/extended product responsibility strategies and programs to promote the circular economy
- Strategies and programs promoting durable product and shipping packaging
- Re-emphasis of the importance of source reduction
- Strategies for promoting and increasing organics composting generation and capacity within the county
- Utilization and promotion of compost as an effective method for carbon sequestration
- Strategies to help understand the post-usage fate of waste materials, specifically around how they are processed/disposed of and how they are handled at their final destination
- Strategies around abandoned waste, litter, and legacy waste
- Environmental justice as a key component of solid waste management decision-making, program development, and program implementation
- Collaboration among all 21 jurisdictions in San Mateo County, including the five cities that were not part of the original joint countywide process (Millbrae, South San Francisco, San Bruno, Brisbane, Pacifica) in the revision of the CIWMP

As the LTF, we request that the County of San Mateo Office of Sustainability staff complete a 2019 Five-Year Review Report to C/CAG and to CalRecycle and determine if the revisions summarized above are necessary.

Sincerely,

A handwritten signature in black ink, appearing to read 'Maryann Moise Derwin', with a stylized flourish at the end.

Maryann Moise Derwin, Chair

City and County Association of Governments

ATTACHMENT B: Non-disposal Facility Element Changes

The NDFE identifies the permitted non-disposal facilities to be used by a jurisdiction to assist in reaching the state's diversion mandates. Non-disposal facilities are primarily materials recovery facilities, compost facilities, and transfer stations, but a jurisdiction's NDFE may also discuss recycling centers, drop-off centers and household hazardous waste facilities. The NDFE also includes permitted facilities outside the county that are used by jurisdictions within San Mateo County for their diversion efforts. The NDFE must include details of each permitted non-disposal facilities, including but not limited to the type of facility, facility capacity, incoming tons, the diversion rate, and participating jurisdictions. An amendment to the County's NDFE was completed in 2004 and 2010.

Ad-hoc committee staff completed a review to assess the accuracy of the County's latest NDFE (2010 amendment). Based on the review, the below preliminary findings were identified:

- The below non-disposal facilities, which are listed in the NDFE are no longer active. These facilities will need to be removed from the NDFE.
 1. Mussel Rock Transfer Station
 2. Ferma-SRDC Recycling Operation I (C&D Debris Processing)
 3. Ferma-SRDC Recycling Operation II (Wood Grinding)
- The below non-disposal facilities may need to be added into the NDFE.
 1. West Contra Costa County Composting Facility (Richmond)
 2. South Valley Organics (Gilroy)
 3. Napa Recycling & Composting Facility (Napa)
 4. Ben Lomond (Santa Cruz County)
 5. Monterey Peninsula Landfill (Monterey County)

ATTACHMENT C – Siting Element Changes

The Siting Element (SE) of the CIWMP provides a description of the areas used for disposal in the county, a demonstration of the 15-year capacity for disposal through existing or planned facilities, siting criteria for new facilities, a list of new or expanded facilities, and the roles of all agencies involved.

At the time the SE was developed, there were two landfills active in the county: Hillside Landfill in Colma and Ox Mountain Landfill in Half Moon Bay. Since the adoption of the SE in 1999, there have been no updates to the document.

After review of the documents, the following information has been identified as being outdated:

- **There are two landfills in the county.** Hillside Landfill has since closed.
- **The capacity at Ox Mountain Landfill is 38.9 million cubic yards.** The capacity at Ox Mountain Landfill has increased due to an expansion referred to in the SE from 38.9 million cubic yards to 60.5 million cubic yards.
- **Permit issuance and review dates.** New permits are issued every five years to Ox Mountain.
- **The total landfill capacity of the county.** Given that Hillside Landfill has closed, the overall capacity differs from that listed in the SE.
- **The 15-year planning period for disposal capacity ends 2012.** The projected disposal requirements need to be updated for another 15 years.
- **Siting criteria.** New legislation from the state requires inclusion of environmental justice language in the SE.
- **Names of responsible parties.** The Office of Sustainability is the new responsible party from the County, and the name of the South Bayside Transfer Station Authority has changed to the South Bayside Waste Management Authority.

ATTACHMENT D – Summary Plan Changes

The Summary Plan (SP) of the CIWMP provides an overview of the entire plan and all of its elements. This includes the Source Reduction and Recycling Elements (SRREs), Household Hazardous Waste Elements (HHWEs), Siting Element (SE), and Nondisposal Facility Element (NDFE). Based on the review of the Local Task Force as well as by County staff, it appears that the SRREs, SE, and NDFE is in need of an update, as outlined in Attachments B and C.

For the SRREs, some major changes include: the establishment of a countywide schools program focusing on education around the 4Rs; new source-separated curbside organics collection programs; new organic processing facilities; a new edible food recovery program; a County-run educational academy focused on providing sustainability and solid waste workshops and programming to county residents; and significant changes to global recycling markets.

In the countywide Siting Element (SE), the information on operational landfills in the county is outdated. Specifically, the countywide SE lists two active landfills in the county, when in fact, there is currently only one landfill that remains active. The capacity for waste disposal at the current active landfill is also outdated and needs revision.

The non-disposal facilities listed in the countywide NDFE do not accurately represent the existing list of facilities that are currently being utilized by jurisdictions. Several non-disposal facilities have closed, and new facilities are being utilized since the last update of the NDFE (2010).

Given that the SP is a summary of all these elements, all of these changes in the respective elements will also need to be reflected in the SP.

Aside from the elements that are listed in the SP, other items that need to be updated include the following:

- The description of the county's profile and demographics (this may be updated in the Five-Year Review Report)
- Overview of the solid waste management conditions including service areas, haulers, landfills, transfer stations, and collection methods
- Costs and revenue sources for countywide programs

Attachment E - CIWMP Revision Timeline

CIWMP Revision Timeline

| # | Proposed Task | Month | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|-----|---|-------|---|---|---|---|---|---|---|---|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|----|--|
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 | 8 | 9 | 10 | 11 | 12 | 13 | 14 | 15 | 16 | 17 | 18 | 19 | 20 | 21 | 22 | 23 | 24 | 25 | 26 | 27 | 28 | 29 | 30 | |
| 1 | Project Planning and Countywide Collaboration | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.1 | Develop preliminary work plan and immediate next steps for collaboration across county | X | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1.2 | Connect with and get confirmation from cities in the county interested in conducting a joint SRRE. Also inform them of plans for revising the other elements of the CIWMP (SE, NDFE, and Summary Plan). | X | X | X | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | Hire Consultant | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.1 | Develop an Request for Proporsal (RFP) for consultant to support in CIWMP revision, specifically revision of SRREs, SE, NDFE, and Summary Plan | | X | X | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.2 | Release an Request for Proporsal (RFP) and review proposals | | | | X | X | X | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.3 | Select consultant | | | | | | X | X | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.4 | Launch official revision of CIWMP project with consultant and flesh out preliminary work plan | | | | | | | | X | X | | | | | | | | | | | | | | | | | | | | | | |
| 3 | SE Revision | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.1 | Develop draft SE | | | | | | | | | | | X | | | | | | | | | | | | | | | | | | | | |
| 3.2 | Review draft SE | | | | | | | | | | | | X | | | | | | | | | | | | | | | | | | | |
| 3.3 | Update and finalize SE | | | | | | | | | | | | | X | | | | | | | | | | | | | | | | | | |
| 4 | NDFE Revision | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.1 | Research for NDFE revision | | | | | | | | | | | X | X | | | | | | | | | | | | | | | | | | | |
| 4.2 | Develop draft NDFE | | | | | | | | | | | | | X | | | | | | | | | | | | | | | | | | |
| 4.3 | Review draft NDFE | | | | | | | | | | | | | | X | | | | | | | | | | | | | | | | | |
| 4.4 | Update and finalize NDFE | | | | | | | | | | | | | | | X | | | | | | | | | | | | | | | | |
| 5 | SRRE Revision | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.1 | Plan for public outreach event, specifically for update of joint SRRE | | | | | | | | | | | X | X | | | | | | | | | | | | | | | | | | | |
| 5.2 | Hold public outreach event | | | | | | | | | | | | | X | | | | | | | | | | | | | | | | | | |
| 5.3 | Develop first draft of joint SRRE | | | | | | | | | | | | | | X | X | X | X | | | | | | | | | | | | | | |
| 5.4 | Share draft of joint SRRE with other 20 jurisdictions, and all county's 21 jurisdictions to review and provide feedback | | | | | | | | | | | | | | | | | X | X | | | | | | | | | | | | | |
| 5.5 | Update joint SRRE | | | | | | | | | | | | | | | | | | X | X | | | | | | | | | | | | |
| 5.6 | Share second draft of joint SRRE with other 20 jurisdictions, and all county's 21 jurisdictions to review and provide final feedback | | | | | | | | | | | | | | | | | | | | X | | | | | | | | | | | |
| 5.7 | Finalize joint SRRE and share with other 20 jurisdictions | | | | | | | | | | | | | | | | | | | | | X | | | | | | | | | | |
| 6 | Summary Plan Element Revision | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.1 | Develop first draft of Summary Plan | | | | | | | | | | | | | | | | | | | | | | X | X | | | | | | | | |

[illegible]