



# Town of Southwest Ranches Advisory Board Meeting Agenda

Tuesday September 3, 2024  
7:00 pm

Town Hall  
13400 Griffin Road  
Southwest Ranches, FL 33330-2628

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## **Board Members**

Harold Gubnitsky  
Rose Allbritton  
Debbie Green

Rick Conrad  
Alessia Martinez

## **Council Liaison**

Vice Mayor David S. Kuczenski, Esq.

## **Staff Liaison**

Dan Stewart

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### **A. ROLL CALL**

### **B. PLEDGE OF ALLEGIANCE**

### **C. AGENDA AS FOLLOWS**

- a. Introduction of Board Member Rick Conrad
- b. Approval of August 6, 2024 Minutes

### **D. NEW BUSINESS**

- a. Composting Presentation – Organics Recycling Foundation
  - i. Q & A Session
- b. Discussion Items
  - i. Town Utilities Element
  - ii. Community Planning Toolkit
  - iii. Reschedule November 5, 2024 Meeting
  - iv. Zero Waste Grants / Consultant Funding
  - v. Zero Waste Task Force Update

### **E. OLD BUSINESS**

### **F. ITEMS FOR NEXT MEETING**

### **G. COMMITTEE MEMBER COMMENTS**

### **H. STAFF COMMENTS**

### **I. PUBLIC COMMENTS**

### **J. ADJOURNMENT**

PURSUANT TO FLORIDA STATUTES 286.0105, THE TOWN HEREBY ADVISES THE PUBLIC THAT IF A PERSON DECIDES TO APPEAL ANY DECISION MADE BY THIS BOARD OR COMMITTEE WITH RESPECT TO ANY MATTER CONSIDERED AT ITS MEETING OR HEARING, HE OR SHE WILL NEED A RECORD OF THE PROCEEDINGS, AND THAT FOR SUCH PURPOSE, THE AFFECTED PERSON MAY NEED TO ENSURE THAT A VERBATIM RECORD OF THE PROCEEDING IS MADE, WHICH RECORD INCLUDES THE TESTIMONY AND EVIDENCE UPON WHICH THE APPEAL IS TO BE BASED. THIS NOTICE DOES NOT CONSTITUTE CONSENT BY THE TOWN FOR THE INTRODUCTION OR ADMISSION OF OTHERWISE INADMISSIBLE OR IRRELEVANT EVIDENCE, NOR DOES IT AUTHORIZE CHALLENGES OR APPEALS NOT OTHERWISE ALLOWED BY LAW.



## Town of Southwest Ranches Zero Waste Advisory Board Minutes

August 6, 2024  
7:00 pm

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### **Board Members**

Rose Allbritton, Debbie Green, Harold Gubnitsky,  
Alessia Martinez

### **Council Liaison**

David Kuczenski

### **Staff Liaison**

Dan Stewart

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#### **Members present:**

Rose Allbritton  
Debbie Green  
Harold Gubnitsky

#### **Members absent:**

Alessia Martinez

#### **Staff present:**

Dan Stewart

#### **Council present:**

Gary Jablonski  
Steve Breitzkreuz  
David Kuczenski  
Bob Hartmann  
Jim Allbritton

#### **Others present:**

Andrea Keiser  
Lonnie Bergeron  
Jim Laskey  
Marianne Allen  
Lori Parrish  
John Steven Garate  
Mike Spitzer  
Sandra Farah  
Ron Bergeron  
Isabelle Farah  
Richard Ramcharitar  
John Steven Garate

Call to order at 7:08 PM

Chair recognized the tremendous loss of Debra Goffe-Rose

The members present reviewed the minutes of the June 2024 meeting.

Rose motioned to approve the June 2024 minutes. Harold seconded, and the motion passed unanimously.
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Special guest, Dr Chris Draper, shared a presentation and short video about BioChar. His work has a big focus on renewable energy. He spoke about how to turn into valuable commodity and increase the green cycle. Dr. Draper shared that compost and food security resources, incineration, and biochar are different processes to dispose of solid waste. It was shared by comments from those in attendance that while biochar is an alternate process to dispose of solid waste, it does not meet the definition of a Zero Waste method of diverting from landfills and incineration.

Mr. Bergeron shared the importance of recycling vegetation, yard debris, and C & D.

Rose motioned to table the review of the Community Planning Toolkit. Debbie seconded, and the motion passed unanimously.
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Jeff Katims discussed with us that the Comp Plan Board is looking to create new policy and included in the Comp Plan Board's purview is a section that includes a solid waste element. He offered to help us with verbiage for policy related to solid waste that would then be shared with the Comp Plan Board for consideration.

It was discussed that we all need to take personal responsibility and continue education of what can be reused and recycled correctly.

We discussed possible actions the Town could implement in the short term; different size buckets and adding recycle and re-use sections to the quarterly shredding and hazardous waste events.

Agenda items for next meeting to include review of the Planning Tool, Composting presentation, Review Comp Plan Board solid waste sections, share Zero Waste Associates course PowerPoint presentation.

Ask staff to follow up with Emily, town grant writer, in regards to the prior request to look on TCTAC for the many federal grants now out there for Zero Waste initiative implementation and plan.

There being no further business to discuss, the meeting adjourned at 8:30pm.



Organics Recycling Foundation



# Jairo Gonzalez Presentation

*Southwest Ranches*

Community and Backyard  
Composting overview.

# ORF Vision



The ORF, a 510c3 non-profit environmental corporation, promotes research and education around organics waste recycling for the benefit of our environment and economy.





Organics Recycling Foundation



# The Issue

- Landfills are 17% of the US methane emissions - US EPA





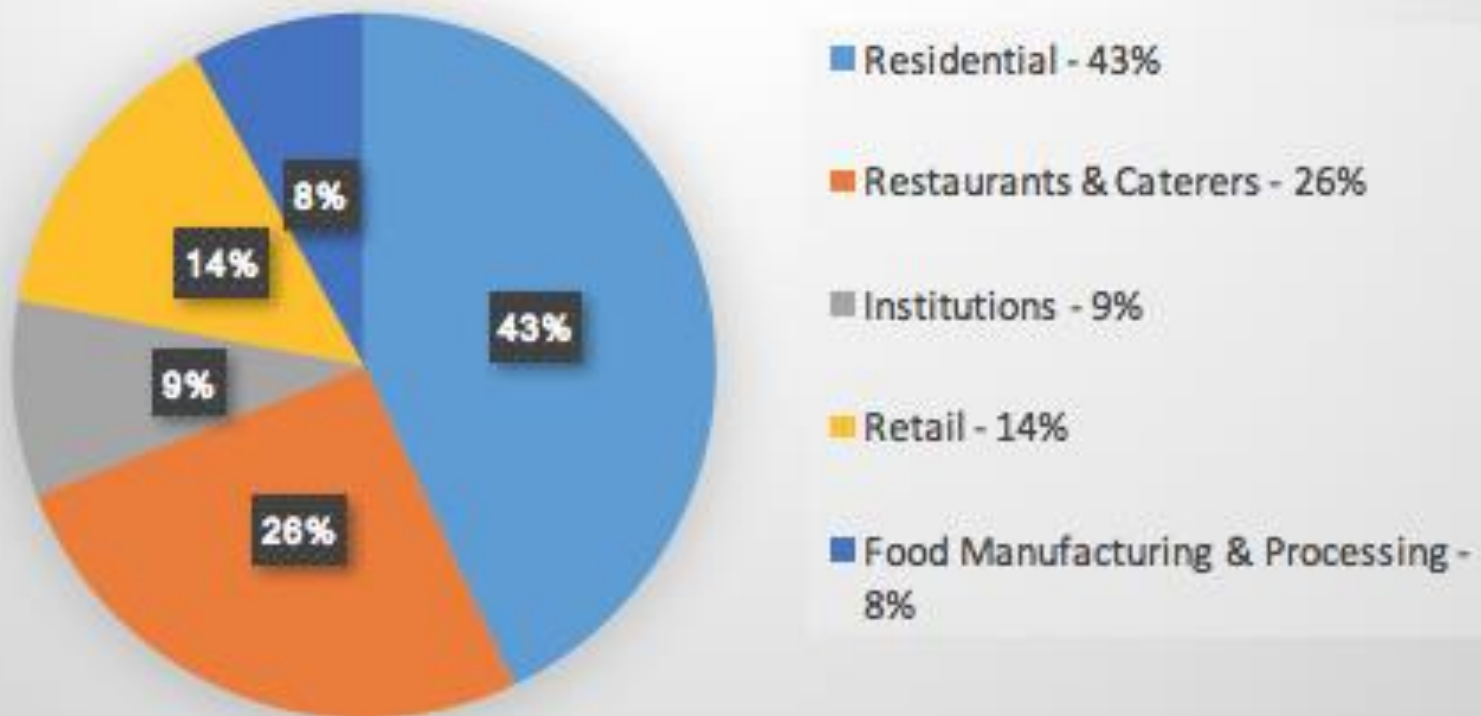
# The Issue

- **Traditional organics management system - Environmentally unsustainable (landfills and WTE)**
- **Flow Control statutes**
- **Lack of Infrastructure**
- **Know how/education**
- **Lack of understanding of compost utilization**



# The Generators

**Estimated Food Waste Generated by Sector. Data in chart is average of surveys conducted in Denver, Nashville, and New York City by NRDC**





# The Broward Data

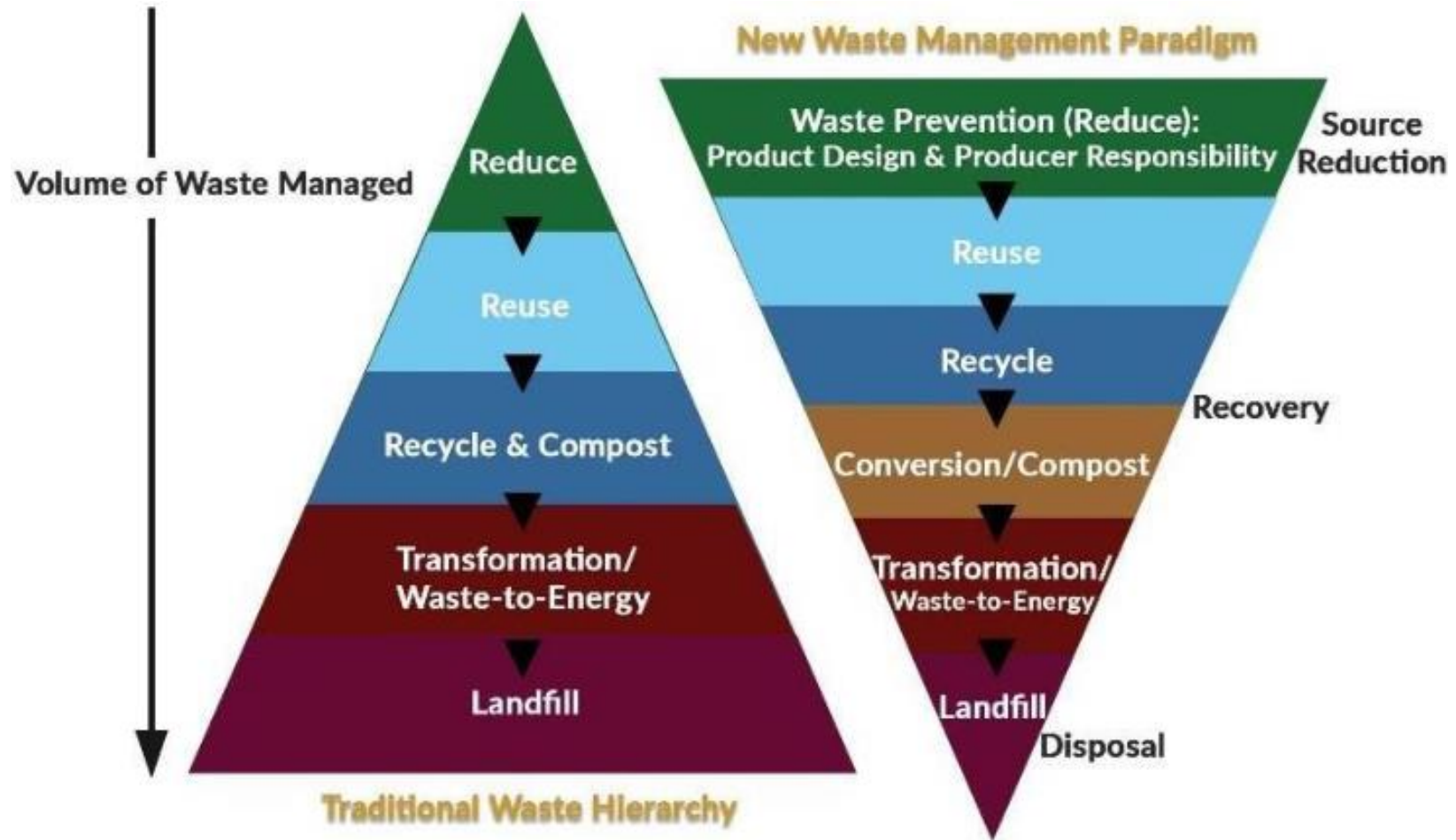


- Broward County Estimates that 200,000 tons of food waste are collected per year with only 1% recycled (FL DEP)
- Another 410,000 of yard waste is collected a year with only 42% recycled (*FLORIDA DEP COUNTY REPORTS - Broward County*)
- Nationally food waste in landfills is the 3rd largest source of methane pollution in the US - (EPA)



- Broward county total MSW has jumped 13% from 2021 to 2022
- Only 1% of Broward's food waste was recycled - 6% statewide
- 17-20% of Broward MSW is food waste







Organics Recycling Foundation



# **Benefits of Composting**



- ❖ Improves soil structure, porosity and density
- ❖ Increases infiltration and permeability of heavy soils reducing erosion and runoff helping control stormwater issues
- ❖ Improves water holding capacity, reducing water loss and leaching in sandy soils
- ❖ Supplies and rehabilitates a variety of micro and macronutrient to the soil for nutrient dense food.
- ❖ Reduces toxic emissions and increases carbon sequestration



Organics Recycling Foundation



# Food waste and compost solutions







Organics Recycling Foundation

# Solutions



## **Compost Options:**

### Education

- Backyard
- Community composting
- Regional compost
- Pilots

# What is Compost?

Composting is the natural process of recycling organic matter, such as leaves and food scraps, into a valuable fertilizer that can enrich soil and plants. -



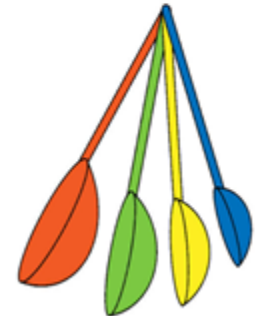
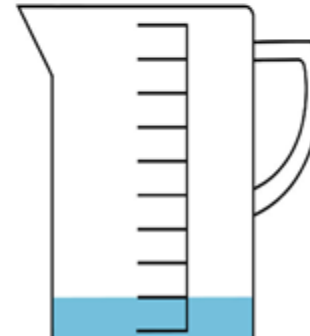
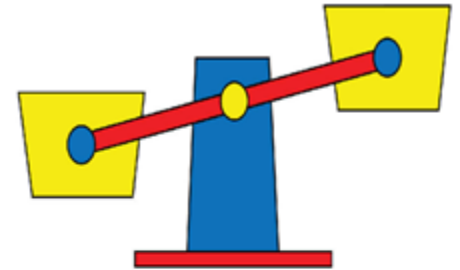
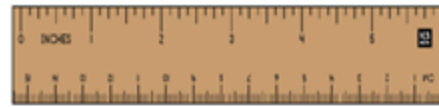


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# Making Great Compost

1. Carbon:Nitrogen Ratio (Feedstocks)
2. Moisture Content
3. Oxygen
4. Physical Properties
5. Temperature
6. Time



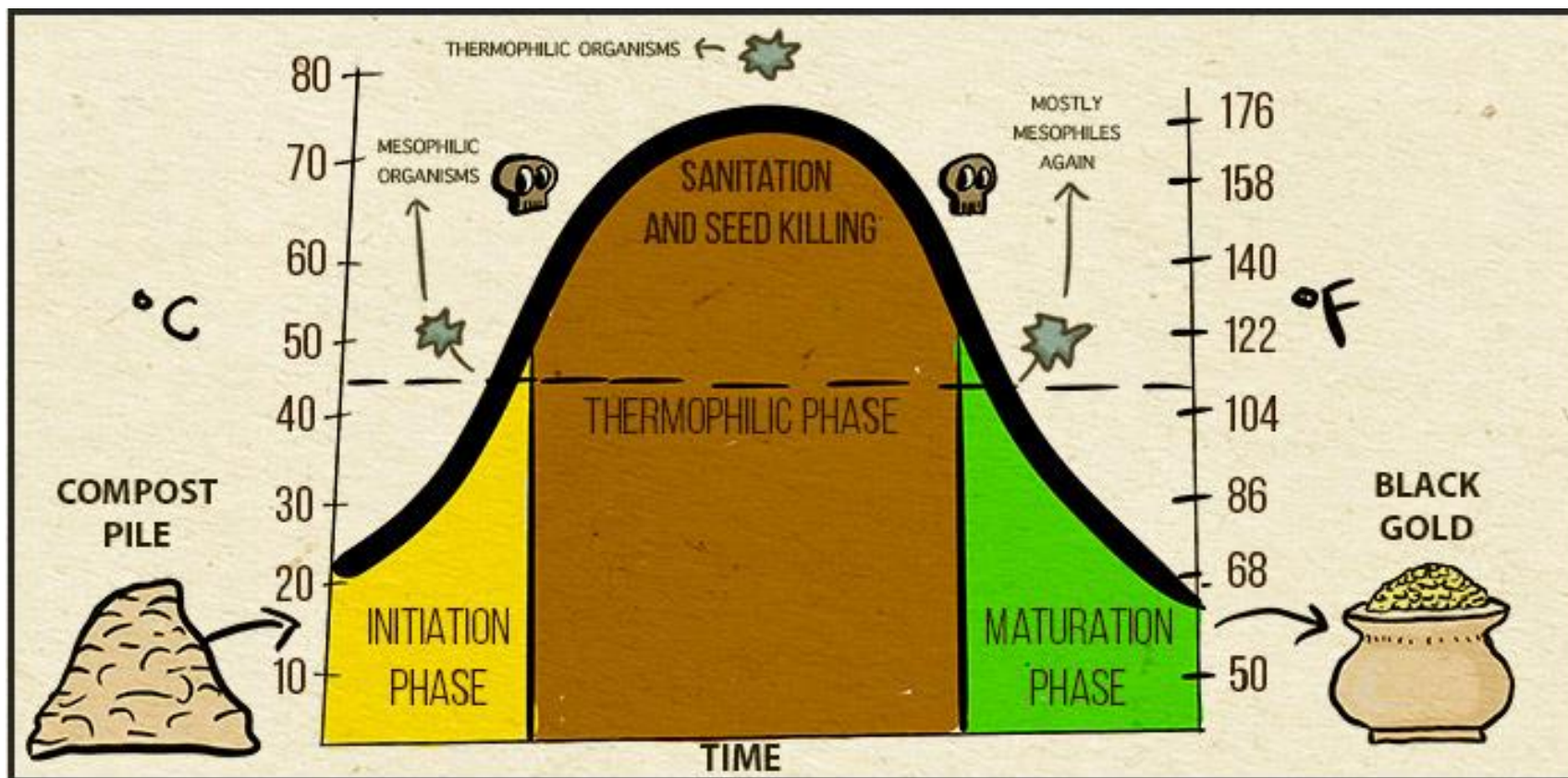
***You Manage What you  
Measure***



Organics Recycling Foundation



# Compost Fundamentals



Get the Party  
Started

Composting

Curing



# LET'S TALK ABOUT BACKYARD COMPOSTING

WHAT DO I NEED TO GET STARTED?



TUMBLER



COLLECTION CONTAINER



CARBON SOURCE

# 1 TO 1 RATIO

## EQUAL PARTS NITROGEN AND CARBON

(RATIO MAY VARY DEPENDING ON TYPE OF CARBON YOU'RE USING)



1 CONTAINER OF FOOD SCRAPS



1 CONTAINER OF CARBON MATERIAL



# WHAT TUMBLER SHOULD I GET?



## INSULATED TUMBLER

### PROS

- Reaches temperatures of 110-160 degrees.  
Year round composting
- Can compost ALL food scraps
- Short breakdown time (6-8 weeks)
- Top quality material

### CONS

- More expensive than some other tumblers

Executive Order  
No. 100, d



## NON-INSULATED TUMBLER

### PROS

- Less expensive
- Does the job

### CONS

- Some concerns about quality of material
- Difficult to turn when full
- Can freeze in winter

# TUMBLER BEST PRACTICES



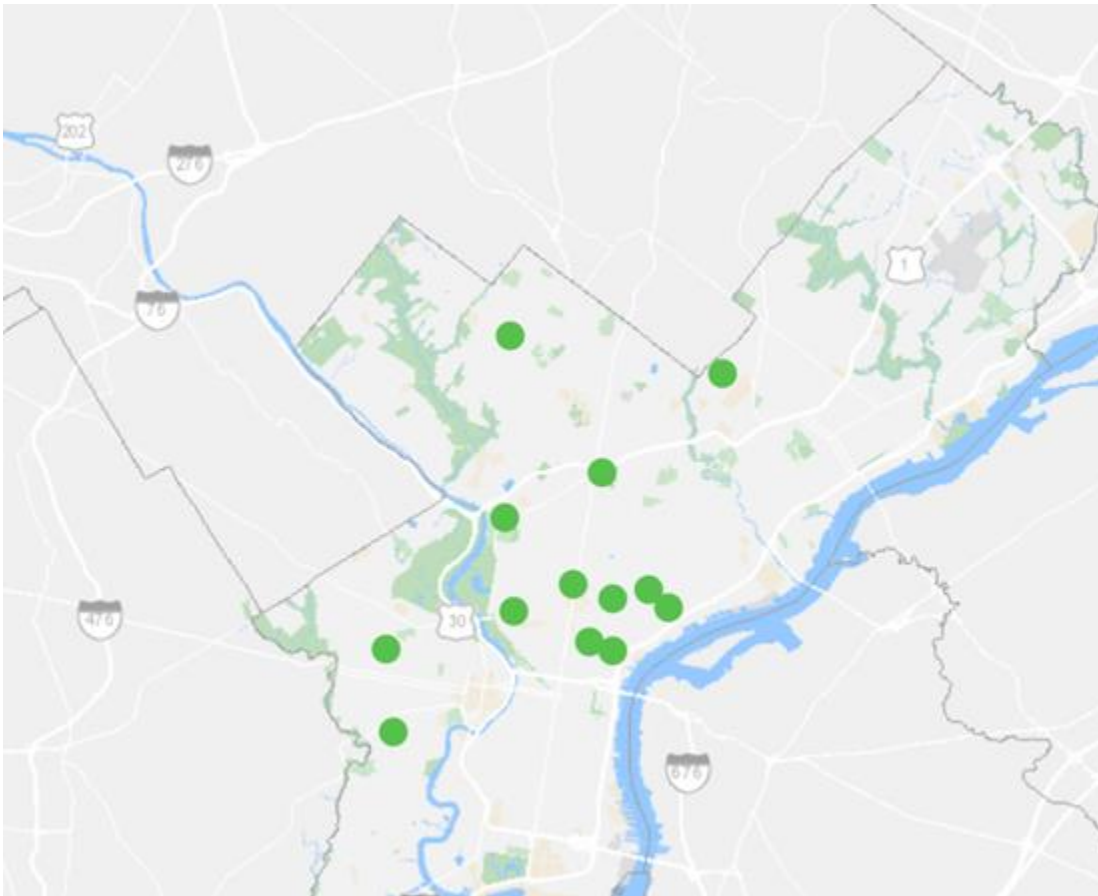
- Mash, Mix, Move
- Consistency of compost should be like a **damp sponge**; you don't usually need to wet your compost if using a tumbler; moisture comes from food scraps
- Use a sifter if you want a finely granulated compost
- Sifter also helpful to separate larger pieces that need to go back into tumbler for a **second cycle**
- The interior of a tumbler does not and should not be cleaned. You want the **bacteria** to remain there
- Tumblers not air tighter so exterior will get a bit mucky





# Community Compost ASP Microbins

## Decentralized Community Networks



Philadelphia Community Compost Network





copyright [Organicsfoundation.org](http://Organicsfoundation.org)



# Community compost



# On-Site Options





# Municipal Composting Queensboro Bridge





# County or Municipal





# Final Step – Screening







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# FINISHED COMPOST = BLACK GOLD



LAURA DEPAEN | GREENFLUXPHOTOS.COM | 416-887-2055



# OUR GARDEN ALL GROWN IN COMPOST





# Start With a Pilot!





## Pilot goals

1. Residence acceptance
2. Processing technology
3. Cost analysis
4. Environmental benefits





Organics Recycling Foundation



## Target Large Generators

The City of Gainesville has set a goal to go Zero Waste by 2040:

Includes requirement for large generators to divert food waste



# Pickup/Drop off





## Residential Composting



**You drop it off or We pick it up**

<div style="background-color: #f4a460; padding: 5px; margin-bottom: 10px;"><b>1 Sign up!</b></div> <p>Register for FREE compost drop off by taking the quiz at <a href="http://hobokennj.gov/compost">hobokennj.gov/compost</a>. At the end of the quiz you will receive a combination to open the compost shed.</p> <div style="background-color: #f4a460; padding: 5px; margin-bottom: 10px;"><b>2 Collect</b></div> <p>Collect food scraps and paper products in any airtight container or paper bag. <i>Pro Tip: store it in the freezer!</i></p> <div style="background-color: #f4a460; padding: 5px; margin-bottom: 10px;"><b>3 Drop off</b></div> <p>Drop off your food scraps at one of the FREE drop off sites: City Hall, Church Square Park, Columbus Park, Elysian Park, Harborside Park, Jackson St Community Garden, Maxwell Park, Multi-Service Center, Southwest Park, Stevens Park, 14th St Viaduct at Adams St, 7th &amp; Jackson Park. See a map at <a href="http://hobokennj.gov/compost">hobokennj.gov/compost</a>. Please <u>only</u> drop food scraps in the green bin!</p> <div style="background-color: #333; color: white; padding: 5px; font-size: small;">Composting diverts waste from the landfill, reduces greenhouse gas emissions, and saves taxpayers money.</div>	<div style="background-color: #4f81bd; color: white; padding: 5px; margin-bottom: 10px;"><b>1 Sign up!</b></div> <p>Register for weekly (\$45/mo) or bi-weekly (\$30/mo) pickup from Community Compost Company at <a href="http://communitycompost.com">communitycompost.com</a>.</p> <div style="background-color: #4f81bd; color: white; padding: 5px; margin-bottom: 10px;"><b>2 Schedule Pickup</b></div> <p>Community Compost Company will call to schedule your weekly or bi-weekly pickup day/location, and drops off an empty bucket.</p> <div style="background-color: #4f81bd; color: white; padding: 5px; margin-bottom: 10px;"><b>3 Full Bucket</b></div> <p>Place your bucket filled with food scraps on your doorstep on your pickup day.</p> <div style="background-color: #4f81bd; color: white; padding: 5px; margin-bottom: 10px;"><b>4 Empty Bucket</b></div> <p>Community Compost Company picks up your full bucket and drops off a clean, empty bucket.</p> <div style="background-color: #4f81bd; color: white; padding: 5px; margin-bottom: 10px;"><b>5 Get soil!</b></div> <p>Twice per year, Community Compost Company drops off finished compost (soil) with your clean, empty bucket.</p>
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[www.hobokennj.gov/compost](http://www.hobokennj.gov/compost)





Organics Recycling Foundation

# Pick up/drop off



**BROWARD  
COUNTY YOUTH  
CLIMATE ACTION  
FUND - weston FL**





Organics Recycling Foundation

# Get Involved



- Support your grassroots org
- Run a course
- Participate in county planning
- Help us educate a legislator
- Start a diversion program (pilot!)



Organics Recycling Foundation



# Jairo Gonzalez

Website: [Organicsfoundation.org](http://Organicsfoundation.org)

Email: [jairo@organicsfoundation.org](mailto:jairo@organicsfoundation.org)



## UE OBJECTIVE 1.3 SOLID WASTE

**PROVIDE ON-GOING COORDINATION AND ASSISTANCE TO TOWN RESIDENTS TO MEET EXISTING AND FUTURE SOLID WASTE NEEDS, MAXIMIZE RECYCLING, DISCOURAGE URBAN SPRAWL AND CORRECT EXISTING DEFICIENCIES.**

Measurement: Percent of solid waste generated within the Town that is recycled.

**UE POLICY 1.3-a:** The Town shall continue to encourage source separation and the recycling of solid waste, in accordance with the Solid Waste Act of 1988, as amended.

{BCPC Policy 8.01.12}

**UE POLICY 1.3-b:** ~~In addition to prohibiting~~ landfills, energy plants and resource recovery facilities ~~within the Town, the Town shall oppose any such facility outside of its boundaries that would potentially be planned, constituted and maintained to minimize impacts on the Town's environment and adjacent existing or planned~~ rural land uses.

{BCPC Policy 8.01.15}

**UE POLICY 1.3-c:** The Town shall continue to recycle at least 30 percent of the solid waste stream and strive to recycle the five state designated materials to at least 50 percent for each state designated material .

{BCUAFLUP Objective 6.4}

**UE POLICY 1.3-d:** The Town shall coordinate with Broward County to ~~maintain and establish priorities for replacement/corrections, which achieve the recycling goals implement in ss.Section~~ 403.706, Florida Statutes, "Local Government Solid Waste Responsibilities," ~~regarding solid waste management and recycling.~~

{BCUAFLUP Policy 6.1.1}

**UE POLICY 1.3-e:** The Town shall coordinate with Broward County to expand its recycling education program as a means of reducing the waste stream flow.

{BCUAFLUP Policy 6.1.2}

**UE POLICY 1.3-f:** The Town Council shall strive toward a reduction in the amount of paper used in Town operations through greater reliance upon electronic media.

{BCUAFLUP Policy 6.1.3}

**UE POLICY 1.3-g:** ~~No new solid waste landfill or similar structures shall be permitted within identified water conservation areas without provisions for maintaining the fresh water sheet flow~~Reserved.

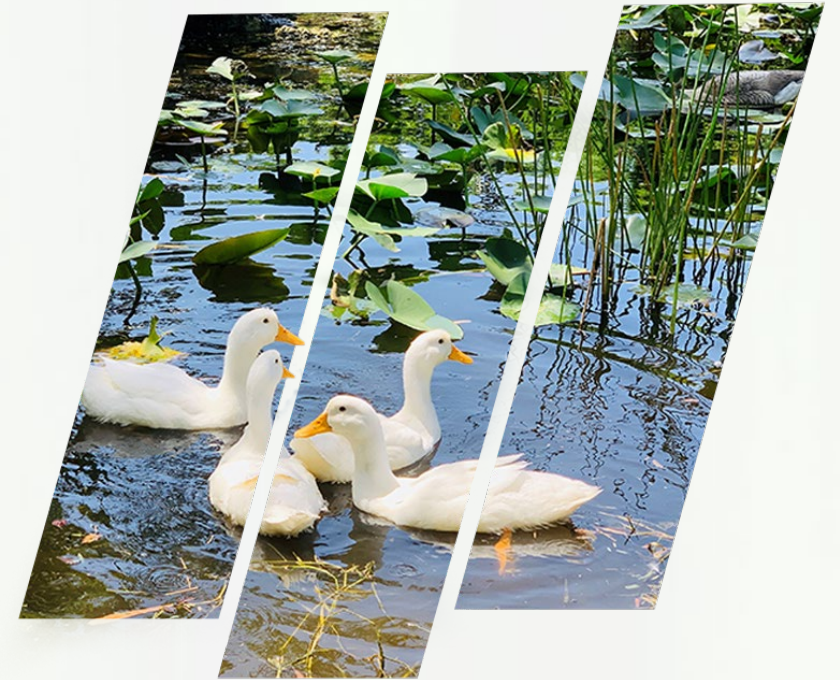
{BCPC Policy 6.01.02}

# **ZERO WASTE PLAN**

## **TOWN OF SOUTHWEST RANCHES, FL**

**Presented by:**

-  **Rose Allbritton**
-  **Debbie Green**
-  **Scarlett Lanzas**
-  **Richard Ramcharitar**



**Zero Waste Associates Course 2024 – Planning Project**

## Southwest Ranches, FL Broward County

Population: 7,606

Housing units: 2,480

Median Household Income: \$165,556

Median age: 41.6 yrs

Poverty: 4.7%

Educational Attainment: 46.9%

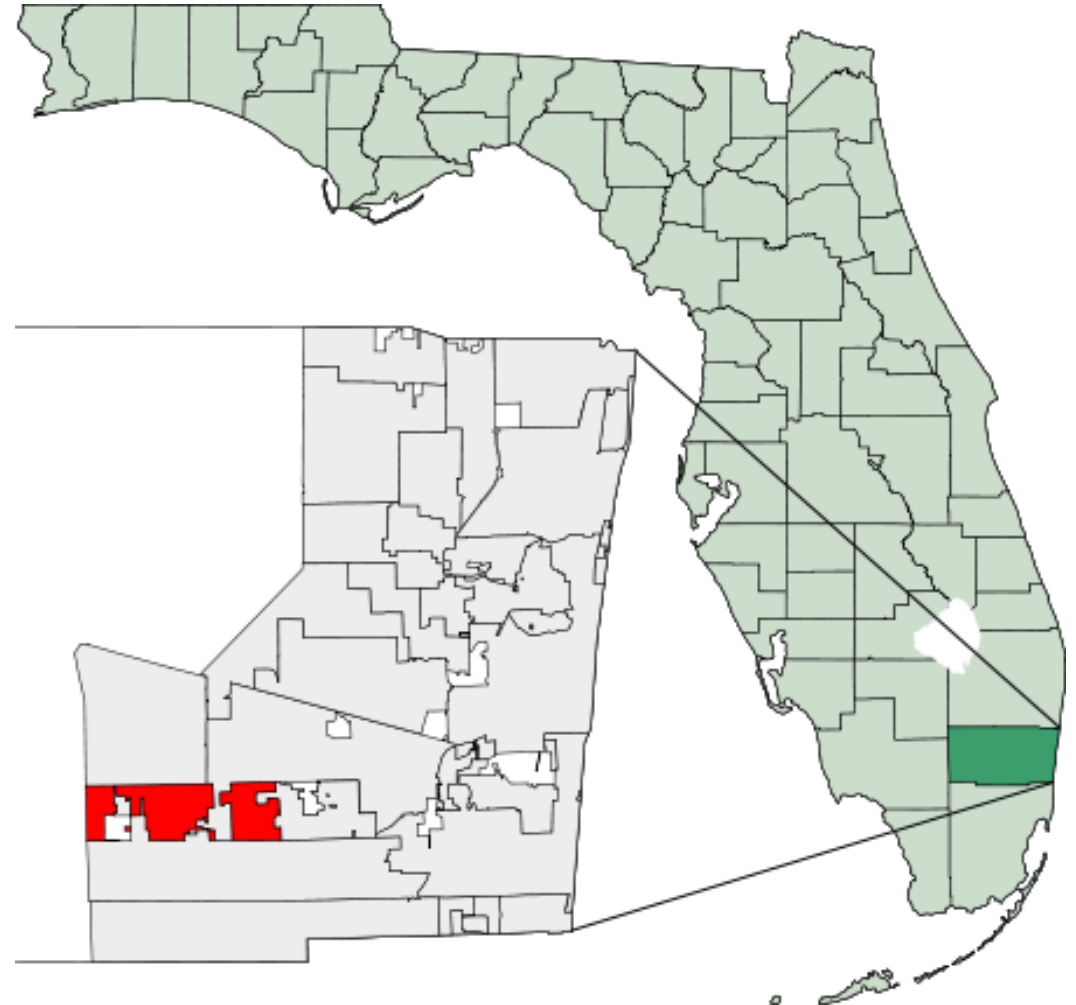
*Bachelor's Degree or Higher*

Industry:

Agriculture, forestry, fishing and  
hunting

Race:

Majority Hispanic, White



**Median Household Income in Florida: \$69,303**

**Poverty rate in FL: 12.7%**



# STAKEHOLDERS

- Public schools K-12 & Students
- PTAs
- Town of Southwest Ranches
- Single family households/residents
- Religious institutions
- Commercial businesses
- Solid waste, recycling, bulk waste contractor
- Equestrian, agricultural farms & nurseries
- Developers, builders & general contractors



# SITUATION REPORT

## WM SOLID WASTE CONTRACT

### RESIDENTIAL



**HHW Drop off Quarterly**



### COMMERCIAL

**TOM THUMB**



**LOWE'S**



# ZERO WASTE PLAN TOOLKITS

## COMMUNITY PLANNING CHECKLIST

### 1. Community Planning Checklist

Southwest Ranches 2024		
Sector	Policies	Programs
Entire Community	Z Zero waste - Goal: by 20____, Plan: 20____	Z Grants - Collection, Processing, Market Development, Research & Development
	Z Goal Integration Across Plans - Climate Action Plan, Sustainability Plan, General Plan	Z Revolving Loan Fund - Collection, Process, Market Development, Research & Development
	Z Precautionary Principle - Adoption, Integration	Z Market Development - Local, Regional, State, National, International
	Y Z Performance Metrics - Reduce Generation, Increase Diversion, and Reduce Destructive Disposal	Z Rental, Reuse, Repair, Share, & Recycling Business Directory, Promotions, Incentives
	Z Environmentally Preferable or Sustainable Procurement	Z Green Product and Services - Directory, Promotions
	Product Policies	Y Z Lead By Example - Public Receptacles, Consistent & Simple Signage
	Z Bans (Sale, Collection, Disposal)	Y Z Employee Training, Interdepartmental Green team
	Z Fees (Product Deposit, Disposal Fee - Voluntary, Mandatory)	Y Z Zero Waste Events - Public, Private
	Z Reusable Take-Out Packaging	Y Z Government Facilities, Bus Stops, Rail Stations, Airports, Parks
	Z Minimum Content	Y Z Reusable Dishware and Reusable To-Go Foodware
	Z Take Backs (Voluntary, Mandatory)	Z Carbon Farming for Public Lands and Parks
	Z Reusable, Recyclable, or Compostable Product Requirement	Other: _____
	Z Collaborate on Statewide Packaging Policy Initiatives	Other: _____
	Z Product Stewardship - Paint, Batteries, Mattresses, Electronics, etc.	Other: _____
	Other: _____	Other: _____
Residential - Single and Multi-Family	Z Universal Service - Recycling, Composting	Z Education and Outreach - including Community Based Social Marketing
	Z Rate Structure Incentives (Save/Pay As You Throw - PAYT)	Z Website, Social Media, Presentations, Door-To-Door, Ambassadors
	Z Mandatory Participation & Enforcement - Recycling, Composting	Z Technical Assistance - Phone, Email, Events, and Onsite help
	Z Mandatory Source Separation - Recycling, Composting	Z Bin and Cart Audits - Voluntary, Mandatory
	Z Service Provider Payment Incentives	Z Reuse Collection - Sorting, Sales
	Z Service Provider Minimum Requirements & Performance Targets	Z Share, Reuse, Repair Events
	Z Ban Recyclable materials from landfill, incineration, or trash carts	Y Recycling Collection
	Z Ban Compostable materials from landfill, incineration, or trash carts	Z Organics Collection - Yard Debris, Food Scraps
	Z Lease Transition Plan (MF)	Z Bulky Durable Goods Collection - Reusable, Recycling
	Other: _____	Z Non-Durable Goods Collection - Reuse, Recycling
	Other: _____	Z Food Waste Prevention
		Z Edible Food Donations - Gleaning, Food Bank, Soup Kitchen
		Z Backyard Composting
		Y Every Other Week Collection - Trash, Recyclables
		Z Program for Diaper (Compostable, Reusable, or Disposable) & Animal Waste Collection
Industrial, Commercial & Institutional	Z Universal Service - Recycling, Composting	Z Education and Outreach - including Community Based Social Marketing
	Z Fee-Based Source Separation Incentives	Z Website, Social Media, Presentations, Door-To-Door, Ambassadors
	Z Mandatory Participation & Enforcement - Recycling, Composting	Z Technical Assistance - onsite help implementing new policies or programs

## SERVICE ANALYSIS

### 2. Service Analysis

Southwest Ranches 2024			
Category	Material Types	Service Code	Sector
Reusable Goods	Food/Surplus Garden or Farm Crops	Void = No Serv	All
	Surplus Edible Food (Raw & Prepared Food)	Void = No Serv	All
	Household Goods (lamps, furniture, tools, carpet, etc.)	Void = No Serv	All
	Building Materials (doors, wood, windows, sinks, hardware, toilets, etc.)	Void = No Serv	All
	Household Appliances (stoves, refrigerators, washers/dryers, etc.)	Void = No Serv	All
	Electronics (computers & parts, TVs, phones, etc.)	Void = No Serv	All
	Clothes/Shoes	Void = No Serv	All
	Reusable Soils, Gravel	Void = No Serv	All
	Art Materials, Teacher Supplies	Void = No Serv	All
	Other: _____		
Paper	Cardboard	CU = Curbside	All
	Office Paper	CU = Curbside	All
	Mixed Paper (cereal boxes, shoe boxes, magazines)	CU = Curbside	All
	Cartons/Aseptics (milk cartons, juice boxes)	CU = Curbside	All
	Coffee Cups	CU = Curbside	All
	Paper Towels, Napkins	CU = Curbside	All
	Other: _____		
	Other: _____		
Glass	Bottles and Jars	CU = Curbside	All
	Window Glass	CU = Curbside	All
	Broken Glass	CU = Curbside	All
	Light Bulbs, Compact Fluorescents, Light-emitting Diodes	CU = Curbside	All
	Other: _____		
	Other: _____		
Metals	Aluminum Cans	CU = Curbside	Single-Fam
	Aluminum Foil/Pie Plates	CU = Curbside	Single-Fam
	Steel/Tin Cans	CU = Curbside	Single-Fam
	Scrap Metal (Ferrous, Non-ferrous)	CU = Curbside	Single-Fam
	Non-reusable Metal Electronics/Household Goods	CU = Curbside	Single-Fam
	Automotive Batteries	DO = Drop off	Single-Fam
	Other: _____		
	Other: _____		

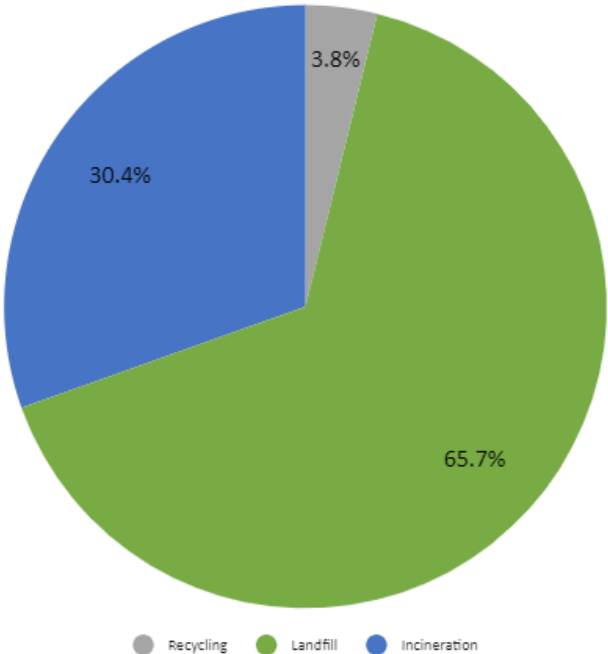


# GENERATION & DIVERSION

## Town of Southwest Ranches

Generation and Diversion			
Municipality	Southwest Ranches		
Year	2023		
Population	7,500		
Diversion	Tons	%	Pounds Per Person Per Day
Source Reduction		0.0%	
Reuse		0.0%	
Recycling	546	3.8%	0.40
Composting		0.0%	
Other Diversion		0.0%	
Total Diversion	546	4%	0.40
Destructive Disposal			
Landfilled	9,355	65.7%	6.83
Combusted	4,331	30.4%	3.16
Destructive Disposal	13,686	96.2%	10.00
Total Generation	14,232	100.0%	10.40
Source: Population Enter population sources here			
Source: Data Enter data source here			
Other Diversion: Enter information on source reduction, reuse, or other diversion if applicable.			

Baseline Destructive Disposal and Diversion Rate





# Recommendations - Programs

## ZW Education & Outreach

- Town Council PSA & Town Educational Flyer
- High School Students partnering with Elementary Schools to provide workshops & educational programs

## Program to encourage household composting

## Universal Services

- WM Recycle & trash hauler improves recycling methods
- Addition of Reuse and Recycle stations at Quarterly Drop Off Event at Town park for Hazardous Household Waste
- Pay as You Throw – incentivize diversion through cost difference on size of can



# Recommendations - Policy

- Propose town ordinance banning single use plastics, including cups & plates
- Present plan: Pay as You Throw taxing structure
- Explore and present a Public / Private composting venture





# Recommendations – Infrastructure

- Waste Management offer two size garbage cans at different cost to taxpayers
- Town owned land to be used as compost site
- Town to construct covered pole barn for salvage / reuse dropoff





# NEXT STEPS

- ▶ Coordinate & schedule stakeholder meetings
- ▶ Identify and apply for grants
- ▶ Create plan & schedule town workshops



# **ZERO WASTE PLAN**

**Town of  
Southwest Ranches, FL**

**[www.southwestranches.org](http://www.southwestranches.org)**

**Thank you!!!**



## Tool Directions

### Community Planning Checklist Directions

The Checklist is an inventory of the current policies, programs, and infrastructure initiatives related to Zero Waste for the municipality being analyzed. It can also serve as a "wish list" for the municipality (i.e., highlight the desired initiatives to be included in the Zero Waste plan).

**Directions:** To use the checklist, place a **Y** in the column to the left of the initiative (policy, program, or infrastructure) implemented in your community and a **Z** in the column to the left of the initiative that is desired for the Zero Waste Plan. Alternatively, highlight initiatives desired to be included in the Zero Waste plan.

If a team works on the checklist together or the user wishes to make a note, consider using New Comment or New Note in Excel or Comment in Google Sheets to communicate ideas or thoughts about the initiatives. Right-click on the initiative, then click on New Note or Comment.

The initiatives not currently initiated in your municipality are a **void** and can be considered for the Zero Waste plan.

### Service Analysis

The Service Analysis tool identifies if a service is available to divert materials from destructive disposal (landfill or Incineration). This tool identifies the type of service (i.e., curbside, drop-off) available by material type by sector (e.g., single-family, ICI) and available capacity to divert materials. It is considered a void if no service diverts the material from destructive disposal. ICI = Institutional, Commercial, Industrial

**Directions:** Use the drop-down list to enter the service code and sector for each material type. (Service Codes: CU=Curbside, PU=Pick-up, DO=Drop-off, BB=Buy Back, M=Mail Back, or Void=No Service). (Sectors: Single-Family, Multi-Family, Single & Multi-Family, Multi-Family/ICI, ICI, and All). Create a new row if material information differs among sectors. Include Service Provider Details in Column E. In column F, input information on availability or capacity by material type. For example, if there is a drop-off for chemicals, but it's only open on Saturday from 10 am - to 2 pm, that might not be enough availability. Another example is household goods. If there are reuse stores, but their infrastructure is at its max, more capacity may be needed for reusable goods storage and sales, which should be included in the Zero Waste plan. ICI = Institutional, Commercial, Industrial. Review material types that are blank or identified as void. These represent materials



## 1. Community Planning Checklist

## Southwest Ranches 2024

Directions: To use the checklist, place a **Y** in the column to the left of the initiative (policy, program, or infrastructure) implemented in your community, and a **Z** in the column to the left of the initiative that is desired for the Zero Waste Plan. Alternatively, highlight initiatives desired to be included in the Zero Waste plan.

Sector	Policies	Programs	Infrastructure
Entire Community	Zero Waste - Goal: By 20____, Plan, 20____	Grants - Collection, Processing, Market Development, Research & Development	Tool Lending Library
	Goal Integration Across Plans - Climate Action Plan, Sustainability Plan, General Plan	Revolving Loan Fund - Collection, Process, Market Development, Research & Development	Water Bottle Filling Stations - Retail, Schools, Parks
	Precautionary Principle - Adoption, Integration	Market Development - Local, Regional, State, National, International	Retail Re-Filling Stations - Hardware, Grocery Store
	Performance Metrics - Reduce Generation, Increase Diversion, and Reduce Destructive Disposal	Rental, Reuse, Repair, Share, & Recycling Business Directory, Promotions, Incentives	Zero Packaging Store
	Environmentally Preferable or Sustainable Procurement	Green Product and Services - Directory, Promotions	Museum Of Bad Design - Short Term, Permanent
	Product Policies	Lead By Example - Public Receptacles, Consistent & Simple Signage	Resource Recovery Center
	Bans (Sale, Collection, Disposal)	Employee Training, Interdepartmental Green team	Resource Recovery Park - General, Utilizing 12 Market Categories
	Fees (Product Deposit, Disposal Fee - Voluntary, Mandatory)	Zero Waste Events - Public, Private	Research & Development Institute
	Reusable Take-Out Packaging	Government Facilities, Bus Stops, Rail Stations, Airports, Parks	Reuse Warehouse - Household Goods, Building Materials
	Minimum Content	Reusable Dishware and Reusable To-Go Foodware	
	Take Backs (Voluntary, Mandatory)	Carbon Farming for Public Lands and Parks	Other: _____
	Reusable, Recyclable, or Compostable Product Requirement	Other: _____	Other: _____
	Collaborate on Statewide Packaging Policy Initiatives	Other: _____	
	Product Stewardship - Paint, Batteries, Mattresses, Electronics, etc.	Other: _____	
	Other: _____		
Residential - Single and Multi-Family	Universal Service - Recycling, Composting	Education and Outreach - including Community Based Social Marketing	Reuse Warehouse - Household Goods, Building Materials
	Rate Structure Incentives (Save/Pay As You Throw - PAYT)	Website, Social Media, Presentations, Door-To-Door, Ambassadors	Drop-Off Centers (Reuse, Recycling, Composting)
	Mandatory Participation & Enforcement - Recycling, Composting	Technical Assistance - Phone, Email, Events, and Onsite help	Center For Hard to Recycle Materials (CHaRM)
	Mandatory Source Separation - Recycling, Composting	Bin and Cart Audits - Voluntary, Mandatory	Recycling Processing
	Service Provider Payment Incentives	Reuse Collection - Sorting, Sales	Yard Trimmings Processing
	Service Provider Minimum Requirements & Performance Targets	Share, Reuse, Repair Events	Food Scraps - Composting, Digestion
	Ban Recyclable materials from landfill, Incineration, or trash carts	Recycling Collection	Wood Recycling Facility - Pallets, Dimensional Lumber, Logs
	Ban Compostable materials from landfill, Incineration, or trash carts	Organics Collection - Yard Debris, Food Scraps	
	Lease Transition Plan (MF)	Bulky Durable Goods Collection - Reusable, Recycling	Other: _____
		Non-Durable Goods Collection - Reuse, Recycling	Other: _____
	Other: _____	Food Waste Prevention	
	Other: _____	Edible Food Donations - Gleaning, Food Bank, Soup Kitchen	
		Backyard Composting	
		Every Other Week Collection - Trash, Recyclables	
	Industrial, Commercial & Institutional	Universal Service - Recycling, Composting	Program for Diaper (Compostable, Reusable, or Disposable) & Animal Waste Collection
Fee-Based Source Separation Incentives		Education and Outreach - including Community Based Social Marketing	Center For Hard To Recycle Materials (CHaRM)
Mandatory Participation & Enforcement - Recycling, Composting		Website, Social Media, Presentations, Door-To-Door, Ambassadors	Recycling Processing
Mandatory Source Separation - Recycling, Composting		Technical Assistance - onsite help implementing new policies or programs	Yard Trimmings Processing
Rate Structure Incentives - Right-Sizing - Recycling, Composting		Site Visits, Food Waste Prevention, Foodware, Reuse, Recycling, Composting	Food Scraps Composting, Digestion
Service Provider Payment Incentives		Business Green Teams - Initiatives, Support, Volunteers	Wood Recycling Facility - Pallets, Dimensional Lumber, Logs
Service Provider Minimum Requirements		Environmentally Preferable Procurement Cooperative	
Other: _____		Bin and Cart Audits	Other: _____
Other: _____		Integrated Environmental Audits	Other: _____
Other: _____		Reuse Exchange	Other: _____
		Reuse Collection - Sorting, Processing, Sales	
		Bulky Goods Collection - Reusable, Recyclable	
		Recycling Collection	
		Food Waste Prevention Program	
		Edible Food Donations - Gleaning, Food Bank, Soup Kitchen	
	On-Site Composting		
	Organics Collection - Yard Debris, Food Scraps		
	Every Other Week Trash Collection		
	Program for Diaper (Compostable, Reusable, or Disposable) & Animal Waste Collection		
	Zero Waste Events And Venues		
	Business Recognition or Certification - Green, Zero Waste		
	Other: _____		
	Other: _____		
Self-Haul	Fee-Based Source Separation Incentives - Recycling, Composting	Education and Outreach - C&D Reuse, Recycling, & Composting Information	Reuse Warehouse - Household Goods, Building Materials
	Mandatory Source Separation - Reuse, Recycling, Composting	Technical Assistance - On-Site	Resource Recovery Center
		Reuse Exchange	Resource Recovery Park Utilizing 12 Market Categories
	Other: _____	Disposal/Diversion Site Load Checking	Wood Recycling Facility - Pallets, Dimensional Lumber, Logs
	Other: _____	Other: _____	Center For Hard To Recycle Materials (CHaRM)
		Other: _____	C&D Processing, Specifically For Self-Haul
			Other: _____
			Other: _____
	C&D Construction & Demolition	Construction, Demo, & Deconstruction High Diversion Requirements - Plan, Deposit, C&D Facility	Education and Outreach - flyers, policy guidance
New Development Compost Use Requirements		Technical Assistance - On-Site	Wood Recycling Facility - Pallets, Dimensional Lumber, Logs
Mandatory Source Separation for Reuse, Recycling, Compost		Source Separation - Wood, Pallets, Dimensional, Logs	Inert Materials Facility - Rocks, Asphalt, Concrete
All C&D Loads Must Be Processed		Source Separation - Carpet, Curtains, Furniture	C&D Processing
Public Notice Of Pending Demolition to Facilitate Deconstruction		Residential Small Quantity Collection - Free, Low \$	Other: _____
	Deconstruction Required Before Demolition	Green Building Credits - Reuse, Recycling, Compost, Recycled Products	Other: _____
	Other: _____	Reuse Exchange	

Other		Other: _____			
		Disposal/Diversion Site Load Checking			
		Other: _____			
		Other: _____			

2. Service Analysis

Southwest Ranches 2024

**Directions:** Use the drop-down list to enter the service code and sector for each material type. (Service Codes: **CU=Curbside**, **PU=Pick-up**, **DO=Drop-off**, **BB=Buy Back**, **M=Mail Back**, or **Void=No Service**). (Sectors: **Single-Family**, **Multi-Family**, **Single & Multi-Family**, **Multi-Family/ICI**, **ICI**, and **All**). Create a new row if material information differs among sectors. Include Service Provider Details in Column E. In column F, input information on availability or capacity by material type. For example, if there is a drop-off for chemicals, but it's only open on Saturday from 10 am - 2 pm, that might not be enough availability. Another example is household goods. If there are reuse stores, but their infrastructure is at its max, more capacity may be needed for reusable goods storage and sales, which should be included in the Zero Waste plan. ICI = Institutional, Commercial, Industrial. Review material types that are blank or identified as void. These represent materials types that do not currently have a diversion option and should be examined in the Zero Waste plan.

Category	Material Types	Service Code	Sector	Service Provider Details and Requirements	Availability or Capacity Information
Reusable Goods	Food/Surplus Garden or Farm Crops				
	Surplus Edible Food (Raw & Prepared Food)				
	Household Goods (lamps, furniture, tools, carpet, etc.)				
	Building Materials (doors, wood, windows, sinks, hardware, toilets, etc.)				
	Household Appliances (stoves, refrigerators, washers/dryers, etc.)				
	Electronics (computers & parts, TVs, phones, etc.)				
	Clothes/Shoes				
	Reusable Soils, Gravel				
	Art Materials, Teacher Supplies				
	Other: _____				
Paper	Cardboard				
	Office Paper				
	Mixed Paper (cereal boxes, shoe boxes, magazines)				
	Cartons/Aseptics (milk cartons, juice boxes)				
	Coffee Cups				
	Paper Towels, Napkins				
	Other: _____				
	Other: _____				
Glass	Bottles and Jars				
	Window Glass				
	Broken Glass				
	Light Bulbs, Compact Fluorescents, Light-emitting Diodes				
	Other: _____				
	Other: _____				
Metals	Aluminum Cans				
	Aluminum Foil/Pie Plates				
	Steel/Tin Cans				
	Scrap Metal (Ferrous, Non-ferrous)				
	Non-reusable Metal Electronics/Household Goods				
	Automotive Batteries				
	Other: _____				
	Other: _____				
Plastics /Rubber	#1 PET Bottles (Narrow Neck)				
	#1 PET Clamshells				
	#2 HDPE Natural (Narrow Neck)				
	#2 HDPE Color (Narrow Neck)				
	#5 Tubs (yogurt or margarine)				
	#3-7 Plastics				
	Caps And Lids				
	Ridged Plastic (Toys, Buckets)				
	Tires				
	Carpet/Carpet Pad				
	Non-reusable Plastic Electronics/Household Goods				
	Plastic Bags, Shrink Wrap				
	Other: _____				
	Other: _____				
	Non-Reusable Clothing, Leather				
	Rags				
	Non-Reusable Mattresses				
	Non-Reusable Sofas/Chairs				
	Other: _____				
	Other: _____				
Textiles /Leather	Non-Reusable Clothing, Leather				
	Rags				
	Non-Reusable Mattresses				
Wood	Non-Reusable Sofas/Chairs				
	Other: _____				
	Other: _____				
Plant Debris	Non-Reusable Dimensional Lumber, Pallets				
	Non-Reusable Wooden Products (Popsicle Sticks, Chopsticks)				
	Non-Reusable Furniture (i.e., Broken/Pieces of Furniture)				
Food Scraps & Other Organics	Wood Roofing Shakes				
	Other: _____				
	Other: _____				
Food Scraps & Other Organics	Grass and Leaves				
	Branches and Plant Material				
	Season Collection (e.g., pumpkins, holiday trees)				
Food Scraps & Other Organics	Stumps and Logs				
	Other: _____				
	Other: _____				
Food Scraps & Other Organics	Pre-Consumer Food Scraps (All food types except no meat)				
	Pre-Consumer Food Scraps (All food types)				
	Post-Consumer Food Scraps (All food types except no meat)				
Food Scraps & Other Organics	Post-Consumer Food Scraps (All food types)				
	Food-Soiled Paper				
	Compostable plastics				
Food Scraps & Other Organics	Manure				
	Pet Litter (Wood Pellets, Paper)				
	Biosolids (Sewage Sludge)				
Food Scraps & Other Organics	Other: _____				
	Other: _____				
	Other: _____				
Soils	Non-Reusable Soils, Dirt, Sand				
	Pet Litter (Clay)				
	Other: _____				
Soils	Other: _____				
	Other: _____				
Ceramics	Concrete, Asphalt				
	Asphalt Roofing Tiles				
	Non-Reusable Toilets, Sinks				

Service Code
CU = Curbside
PU = Pickup
DO = Drop off
BB = Buy Back
M = Mail Back
CU & DO
PU & DO
CU & PU
Void = No Service
Other

Sector
Single-Family
Multi-Family
Single & Multi-Family
Multi-Family/ICI
ICI
All



	Wallboard/Dry Wall/Sheetrock				
	Non-Reusable Gravel, Sand				
	Other: _____				
	Other: _____				
Chemicals	Solvents				
	Motor Oils, Lubricants				
	Other Automotive Fluids (Antifreeze)				
	Pesticides				
	Corrosives				
	Paint (Oil, Latex)				
	Household Batteries				
	Other: _____				
	Other: _____				
Other	Diapers, Sanitary Products				
	Other: _____				
	Other: _____				

