

Additional Documents

March 26, 2024 NREC Meeting

ITEM 3

Plastics Reduction Ad Hoc Committee



Natural Resources & Environmental Commission Agenda Report

ITEM NO. _____

DATE: March 26, 2024

FROM: Arpy Kasparian, Environmental Services & Sustainability Manager

SUBJECT: **Plastics Reduction Ad Hoc Committee**

Recommendation

It is recommended that the Commission discuss the goals of the Plastics Reduction Ad Hoc Committee and volunteer two to three Commissioners to serve on the Ad Hoc Committee.

Discussion/Analysis

The Natural Resources and Environmental Commission's (NREC) Fiscal Year 2023-2024 Work Plan includes several tasks including SB 1383 organics recycling implementation, tree ordinance review, water conservation program approval, etc. In addition to the Work Plan, the commission has expressed interest and concern over the implementation of initiatives that support plastics reduction in the City including re-educating and enforcing the City's plastic bag ban, establishing a City event zero-waste guide, and educating businesses on state laws that require customers to opt in for to-go items. Furthermore, the City's Green Action Plan (Attachment) includes tasks and actions to meet one of the goals of the plan, "Work towards making South Pasadena a Plastic-free City."

To ensure the commission continues to consider issues related to plastics reduction, it is recommended that the commission form a voluntary Plastics Reduction Ad Hoc Committee with the goal of completing the plastics reduction tasks and initiatives outlined in the City's Green Action Plan in addition to re-educating and enforcing the City's plastic bag ban and educating businesses on state laws that require customers to opt in for to-go items. The Plastics Reduction Ad Hoc Committee will be an informal voluntary group that will meet outside of the public NREC meetings and can bring topics for discussion to commission meetings, until the aforementioned goals are achieved.

Alternatives Considered

The NREC can choose to not form a Plastics Reduction Ad Hoc Committee at this time and, instead, include plastics reduction goals in their Fiscal Year 2024-2025 Work Plan.

Plastics Reduction Ad Hoc Committee

March 26, 2024

Page 2 of 2

Background

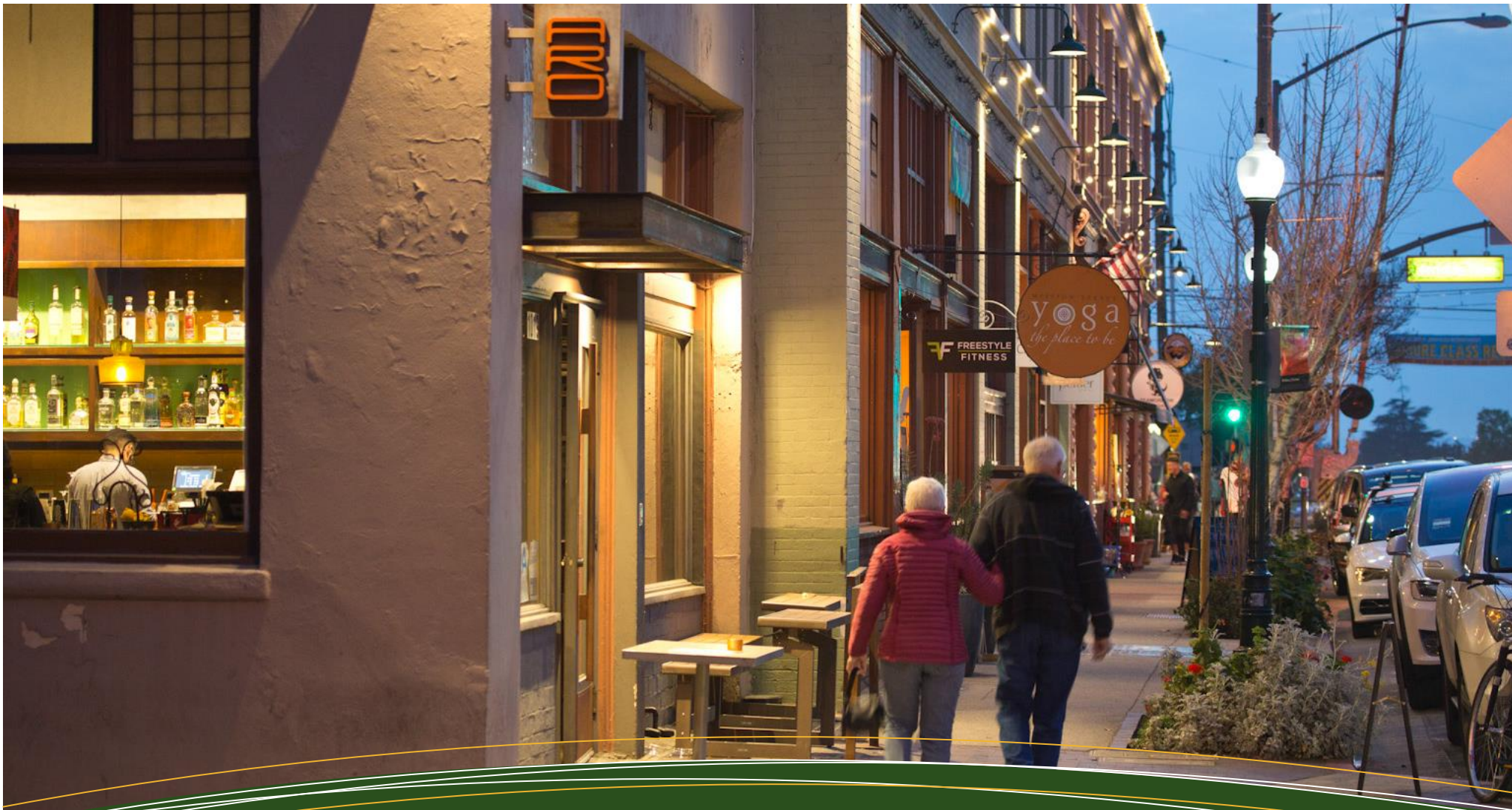
The City of South Pasadena adopted the South Pasadena Green Action Plan to further strengthen the City's commitment to sustainability. The Green Action Plan includes five overarching goals that address plastic reduction, water conservation, organics diversion, and urban heat island mitigation. Each goal includes strategies ("plays") and specific actions ("moves") for achieving these objectives.

Attachment: South Pasadena Green Action Plan, Goal I: Work Towards Making South Pasadena a Plastic-Free City

Attachment

South Pasadena Green Action Plan

Goal I: Work Towards Making South Pasadena a
Plastic-Free City



GOAL I Work towards Making South Pasadena a Plastic-Free City

Goal I: Work Towards Making South Pasadena a Plastic-Free City

Play 1: Reduce use and sale of single-use plastics.

Move I.1.1: Update the City's Environmentally Preferable Purchasing (EPP) Policy to be adopted by all City Departments. A strong EPP policy eliminates over-ordering, reduces waste, and guides departments to purchasing local and eco-friendly options including recycled copy paper and compostable utensils.

Move I.1.2: Develop a plastic-free/zero-waste guide for City events. A zero waste guide will provide specific steps to City staff on how to set up a plastic-free/zero waste event. It should include instructions on how to reduce plastics, obtain organics bins, post educational signage, and other steps vendors and event coordinators can take to ensure that a minimal, if not zero, amount of plastic is used.

Move I.1.3: Explore the possibility of banning single-use plastics in food service stores. Start the conversation among business owners to raise awareness of the issues with single-use plastics. Work with City departments and Chamber of Commerce to gauge fiscal impact and outline a possible plan for implementation.

Play 2: Encourage the use of reusables by providing resources, education, and funding.

Move I.2.1: Seek funding to install more water bottle refill stations in public areas. Water bottle refill stations are being installed in public parks. It would be beneficial to have stations installed in other public buildings including the Library, City Hall, and the Senior Center; however, installation is costly. Explore funding sources for this project.

Move I.2.2: Create an informational pamphlet on plastic alternatives and distribute to businesses. There are several plastic alternatives on the market. An informational pamphlet that lists the alternatives and options on where to obtain them will help businesses begin their switch to plastic-free single-use items.

Move I.2.3: Create checklists for businesses and restaurants on ways they can reduce their plastic and distribute. Checklists provide clear steps.

Move I.2.4: Encourage businesses to participate in "Tap," the app that identifies their location as a free water-refill spot. Promote the app through communication channels. Consider offering shoutouts to participating businesses on social media.

Move I.2.5: Create a Recycle & Reuse Directory. Many residents want to do their part to recycle their materials or repair their broken items instead of purchase new ones, but don't know where to do so. This directory would provide that information.

**Move I.2.6: Provide mini-grants or loans to businesses who need a jump start to switching to alternatives. Explore funding sources to provide mini-grants to businesses that would help them with initial costs for switching to alternatives. Grants can be awarded to those most in need.*

**Move I.2.7: Explore possibilities of establishing a beverage container recycling program in South Pasadena. With the closure of rePlanet and other recycling centers, residents have no where to go inside the City to recycle their beverage containers.*

**Move I.2.8: Provide plastic reduction items to residents including reusable water bottles, utensils, containers, etc. These items will help raise awareness and provide education on actual steps people can take to reduce their plastic. It will provide them with the tools they need to reduce their plastic consumption.*

**Move I.2.9: Provide workshops for parents to teach them how to prepare zero-waste lunches. Work with SPB, SPUSD, and PTA to put together workshops for parents. This will help reduce waste in schools.*

Play 3: Provide incentives and/or rewards for those actively working towards zero-waste.

Move I.3.1: Encourage businesses to reward customers and employees who bring in their own coffee mug, water bottles, to-go container, etc. Offering a small monetary incentive for customers and employees who bring in their own beverage containers will reduce plastic use and possibly reduce amount of supplies needed for the business.

**Move I.3.2: Explore ways to recognize businesses who are implementing zero-waste practices. Sustainable practices can be difficult to implement for businesses. Those businesses who implement them in spite of the difficulties should be recognized and/or rewarded. Recognition programs encourage greater participation among other businesses and raise awareness among patrons. Some methods include: green business certification program, green business awards, certificate of recognition from City Council, etc.*

Goal I: Work Towards Making South Pasadena a Plastic-Free City

MOVE	FIELD	PLAYERS	SCORE	CLOCK	SUPPORT
Play 1: Reduce use and sale of single-use plastics.					
Move I.1.1: Update the City's Environmentally Preferable Purchasing (EPP) Policy to be adopted by all City Departments.	Municipal	<ul style="list-style-type: none"> ▪ Public Works ▪ Finance ▪ Management Svcs ▪ NREC 	<input type="checkbox"/> EPP	FY20/21 Q2	
Move I.1.2: Develop a plastic-free/zero-waste guide for City events.	Municipal	<ul style="list-style-type: none"> ▪ Public Works ▪ Finance ▪ Community Svcs ▪ NREC 	<input type="checkbox"/> Zero-waste Guide	FY20/21 Q2	
Move I.1.3: Explore the possibility of banning single-use plastics in food service stores.	Commercial	<ul style="list-style-type: none"> ▪ Public Works ▪ Chamber ▪ Management Svcs ▪ Finance 	<input type="checkbox"/> Presentation to Chamber of Commerce members <input type="checkbox"/> Meeting with City departments	FY19/20 Q4	
Play 2: Encourage the use of reusables by providing resources, education, and funding.					
Move I.2.1: Seek funding to install more water bottle refill stations in public areas.	Municipal	<ul style="list-style-type: none"> ▪ Public Works ▪ Community Svcs ▪ Finance ▪ Grants Mgmt 	<input type="checkbox"/> Up to 3 quotes for stations and installation <input type="checkbox"/> Summary of funding sources	FY20/21 Q3	
Move I.2.2: Create an informational pamphlet on plastic alternatives and distribute to businesses.	Commercial	<ul style="list-style-type: none"> ▪ Public Works ▪ Chamber ▪ PIO 	<input type="checkbox"/> Pamphlet	FY19/20 Q3	
Move I.2.3: Create checklists for businesses and restaurants on ways they can reduce their plastic and distribute.	Commercial	<ul style="list-style-type: none"> ▪ Public Works ▪ Chamber ▪ PIO 	<input type="checkbox"/> Checklist for office/retail <input type="checkbox"/> Checklist for restaurants	FY19/20 Q4	
Move I.2.4: Encourage businesses to participate in "Tap," the app that identifies their location as a free water-refill spot.	Commercial	<ul style="list-style-type: none"> ▪ Public Works ▪ Chamber ▪ PIO 	<input type="checkbox"/> Promotion through communication channels	FY19/20 Q4	
Move I.2.5: Create a Recycle & Reuse Directory.	Residential	<ul style="list-style-type: none"> ▪ Public Works ▪ Chamber ▪ PIO 	<input type="checkbox"/> Factsheet	FY19/20 Q3	
<i>*Move I.2.6: Provide mini-grants to businesses who need a jump start to switching to alternatives.</i>	<i>Commercial</i>	<ul style="list-style-type: none"> ▪ Public Works ▪ Grants Mgmt ▪ Finance ▪ Chamber 	<input type="checkbox"/> Grant funding source <input type="checkbox"/> Grant application	FY20/21 Q4	<i>Additional staff; Funding</i>
<i>*Move I.2.7: Explore possibilities of establishing a beverage container recycling program in South Pasadena.</i>	<i>Residential</i>	<ul style="list-style-type: none"> ▪ Public Works 	<input type="checkbox"/> Summary of options and resources	FY20/21 Q4	<i>Additional staff</i>
<i>*Move I.2.8: Provide plastic reduction items to residents including reusable water bottles, utensils, containers, etc.</i>	<i>Residential</i>	<ul style="list-style-type: none"> ▪ Public Works ▪ Finance 	<input type="checkbox"/> Up to 3 quotes/item <input type="checkbox"/> Sign-in sheet	FY20/21 Q2	<i>Additional staff; Funding</i>
<i>*Move I.2.9: Provide workshops for parents that teach them how to prepare zero-waste lunches.</i>	<i>Schools</i>	<ul style="list-style-type: none"> ▪ Public Works 	<input type="checkbox"/> Workshop	FY19/20 Q3	<i>Additional staff; Funding</i>
Play 3: Provide incentives and/or rewards for those actively working towards zero-waste.					
Move I.3.1: Encourage businesses to reward customers and employees who bring in their own coffee mug, water bottles, to-go container, etc.	Commercial	<ul style="list-style-type: none"> ▪ Public Works ▪ Chamber ▪ PIO 	<input type="checkbox"/> Promotion through communication channels	FY19/20 Q4	
<i>*Move I.3.2: Explore ways to recognize businesses who are implementing zero-waste practices.</i>	<i>Commercial</i>	<ul style="list-style-type: none"> ▪ Public Works ▪ Chamber 	<input type="checkbox"/> List of recognition strategies and resources needed to implement	FY20/21 Q3	<i>Additional staff</i>

**italicized → to be completed if additional resources are available*