

**Pomona Waste & Recycling Task Force**  
November 5, 2014, 5:00 PM-6:30 PM  
Pomona City Hall, 2nd Floor Conference Room  
**Meeting Minutes**

*The meeting was called to order at approximately 5:00 P.M. by Mark Lazzaretto. All members were present with the exception of Ingrid Gutierrez. Linett Luna, due to prior schedule conflict, arrived shortly after the meeting began.*

1. Volunteer for meeting minutes for this meeting

*Meg McWade volunteered to take minutes for the November 5, 2014 Pomona Waste & Recycling Task Force (Task Force) Meeting.*

2. Adoption of past meeting minutes

*A motion was made by Julie Carver and seconded by Kyle Brown to adopt the Meeting minutes of September 8, 2014 and October 1, 2014. The motion was approved unanimously. The meeting minutes of October 15, 2014, will be considered at the next Task Force meeting.*

3. Review of tonight's agenda – addition of any new items?

*No new items were added to the November 5, 2014 agenda.*

4. Report from each subcommittee on meeting, goals and next steps

*Procedural Subcommittee Report (and resulting discussion)*

*Kyle Brown provided an update on the Procedural Subcommittee. The subcommittee discussed the need to look at ways to regulate the industry and related businesses. A determination needs to be made as to what is the appropriate cap on the number of these types of businesses allowed in the City. Once a cap is developed, it would apply to future development of these businesses. Look to the City Attorney for guidance on what can be done related to new or expanded businesses.*

*The subcommittee indicated there was a need to develop a clear definition of a recycling center.*

*Kyle Brown volunteered to pull info from other agencies/organizations to share with subcommittee.*

*Suggestion was made to look at what other communities are doing to successfully regulate these types of businesses and obtain sample ordinances from these communities.*

*There are dilemmas and challenges for dealing with existing businesses. In some cases the Conditional Use Permit (CUP) is historical and must be honored. There may be an opportunity*

*to look at other areas of regulations that can be regulated outside of CUP. Examples of other ways to regulate outside of the CUP operational parameters include bans of plastic bags, no smoking ordinances, stormwater regulations, etc.*

*Any new developments could be regulated by requirements such as minimum distances from schools. Also, the City could limit the number of recycling centers in close proximity to another center. The idea was raised of looking at the General Plan and addressing environmental justice elements. (As a note, the General Plan was adopted by the City in 2013. The 2013 General Plan replaced the City's previous General Plan from the 1970's.)*

*It was noted that City staff has discussed potential caps with the City Attorney. The City has the right to regulate the number as long as there is the justification for the cap. The City Council can adopt the cap that will apply for new developments, expansion of existing facilities, etc.. Definitions and related regulations will be key to the effectiveness of the cap.*

*A question was asked if the Task Force thought that the proposed workplan was the correct path for the Procedural Subcommittee.*

*A suggestion was made to clarify several points as the Procedural Subcommittee gets further into the project. Is the cap in regards to new businesses only? How does the cap relate to existing businesses and how they can flex/expand the businesses into recycling type facilities? Can the City establish new goals that are then retroactive based on future needs of waste and recycling as laws and regulations are developed or changed? How do you enforce the cap? There will be recycling operations that spring from other existing businesses. How do we deal with the expansion of those types of recycling efforts?*

*The definition will be key as to what gets regulated. For example, grocery stores with recycling centers may not be what are needed.*

*It was mentioned that with the expansion of existing recycling laws – such as AB 1826 – businesses will need to have an organics recycling program if the business generates more than 4 cubic yards.*

*There was some concern expressed about a cap that may not work when new regulations come into play. Regardless of regulations, it was mentioned that expansions need to be restricted and applied to Pomona's needs. Pomona does not have to help businesses develop that support the surrounding regional needs for waste recycling and disposal. It was discussed that the City needs to establish a benchmark for the waste stream that is generated solely by Pomona. A process should be developed that identifies where the waste comes from paired with the idea that any caps should be related more directly to actual waste generated by Pomona.*

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*Operations should be regulated and not automatically grandfathered. The Committee should work to find a way to have all recyclers meet the standards wherever possible. If a recycler is unable to meet the standards, there should be consequences and enforcement that occurs.*

*There was a concern expressed that there are times when the Planning Commission does not approve a project, with the project disapproval subsequently appealed and overturned by City Council. City Staff indicated that while that does happen on occasion, it does not happen in the vast majority of projects. This group would be looking to develop a standard that can be codified and would not be subject to appeal. It was discussed that a strict standard – which limits subjectivity – would be the best approach. A caveat was added that the laws need to be restrictive but with some flexibility to enable obligations – and future legislation such as recent change to organics law – to be met. The final note was that the committee would work to develop regulations that apply to existing businesses.*

*Pollution Subcommittee Report (and resulting discussion)*

*Julie Carver provided an update on the Pollution Subcommittee. The Subcommittee will be looking at ways to gather data on the health effects of Pollution on the City of Pomona. The organizations that will be used for data will be:*

- Pomona Unified School District - asthma numbers and general health information*
- California Environmental Protective Agency – Cal EPA enviroscreen - health/pollution tool that indicates issues in Pomona and throughout California*
- LA Regional Board – pollutants in waterways*
- AQMD – particulates, air quality information, data from screening stations that still exist*
- United Voices of Pomona – health data for Pomona residents and industry workers*
- Health Clinics and Hospitals – health data for Pomona residents and industry workers*
- Pomona Community – health information and stories*
- LA County Fire Department – Pomona Fire incidents, safety issues, inspections – recycling centers. Notes should be made if the incident is related to a City Code violation – if that information is available. A suggestion was made to obtain comparative information on the fire incidents for the recycling sector vs. other businesses/industries in Pomona*

*A discussion followed regarding the type of information that could be provided by LA County Fire Department. The City will need to request the information. The information available will be incident response with personnel, times, equipment, and notes. Since the information system is Countywide, specialized reports are not typically available. The City can ask to get additional information to be gathered in the future, but it is unclear if the County's system would be able to accommodate such a request. The City can obtain an arson report related to specific incidents. When a fire occurs, if the cause is not obvious, the responding crew will request an arson report. There will be a follow-up inspection to determine cause and underlying conditions, and an arson report will be generated from that inspection. These reports typically take several*

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months for completion. Separate from an arson inspection, LA County Fire clarified that the Department performs an inspection of fire sprinklers, at least every two years, with more extensive inspections performed every five years.

The Subcommittee will collect data on operations and the pollutants of concerns (tied to health issues) that are associated with those practices. This information will be used to help develop operational requirements that limit pollution and resulting health issues.

Community Engagement Subcommittee Report (and resulting discussion)

Linett Luna provided an update on the Community Engagement Subcommittee. Layers of community engagement include personal circles, larger meetings, social media, and community events. The engagement is an important tool to gather information from the community rather than advocate a position. Stories from the Community are powerful and help to guide actions. The second step is catalyzing ongoing civic engagement. When the Committee's recommendation goes before Council, the Community Engagement efforts should result in a wave of participation and involvement.

In order to obtain community input, the entire committee will need to begin with own circles – coworkers, neighbors, churches, mosques, places of worship, etc. The goals of this engagement will be to inform people about the issue, listen to what the experiences are, and let people know about the details of the larger meeting, which will most likely be held in January or February.

Ways to reach the community:

Personal discussions

Neighborhood meetings (house meetings)

Community events – such as Christmas parade (use opportunity to increase civic engagement and bring voter registration cards to all events)

Flyer – bullet facts with meeting dates – also where to research additional information

Website (City's) – Add taskforce information or URL to the website

Community App – could be developed to enable crucial items to be posted\*

\*There was a discussion that this Task Force could serve to help create a vehicle for future information that could emphasize empowerment, transparency. This app would be used by residents or business people as a reference tool with more information or would provide links to more information if the person wishes to research on his/her own.

The discussion turned to the Pomona Unified School District (PUSD) and how to engage PUSD in outreach efforts. Another issue discussed was the food waste generated by PUSD – with new State requirements – would PUSD have to recycle on site. Food wastes will need to be

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*addressed in the recommendation being developed by the Task Force due to potential odor and fire issues.*

*There were some recommendations made that the engagement process must be a mindful one and that each member must be committed to giving additional time for the engagement process to be effective. A comment was made that the Task Force needs to be sensitive to positions of group – advocacy vs neutrality – and roles people play in the engagement process.*

5. Approval by the entire task force of the goals of each subcommittee

*Input and approval from the Entire Task Force was provided during the Subcommittee reports as indicated by the minute notes for Item 4.*

6. Items for agenda for next meeting

*No new items were suggested to be placed on the next Task Force agenda.*

7. Comments and input from guest attendees

*Benjamin Wood indicated that Ingrid Gutierrez had expressed regret that she could not make the meeting due to illness. He said that while he has missed due to conflicts himself, he does plan to attend and be engaged.*

8. Next meeting November 19, 2014, 5:00 PM-6:30 PM

*A recommendation was made to change meeting schedules to have a single Pomona Waste and Recycling Task Force Committee (Task Force) meeting once per month. This change would enable Subcommittees to meet separately and further progress. Wednesday, December 3<sup>rd</sup> will be the next full Task Force meeting at 5 pm.*

9. Adjourn

*The meeting was adjourned at approximately 6:30 p.m. with Mark Lazaretto volunteering to handle snacks for December 3<sup>rd</sup> Meeting.*

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