

ZERO WASTE EVENT INITIATIVE GRANT
RECYCLE ANN ARBOR
FINAL REPORT
OEA # 430279-15

Project Goals and Objectives Narrative

(The DEQ provided “Grantee Guide to the Final Project Report says “Project goals are the overall goals for the project. Objectives are the tasks included in the work plan.”)

1. Increase recycling and compost collection rates at special/public events

Objectives:
Provide compost, recycle and zero waste services
Provide zero waste education
Identify waste recovery opportunities and expectations

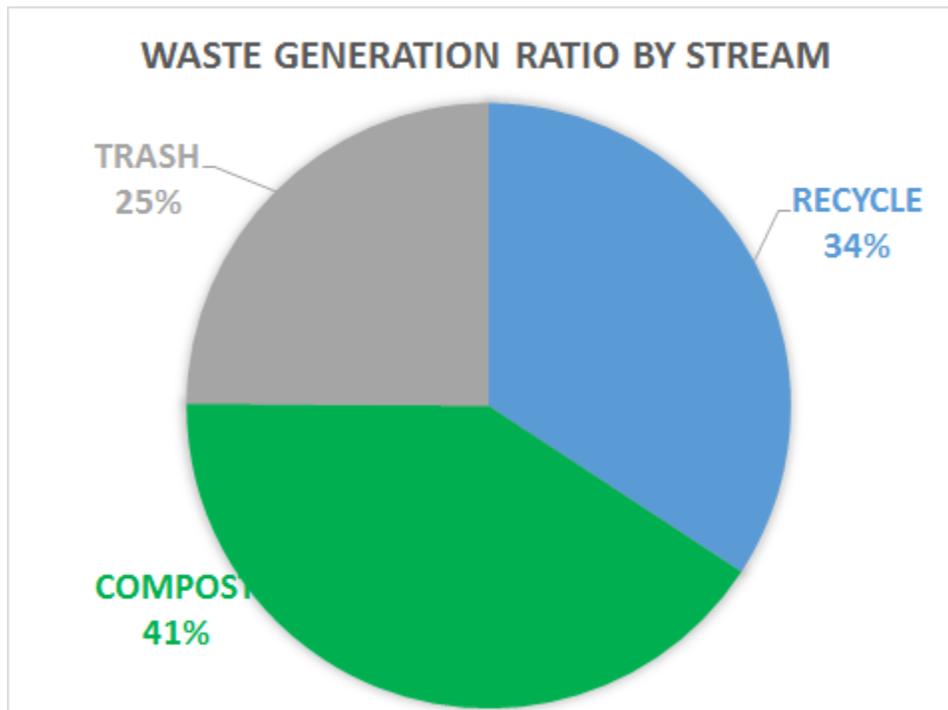
Overall increase in compost and recycling collection rates: To achieve zero waste at any event, alternative means to traditional “trash” collection are pertinent. In the case of Washtenaw County-based events, we identified that the majority of materials generated (food and food packaging, advertising materials, etc.) are able to be captured through municipal single-stream recycling and comprehensive compost programs (at a facility where all food waste and paper products are accepted) and diverted from the trash. Traditionally, only trash disposal options are offered at events, so by introducing recycle and compost collection opportunities at events, we observed recycle and compost collection rates inevitably increase overall, sometimes from zero to above 70% for just one event. ***The more closely Zero Waste Washtenaw plans and coordinates with event organizers and vendors before the event, the higher the recycle and compost collection rates tend to be.*** The reason is because planning aids in preventing irrecoverable/trash-bound materials from being distributed in the first place, which decreases trash, resulting in an increase of recycle and compost collection rates. In sum, the project’s first goal has been successfully achieved. Though, to varying degrees, and in different ways.

During the course of the project, each individual event we partnered with was at a different “place” along their waste reduction journey. Some of the events ZWW partnered with, such as Food Gatherers’ Grillin’ and Local Food Summit, already offered recycling and compost collection at the event in the past, including setting intentional zero waste goals. For those events offering already, ZWW played a pertinent role in collecting and analyzing waste weights to determine overall generation volumes by waste stream, allowing us to identify opportunity for future increased recycle and collection rates, further working toward zero waste. Other events, most notably those held outside of Ann Arbor city

limits, offered trash only, and no recycle or compost collection. When introduced, some events saw drastic collection rate increases, while others more moderate. While all recurring event partners saw a collection rate increase from year 2015 to 2017, depending on how far along an event was upon partnering with ZWW, some events saw substantial increase in collection rates, while others only saw only moderate increases in rates, but still had achieved 90+% overall diversion rates. Of the 17,023 total pounds of material generated at all events during the grant period, the average compost and recycling rate (as of August 15, 2017) is 89.3%. This is just short of the 90% target rate we set for success. Below are the numbers and ratios of recycle to compost to waste generated throughout the course of the grant period.

Zero Waste Washtenaw - Total weights generated during grant project period				
	2015	2016	2017	TOTAL (by stream)
recycle	502	3714.4	1611	5,827.40
compost	457	3895.3	2609	6,961.30
trash	67.6	1349.7	2817	4,234.30
TOTAL (by year)	1,026.60	8,959.40	7,037.00	17,023.00

17,023.00 pounds of total weight generated



Education is linked to rate increases: Guests who are educated and/or willing to learn about zero waste are more likely to participate and support zero waste at events. Where there are more educated and interested guests, generally we see higher compost and recycle collection rates. Adequate volunteers to help educate guests at the point of collection is critical. Generally, the more willing and committed the

volunteers at an event, the higher the success rate. Also, as mentioned above, the majority of events held outside of the Ann Arbor city limits saw higher trash generation rates compared to those held inside of city of Ann Arbor. The reason is likely because Ann Arbor residents are more accustomed to curbside compost collection and single-stream recycling programs. Events held inside the city of Ann Arbor or with the organizers were familiar with Ann Arbor programs) where there was adequate volunteer staff saw the highest recovery rates. and food waste compost programs, which is another factor to consider.

2. Develop a special event zero waste toolkit and provide support to increase waste reduction with event organizers.

Objectives:
Develop zero waste toolkit & complimentary consultation/training resources
Evaluate toolkit resources; identify and make needed improvements
Develop waste survey to gauge event participation on recycling behavior

Development of a zero waste toolkit for event organizers: The acquisition of necessary physical infrastructure and development of a zero waste event toolkit for partnering event organizers began immediately following the inception of Zero Waste Washtenaw (ZWW).

INFRASTRUCTURE / PHYSICAL TOOLS:

Zero Waste stations: Organized and intuitive waste collection stations are paramount for success at a zero waste event. Therefore, Zero Waste Washtenaw purchased zero waste station infrastructure to provide at partnering events. The ZWW zero waste station infrastructure includes: collapsible metal frames in both blue and green for clear stream recycle and compost receptacles, respectively; blue lids labeled recyclables to fit atop metal frame, green lids labeled compostables to fit atop metal frame, 5-gallon buckets for landfill and liquid wastes; metal frame insert for hanging signage above metal frame receptacles; plastic sleeves to hold and protect signage, and; appropriate bags for each receptacle. In addition, a scale was purchased to be used for weighing all event waste. (See Appendix B, photo 3 & 4 for zero waste station infrastructure)

Zero Waste Station signage: ZWW created compost, recycle, landfill, and liquid waste signage in Microsoft Publisher to be used with each waste stream receptacle (See Appendix A for sample signage). These signs include descriptive text and images to aid event-goers in making educated and confident decisions as they dispose of their materials. The signage also includes the Zero Waste Washtenaw logo and program website address. The customizable nature of the signs is incredibly useful for events that have specific waste streams that are known prior to the event.

In addition to the signage on the zero waste stations, some events that had permanent trash cans on site benefited from “trash can closed” signage (See Appendix A). These signs were placed atop covered trash cans on the event premises in order to ensure full collection of event waste at the zero waste stations and further inform event guests that a zero waste event was in progress.

EVENT PLANNING / ORGANIZING TOOLS:

Event planner brochure: After identifying the necessary physical infrastructure that ZWW would provide at events, a comprehensive brochure, “A How-to-Guide to Achieve Zero Waste at Your Event”, was created to outline the necessary steps an event organizer must take for zero waste to be successful at their event in partnership with ZWW (See Appendix A). This comprehensive brochure includes steps for collaborative pre-event planning, a breakdown of staff and volunteer roles during the event, necessary infrastructure needed during the event, and post-event waste-tracking data collection and publicity. This brochure was edited and improved upon by ZWW after using it with event organizers as a pre-event consultation tool and identifying needed additional information and clarifications. As this guide is adapted to other zero waste event initiatives, more focus may be needed on certain areas depending on the availability of resources and partner organizations. For example, ZWW has the luxury of being able to haul and dump special event compostables at the nearby City of Ann Arbor Compost Facility. Other communities may not have this direct access, therefore a need for more pre-event waste hauler planning may exist elsewhere compared to ZWW.

Event attendee brochure: A second brochure, “Your How-to Zero Waste Guide”, was created for distribution to event-goers to educate them about zero waste events and what role they play at the event in diverting waste (See Appendix A). The brochure also includes information about how to get more involved with ZWW, whether that be through volunteering at a scheduled event or incorporating zero waste at a new event. This brochure is one of the many tools that event organizers can use to spread the word about zero waste at their event.

Vendor guidelines form: Since most special events serve food items, ZWW created a Vendor Guidelines form for event planners to distribute to the vendors providing food and drink at their event (See Appendix A). These guidelines inform the vendor that the event is striving for zero waste and also provides suggestions for zero waste friendly alternatives to commonly used food service-ware that are not compostable or recyclable.

Volunteer guidelines form: Volunteers standing at the zero waste stations are vitally important for reducing contamination in the waste streams and for educating the event guests about proper recycling and composting. In order to ensure volunteers are informed about what a zero waste event is and what their specific role is in helping the event be a zero waste success, ZWW created a volunteer guidelines form to be distributed to all volunteers helping at zero waste events (See Appendix A). Volunteers also receive a brief in-person training from ZWW staff on-site before they get started.

DATA / METRICS TOOLS:

Metrics and reporting forms: In order to gauge the waste streams and measure progress at a zero waste event, the weight of all waste generated is taken and input into a Metrics Reporting spreadsheet in

Microsoft Excel by ZWW staff. An individual spreadsheet is generated for each zero waste event to be used as a component of the final zero waste report for the event (See Appendix A). It displays the name and year of the event, the estimated attendance, the weight of each waste stream, the main waste contents in each waste stream, and the diversion rate for the event, including how that rate was calculated. The data entered in the table concomitantly generates a pie-chart displaying the distribution of event waste by weight. Once the metrics spreadsheet is completed, the information is transferred to a final zero waste report document (See Appendix A). The final zero waste report for each event also includes successes, observations & opportunities, and recommendations in order to identify the best next steps to take for the event to increase its diversion rate.

Zero Waste event attendee survey: As ZWW staff experienced a diverse range of events, specific curiosities about zero waste event attendee behavior and attitude that would be beneficial to know in improving the success of zero waste at events became evident. These curiosities helped shape the zero waste event attendee survey (See Appendix A). The intent is for the survey to be distributed by zero waste volunteers to the event attendees directly at the zero waste stations. Volunteers are to be equipped with a clipboard and attached pen, a folder for completed surveys, blank surveys, and a How-to guide for survey distribution (See Appendix A). A mechanism for how ZWW attached the clipboards directly to the zero waste stations is provided so volunteers are fully able to attend to their main duties at the zero waste stations (See Appendix A).

Challenges: The biggest challenge in the creation of the tool-kit was time. It takes time and collaboration to create an effective and comprehensive tool-kit. Others who wish to create a similar program will need to keep in mind that brochures, signage, and other infrastructure needs cannot be created overnight. In addition, these resources need to be reviewed and amended over time to maintain the sustainability of the program. The “behind-the-scenes” work for zero waste events is just as time consuming, if not more, than the actual on-the-ground work at events.

3. Develop Zero Waste Washtenaw (or similar) advertising and outreach campaign to promote zero waste efforts at events.

Objectives:
Develop Zero Waste Washtenaw (or similar) educational campaign via web, printed materials, presentations and other media.
Develop and provide marketing & outreach tools and strategies

Program branding: Recycle Ann Arbor (RAA) and Washtenaw County Office of the Water Resources Commissioner (WCWRC) worked with Bidlack Creative Group at the start of the grant to develop a program logo and name to encompass the collaboration/expansion of Zero Waste events under both RAA and WCWRC. The brand became known as “Zero Waste Washtenaw” (See Appendix B, photo 1). With this brand, a new website was also created (www.zerowastewashtenaw.com) to manage the

partnership and recruit for new events. This website also allows the public to view our event successes and real-time diversion rates.

Brochure creation: Continuing the initial work with Bidlack Creative Group, two brochures were created to assist with event recruitment/outreach and on-site attendee education. Both brochures can be found in the toolkit of this final report. The brochure titled “A How-to-Guide to Achieve Zero Waste at Your Event” is meant to be a guide for event coordinators who may be interested in hosting a Zero Waste event. This brochure can be utilized at pre-event coordination meetings between RAA/WCWRC staff and interested event coordinators. Additionally, this brochure is brought to outreach table events for distribution to interested community members. The brochure titled “Your How-to Zero Waste Guide” is meant to be utilized at Zero Waste events and situated with the station volunteers (See Appendix B, photo 2). Volunteers can then hand out these brochures to community members who want to learn more.

Zero Waste stations and signage: Recycle Ann Arbor has been hosting Zero Waste events since 2012, so the station signage for “Zero Waste Washtenaw” was modified from that model. See Appendix B photo 3 and 4 for example(s) of Zero Waste stations and signage used for this program. The systems and corresponding signage act as a “billboard” for the program and also as the primary community education for waste sorting during Zero Waste events. Volunteers stationed at the systems are the “mouthpiece” for the program and the brochures they have with them act as a recruitment tool for those interested in hosting events.

Presentations, outreach, and media: Noelle Bowman, Washtenaw County’s Solid Waste Division Solid Waste Program Specialist, presented “Community Events: Recycling Goals and Sustainable Solutions” at the Michigan Recycling Coalition (MRC) conference on May 18, 2017. This presentation focused on the “Zero Waste Washtenaw” program, grant funding, events, and the partnerships (See Appendix B, photo 5). Additionally, she presented a similar presentation to the Chelsea Rotary Club on August 9, 2017 to further promote the program in communities outside of Ann Arbor. In July 2017, Noelle also did an exclusive radio interview for WEMU’s 89.1 “Issues of the Environment” that focused on the program’s efforts and highlighted recent successes (<http://wemu.org/post/issues-environment-zero-waste-washtenaw-aims-eliminate-event-waste-landfills#stream/0>).

Thanks to our community event partnerships, the program has received increased local media attention past what our own program staff has done. For instance, Maura Thomson of Main Street Association, highlighted the waste diversion efforts of the Taste of Ann Arbor event on Ann Arbor’s Community Television Network (CTN), local radio station 107.1 FM, and the Lucy Ann Lance Show on 1290 AM radio (online links are not available for these segments). Also, the Earth Day Festival Committee highlighted the Zero Waste efforts for this festival on WEMU’s 89.1 “All Things Considered” radio show on April 19, 2017 (<http://wemu.org/post/when-it-comes-saving-earth-future-may-be-hands-todays-children#stream/0>).

As part of the verbal agreement with event coordinators, our efforts and program logo are to be mentioned and/or included on program banners, flyers, brochures, social media, and websites whenever applicable. The Leslie Science Center’s MayFly event (<http://www.lesliesnc.org/support-us/mayfly>) and Taste of Ann Arbor event (<http://mainstreetannarbor.org/2017/05/taste-of-ann-arbor-sunday-june-4-11am-5pm/>) are good examples of event website promotion of our zero waste efforts. Both of these events also included our program logo on their pre-event flyers and on-site materials.

Recycle Ann Arbor and Washtenaw County staff regularly attend community outreach events throughout the year in Ann Arbor and surrounding areas to promote their programs; including “Zero Waste Washtenaw.” On average, 15 outreach table events are attended annually by RAA and WCWRC staff. Examples of such annual outreach events include: the Earth Day Festival, Mayor’s Green Fair, Huron River Day, and the University of Michigan’s PlanetBlue Earth Fest.

Additionally, Recycle Ann Arbor and Washtenaw County utilize our strong social media presence to promote “Zero Waste Washtenaw” events before, during, and after a hosted Zero Waste event (total reach of 3,646 followers across both organization’s platforms). We have used our social media platforms to successfully recruit new volunteers and broadcast the success (diversion rates) of our events to a wide and varied audience. Both organizations have also highlighted the program in their e-mail newsletters that are distributed quarterly to a total of approximately 3,000 subscribers.

Recruiting for new Zero Waste events has mainly been via these channels and has been successful for our program. Anecdotally, individuals and event organizers have decided to host Zero Waste events after engaging with staff at public outreach events, hearing of the program via word of mouth, seeing our promotion on a flyer/website at a Zero Waste event, and/or seeing a Zero Waste station set-up at an event.

Challenges: The advertising and outreach campaign had little challenges during the grant period. Much of the infrastructure was already established by Recycle Ann Arbor’s existing Zero Waste event program and was simply refined/expanded to create “Zero Waste Washtenaw” outreach tools. However, a few challenges are worth mentioning.

Communities should consider the time (and cost) it takes to create, update, and print materials (brochures and signage for example) when starting a similar program. However, these print materials are invaluable to program awareness and new event recruitment so the benefits outweigh the challenges in this case. Additionally, making sure that event coordinators promoted “Zero Waste Washtenaw” for our efforts via event brochures, websites, social media, etc was also challenging at times. Event coordinators were always willing to give our program recognition, but the task often got lost in the shuffle of the numerous other event logistics they had to coordinate. We found that multiple reminders to event coordinators, and discussing the importance of branding this partnership, helped in actually getting this type of event promotion accomplished.

4. Utilize toolkit and campaign resources to provide event organizers and attendees with recycling and compost education opportunities in their community.

Objectives:
Provide zero waste toolkit for event organizers
Provide consultation and support to event organizers for toolkit implementation

Provide education and outreach materials through signage, event promotion materials, and partner websites, replicable by other communities

Toolkit and community resources: All of the outreach and advertising tools mentioned in the above “Objective #3” make up the bulk of the toolkit for this program. The complete toolkit is included in this final report for reference and for other communities to tailor to their event needs and audience. RAA and WCWRC staff utilized the contents of the toolkit and additional resources to educate the community at Zero Waste events, during pre-event coordination meetings with event organizers, and at general outreach table events. It was our vision that during Zero Waste events, individuals would learn more about waste reduction, recycling, and compost practices that they could then translate into their daily life practices. Anecdotally, event attendees often told volunteers and our staff that they learned so much about waste diversion at these events just by the instruction and guidance they received at Zero Waste stations for their waste sorting. Many remarked that they didn’t know they could compost so many different items (meat, bones, and dairy specifically) in Ann Arbor and that they would start doing this at their own homes now that they knew!

Zero Waste event attendee survey: The attendee survey was created as a way to collect information about attendee’s experiences with Zero Waste at the event. Results of the survey were anticipated to help direct future action in making Zero Waste as successful as possible at events. The survey had three general categories: (1) Attendee’s Experience – to gauge how zero waste at the event impacted attendee experience; (2) Zero Waste Stations – to gauge the level of ease in using and finding the zero waste stations; (3) Attendee’s Information – to gather demographic data and any prior zero waste event exposure.

This survey was distributed among attendees who approached Zero Waste stations at the City of Ann Arbor’s Earth Day Festival on April 23, 2017. A 50% survey response rate was achieved at the Earth Day Festival which we consider to be a success for the first effort at survey distribution. No other events during the grant period conducted this survey.

Resources such as survey templates and volunteer training guidelines for the survey are included in the toolkit of this final report. Survey results are also included again from previous reports.

Challenges: There were little challenges in utilizing the toolkit and resources to educate the community. Although we would have liked to distribute attendee surveys at additional events (including those outside of the City of Ann Arbor) for more community feedback, we were simply limited by the amount of staff and volunteers we had to complete these efforts. Our primary focus at events is waste diversion and running the event seamlessly, which with limited staff does not always allow for additional components such as attendee surveys to be conducted.

5. Establish diversion rates for public events.

Objectives:

Develop database to track waste metrics at special events to establish diversion rates and to measure progress
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Continued submission of metrics/results from all events into database to achieve final waste diversion rates
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Creation of database: A simple and concise database for reporting waste metrics at the special events ZWW partnered with was created using Google sheets and is accessible here: https://docs.google.com/spreadsheets/d/1e4F3ZGoQxOzV9QzQ5c8_cMtBhy9tjLtXV8UQoXcJtHQ/edit#gid=1657572002

A link to this spreadsheet is available on the program’s webpage at www.zerowastewashtenaw.com to encourage members of the public to view the program’s impact in the community.

The spreadsheet is divided into sections by year, starting with 2015. For each event, the spreadsheet includes the number of event attendees, the weights of each waste stream collected at the event, and a calculated diversion rate. The diversion rates, represented in percentage form, are calculated by the following formula:

$$\text{Diversion Rate} = \frac{[(\text{pounds of recyclables} + \text{pounds of compostables}) \text{ total waste collected}]}{100}$$

Submission of results and final waste diversion: Following each event, the weight metrics are added to this spreadsheet by ZWW staff. A diversion rate based on those metrics is calculated for each event. A simple formula at the bottom of each year’s individual section calculates an average diversion rate for all events that year. At the very top of the spreadsheet, an overall final waste diversion rate is calculated that encapsulates every event ZWW partnered with.

Challenges: The creation of the database and input of metrics did not come with challenges aside from standard measurement errors. For most of the events, the guest attendance was estimated based on ticket sales where available and with help from the event organizer.

6. Develop and promote a Zero Waste Event model ordinance and policy for communities to adopt.

Objectives:

Develop model Zero Waste Event Ordinance and Policy

Propose Model ordinances to communities, organizers, & local units of government for adoption.
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Zero Waste Event policy: Many cities around the U.S. have made a commitment to reach zero waste to landfill by a certain year. A shared feature among these cities' action plans for reaching their goal is the importance of waste reduction at public special events. As such, many of these dedicated communities have enacted zero waste event ordinances that require special events to have recycle and compost waste collection available to event guests. ZWW set out to discover how a similar policy could be implemented in the City of Ann Arbor within Washtenaw County. The City of Ann Arbor was chosen by ZWW because it is the most progressive municipality in the County with regards to solid waste infrastructure.

Upon researching peer municipalities to Ann Arbor, Michigan such as Boulder, Colorado and Austin, Texas it became evident that zero waste ordinances were put into place following other necessary infrastructure changes in the community, namely organics collection for residents and businesses. Once recycling and composting collection infrastructure became commonplace in homes and businesses, a zero waste ordinance for special events was a natural next step that was able to be adopted smoothly in the community. At present, Ann Arbor businesses do not have organics collection available to them and most residents do not have curbside organics carts. Attempting to enforce a special events zero waste ordinance that would require composting at this time would likely lead to confusion, high rates of contamination, and a potential negative reaction towards zero waste from the community. In addition, all of the communities researched had robust public education and engagement campaigns to spread the word and promote zero waste in the community. There have been no such campaigns in the City of Ann Arbor to promote the stated zero waste goals in the City's solid waste plan. Therefore, mandating zero waste at special events could come as a huge shock and cause confusion for many in the community.

Although this conclusion was made, action was still taken to get this topic on the city's agenda. Initially, a meeting with Ann Arbor City Council and Environmental Commission member, Jason Frenzel, was held to discuss next best steps in advancing zero waste in the community. After ZWW staff had a few meetings with Frenzel, the City of Ann Arbor's Environmental Commission created a Zero Waste Subcommittee. Upon meeting with this subcommittee, a consensus was reached that preliminary steps such as expanded organics collection and more vigorous waste diversion at city buildings and facilities are necessary to engage the community prior to enforcing a zero waste special events ordinance. Consensus was also reached that when the time does come for a zero waste ordinance, a phased in approach based on event size would likely be the most successful approach. In sum, ZWW has successfully gained interest at the city level to advance zero waste goals in the Ann Arbor community but an actual zero waste event policy will not materialize until other future developments are made.

Challenges: In addition to the lack of necessary infrastructure in the community, the timing for proposing stronger zero waste efforts to the City of Ann Arbor was not optimal. This past year the City terminated their contract with the company operating the city-owned materials recovery facility (MRF). As a result, the City had to make large changes and reassess how recyclables would be dealt with. Since that time, the MRF has been unoperational and the City is in the midst of continuing to decide the fate of the facility. The City also hired a consulting company to devise a comprehensive organics management plan to expand residential and commercial compost services. These two large projects have occupied the very stakeholders that are needed to advance any zero waste policy in the City. Yet, at the same time, the completion of these projects are necessary prerequisites for a successful zero waste event policy and ordinance.

APPENDIX A: Zero Waste Washtenaw Tool-kit Materials

Zero Waste Station Signage:

COMPOST

ALL FOOD WASTE, PAPER PRODUCTS (soiled paper wrappers & napkins)
& COMPOSTABLE service ware



ZERO WASTE WASHTENAW
ZeroWasteWashtenaw.com

RECYCLE

EMPTY plastic and aluminum bottles & cans,
paper, cardboard, glass
NO STRAWS or SYROFOAM!



ZERO WASTE WASHTENAW
ZeroWasteWashtenaw.com

LANDFILL

*straws, Styrofoam[®], plastic silverware
To-go coffee/soda cups, plastic bags*

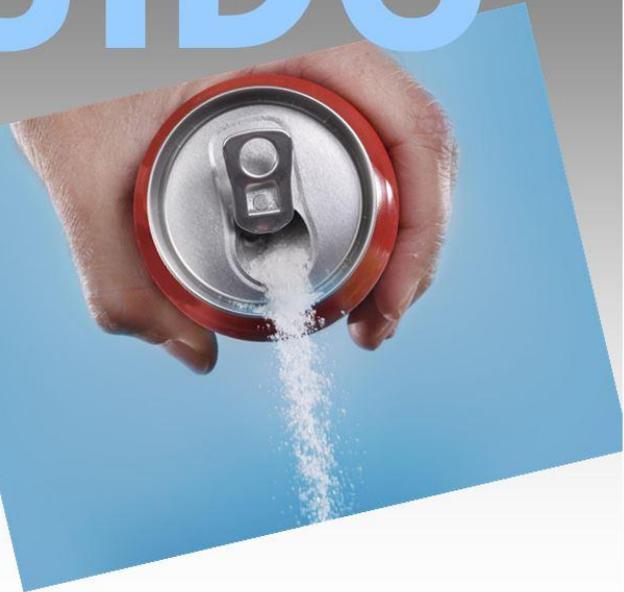


ZERO
WASTE
WASHTENAW

ZeroWasteWashtenaw.com

LIQUIDS

*Please **POUR** all excess
liquids from cups & cans
BEFORE recycling*



ZERO
WASTE
WASHTENAW

ZeroWasteWashtenaw.com

Closed Trash Can Signage (fold in half to stand atop closed trash can):

*Thank You
for helping
this event
reduce waste!*



ZeroWasteWashtenaw.com
ZERO
WASTE
WASHTENAW

Please use the nearest zero waste stations to dispose of waste.

TRASH CAN CLOSED

ZERO WASTE EVENT IN PROGRESS...

ZERO WASTE EVENT IN PROGRESS...

TRASH CAN CLOSED

Please use the nearest zero waste stations to dispose of waste.

ZERO
WASTE
WASHTENAW
ZeroWasteWashtenaw.com



*Thank You
for helping
this event
reduce waste!*

Event Planner Brochure:

Why consider a Zero Waste Event?

Washtenaw County serves as host to hundreds of community events per year, some with as few as 50 guests, others drawing in tens of thousands. "Waste" is a common side effect at events. In fact, about 2.5 pounds of waste is created per event-goer each day; that adds up to lots of waste! More often than not, only trash disposal options are available to guests, which means ALL that waste is sent to the landfill. On average, Zero Waste Washtenaw event partners divert 92% of all waste from the landfill!

What is a Zero Waste Event?

An event where the leadership is committed to minimizing or completely eliminating all waste sent to landfill. This is achieved by working directly with event partners & vendors to reduce event waste in the first place, and by providing guests access to recycling and compost disposal options. When an event diverts 100% of its waste from entering the landfill to instead be used as resources, it has achieved the zero waste goal.

How does participation in a Zero Waste Event benefit my community?

- Helps events, collaborating organizations and communities to achieve their sustainability goals & strengthen community environmental leadership
- Engages event-goers of all ages through hands-on education and outreach
- Provides a cleaner, more sanitary and inviting event atmosphere for guests
- Provides for more efficient use of natural resources and saves landfill space
- Can reduce the presence of toxic & hazardous materials
- Helps to achieve state-wide goals to improve overall recycling & food waste diversion rates



ZeroWasteWashtenaw.com

Zero Waste Events INSIDE City of Ann Arbor
(734) 662-6288



Recycle Ann Arbor
2420 S. Industrial Hwy
Ann Arbor, MI 48104
recycleannarbor.org

Zero Waste Events OUTSIDE City of Ann Arbor
(734) 222-6821



Washtenaw County
Office of the Water Resources Commissioner
705 Zeeb Rd.
P.O. Box 8645
Ann Arbor, MI 48107-8645
recycle.ewashtenaw.org



Zero Waste Washtenaw is supported in part by the Michigan Dept. of Environmental Quality (DEQ) Community Pollution Prevention Grant Program



ZeroWasteWashtenaw.com

A How-to-Guide
to Achieve Zero
Waste at Your Event

A Zero Waste Event

- Educates
- Demonstrates
- Involves
- Inspires



Please *Reuse* this brochure, or *Recycle!*

What it takes to be a Zero Waste Success!

COLLABORATING ORGANIZATIONS: Zero waste is a new concept to many, so it's important to make sure everyone involved understands the expectations in achieving this goal. We recommend closely planning with event sponsors, waste haulers, food vendors, table exhibitors, & venue planners.

IDENTIFYING WASTE: You will be coached on how to reduce waste and what waste items to expect at the event. It's important that all event coordinators follow the vendor guidelines for which materials are acceptable to use at a zero waste event - this can make or break your success.

VENDOR GUIDELINES: A list of acceptable and unacceptable items will be available for distribution to all food vendors and table exhibitors. We encourage event planners to work with all of these parties 2-3 months in advance of your event so everyone has time to understand the guidelines.

VOLUNTEER ROLES: Volunteers are the backbone of zero waste events. Volunteers stand near zero waste stations and educate event-goers about proper waste disposal. To minimize contamination of recycling and compost, volunteers may sort through contents as needed. Volunteers can also assist with set-up and closing of large events.

STAFF ROLES: Event committees & zero waste staff are responsible for setting up, tearing down, and monitoring the zero waste stations & volunteers throughout the event. Staff should always be on the move, checking in & replacing bags as they fill. Once a bag fills, staff sorts, weighs, records data, and places at location of final disposal.

EVENT MAP: Acquire an up-to-date site map to locate entrances, exits, exhibitor tents, and food vendors. Plan to have zero waste stations set-up near high traffic points. It is beneficial to do a site walk through with a map to identify the best station placement locations. Also, it is important to identify locations for zero waste event coordinator parking, waste collection/recording and final disposal.

SPECIAL SIGNAGE & EQUIPMENT NEEDS: Work with zero waste event staff to determine the best quantity of collection stations for your event. Stations are fully equipped with signage denoting what materials event-goers may send to compost, recycle, or landfill.

PUBLICIZE YOUR EVENT: To optimize participation, prepare your event partners & guests ahead of time by communicating the goal of zero waste on printed and online media. Include the Zero Waste Washtenaw program logo, so interested individuals may visit the website to learn more about the goals and what to expect when participating in a zero waste event.

WASTE TRACKING & DIVERSION PLAN: Zero waste staff will work with the event organizers to monitor and record waste at the event in order to calculate an overall waste diversion rate. Waste tracking is of the utmost importance because it provides organizers a basis by which on-going improvement & success may be achieved.

POST-EVENT PUBLICITY: We encourage organizers to communicate with local government, visitor's bureaus, radio stations, organizational social media channels & similar avenues to gain exposure for the great work your event has accomplished!

It's easy to make a Zero Waste Event!

More information and resources: www.ZeroWasteWashtenaw.com

Event Guest Brochure:

Why consider a Zero Waste Event?

Washtenaw County serves as host to hundreds of community events per year, some with as few as 50 guests, others drawing in tens of thousands. "Each guest produces about two and a half pounds of waste per day; that adds up to a lot of waste! More often than not, only trash disposal options are available to guests, which means ALL that waste is sent to the landfill. On average, Zero Waste Washtenaw event partners divert 92% of all waste from the landfill!

What is a Zero Waste Event?

An event where the leadership is committed to minimizing or completely eliminating all waste sent to landfill. This is achieved by working directly with event partners & vendors to reduce event waste in the first place, and by providing guests access to recycling and compost disposal options. When an event diverts 100% of its waste from entering the landfill to instead be used as resources, it has achieved the zero waste goal.

How does participation in a Zero Waste Event benefit my community?

- Helps events, collaborating organizations and communities to achieve their sustainability goals & strengthen community environmental leadership
- Engages event-goers of all ages through hands-on education and outreach
- Provides a cleaner, more sanitary and inviting event atmosphere for guests
- Provides for more efficient use of natural resources and saves landfill space
- Can reduce the presence of toxic & hazardous materials
- Helps to achieve state-wide goals to improve overall recycling & food waste diversion rates



ZeroWasteWashtenaw.com

Zero Waste Events INSIDE City of Ann Arbor
(734) 662-6288



Recycle Ann Arbor
2420 S. Industrial Hwy
Ann Arbor, MI 48104
recycleannarbor.org

Zero Waste Events OUTSIDE City of Ann Arbor
(734) 222-6821



Washtenaw County
Office of the Water Resources Commissioner
705 Zeeb Rd.
P.O. Box 8645
Ann Arbor, MI 48107-8645
recycle.ewashtenaw.org



Zero Waste Washtenaw is supported in part by the Michigan Dept. of Environmental Quality (DEQ) Community Pollution Prevention Grant Program



ZeroWasteWashtenaw.com

Your How-to
Zero Waste Guide

Enjoy your day,
Don't "waste" it
away!



Please Reuse this brochure, or Recycle!



Thank you for attending a Zero Waste event.

Did you know that "waste" is a common and often times messy consequence at public events? In fact, studies show that an average of 2.5 pounds of garbage is created per guest each day at events; that can add up to a lot of trash! The organizers of this event are committed to reducing the impact of garbage generated by working with Zero Waste Washtenaw. Below, you'll find the "zero waste hierarchy" used to achieve the goal of zero waste.



Zero Waste Hierarchy

Prioritizing on the 3-Rs: "Reduce, Reuse, Recycle," Zero Waste Washtenaw consults with event organizers and vendors in Washtenaw County to minimize the waste through reducing unnecessary waste, promoting procurement of reusable products and by offering recycle and compost disposal options to event guests.

How Can You Help?

At this event, you can do your part by placing your event waste in the correct waste vessel, using the Zero Waste Hierarchy. Look for Zero Waste Stations and use the educational signage to properly sort your COMPOST and RECYCLING waste; any remaining materials you have will be placed into the LANDFILL bucket. Ask zero waste staff if you have any questions.

Interested in volunteering?

Zero Waste Washtenaw partners with dozens of events throughout Ann Arbor & Washtenaw County and we love to engage the community through our awesome zero waste volunteer base. Your commitment is minimal, but your effect is enormous. Contact us for more details on how to get started!



It's easier than ever to make your event experience a Zero Waste Experience! Learn about the Zero Waste Washtenaw program and current zero waste partners www.ZeroWasteWashtenaw.com

Vendor Guidelines Form:



Thank you for choosing to be an exhibitor at the [YEAR and EVENT NAME]! In furtherance of the goals and values of the [Event Name], this event has set a goal of Zero Waste.

The main objective to achieve Zero Waste is to distribute *only* materials which are reusable, recyclable or compostable (avoid creating waste destined for the landfill). Below are some simple guidelines you may follow to help facilitate a waste-free event!

Zero Waste Guidelines
For Exhibitors & Food Vendors

Zero Waste-Compliant Items	Try to Avoid
All paper products including hand-outs, plates, napkins, paper towels, cups, bags.	Plastic- or “wax”-coated paper products. These materials are not recyclable or compostable
Products made from plastic #1, #2, #4, #5 or #7. Plastic #6 is permissible <u>except for</u> cutlery & expanded polystyrene (e.g. Styrofoam®).	Styrofoam® & plastic cutlery is plastic #6 and is not recyclable or compostable. Styrofoam is a known environmental and potential public health threat.
Wooden stir-sticks, chopsticks, toothpicks & skewers. Must be plain wood with no plastic decorated tips.	Plastic cutlery including forks, spoons knives, chopsticks toothpicks or skewers are not recyclable or compostable.
Paper bags and reusable bags.	Plastic bags or plastic wrap.
Unpackaged promotional materials that are reusable (i.e. pens, key chains, magnets, etc.)	Single-use decorations, such as plastic tablecloths, stickers, balloons, confetti, etc.

Zero Waste Washtenaw is brought to you by: Washtenaw County Office of the Water Resources Commissioner, Recycle Ann Arbor, Amcor Rigid Plastics, Michigan Department of Environmental Quality & the Washtenaw County Food Policy Council



Volunteer Guidelines Form:

Volunteer Guidelines

Zero Waste Events



What is a Zero Waste event? The goal at a Zero Waste Event is to plan ahead so that only materials that are locally recyclable or compostable are distributed (minimal/no materials that have to be landfilled). At the event itself, we will provide recycling and composting bins, along with a small trash can.

Some Zero Waste Successes: In both 2016 and 2017, the Food Gatherer's Grillin' event diverted 92% of all waste from landfill, and the 2017 Local Food Summit diverted 99.4%!

Your Role as a Zero Waste Volunteer:

- **Public Outreach/Education** – We ask that you stand next to the stations and make a concerted effort to connect with event guests that approaches you to make a waste choice. Zero Waste is a new concept to many folks, and with each interaction you make a great difference in educating the community about zero waste. You may end up repeating yourself a lot!
- **Prevent contamination** – Please show people how to sort materials before doing it for them. People learn most effectively about zero waste to landfill when they physically sort their own discards.
- **Maintaining your station** – If your collection bins fill up during the event, please communicate that you need replacements with Zero Waste Washtenaw staff patrolling the area.
- **Have fun! Meet people! Learn and enjoy the day!** ☺

What materials are accepted in which bin?

Look to the descriptions listed on each sign. If you have questions about specific materials, please ask Zero Waste Washtenaw staff! Generally:

- **Recycling bin** includes paper and cardboard; aluminum cans and foil; steel food/beverage cans; plastic cups, bottles with lids, clean and dry containers and deli-trays; bottles and jars; clean and dry milk cartons and drink boxes
- **Compost bin** includes ALL FOOD SCRAPS (meat, dairy, bones, etc.); paper products (soiled or clean plates, napkins, paper towels); waxed papers; compostable cutlery, plates and cups; wooden stir-sticks, chopsticks, toothpicks and skewers
- **Landfill/Trash:** Plastic-lined paper (such as "to-go" coffee or soda cups), straws, Styrofoam, plastic bags or plastic film packaging, soiled or dirty plastic plates or cups, plastic cutlery

Composting at this Zero Waste Event vs. Home Composting: During the event we will be accepting more materials for composting than are usually able to be composted at home.

Why can't I compost all these materials (meats & compostable foodservice ware) in my backyard compost bin?

The materials from this event will be composted at an industrial-scale facility. While the process is the same as home composting, the piles in an industrial setting are much larger and therefore get much hotter. This allows the compostable cutlery, plates and cups, plus broader food waste to break down safely and quickly, which does not happen in a smaller, at-home compost pile.

Festival Patron says, "I know of an event in Washtenaw County that should be Zero Waste!"

We are looking to partner with events planners throughout Washtenaw County. Please tell them/their organization to contact Noelle Bowman at 734.222.6821 or to flag us down the day of event!

Visit www.ZeroWasteWashtenaw.com for complete list of event partners and more info!

Metrics and Reporting Forms:

Metrics Spreadsheet:

Template Metrics Spreadsheet. (Waste contents included for example)

Year; Event Name		Estimated Attendance: _____
*DIVERSION RATE: 67%		Waste Contents
Waste Streams, in POUNDS	Recycling	100 <i>plastic bottles, aluminum cans, paper</i>
	Compost	100 <i>food scraps, paper plates, napkins, soiled cardboard liners from pizza boxes</i>
	Trash/Landfill	100 <i>foam products, dirty "to-go" coffee and soda cups & straws, wrappers (candy, granola bars, chips)</i>
	Total Waste Generated:	300

*Diversion Rate calculated by Weight; $Diversion\ Rate = (Total\ Recycling\ weight + Total\ Compost\ weight) / Total\ Weight \times 100$

Total Event Waste Diversion Results, by weight

Category	Weight (lbs)	Percentage
Recycling	100	33%
Compost	100	33%
Trash/Landfill	100	33%

Zero Waste Washtenaw Final Report for events:

Washtenaw County Waste Diversion Report
for 2016 Saline Oktoberfest on September 23-24
through Zero Waste Washtenaw

hart Area

Saline Oktoberfest 2016		Estimated Attendance: 2000
*DIVERSION RATE: 48%		Waste Contents
Waste Streams, in POUNDS	Recycling	270 <i>plastic cups, water bottles, glass wine bottles, cardboard boxes</i>
	Compost	26 <i>paper towel from hand-washing stations, a few pizza boxes</i>
	Trash/Landfill	324 <i>mis-sorted beer cups, food service ware, food scraps, general recyclables misplaced into dumpster</i>
	Total Waste Generated:	620

*Diversion Rate calculated by Weight; $Diversion\ Rate = (Total\ Recycling\ weight + Total\ Compost\ weight) / Total\ Weight \times 100$

Total Event Waste Diversions, by weight

Category	Weight (lbs)	Percentage
Recycling	270	44%
Compost	26	4%
Trash/Landfill	324	52%

SUCCESSSES:	OBSERVATIONS & OPPORTUNITIES:	RECOMMENDATIONS:
<ol style="list-style-type: none"> Utilized space of entire 10-yd³ recycle dumpster. Composted paper towel waste from wash stations. Collaboration with the beer tent for behind-the-scenes recycling collection. Collaboration with Saline crew team for post-event clean-up and waste diversion efforts. Collaboration with Saline Main Street to keep eyes on bins during event. 	<ol style="list-style-type: none"> Guests dumping recyclables directly into open trash dumpster. <ul style="list-style-type: none"> OPPORTUNITY: Block off trash area to event-goers so only designated persons may access. This will prevent recyclables being dumped in garbage and sent to landfill. Recycle dumpster too small to accommodate all recyclables generated. <ul style="list-style-type: none"> OPPORTUNITY: Arrange for larger recycling dumpster to contain all recyclables. Trash dumpster can be reduced in size. Vendors distributing trash-bound food service ware. <ul style="list-style-type: none"> OPPORTUNITY: Provide vendors with a pre-event resource guide for recyclable or compostable food service ware 2-3 months ahead so vendors can plan accordingly. Also to work more closely with vendors during the event to accommodate their specific waste streams. Nominal Zero Waste Education or Outreach before or during event <ul style="list-style-type: none"> OPPORTUNITY: Communicate to the Saline community about the goal of zero waste ahead of time. Post to Oktoberfest event site, include in printed news, etc. Also, encourage guests to "recycle and compost to help us get to zero waste!" at event during sponsorship acknowledgement announcements. 	<ol style="list-style-type: none"> Saline Oktoberfest 2017 to partner with Zero Waste Washtenaw, working to achieve the goal of a becoming a zero waste event. <p><i>In moving forward:</i></p> <ol style="list-style-type: none"> Blockade dumpster area from public. Arrange for 30-yd³ covered recycling dumpster and 10-yd³ trash dumpster. Expand Volunteer Base: Saline Main Street to coordinate a "Green Team" to facilitate zero waste during and after event. For Vendors: <ol style="list-style-type: none"> Provide pre-event Zero Waste Guide and resources. County staff and volunteers to work with each vendor during event. Education and Outreach! Get the word out about Zero Waste goal preceding the event and during. *Include the NEW "Zero Waste Washtenaw" logo on printed and digital media sources.

Zero Waste Event Attendee Survey:

Zero Waste Event — Attendee Survey

Attendee's Experience

- 1. Were you surprised by the amount of material that can be composted and recycled? **Y / N**
- 2. Did you learn anything new about the recyclability or compostability of materials? **Y / N**
- 3. How did the event's Zero Waste aspect impact your experience? **Positive / Neutral / Burdensome**
- 4. Do you have a better understanding of Zero Waste having attended this event? **Y / N**

Zero Waste Stations

- 1. How easy was it to find a Zero Waste station?
 1 2 3 4 5 6 7 8 9 10
 (difficult) (very easy)
- 2. Were the Zero Waste stations easy to use?
 1 2 3 4 5 6 7 8 9 10
 (not clear) (very clear)
- 3. How helpful and informative were the volunteers?
 1 2 3 4 5 6 7 8 9 10
 (not helpful) (very helpful)



Attendee's Information

- 1. What City/Township do you live in? _____
- 2. Have you ever heard of Zero Waste before? **Y / N**
- 3. Have you been to a Zero Waste event before today? **Y / N**
 If yes, where? _____
- 4. Before arriving, did you know this event was going to be a Zero Waste event? **Y / N**

Questions, Comments, or Concerns?

**All correspondence can be directed to christine@recycleannarbor.org
 We appreciate any and all additional feedback!**

The Zero Waste Washtenaw Program is funded by the State of Michigan DEQ Pollution Prevention Grant (2015-2017) and is a partnership between the Office of the Washtenaw County Water Resources Commissioner, Recycle Ann Arbor, and Amcor Rigid Plastics.



Volunteer Guide for Distributing Attendee Survey:

Volunteer Survey Distribution Guide



Zero Waste Washtenaw Program Information:

- Funded by the State of Michigan Department of Environmental Quality Pollution Prevention Grant (2015-2017)
- A partnership between the Office of Washtenaw County Water Resources Commissioner, Recycle Ann Arbor, and Amcor Rigid Plastics.
- The goal is to plan ahead so that only materials that are recyclable or compostable are distributed -- This is to achieve minimal to no materials generated that have to be landfilled.
- At the event itself, Zero Waste stations (recycling and composting bin along with a small trash can) will be provided.

How volunteers balance waste station duties and survey distribution:

- There should be at least two volunteers at each Zero Waste station. One person can take charge of helping sort materials, while the other can take charge of surveys.
 - Both roles should be actively engaging with event-goers as they come up to the stations. Sparking an initial dialogue about sorting or general recycle/compost information, or even a thank you for placing items in the correct bins, will make it more natural to ask patrons to fill out the survey.
- Surveys and clipboards with writing utensils attached will be provided at each station.
 - Please, only handle the surveys and writing utensils with clean hands, not dirty gloves.
- Completed surveys can be placed in the provided folder labeled "completed surveys".

How to ask for participation in the Zero Waste Event Survey:

Volunteers use this dialogue to ask patrons to fill out the survey:

"We understand that Zero Waste is a new concept for many people at this event. Because of that, we want to gauge how to make Zero Waste more fluid and friendly at special events - are you willing to fill out a short, anonymous survey to help us achieve that?"

- **If "No"**
 - Reply with *"The survey is very short and will only take a few minutes. If it is for privacy reasons, I can assure you this survey is completely anonymous and will only be viewed by Recycle Ann Arbor to create summarized data for the DEQ."*
 - If they still say No, reply with *"Well, thank you for your consideration. If you change your mind please do come back to one of the Zero Waste stations"*.
- **If they hesitate...** try to figure out what their hesitation is.
 - If privacy issue, reply with: *"The survey is completely anonymous and the information will not leave Recycle Ann Arbor. It is intended for data collection and all of the survey results will be tallied together."*
 - If seem rushed, reply with: *"The survey is very short and shouldn't take more than a few minutes to complete."*
- **If "Yes"**, hand them the clipboard with the survey and thank them for taking the time to provide us with information.

Mechanism to attach survey to zero waste station:

Zero Waste Washtenaw Event Attendee Survey

How to attach survey clipboards to Zero Waste stations:

1. Slide one side of rubber band through top hole of clipboard.
2. Tuck that end back up through the other end to fasten.

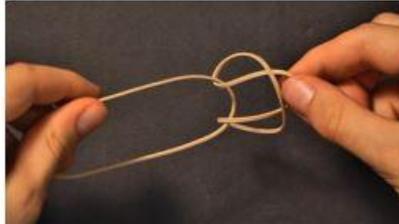


Figure 1. How to loop a rubber band back through itself.

3. Use name badge strap clip to fasten onto the rubber band.
 - a. Use the clip side to clip onto side of Zero Waste station.



Figure 2. Name Badge Strap Clip

APPENDIX B: Zero Waste Washtenaw Advertising and Outreach Photos



Photo caption (1): “Zero Waste Washtenaw” became the name and brand to distinguish this program partnership. This is the logo that is used on all materials for the program.



Photo caption (2): Zero Waste volunteers posted at individual stations act as waste sorters, educators, and event guides for attendees during Zero Waste events. Volunteers also have program brochures to hand-out to individuals

interested in learning more about “Zero Waste Washtenaw” and hosting events of their own. This photo was taken at the City of Ann Arbor’s Mayor’s Green Fair on June 9, 2017.



Photo caption (3): Zero Waste stations (and the signage) act as a “billboard” for the program and the primary community education tool during Zero Waste events. This photo was taken at Taste of Ann Arbor on June 4, 2017 which reached 18,000 individuals.



Photo caption (4): A close-up shot of the Zero Waste station signage which acts as a “billboard” for the program and is the primary tool for community education during Zero Waste events. This photo was taken at Taste of Ann Arbor on June 4, 2017 which reached 18,000 individuals.



Photo caption (5): Noelle Bowman, Washtenaw County’s Solid Waste Division Solid Waste Program Specialist, presented “Community Events: Recycling Goals and Sustainable Solutions” at the Michigan Recycling Coalition (MRC) conference on May 18, 2017. This presentation focused on the “Zero Waste Washtenaw” program, grant, events, and the partnerships.



Photo caption (6): Outreach table events are the perfect opportunity to interact one-on-one with community members about waste issues; including advertising the “Zero Waste Washtenaw” program. In this photo is Christine Chessler-Stull, Recycle Ann Arbor’s Outreach & Zero Waste Coordinator, at the City of Ann Arbor’s Huron River Day hosted on July 9, 2017.

A description of the environmental benefits of the project, new partners made, and waste and pollutants reduced.

Direct Environmental Benefits: During the grant period, Zero Waste Washtenaw was able to divert 2.91 tons of recyclables and 3.42 tons of compost. The amount of landfill material collected weighed in at 2.09 tons. Overall, this resulted in a diversion rate of 75.2% and an average recovery rate per event of 88.64% (40 events overall).

The EPA Waste Reduction Model (WARM) was used to assess the energy savings and greenhouse gas (GHG) emission reductions that result from the diversion of the given quantities of materials from the landfill. The weight for recyclables was input as “mixed recyclables”, for compostables as “mixed organics”, and for landfill as “mixed MSW”. For the baseline scenario, each value was added to the row of its respective category and the column “Tons Landfilled”. For the alternative management scenario, each value was added to the row of its respective category and in the proper end-of-life column (i.e. weight of recyclables in the “mixed recyclables” row and the “Tons Recycled” column.)

Table 1. Zero Waste Washtenaw Contributions to Energy Savings and GHG Emissions Reduction

Unit	Total Change
GHG Emissions (MTCO ₂ E)	-10
GHG Emissions (MTCE)	-3
Energy Use (million BTU)	-41
MTCO ₂ E ; Metric tons of carbon dioxide equivalent MTCE ; Metric tons of carbon equivalent BTU ; British thermal unit *A negative value indicates a reduction in energy consumption; a positive value indicates an increase.	

Table 2. EPA WARM Analysis Equivalencies of GHG Emissions Reduction

<i>Reduction of 10 MTCO₂E (3 MTCE) is equivalent to:</i>	
Annual emissions from	2 Passenger Vehicles
Conserving	1079 Gallons of Gasoline
Conserving	400 Cylinders of Propane for Home Barbeque

Table 3. EPA WARM Analysis Equivalencies of Energy Use Reduction

<i>Reduction of 41 million BTU is equivalent to:</i>
--

Conserving	7 Barrels of Oil
Conserving	331 Gallons of Gasoline

In the EPA’s “Documentation for Greenhouse Gas Emission and Energy Factors Used in the Waste Reduction Model (WARM)”, several environmental benefits of recycling and composting are described. When products are recycled, GHG emissions are prevented by eliminating the need to use an equivalent amount of virgin materials. In addition, it takes less energy to manufacture a product from recycled materials than it does from virgin materials. When recyclables and compostables are placed in a landfill, they do not break down much. In particular, the slow, anaerobic decomposition of organic material in landfills contributes to landfill methane (CH₄) and carbon dioxide (CO₂) emissions. Alternatively, when organics are managed through an aerobic compost process, little CH₄ and Nitrous Oxide (N₂O) emissions result. Furthermore, when compost is applied to soils it improves the quality of the soil and enables it to better store carbon. Carbon sinks (a natural environment that absorbs carbon from the atmosphere) in forests and soils are also preserved through recycling by eliminating the need to extract more resources from these environments. These are just some of the many environmental benefits that result from sustainably managing our materials. Continuing to push for robust materials management programs will serve to mitigate climate change inducing greenhouse gases and protect our natural resources.

Indirect Environmental Benefits: Beyond the diversion that ZWW was able to facilitate at special events, the education and motivation passed on to event-goers will increase at-home diversion rates. Many event-goers had questions answered about recycling and composting that they reported made them feel more comfortable expanding their efforts at home.

Challenges: This WARM analysis does not include any source reduction data because that data was not collected during the program. Therefore, the energy use and GHG emission reductions from this program are likely greater than reported by the given WARM analysis. Data indicates that the average event goer produces 2.5 lbs of trash per day (SOURCE). The data from ZWW events reveals that the amount of waste per person ranged from 0.021 lbs. - 2.06 lbs. Therefore, it is evident that ZWW successfully source reduced materials prior to the event. Consideration about how to measure these reductions will be looked into as the program continues to develop.

A list of all partners--including ones that weren't participating at the beginning of the project--and their contributions.

ORIGINAL PARTNERS: Partners that were a part of the original grant project proposal

Recycle Ann Arbor (RAA)
Washtenaw County Office of the Water Resources Commissioner (WCWRC)
Amcor Rigid Plastics (AM)
Bidlack Creative Group of Ann Arbor

NEW PARTNERS: Additional partnerships established during, or prior to, the grant project period. Some partnerships had been established prior to the grant project, but our partnerships were strengthened as a result of additional resources offered by the project

- Local Food Summit / Homegrown Festival -- Slow Food Huron Valley
- Interfaith Council for Peace & Justice
- City of Ann Arbor - Mayor's Green Fair, Earth Day Festival
- Leslie Science and Nature Center - MayFly Fundraiser (host of Earth Day Festival)
- Arbor Brewing Company
- Superior Township (superior day)
- Food Gatherers
- Huron River Day
- Michigan Brewer's Guild - Ypsi Beerfest
- Saline Summerfest
- Saline Oktoberfest
- Main Street Association - A Taste of Ann Arbor 2017
- Chelsea 5 Healthy Towns Farm to Table event (Chelsea Farmer's Market)
- Washtenaw Community College - Welcome Day & Club Day, Students for Sustainability
- Zion Lutheran Church of Chelsea - Sauerkraut Dinner
- Rudolf Steiner - holiday winter festival, pentathlon, crop walk
- Water Quality Protection Forum, Freedom Township Hall
- Bretcher Family Memorial Luncheon
- Washtenaw Refugee Welcome Community Potluck
- Ann Arbor Farmers Market - Food Truck Rallies
- Eastern Michigan University - SEMIS Event
- Dexter Daze
- Climate Change Legacy
- Dollar Bill Printing
- Happy Planet Running
- Give 365

Noteworthy Vendor Partners:

- Pilar's Tamales
- Silvio's Pizza
- Lion's Club of Saline
- Kiwanis of Saline
- Benito's in Saline
- Hero or Villain
- Shimmy Shack

Community Pollution Prevention Grant Report 1st Quarter Report

A. Organization Information

Project Name: Zero Waste Event Initiative
Grantee Name: Recycle Ann Arbor
Reporting Period: August 11-September 30, 2015
Project Code: 430279-15

B. Project Goals and Objectives

The goal of the Zero Waste Event Initiative are to:

1. Increase recycling and composting collection rates at special/public events.
2. Develop a special event zero waste toolkit and provide support to increase waste reduction with event organizers.
3. Develop a “Zero Waste Washtenaw” advertising and outreach campaign to promote zero waste efforts at events.
4. Utilize toolkit and campaign resources to provide event organizers and attendees recycling and education opportunities in their community.
5. Establish Diversion Rates for public events.
6. Develop and promote model zero waste event ordinances for communities to adopt.

C. Accomplishments achieved during the reporting period

The project team working on the implementation of this CP2 grant have been meeting regularly since the CP2 funding announcement’s release. During the grant reporting period, this team completed several of the deliverables indicated in the contractual timetable:

D 1.1: Recycle Ann Arbor notified the community of our award via our strong social media channels (Facebook and Twitter), our quarterly e-newsletter jointly coordinated/subscribed to Ecology Center members as well, [blog posting \(on RAA website\)](#) in addition to a local radio show (WEMU 89.1) featuring the piece--[link here](#).

D 1.7: Recycle Ann Arbor and the Washtenaw County team have worked with Bidlack Creative Group to develop a Zero Waste Washtenaw logo and brochure template for the program. An image of the final logo is provided later in this report.

D 1.8: The County is working on this database. We have decided a Google Drive “excel” sheet would be best for this endeavor so we can all input results throughout the program. This excel spreadsheet is being designed and will be used for reporting next quarter (including Q1 and Q2 data).

D 1.9: Although we have discussed the idea of this waste survey we have not yet developed it. We had 3 Zero Waste events (in August/September) already planned and coordinated before we received this grant and we did not feel that we could ask the event organizers to do “one more thing” of distributing this survey to participants. We plan to create this survey in the fall/winter and have it ready for events hosted during the “spring rush.” We can then effectively include this in pre-event coordination discussions to make sure each committee understands the need and time for these surveys.

D 1.11: Recycle Ann Arbor did not purchase any supplies or materials for this shortened reporting quarter. We plan to purchase all Zero Waste station supplies in the fall (October).

D 1.12: Because of the desire for Washtenaw County to “own” the logo and brochure template designs, the County has coordinated the contractual agreement with Bidlack Creative Group.

D 1.13: The County is responsible for getting us their agreement for services, which will be finalized and included in the Q2 report.

D 1.14: The County emailed Debbie Swartz (as of 9/24) a “draft” copy of the Zero Waste templates (one for event organizers and one for the general public) to get her sign-off on them for the inclusion of the DEQ logo and any language needed to promote the grant. We plan to start to produce (print) brochure copies by the first week of January 2016 for distribution at early winter events starting in February.

D 2.1: Recycle Ann Arbor has a training program in place for volunteers already, but did not have any volunteers to train during this shortened reporting quarter. Both Ann Arbor Zero Waste events were led by experienced committee members (Jason Frenzel & Lauren Meisler (Homegrown Festival); Bryan Weinert (Climate Summit) who have worked with the program for the past 3-4 years and did not require training. Dexter Daze was staffed with county employees. Volunteers will be solicited and used for future events as available (and needed).

D2.5: Copies of the metrics/survey results for the three events held during the quarter are attached. These event summaries will be included in the excel spread sheet, once finalized, and added with new events in Q2 and beyond.

D 2.8: Recycle Ann Arbor did not distribute a formal press release, but instead utilized our e-newsletter and our blog posting (on our website) to get the word out to our community. We also linked to the [blog posting on social media](#) and appeared on the WEMU radio show as previously stated in D 1.1.

D 4.5 Due to the shortened reporting quarter, we have not reached out to any additional “new” organizations past the ones we were already coordinating with for event’s this quarter. However, we have started initial discussions with groups that we have encountered during our outreach table events this August-September that are interested in Zero Waste events. These groups include University of Michigan student clubs who are involved in zero waste on-campus events, the Southtown Summer Slam Event, Ann Arbor Cobblestone Farm Market, Vineyard Church and Bank of Ann Arbor.

D. A summary of what staff, whose time is charged to the grant, has accomplished.

Staff involved in the project include Christine Chessler-Stull and Bryan Weinert, who are both direct employees of Recycle Ann Arbor. Christine’s involvement included attendance at planning meetings with Recycle Ann Arbor staff and Washtenaw County, coordination and implementation of the Home Grown Festival zero waste event and review of brochure designs and program logo. Bryan planned and facilitated planning meetings of the team, coordinated brochure design and program logo development and also coordinated all aspects of the Environmental Summit zero waste event.

E. For all tasks under contractual costs, an explanation must be included in the narrative report stating what the contractor did for the project.

As of September 30, none of the contractors involved in the project have submitted invoices for work completed during the first quarter timeframe. However, Jeff Krcmarik and Noelle Bowman of Washtenaw County attended all grant planning meetings with Recycle Ann Arbor and coordinated all aspects of planning and implementation of the Dexter zero waste event. Bidlack Creative Group was also involved in developing the logo and brochure for the zero waste program during this period, but did not submit their reimbursement request to Recycle Ann Arbor during the first quarter. These invoices will be submitted as part of the Quarter 2 reporting.

F. Additional Success

We are pleased at what we were able to achieve in just over six weeks during the first quarter. All three of the events achieved our minimum 90% diversion rate

threshold, thousands of residents participated and important connections were made to build this program out-county. The team is thriving, and we are very excited at where this program is heading.

G. A summary and copy of each product developed during the reporting period.

Products developed during this quarter of work include: waste diversion protocols for events (including name of event, date of event, pounds of trash, recyclables and compostables collected and other notes of interest), RAA blog and EMU radio show summary, project logo, team meeting attendance/agendas and zero waste event summary reports.

H. Significant events planned for the next quarter

The next quarter (October 1-December 31) is likely to be quiet, as community events traditionally slow down. The team will be making connections during this time period for Spring 2016 events, and will be printing brochures and generally promoting the program. Following are the events scheduled in Q2:

- Continue to identify local events (1.2)
- Develop zero waste event toolkit (1.4)
- Identify zero waste support staff needs and develop volunteer base (1.5)
- Meeting with partners to discuss collection logistics (1.6)
- Develop toolkit marketing tools and strategies (1.7)
- Develop database to track waste metrics (1.8)
- Develop waste survey (1.9)
- Purchase supplies (1.11)
- Finalize brochure (1.12)
- Develop strategy for Zero Waste Washtenaw educational campaign (1.14)
- Establish agreement with Washtenaw County for project services (1.13)
- Provide education and outreach materials (2.6)
- Maintain database with metrics and survey results (3.3)
- Provide/advertise toolkit resources to communities and organizers (4.1)
- Complete quarterly reports for MDEQ (5.1)

D1.10 (Development of model zero waste event ordinance and policy) and D 2.7 (Proposing of model ordinances to communities) are now not expected to be addressed until Q3, once we have more operational experience and contacts with local communities.

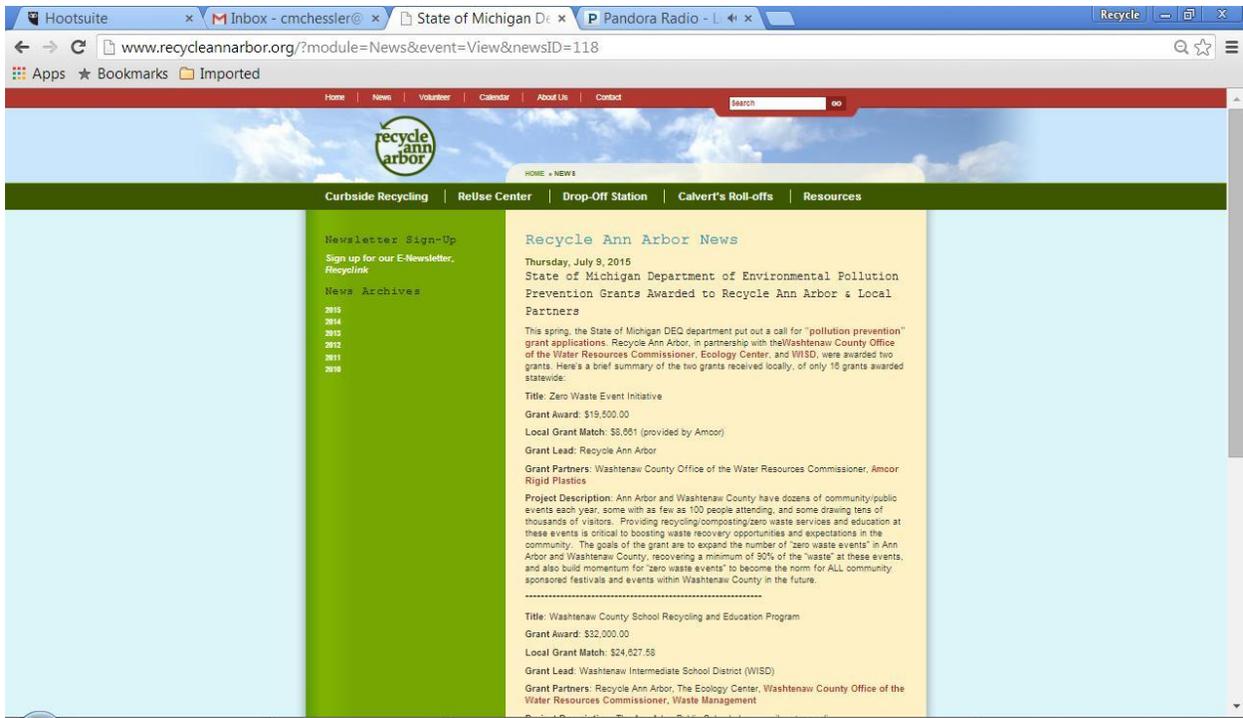
I. Barriers and an explanation of any deviations to the work plan.

Although starting late due to circumstances beyond our control, we have tried to stay true to the work plan. As a result of the late project start, contracts with Washtenaw County and Bidlack are behind schedule. This will be brought up to date in Quarter 2.

Deliverable 1.1

WEMU Radio Summary: Christine Chessler-Stull, Outreach and Zero Waste Coordinator for Recycle Ann Arbor, appeared on the WEMU 89.1 local radio station on 8/14/15 to discuss the MDEQ grant funds and awards to RAA (and partners). This discussion included the Zero Waste event grant and the WISD school recycling grant. The radio station chose this focus for the piece: "Ann Arbor is always looking for ways to become more environmentally friendly and eliminate waste. In its efforts, Recycle Ann Arbor was recently awarded \$51,500 in grants by the State of Michigan for two educational programs."

Also, following is a screen shot of the RAA News/Blog posting on the grant award. The link is also provided in the earlier narrative section of this report.



The screenshot shows a web browser window displaying the Recycle Ann Arbor website. The address bar shows the URL: www.recycleannarbor.org/?module=News&event=View&newsID=118. The website has a green header with the Recycle Ann Arbor logo and navigation links: Home, News, Volunteer, Calendar, About Us, Contact. Below the header is a green navigation bar with links: Curbside Recycling, ReUse Center, Drop-Off Station, Calvert's Roll-offs, Resources. The main content area is divided into three columns. The left column contains a Newsletter Sign-Up section and a News Archives section with years from 2015 to 2010. The middle column is titled "Recycle Ann Arbor News" and contains a news article dated Thursday, July 9, 2015. The article title is "State of Michigan Department of Environmental Pollution Prevention Grants Awarded to Recycle Ann Arbor & Local Partners". The article text describes the grant awards and lists two specific grants: a Zero Waste Event Initiative grant for \$19,500.00 and a Washtenaw County School Recycling and Education Program grant for \$32,000.00. The right column is empty.

Recycle Ann Arbor News

Thursday, July 9, 2015

State of Michigan Department of Environmental Pollution Prevention Grants Awarded to Recycle Ann Arbor & Local Partners

This spring, the State of Michigan DEQ department put out a call for "pollution prevention" grant applications. Recycle Ann Arbor, in partnership with the Washtenaw County Office of the Water Resources Commissioner, Ecology Center, and WISD, were awarded two grants. Here's a brief summary of the two grants received locally, of only 16 grants awarded statewide.

Title: Zero Waste Event Initiative
Grant Award: \$19,500.00
Local Grant Match: \$5,051 (provided by Amcor)
Grant Lead: Recycle Ann Arbor
Grant Partners: Washtenaw County Office of the Water Resources Commissioner, Amcor Rigid Plastics

Project Description: Ann Arbor and Washtenaw County have dozens of community/public events each year, some with as few as 100 people attending, and some drawing tens of thousands of visitors. Providing recycling/composting/zero waste services and education at these events is critical to boosting waste recovery opportunities and expectations in the community. The goals of the grant are to expand the number of "zero waste events" in Ann Arbor and Washtenaw County, recovering a minimum of 90% of the "waste" at these events, and also build momentum for "zero waste events" to become the norm for ALL community-sponsored festivals and events within Washtenaw County in the future.

Title: Washtenaw County School Recycling and Education Program
Grant Award: \$32,000.00
Local Grant Match: \$24,627.58
Grant Lead: Washtenaw Intermediate School District (WISD)
Grant Partners: Recycle Ann Arbor, The Ecology Center, Washtenaw County Office of the Water Resources Commissioner, Waste Management

Deliverable 1.1

 Your Community News, Jazz, Blues and NPR Station [DONATE](#)

Listen Live - [click here](#) - 89.1 WEMU
Morning Edition

Home People Programs News & Events On Demand About Us Feedback Search

WEMU Announces New Weekend Programs

Recycle Ann Arbor Awarded Environmental Pollution Prevention Grants

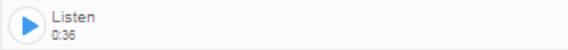
By JORGE AVELLAN - AUG 14, 2015

SHARE
Twitter
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Email



CREDIT RECYCLEANNARBOR.ORG

The City of Ann Arbor is always looking for ways to become more environmentally friendly and eliminate waste. In its efforts, Recycle Ann Arbor was recently awarded \$51,600 in grants by the State of Michigan for two educational programs.



The first of the funds will be used for the "Zero Waste Event Initiative" that educates residents on recycling during public activities such as festivals.

Christine Chessler-Stull, coordinator for that initiative says "On average (we've been doing this for three years now) we have had a 92% waste diversion at these events."

\$32,000 will go to a second program that will teach students in public schools about recycling.

Chessler Stull says that the children are the ones that go to their parents and ask about recycling in the home, and get really excited about the process when they share what they've learned in school

In addition to Ann Arbor, Dexter and Dearborn will be a focus for both initiatives.

TAGS: ENVIRONMENT RECYCLE ANN ARBOR ANN ARBOR MICHIGAN EDUCATION



Deliverable 1:3

**MEETING AGENDA
ZERO WASTE EVENT INITIATIVE
AUGUST 27, 2015**

Present: Bryan Weinert, Christine Chessler-Stull, Jeff Krcmarik and Noelle Bowman and Chris Bidlack

1. Overview of Grant Project/Clarity on Roles
2. Update on Dexter Daze
3. Update on upcoming Environmental Summit and Homegrown Festival
4. Review Brand design and brochure elements with Bidlack Creative
5. Set next meeting date

Deliverable 1.3

MEETING AGENDA ZERO WASTE EVENT INITIATIVE FRIDAY, SEPTEMBER 4, 2015

Present: Christine, Bryan, Jeff and Noelle

1. Review Next Steps for Zero Waste Event Website
2. Discuss and Delegate Tasks for Supply Orders
3. Review Logo Drafts
4. Establish Next Meeting Date

Deliverable 1:3

**MEETING AGENDA
ZERO WASTE EVENT INITIATIVE
WEDNESDAY, SEPTEMBER 9, 2015**

Present: Christine, Bryan, Jeff, Noelle, Dan Moody (Washtenaw) and Chris Bidlack

1. Review Agenda
2. Finalize Logo Choice and Brochure Template with Bidlack
3. Discuss Database/Google Doc for Zero Waste Events
4. Establish Next Meeting Date

Deliverable 1:3

**ZERO WASTE EVENT INITIATIVE
MEETING AGENDA
MONDAY, SEPTEMBER 21, 2015**

Members Present: Bryan Weinert and Christine Chessler-Stull

1. Discuss Grant Reporting Details/Deadlines
2. Discuss and Prepare for Environmental Summit Zero Waste Event and Organize Supplies

Deliverable 1.3

**ZERO WASTE EVENT INITIATIVE
MEETING AGENDA
THURSDAY, SEPTEMBER 24, 2015**

Members Present: Bryan, Christine, Jeff, Noelle

1. Finalize Zero Waste Brochure Look and Content
2. Brainstorm Tasks for Quarterly Report and Upcoming Tasks for 2nd Quarter of Grant, including possible Events

Deliverable 1.4



Recycle Ann Arbor's Zero Waste Event How-To:

Try to observe/shadow an actual event in progress and/or the pre-event consulting to get the real idea of the time commitment and physical part behind it all. Zero Waste events are attainable; just a bit of effort on everyone's part...Pre-event, during, and post-event. 😊

If events can give you 2-3 months notice for planning, staffing, and rentals that is IDEAL given the limited system rentals, staff, and volunteers.

TWO people should be available to run the event on-site for disposal, volunteer logistics, etc. ONE person can do a disposal pick-up and possible coordination of a small event (<50 people).

Pre-Coordinating an Event:

Have someone contacting you for a paid event?

1. Get all contact information for event coordinators, event location, time frame, etc and tell them in detail what a Zero Waste Event is and what it takes to run them as well as fees- give them pre-event cost examples from similar sized events, etc.
2. If they agree to costs and general guidelines, set up a meeting with their event coordinators to go over/sign pre-event estimate and contract:
 - a. What are their expectations for the event?
 - b. Logistics (how many people will be attending, how long will the event run, how many stations will be necessary, how many volunteers will you have to recruit vs how many they can provide, how many bags will be needed, etc etc)
 - c. What type of materials will be on-site? Food, packaging, drinks, exhibitor goodies (giveaways, balloons, etc.)—determine what can be reduced, reused, and recycled—OR alternatives for things that maybe they don't want to do without (ie: plastic water bottles → reusable take-home souvenir cups)
 - d. Determine the shifts for the volunteers (how long will they be? Possibly have them come early so that you can train them all at once or have an overlap in the shift times so that they can be phased in)
 - e. Do they want to ask people within their organization to volunteer for the event? If not, how many of our volunteers will they need (fees involved)?
 - i. Either way, send an email for them to send out about what a zero waste event is, what a volunteer does, and let them know the available times to sign up
 - f. Indicate that you will need to be in contact with food vendors (they must sign a food vendor agreement) and give them a list of what is acceptable materials and what is not-

sometimes RAA will allow the coordinator to do this themselves (NOT for newbies though)

- i. To truly be “zero waste” committee members should agree to have their food vendors adhere to these “strict” guidelines
- ii. Suggest Bgreen which has compostable materials available for purchase for their event

Volunteer Recruitment:

3. Create a form on Google doc to send out to possible volunteers that asks
 - a. Name
 - b. Organization
 - c. Are you volunteering as an individual or as a group?
 - i. If group, how many volunteers will be volunteering?
 - d. Phone number
 - e. Email
 - f. Address
 - g. Check the times that they would like to volunteer (set up times to check off boxes to)
 - h. Ask how they heard about this opportunity
 - i. Additional questions or comments
4. Send out the link to the survey to: any volunteer organizations, post on volunteer websites, student groups at U of M or Eastern, anyone else you think might be interested in volunteering (the Zero Waste Team email list)
5. Post link on Facebook page and Twitter/ email blast out
6. Once you get results, email the respondents back confirming the time they will be volunteering as well as the place
7. **Remember:** volunteers are the “back-bone” to these events being successful and low contamination. Un-manned bins stand almost no chance at good success- one volunteer per set-up (compost, recycling, trash) is the minimum.

Pre-Event Check-In (2 weeks before and a few days before too):

8. Check in with the event coordinators to see if they have any questions, have they purchased compostable materials yet? Volunteers all set?
9. Will they be picking up the rental equipment to run the show? When?
 - a. Will they then also bring rentals back or is RAA picking up with waste?
10. Where will the point of disposal/collection be?
11. Where will the truck be parked for pick-up?
12. Will staff/volunteer on-site help with disposal, set-up, and/or breakdown?

At the event:

Arrive 1-2hrs prior to event depending on set-up time needs.

1. Set up Zero Waste stations at the designated places
2. Pull all pre-existing trashcans from the site. Get event coordinators to remove BEFORE the event if possible. If not, tape the trash can entry points with signs.

3. Train volunteers what can be composted, what can be recycled, and what should be sent to landfill
4. Tell the volunteers to constantly sort through their bins making sure that their station's bins are not contaminated
5. Pull bags as they get full and sort through them to make sure that they are not contaminated—interns can assist with this
6. Uncontaminated bags can be weighed, recorded, tied, and set aside. WEIGH all bags and record for diversion rate. (*not always necessary, but highly encouraged*)
7. For paid events (all), make sure to track what bags are used and aren't for post-event invoicing.

Clean up/Back at the Office Post-Event:

1. Have each volunteer take down their station at the end of the event and bring all bags of waste over to the staging area
2. Replace all trashcans that were removed for the event if necessary
3. Put all waste in truck bed or leave on-site (recycling/trash only) if facilities exist to dispose of properly
4. Compost MUST go to WeCare Organics—email Don **can happen the next day*
5. Put the ClearStream systems, extra bags, volunteer bin, and all frames away in the garage and/or office (if there are going to be more events)

Post-event in OFFICE—Paperwork and Details:

1. Thank volunteers with an email - invite them to the next event
2. Calculate the diversion rate based on the on-site tracking.
3. Send the diversion calculations (% diverted, etc.) and thank you letter to event coordinators—including the post-event invoicing for payment/date
 - a. Paid events have lots of follow-up paperwork regarding the pre-event estimate and final event cost (*the bags you tracked as used vs unused bags)—**make sure it's all accurate before billing final**

Take a big sigh of relief and bask in the success of a great event! 😊

Zero waste event how to.oct15

Last Update: September 2015

Deliverable 1.7 (Final logo. Brochure text still being developed).



Following is a link to the brochure template and logo selected for this Zero Waste Event Initiative, as produced by Bidlack Creative Group:

<https://drive.google.com/folderview?id=0B-CuMd4g0U95MTIYUIkyd2RNWW8&usp=sharing>

Deliverable 2.5

From: Bryan Weinert [mailto:BryanCWeinert@recycleannarbor.org]
Sent: Monday, September 28, 2015 11:18 AM
To: 'Christine Chessler-Stull'
Subject: Our Climate Change Legacy: Zero Waste Information

Hi Christine. Here's the skinny:

38 attendees

Zion Lutheran Church

1501 W. Liberty

Ann Arbor, 48103

Our Climate Change Legacy Summit

Saturday, September 26, 2015

Trash: ½ lb

Recyclables: ½ lb

Compost: 8 lbs.

TOTAL RECOVERY RATE: 94.4%

3.8 OUNCES (1/4 POUND) OF MATERIAL PER ATTENDEE

Thanks.

Deliverable 2.5

From: Christine Chessler-Stull [mailto:christine@recycleannarbor.org]

Sent: Tuesday, September 22, 2015 12:49 PM

To: 'Bryan Weinert'

Subject: Diversion Stats for HGF for Reporting...

Bryan,

Sorry for all the DEQ Grant info emails in the span of a day...Im just going to be busy end of this week/early next week and want to make sure you have all you need if we're not in the office at the same time.

Here's the info for Homegrown Fest that should go into the doc/be reported to the State:

- Event: The HomeGrown Festival (by Slow Food Huron Valley)
- Location: Farmers Markets, Ann Arbor/Kerrytown
- Event Date/time: Sat, Sept 12th, 6-9pm
- Attendance: 2,500+
- Recycling produced (lbs): 187.4
- Compost produced (lbs): 266.8
- Trash produced (lbs): 11.5
- Diverted waste from landfill (lbs): 454.2
- Diversion rate: 97%

Christine Chessler-Stull, *Outreach & Zero Waste Coordinator*

Recycle Ann Arbor

2420 S. Industrial Highway

Ann Arbor, MI 48104

Tel: [\(734\) 662-6288](tel:(734)662-6288) ext. 119

Stay In Touch: [Facebook](#) ❖ [Twitter](#) ❖ [Website](#) ❖ [Newsletter](#)

Deliverable 2.5

**EVENT SUMMARY
DEXTER DAZE ZERO WASTE EVENT
AUGUST 14-15, 2015**

Event: Dexter Daze 2015, Dexter, Michigan

Staffed by Noelle Bowman and Dan Moody, Washtenaw County

Event Dates: Friday, August 14 and Saturday, August 15, 2015

Attendance: 4,000-5,000

Recycling Recovered: 305 pounds

Compost Recovered: 169 pounds

Trash Produced: 54 pounds

Diverted from Landfill: 474 pounds

Diversion Rate: 90.0%

2. Develop a special event zero waste toolkit and provide support to increase waste reduction with event organizers.
3. Develop a “Zero Waste Washtenaw” advertising and outreach campaign to promote zero waste efforts at events.
4. Utilize toolkit and campaign resources to provide event organizers and attendees recycling and education opportunities in their community.
5. Establish Diversion Rates for public events.
6. Develop and promote model zero waste event ordinances for communities to adopt.

C. Accomplishments achieved during the report period

The project team working on the implementation of this CP2 grant has been working through these “slow months” of Q2 to prepare ourselves for the full-scale implementation of the grant starting in Q4. During this period, the team has worked on the following deliverables indicated in the contractual timetable:

D 1.2: The following ten events have already been confirmed for 2016:

- Local Food Summit-Washtenaw Community College (February 15)
- Kiwanis Fundraiser-Manchester (March 5)
- Interfaith Council for Peace and Justice Income Inequality Summit (March 6)
- Earth Day Festival Committee-Earth Day Festival (April 17)
- Leslie Science Center Mayfly event (May 21)
- Mayor’s Green Fair Committee (June 13)
- HomeGrown Festival (September TBD 2016)
- Downtown Oktoberfest (October TBD 2016)
- CROP Hunger Walk (October TBD 2016)
- Rudolf Steiner School Holiday Bazaar (December 3)

D 1.5: The only zero waste event this quarter was the CROP Hunger Walk. A summary of that event’s recovery follows. We have created a zero waste intern job description and started the recruitment of internal intern candidates, which will also be advertised at the UM Career/Intern fair in mid-January 2016.

D.12 The agreement with Bidlack Creative Group for project services was completed. A copy is attached.

D 1.14: RAA completed the Volunteer Training Guide (attached).

D 2.6: The “Zero Waste Washtenaw” logo and program description and solicitation were placed on the Washtenaw County website and in the County’s “Environmental Excellence Partnership Program” December 2016 newsletter.

D. A summary of what staff, whose time is charged to the grant, has accomplished.

RAA and Washtenaw County staff involved in the project have developed a list of possible zero waste events and contacts for 2016, received confirmation for at least ten events so far in 2016, finalized a volunteer training guide, made progress on finalizing an event brochure and going live with our zero waste event website in quarter 3 and started to research model zero waste event ordinances.

E. For all task under contractual costs, an explanation must be included in the narrative report stating what the contractor did for the project.

As of December 31, 2015, none of the contractors involved in the project have submitted invoices for work completed during the second quarter. However, Jeff Krcmarik and Noelle Bowman of Washtenaw County attended all grant planning meetings with Recycle Ann Arbor and coordinated all aspects of planning related to implementation of out-county zero waste events. Bidlack Creative Group has finished the logo and brochure template for the zero waste program, but invoices are yet to be submitted. These contractual costs were expected to be included for reimbursement in the second quarter, but this has not happened.

F. Additional Success

Although the October to December 2015 period has been rather slow, we are pleased that RAA and Washtenaw County continue to meet regularly to comprehensively address elements of the work plan and that early contacts with event organizers in 2016 have already led to seven commitments.

G. A summary and copy of each product developed during the reporting period.

Products developed during this quarter of work include:

- Confirmation of ten public zero waste events in 2016 (so far)
- Creation of a volunteer training guide

- Agreement with Bidlack Creative for project services relating to creation of a logo and brochure template
- Placement of “Zero Waste Washtenaw” logo and program description placed on the Washtenaw County website
- Placement of “Zero Waste Washtenaw logo and program description included in the “Environmental Excellence Partnership Program” December 2016 newsletter

H. Significant events planned for the next quarter

The next quarter (January 1- March 31) is also likely to be relatively quiet, as community events generally aren’t happening during this time of year. The team is planning to work on the following:

- Continue to identify and contact possible zero waste event participants (1.2)
- Continue to develop zero waste event toolkit (1.4)
- Identify Zero Waste support staff and develop volunteer base (1.5)
- Develop waste survey for zero waste (public) participants (1.9)
- Purchase zero waste event supplies (1.11)
- Submit copy of RAA agreement with Washtenaw County for project services (1.13)
- Work on zero waste model ordinance (2.7)
- Other related tasks as appropriate

I. Barriers and an explanation of any deviations to the work plan.

In addition to the late start of the grant (outside of our control), Recycle Ann Arbor and Washtenaw County continue to run behind schedule in staying true to the work plan that was developed with the best information available in Spring 2015. Clearly, some of the deliverable timelines were too aggressive, and staff from both organizations have had to juggle other work responsibilities (and crises) with the work proposed under this grant. We continue to make progress, and are confident that the grant will be fully implemented in due time. The response of the public toward our work continues to serve as a source of inspiration.

Deliverable 1.12



Bidlack

Click on icon: [Contract_Washtenaw](#)

First page of document below:

**SERVICE CONTRACT
BIDLACK CREATIVE GROUP**

AGREEMENT is made this **11th day of September, 2015**, by the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan 48107 ("County") and Bidlack Creative Group located at 2300 Washtenaw Ave Suite 200 Ann Arbor, MI 48104 ("Contractor").

In consideration of the promises below, the parties mutually agree as follows:

ARTICLE I - SCOPE OF SERVICES

As described in the attached proposal WSC-001b, dated August 19, 2015, the Contractor will provide design and layout of a template for a tri-fold brochure for educating the public about waste handling, composting at zero waste events or other local events. The contractor will also provide a logo for use for public recognition by the Office of the Washtenaw County Water Resources Commissioner.

ARTICLE II - COMPENSATION

Upon completion of the above services and submission of invoices the County will pay the Contractor an annual amount not to exceed two thousand dollars (\$2,000.00).

ARTICLE III - REPORTING OF CONTRACTOR

Section 1 - The Contractor is to report to the Washtenaw County Water Resources Commissioner and will cooperate and confer with him/her as necessary to insure satisfactory work progress.

Section 2 - All reports, estimates, memoranda and documents submitted by the Contractor must be dated and bear the Contractor's name.

Section 3 - All reports made in connection with these services are subject to review and final approval by the County Administrator.

Section 4 - The County may review and inspect the Contractor's activities during the term of this contract.

Section 5 - When applicable, the Contractor will submit a final, written report to the County Administrator.

Section 6 - After reasonable notice to the Contractor, the County may review any of the Contractor's internal records, reports, or insurance policies.

ARTICLE IV - TERM

This contract is for a 1 (one) year term which begins on the date of this agreement and ends on **December 31, 2016** with an option to extend for one (1) additional one (1) year period.

DELIVERABLE 1:3

**TEAM MEETING AGENDA
ZERO WASTE EVENT INITIATIVE
OCTOBER 29, 2015**

Present: Bryan Weinert, Christine Chesler-Stull, Jeff Krcmarik and Noelle Bowman

- A. Closure on Quarter 1 Reporting (Bryan/All)
- B. Preliminary Walk-through of Tasks for Quarter 2 (Bryan/All)
- C. Discuss Volunteer Guide Development (Christine/All)
- D. Identifying Prospects for Events in 2016 (Bryan/All)
- E. Brochure/Logo/Website Follow-up (Jeff/All)
- F. Follow-up Steps/Assignment for December Team Meeting (All)
- G. Adjourn

DELIVERABLE 1:3

**TEAM MEETING AGENDA
ZERO WASTE EVENT INITIATIVE
DECEMBER 17, 2015**

Attendees: Bryan Weinert, Christine Chessler-Stull, Jeff Krcmarik and Noelle Bowman

- A. Finalize Intern Job Description (Christine/All)
- B. Finalize Volunteer Training Guide (Christine/All)
- C. Discuss Supply Purchasing through Clear Stream (Noelle/All)
- D. Clarify Status of Washtenaw County Vendor Contract (Jeff/All)
- E. Brainstorm Updates to Event Calendar 2016 (Noelle/All)
- F. Update on GoogleDoc (Noelle/All)
- G. Update on Brochure Content and Printing (Noelle/All)
- H. Web Page Development Timeline/Tasks (Noelle/All)
- I. Establish Meeting Date/Agenda for January 2016 (Bryan/All)
- J. Adjourn

DELIVERABLE 1.14



Zero Waste Volunteer Info and On-Site Training Guide 2015-2016

What is a Zero Waste/Zero Landfill Event?

The goal at a Zero Waste event is to plan ahead so that only materials that are locally recyclable or compostable are distributed (minimal/no materials that have to be landfilled). At the event itself, we will provide recycling and composting bins, along with a small trash can. *Some Zero Waste Successes in Ann Arbor:* In 2015, the HomeGrown Festival diverted 97% of the waste from landfill! In 2014, the Earth Day Festival diverted 96% of the waste from landfill.

What You Will Be Doing:

- **Public Outreach/Education** – We ask that you stand next to the stations and make a concerted effort to connect with each person that approaches you. Zero Waste is a new concept to most folks and with each interaction you make a great difference in spreading the message. You may end up repeating yourself a lot!
- **Prevent contamination** – Please show people how to sort materials rather than doing it for them—it's important for them to learn about zero landfill while learning how to sort their own discards.
- **Maintaining your station** – If your collection bins fill up during the event, please communicate that you need replacements with event staff patrolling the area.
- **Have Fun!**

What is accepted in which bin at this event?

- **Recycling:** paper and cardboard; aluminum cans and foil; steel food/beverage cans; plastic cups, bottles, containers and deli-trays; glass bottles and jars; milk cartons and drink boxes
- **Compostables:** paper products (plates, napkins); waxed paper; compostable cutlery and compostable dishes; food scraps; wooden stir-sticks, chopsticks, toothpicks and skewers
- **Trash:** plastic bottle caps; plastic-lined paper (such as coffee cups brought in from outside the event); plastic bags or plastic packaging; one-time use decorations such as plastic tablecloths, stickers, balloons, confetti, etc.; individually packaged foods (chip bags, energy bar wrappers, candy wrappers, etc); Styrofoam containers

Composting at this Zero Waste Event vs. Curbside/Home composting: During this event, we'll be accepting more materials for composting than are usually composted in many city curbside collections. Here's a guide to help you answer general questions:

Why can't I compost all these materials (compostable cups, flatware, etc.) in my backyard compost bin?

The materials from this event will be composted at an industrial-scale facility. While the technology is the same as home composting, the piles are much larger and therefore get much hotter. This allows the compostable cutlery and broader food waste to break down safely and quickly.

If my community has compost curbside service, can I include all these materials in the compost bin?

Not currently in most communities, including Ann Arbor. Check with your local municipality and waste hauler to see what is accepted if your community has access to curbside compost service. As of April 2014, Ann Arbor's compost program expanded their curbside collection to include: "all plate scrapings" which includes minimal meat, bones, and dairy-along with yard waste. The compostable containers, cups, and flatware** collected for composting at special events are part of a pilot program. **Please don't put these items in your City of Ann Arbor compost cart.

Event Participant says, "I know of an event that should be Zero Waste!"

We will be happy to talk with them/their organization about our disposal services, bin rentals, and event coordination. Tell them to contact Christine Chessler-Stull at 734.662.6288 ext. 119 for Ann Arbor events or Noelle Bowman at 734.222.6821 for outside of Ann Arbor events. You can also direct them to www.ZeroWasteWashtenaw.com

The Zero Waste Washtenaw Program is funded by the State of Michigan DEQ Pollution Prevention Grant (2015-2017) and is a partnership between the Office of the Washtenaw County Water Resources Commissioner, Recycle Ann Arbor, and Amcor Rigid Plastics. Version: December, 2015 **Task 1.14**





JOB TITLE:
Zero Waste Event & Community Outreach Intern

MAIN LOCATION:
Recycle Ann Arbor, 2420 S. Industrial Hwy., Ann Arbor MI 48104

FLSA STATUS:
This position is a paid internship (\$12/hr), with variable hours- 5 to 20 hrs/week is expected. Hours will fluctuate based on weekend Zero Waste events, but cannot exceed 40 hrs/week.

TERM PERIOD: February- October 2016, with the potential for extension into 2017.

JOB DESCRIPTION:
Assists with the Zero Waste Special Event expansion program, under the MI DEQ state-funded P2 grant (2015-2017). Tasks include, but are not limited to: co-coordinating and hosting Zero Waste special events in the Ann Arbor community, working with event partners and food vendors to achieve maximum landfill diversion, providing recycling education and volunteer coordination, under the direction of the Outreach & Zero Waste Coordinator.

Duties and Responsibilities may include the following:

- Assisting with Zero Waste event planning, vendor coordination, and working weekend events in their entirety when scheduled
- Volunteer recruitment and training/management on-site
- Vendor and event committee relations, including committee meetings and on-site coordination
- Post-event data entry, grant reports, and vendor follow-up
- Research into developing a county-wide Zero Waste event ordinance
- Recruitment and outreach to other planning committees and events to further our capacity
- Other projects and duties as assigned

JOB REQUIREMENTS:

The intern must meet the following job requirements:

- Work scheduled hours and notify Recycle Ann Arbor staff when schedule changes are needed
- Must be available to work weekends that have a Zero Waste event
 - Should have a flexible schedule and be available many weekends during April-September
 - Some evening shifts may be necessary for events
- Excellent communication skills in person, type, and on the phone
- Ability to work with a diverse audience and community partners
- Excellent attention to detail, organization, and record-keeping
- Have an interest and knowledge of local recycling, zero waste, and environmental issues
- Experience with volunteer and event coordination is desirable, but not required
- Maintain a professional appearance and attitude
- Be flexible and adaptable to change and spontaneous situations
- Ability to work well independently and as part of a team
- Experience with Microsoft Office application suite, with emphasis on Outlook, Access, and Excel
- Ability to lift 25-50 pounds
- Possess a valid Michigan driver's license and have reliable transportation (car, bike, bus, etc)

DEADLINE TO APPLY: Wed, January 27th, 2016 by 5pm

HOW TO APPLY: Send cover letter and resume to Christine Chessler-Stull, Christine@recycleannarbor.org

Task 1.5

DELIVERABLE 1.5 (ABOVE)

DELIVERABLE 2.5

CROP WALK ZERO WASTE EVENT TOTALS

SUNDAY, OCTOBER 11, 2015

Staffing: Bryan Weinert and volunteer Danielle Poma

Waste: 1.6 lbs (6.7% of total)

Recycling: 9.2 lbs (38.7% of total)

Compost: 13.0 lbs (54.6% of total)

TOTAL: 23.8 LBS (100%)

EVENT RECOVERY RATE: 93.3%

Number of Event Attendees: 325

DELIVERABLE 2.6

The screenshot shows the website www.ewashtenaw.org/government/departments/environmental_health/recycling_home_toxics/rswhome_html. The page features a navigation menu with options like HOME, GOVERNMENT, SERVICES FOR..., ONLINE SERVICES, ABOUT THE COUNTY, FIND US, CONTACT US, and DIRECTORY. A sidebar on the left lists various services such as Environmental Health, Applications, Forms & Fees, Body Art, Complaints, Day Cares, Emergency Preparedness, Food Safety, Healthy Home Portal, Healthy Community Portal, Housing & Indoor Air, Oil & Gas Exploration, Pollution Prevention, Public Health Department, Public Works, Recreational Water, Recycling, Home Toxics & Solid Waste, Zero Waste Events, Restaurant Inspection Reports, Time of Sale, Water Protection Activities, and Water Testing Services.

Recycling, Home Toxics & Solid Waste

WASHTENAW COUNTY RECYCLES

- Home Toxics Reduction Program
- Residential Recycling
- Business Recycling
- Composting
- Medicine Take-Back Program
- Solid Waste Management & Planning
- Green Media Webpage

Topics of Interest

- Plastic Carryout Bags:** Learn the facts about how single-use check-out bags are affecting the Washtenaw County community.
- NEW! Environmental Excellence Partnership Program, E2P2:** Washtenaw County's Waste Knot Program has merged with the Community Partners for Clean Streams. In partnership with the County's Pollution Prevention program to create the umbrella organization of Environmental Excellence Partnership Program, E2P2, a robust network of over 400 environmental business leaders!
- NEW! Zero Waste Events Initiative:** In partnership with the Michigan Department of Environmental Quality (MDEQ), Recycle Ann Arbor and Ann Arbor Riggo Plastics, Washtenaw County has received project funding to offer Zero Waste resources and opportunities for public events in Washtenaw County. Please contact us if interested in partnering to achieve zero waste at your next community or private event!
- Clean Sweep Program:** Provides FREE pesticide disposal for businesses and residents. Follow the link to learn about the program, what is accepted, and how to make an appointment.
- Issues of the Environment: Radio Show:** Aired every Wednesday morning at 6:50am and 8:50am on WEMU's 89.1 FM. Tune in each week to hear about environmental issues, programs and news impacting our community!
- Waste Knot Program:** A collection of businesses, schools, government agencies and non-profit organizations committed to reducing waste and protecting our environment!

WASHTENAW COUNTY SOLID WASTE PROGRAM

Office of the Water Resources Commissioner
706 N. Zeeb Rd.
P.O. Box 8645
Ann Arbor, MI 48107-8645
[Map & Directions](#)

Home Toxics Information Line:
(734) 222-8950 or
(734) 222-8974

[Jeff Kocmaga](#)
Environmental Supervisor
(734) 222-8668

[Jonathan Peltus](#)
Environmental Coordinator
(734) 222-3827

[Nicole Swanson](#)
Solid Waste Program Specialist
(734) 222-8821

Accessible at: www.ewashtenaw.org/government/departments/environmental_health/recycling_home_toxics/

The screenshot shows an email newsletter from Environmental Excellence. The header includes the subject line "(no subject) - ndbowman@..." and the URL us10.campaign-archive1.com/?u=c3d3e0fe078e0066819cd4fb8&id=9bfff1b827. The main content features a large green graphic with the text "and, in truth, the staff members, and visitors are committed to environmental responsibility." Below this, there is a section titled "DTE Introduces Detroit's First Solar Trash Compactors" with a photo of a building. To the right, there is a "ZERO WASTE WASHTENAW" logo and a text box that reads "In partnership with two longtime Waste Knot Partners, Recycle Ann Arbor and Riggo Plastics, Washtenaw County has received grant funding from the MDEQ Pollution Prevention Grant Program to launch a countywide Zero Waste Events Initiative. The project seeks to provide recycling and compost opportunities at community events. The goal is to provide 45,000 envelopes with zero waste opportunities education by 2017. If your organization is interested in Zero Waste Events for an upcoming event, please contact us: our toll-free number to help reduce your solid waste diversion goal!"



May 1, 2016

Ms. Debra Swartz
Michigan Department of Environmental Quality
Office of Environmental Assistance
525 West Allegan Street
Lansing, MI 48909-7957

OEA#430279-15

Dear Ms. Swartz:

Recycle Ann Arbor is pleased to submit its third Community Pollution Prevention quarterly report and applicable support documentation to the Michigan Department of Environmental Quality. This report reflects work conducted by Recycle Ann Arbor and its subcontractors for the report period of January 1 – March 31, 2016. \$3,881.09 is being requested for payment to Recycle Ann Arbor for this period.

Attached you will find a narrative report detailing work conducted to date, as well as our completed Financial Status Report and supporting documentation. Please feel free to contact me at 734-883-5720 with any questions related to these reports.

In the meantime, we appreciate your support of our efforts to expand zero waste events in Washtenaw County.

Sincerely,

Bryan C. Weinert

Bryan C. Weinert
Zero Waste Advocate
Recycle Ann Arbor

COMMUNITY POLLUTION PREVENTION GRANT REPORT 3RD QUARTER REPORT

A. Organization Information

Project Name: Zero Waste Event Initiative
Grantee Name: Recycle Ann Arbor (RAA)
Reporting Period: January 1-March 31, 2016
Project Code: 430279-15

B. Project Goals and Objectives

The goal of the Zero Waste Event Initiative is to:

1. Increase recycling and composting collection rates at special/public events.
2. Develop a special event zero waste toolkit and provide support to increase waste reduction with event organizers.
3. Develop a “Zero Waste Washtenaw” advertising and outreach campaign to promote zero waste efforts at events.
4. Utilize toolkit and campaign resources to provide event organizers and attendees recycling and education opportunities in their community.
5. Establish Diversion Rates for public events.
6. Develop and promote model zero waste event ordinances for communities to adopt.

C. Accomplishments achieved during the report period

The project team working on the implementation of this CP2 grant has been working through these “slow months” of Q3 to prepare ourselves for the full-scale implementation of the grant starting in Q4. During this period, the team has worked on the following deliverables indicated in the contractual timetable:

D1.2: Sixteen events have now been confirmed for Q4 and following. Q4 events include the following:

- Washtenaw County E2P2 Award Ceremony (April 14)
- Ann Arbor Earth Day Festival (April 17)
- Recycle Ann Arbor Reuse Center 20th Anniversary (April 23)
- AMCOR’s Safety and Sustainability Fair (May 13)

- Leslie Science Center Mayfly Event (May 21)
- Mayor's Ann Arbor Green Fair (June 10)
- Superior Day-Superior Township (June 11)
- Grillin' for Food Gatherers (June 12)

A copy of the project's Google drive (outlining upcoming events and other core information is as follows):

<https://docs.google.com/spreadsheets/d/1n4Rczpr5hjci7n6goZEzLhchwliQE1fyIrn-Ca-6gg/edit?usp=sharing>

D1.10 Progress report on development of Zero Waste Event ordinance and policy.

SUMMARY OF ZERO WASTE ORDINANCE RESEARCH FOR MDEQ GRANT

Recycle Ann Arbor's mission is to develop innovative reuse, recycling, and zero-waste programs that improve the environmental quality of our community. One way to improve the environmental quality and future of our community is to implement zero-waste requirements for community events. A zero-waste event ordinance would require event organizers to create successful events that send little, if any, waste to the landfill. In order to better understand how a zero-waste event ordinance could best be implemented into the Ann Arbor community, we researched other cities that have developed and applied zero waste event ordinances within their communities. A total of 6 cities with zero-waste event programs were researched, all of which utilized certain key strategies to ensure the success of their programs.

The key strategies used that appear to have the most success were 1) creating a zero-waste ordinance that includes community events and imposes fines for violations of the ordinance and 2) require a recycling or zero-waste plan for event permit approval. Developing and implementing a zero-waste event ordinance that includes fines for violations ensures that event organizers will include zero-waste initiatives at their events. Requiring that all event organizers submit a zero-waste or recycling plan with their event permit application ensures that each community event has a zero-waste plan in place. If an event does not have a zero-waste plan, then their event permit application will not be approved.

Boulder, CO is one of the 6 researched cities that have utilized the above mentioned strategies to create a successful zero-waste event program. The city has developed a "Universal Zero Waste Ordinance" that includes community events and imposes fines for any violations of the ordinance. Furthermore, the city requires a "zero-waste plan" to be submitted with the event permit application to be considered for approval. Because Boulder has a similar demographic and culture to that of Ann Arbor, their zero-waste event program would be a good model for Ann Arbor to develop their own comparable program.

Boulder, CO

City Information

Population:	105,112
Language:	14.2% speak language other than English at home
University of Colorado-Boulder student population:	30,789

Case Study Summary

A "Universal Zero Waste Ordinance" was adopted on June 16, 2015 to expand recycling and composting to Boulder. This ordinance requires that ALL special events in Boulder must provide both recycling and composting collection by June 2016 (see below). The ordinance also establishes fines for any violations. Funding for the zero waste efforts comes from the "trash tax". The trash tax is an occupation tax on trash haulers serving customers within the city limits and helps fund waste reduction efforts. Most haulers pass the tax on to customers as part of their trash service bills. Current trash tax rates are \$3.50/month per household; \$0.85 per cubic yard of trash for businesses and multifamily units that use centralized dumpsters.

In order to get an event permit approved, you have to have a zero waste plan for your event. There are multiple companies in Boulder that can be contracted to plan the zero waste aspect or to rent zero waste equipment (including Eco-Cycle and Western Disposal).

Key Strategies Used

- Created zero waste ordinance that includes community events;
- Imposed fines for any violations of the ordinance; and
- Require a zero waste plan for event permit approval.

Ordinance

6-3-15. - Special Events Requirements for Recyclables and Compostables Collection.

All special events and temporary events at a venue facility in the City of Boulder must provide recyclables and compostables collection in compliance with the city's Special Event Permit requirements.

Ordinance No. 8045 (2015)

6-3-18. - Violations.

If the city manager finds a violation of any provision of this chapter, the manager, after notice and an opportunity for hearing under the procedures prescribed by Chapter 1-3, "Quasi-Judicial Hearings," B.R.C. 1981, may impose a civil penalty according to the following schedule:

(a) For the first violation of the provision, \$500;

(b) For the second violation of the same provision, \$1,000;

(c) For the third and subsequent violations of the same provision, \$2,000; and

(d) The city manager's authority under this section is in addition to any other authority the manager has to enforce this chapter, and election of one remedy by the manager shall not preclude resorting to any other remedy as well.

(e)Violations of this chapter are also punishable as provided in Section 5-2-4, "General Penalties," B.R.C. 1981.

Ordinance No. 8045 (2015)

References

- Boulder Special Events: <https://bouldercolorado.gov/zero-waste/special-events-4>
- Special Events Ordinance: https://www.municode.com/library/co/boulder/codes/municipal_code?nodeId=TIT6HESASA_C_H3TRRECO_6-3-15SPEVRERECOCO
- Trash Tax: <https://bouldercolorado.gov/lead/trash-tax>
- Trash Tax Ordinance: https://www.municode.com/library/co/boulder/codes/municipal_code?nodeId=TIT3RETA_CH1_OTRTA
- Eco-Cycle: <http://www.ecocycle.org/zero-waste-events>
- Western Disposal: <http://www.westerndisposal.com/commercial/special-event-services/>

Skagit County, WA

City Information

Population:	118,837
Language:	14.7% speak language other than English at home
Skagit Valley College student population:	5,722

Case Study Summary

The state of Washington has a statute that requires recycling at official gathering and sports facilities in cities with an established curbside service and where recycling service is available to businesses. The ordinance also allows for fines to be issued for any violations. Skagit County has a “Zero-Waste Events” program to facilitate recycling, composting, and waste reduction at public and private events. The program includes logo certification and promotion (where eligible events can display program logos on promotional material), free borrowing of portable waste bins and signs, and technical assistance. There are two “event classifications”: SILVER events use waste reduction techniques, offer recycle bins, and incentivize vendor composting for food prep scraps and GOLD events have food scrap collection, controls on vendor or organizer-supplied utensils and packaging, and grease collection.

Program is funded by government (see ordinance RCW 70.93.250 Funding to local governments—Reports).

Key Strategies Used

- Created zero waste ordinance that includes community events; and
- Imposed fines for any violations of the ordinance;

Ordinance

Skagit County Code (refers to Washington Statute):

12.16.10 Recycling.

Refer to WAC 173-350-210. (Ord. O20040014 (part))

Washington Statute:

RCW 70.93.093 Official gatherings and sports facilities—Recycling.

In communities where there is an established curbside service and where recycling service is available to businesses, a recycling program must be provided at every official gathering and at every sports facility by the vendors who sell beverages in single-use aluminum, glass, or plastic bottles or cans. A recycling program includes provision of receptacles or reverse vending machines, and provisions to transport and recycle the collected materials. Facility managers or event coordinators may choose to work with vendors to coordinate the recycling program. The recycling receptacles or reverse vending machines must be clearly marked, and must be provided for the aluminum, glass, or plastic bottles or cans that contain the beverages sold by the vendor.[2007 c 244 § 2.]

RCW 70.93.070 Collection of fines and forfeitures.

The director may prescribe the procedures for the collection of penalties, costs, and other charges allowed by chapter [7.80](#) RCW for violations of this chapter.

[1996 c 263 § 2; 1993 c 292 § 2; 1983 c 277 § 2; 1971 ex.s. c 307 § 7.]

RCW 70.93.230 Violations of chapter—Penalties.

Every person convicted of a violation of this chapter for which no penalty is specially provided for shall be punished by a fine of not more than fifty dollars for each such violation.

See also:

RCW 7.80.120 Monetary penalties—Restitution.

RCW 70.93.250 Funding to local governments—Reports.

References

- Skagit County Zero Waste:
<http://www.skagitcounty.net/Departments/sustainability/zerowaste.htm>
- Washington Zero Waste Statue: <http://apps.leg.wa.gov/RCW/default.aspx?cite=70.93.093>

San Francisco, CA

City Information

Population:	837,442
Language:	45.2% speak language other than English at home
University of CA - SF student population:	5,000
San Francisco State University student population:	30,000
University of San Francisco student population:	10,000

Case Study Summary

San Francisco has implemented a Mandatory Recycling and Composting Ordinance that requires any special events to include a recycling plan in event permit applications. The ordinance also establishes

finest for any violations.

San Francisco offers free consultations to help develop a recycling plan and reduce refuse costs. Any event producers in San Francisco are required to attend a free zero waste event training, which covers:

- How the "Mandatory Recycling and Composting Ordinance" affects your event;
- How to have a water bottle-free event;
- Acceptable compostable food service ware and where to purchase;
- Tracking your waste diversion rate; and
- Networking opportunities with event greening companies.

The city contracts with a company called Recology to manage their program. The zero waste programs are funded solely from revenue generated through refuse rates charged to customers. Rates increased \$6.17 with these changes (from \$27.91 to \$34.08 depending on selected trash bin size).

San Francisco has the highest diversion rate of any major city in North America. They divert 80% (1,593,830 tons in 2010) of its discards from the landfill.

Key Strategies Used

- Created zero waste ordinance that includes community events;
- Imposed fines for any violations of the ordinance;
- Require a recycling plan for event permit approval; and
- Developed a mandatory zero waste event training to educate event hosts.

Ordinance

SEC. 1905. REQUIREMENTS FOR OWNERS OR MANAGERS OF FOOD VENDORS AND EVENTS.

- (a) Owners or managers of food vendors and events must provide Adequate Refuse Collection Service to their employees, contractors and customers.
- (b) Owners or managers of food vendors and events must supply appropriate containers, placed in appropriate locations, to make source separation of recyclables, compostables, and trash convenient for the employees, contractors, and customers of the food vendors and events...

SEC. 1908. ENFORCEMENT

References

- San Francisco Zero Waste FAQ: <http://sfenvironment.org/zero-waste/overview/zero-waste-faq>
- Mandatory zero waste event training: <http://sfenvironment.org/article/event-recycling-and-composting/sf-zero-waste-event-workshop-certification>
- Event recycling and composting site: <http://sfenvironment.org/zero-waste/recycling-and-composting/event-recycling-and-composting>

San Jose, CA	
<i>City Information</i>	
Population:	998,537
Language:	56.2% speak language other than English at home
San Jose City College student population:	14,385
<i>Case Study Summary</i>	
<p>San Jose public policy requires that all events with more than 1,000 attendees must submit pre-event plans for waste reduction, reuse, recycling, and composting to the City's Environmental Services Department (ESD). Events must also submit post-event results of the type and weight of materials diverted and disposed.</p> <p>The municipal code requires that events:</p> <ul style="list-style-type: none"> • Prohibit polystyrene foam food service-ware; • Use recyclable PET plastic cups 7 oz. or greater and paper cups for beverage containers less than 7 oz.; • Collect, at minimum, plastics, glass, metals, and cardboard for recycling; • And comply with the Bring Your Own Bag Ordinance as it applies to merchandise and craft vendors. <p>The Zero Waste Event Program was created to work with event organizers to minimize waste, recycling and compost at events. Zero waste resources may be free depending on the size of the event, event location, and available funds. Qualifying events receive free services. Non-qualifying events and events that do not follow the requirements need to pay for services. Qualified events are held in San Jose on public streets, park, plaza, etc. and expect more than 500 daily attendees. These events may receive free city-contracted dumpsters, free rental of recycling equipment, and free recycling services from San Jose Conservation Corps. Non-qualified events are those events with less than 500 daily attendees. These events are not eligible to receive any of the free in-kind services, and must pay for service through the City's contractor.</p>	
<i>Key Strategies Used</i>	
<ul style="list-style-type: none"> • Created zero waste ordinance that includes community events; and • Require a pre-event plan for permit approval. 	
<i>Ordinance</i>	
<p>CA Assembly Bill 2176 (PRC 42648)</p> <p>http://leginfo.legislature.ca.gov/faces/codes_displayText.xhtml?lawCode=PRC&division=30.&title=&part=3.&chapter=12.7.&article=</p> <p>San Jose Municipal Code stating that a large event is 1,000 people (instead of states 2,000 people): 9.10.152 - Large event.</p> <p>"Large event" means the temporary or periodic use or occupancy of a public street, publicly owned site or facility, or public park within the city for a civic, commercial, recreational, or social event attended by an average of one thousand or more persons per day of operation of the event.</p>	
<i>References</i>	
<ul style="list-style-type: none"> • San Jose Zero Waste Event Program: http://www.sanjoseca.gov/index.aspx?NID=1533 • Zero Waste Policy Requirements: http://www.sanjoseca.gov/index.aspx?NID=1537 	

Austin, TX	
<i>City Information</i>	
Population:	885,400
Language:	33.2% speak language other than English at home
University of Texas at Austin student population:	50,000
<i>Case Study Summary</i>	
<p>Each event is required to develop and submit a “Waste Management Plan” with an Austin Center for Events permit application. The plan should include details about access to any on-site landfill trash, recycling, and organic collection.</p> <p>Austin does not have an ordinance requiring zero waste at events, but they do have a ban on certain materials event planners, operators, and vendors may distribute during the event:</p> <ul style="list-style-type: none"> • May not distribute polystyrene (Styrofoam) to event employees or attendees at any event held on city park grounds (city code 14-1-24); • May not distribute glass containers to event employees or attendees at any event held on City park grounds (city code 8-3-6); and • May not distribute glass containers to event employees or attendees at any event within areas of glass prohibition (city code 9-14-12) (downtown and east Austin). <p>Event planning is responsible for contracting out the hauling of the waste, recycling, or organics through a city licensed company and any associated fees. However, event planners are eligible to qualify to earn up to \$750 towards recycling costs associated with equipment and staffing through a Special Event Recycling Rebate (application required). Event must meet certain criteria to qualify for rebate (see References).</p>	
<i>Key Strategies Used</i>	
<ul style="list-style-type: none"> • Require a waste management plan for permit approval; and • Created a Special Event Recycling Rebate. 	
<i>Ordinance</i>	
No ordinance requiring zero waste at events.	
<i>References</i>	
<ul style="list-style-type: none"> • Event Recycling: http://www.austintexas.gov/department/event-recycling • Zero Waste Event Rebate Flyer: http://www.austintexas.gov/sites/default/files/files/Event_Recycling_Flyer_2014_2_.pdf • Event Application with Waste Management Plan requirement: http://austintexas.gov/sites/default/files/files/Transportation/Special_Events/ACEApplication_05192015.pdf • Universal Recycling Ordinance: http://www.austintexas.gov/sites/default/files/files/Resource_Recovery/URO_Rules_Adopted_06-12-14.pdf 	

Vancouver, British Columbia, Canada

City Information

Population:	603,500
Language:	32% speak language other than English at home
University of British Columbia student population:	59,659

Case Study Summary

The city requires events to fill out a “green event form” as part of the event application that explains how you plan to manage waste and hold a more sustainable event. The city plans to use the information collected using the Green Events Form to establish a baseline of green event activity. In the future, the city will consider offering incentive programs and setting minimum requirements to obtain permits.

The city has partnered with Recycling Alternative and Green Chair Recycling to provide zero waste event consultation and needs. Event hosts can hire the city or another business to handle recycling at the event. The city charges \$225 for delivery and pickup, and then per pickup for each different type of waste container. They also charge \$10 each for Green Event Signage rental and a higher rate for “contaminated” recycling bins.

Vancouver has ordinances regarding recycling in Multifamily Units (MFU) and a ban on food scraps, but they do not have a requirement for zero waste at events.

Key Strategies Used

- Require a green event form to be completed with event application.

Ordinance

No ordinance requiring zero waste at events.

References

- City of Vancouver Zero Waste Event: <http://vancouver.ca/doing-business/greening-your-event.aspx>
- Zero waste results: <https://www.vancity.com/AboutVancity/Events/ZeroWasteEvents/>
- Recycling Alternative: <http://www.recyclingalternative.com/>
- Zero Waste Costs: <http://vancouver.ca/doing-business/apply-for-waste-pickup-for-an-event-in-a-park.aspx>
- Zero Waste Event Guide: <http://vancouver.ca/files/cov/green-events-planning-guide.pdf>

D.1.13 Copy of agreement with Washtenaw County Government for project services

CV 33346

CONTRACT RECYCLE ANN ARBOR

AGREEMENT is made this 8th day of January, 2016, by RECYCLE ANN ARBOR located at 2420 S INDUSTRIAL, ANN ARBOR, MI 48104, and the COUNTY OF WASHTENAW, a municipal corporation, with offices located in the County Administration Building, 220 North Main Street, Ann Arbor, Michigan 48107("County").

In consideration of the promises below, the parties mutually agree as follows:

ARTICLE I - SCOPE OF SERVICES

The COUNTY will: provide staffing at one-day events to manage the waste diversion activities including composting, recycling, and solid waste collection services. The County staff will also attend planning meetings, prepare reports summarizing events, and provide education to participants of these one day events. Staff includes full time and interns from the Washtenaw County Water Resources Commissioner's Office Public Works Division.

ARTICLE II - COMPENSATION

Upon completion of the above services and submission of invoices RECYCLE ANN ARBOR will pay the COUNTY an amount not to exceed seven thousand nine hundred dollars (\$7,900.00).

ARTICLE III - TERM

This contract begins on JANUARY 8, 2016 and ends on JANUARY 8, 2018, with an option to extend an additional ONE (1) year.

ARTICLE IV - EQUAL EMPLOYMENT OPPORTUNITY

The County will not discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief (except as it relates to a bona fide occupational qualification reasonably necessary to the normal operation of the business).

The County will take affirmative action to eliminate discrimination based on sex, race, or a handicap in the hiring of applicant and the treatment of employees. Affirmative action will include, but not be limited to: Employment; upgrading, demotion or transfer; recruitment advertisement; layoff or termination; rates of pay or other forms of compensation; selection for training, including apprenticeship.

The County agrees to post notices containing this policy against discrimination in conspicuous places available to applicants for employment and employees. All solicitations or advertisements for employees, placed by or on the behalf of the County, will state that all qualified applicants will receive consideration for employment without regard to race, creed, color, sex, sexual orientation, national origin, physical handicap, age, height, weight, marital status, veteran status, religion and political belief.

ARTICLE V - EQUAL ACCESS

The County shall provide the services set forth in Article I without discrimination on the basis of race, color, religion, national origin, sex, sexual orientation, marital status, physical handicap, or age.

ARTICLE VI - ASSIGNS AND SUCCESSORS

This contract is binding on RECYCLE ANN ARBOR and the County, their successors and assigns. Neither the County nor RECYCLE ANN ARBOR will assign or transfer its interest in this contract without the written consent of the other.

ARTICLE VII - TERMINATION OF CONTRACT

Section 1 - Termination without cause. Either party may terminate the contract by giving thirty (30) days written notice to the other party.

ARTICLE VIII - CHANGES IN SCOPE OR SCHEDULE OF SERVICES

Changes mutually agreed upon by RECYCLE ANN ARBOR and the County, will be incorporated into this contract by written amendments signed by both parties.

ARTICLE IX - CHOICE OF LAW AND FORUM

This contract is to be interpreted by the laws of Michigan. The parties agree that the proper forum for litigation arising out of this contract is in Washtenaw County, Michigan.

ARTICLE X - EXTENT OF CONTRACT

This contract represents the entire agreement between the parties and supersedes all prior representations, negotiations or agreements whether written or oral.

ARTICLE XI - ELECTRONIC SIGNATURES

All parties to this contract agree that either electronic or handwritten signatures are acceptable to execute this agreement.

ATTESTED TO:
By: *Lawrence Kestenbaum* 03/17/2016
Lawrence Kestenbaum (DATE)
County Clerk/Register

WASHTENAW COUNTY
By: *Gregory Dill* 03/16/2016
Gregory Dill (DATE)
Washtenaw County Administrator

APPROVED AS TO CONTENT:
By: *Evan N. Prater* 03/17/2016
EVAN N. PRATER
WATER RESOURCES COMMISSIONER
Water Resources Commissioner

RECYCLE ANN ARBOR
By: *Kirk Lignell* 3/14/16
Kirk Lignell (DATE)
Chief Executive Officer

APPROVED AS TO FORM BY
By: *Curtis N. Hedger*
Curtis N. Hedger (DATE)
CURTIS N. HEDGER
CORPORATION COUNSEL

D. A summary of what staff, whose time is charged to this grant, has accomplished

RAA and Washtenaw County staff have marketed and scheduled multiple zero waste events throughout the county in 2016. In addition, event supplies have been ordered and delivered (will be included in Q4 accounting) and zero waste ordinance research has begun in earnest. Two zero waste events were held in the quarter (Local Food Summit and Interfaith Council for Peace and Justice "Connect and Act" conference).

E. For all tasks under "contractual costs", an explanation must be included in the narrative report stating what the contractor did for the project.

As of the end of Q2, none of the contractors had submitted invoices for work completed to date. For this Q3 report, we have included all of the costs/tasks completed by Washtenaw County as our major subcontractor through March 31, 2016. Bidlack

Creative Group has finished the logo and brochure template for the zero waste program and a copy of their paid invoice is provided in this report.

F. Additional Success

Recycle Ann Arbor and Washtenaw County have established a strong working relationship in coordinating zero waste events in Ann Arbor and the larger county. This management/coordination infrastructure will continue to serve us well, long after the current MDEQ grant is completed. Our collective community contacts and growing history of successful events build their own momentum, as the word spreads and as we get better at providing effective, customer-friendly and engaging events.

G. A summary and copy of each product developed during the reporting period

In the pages that follow are copies of additional deliverables/back-up documentation.

H. Significant events planned for the next quarter

The next quarter (April 1-June 30, 2106) will be quite busy. The team is planning to work on the following:

- Continue to identify and contact possible zero waste event participants (1.2)
- Develop waste survey for zero waste (public) participants (1.9)
- Implement scheduled zero waste events (2.5)
- Continue work on zero waste model ordinance (2.7)
- Other related tasks as appropriate

I. Barriers and an explanation of any deviations to the work plan.

Our team remains pretty much on-track, after a couple of quarters without many actual events. We are pleased with our progress overall, and the enthusiasm that has been generated within the community as a result of our efforts.

Task 1.3

MDEQ ZERO WASTE GRANT TEAM MEETING MARCH 30, 2016

Present: Christine Chessler-Stull, Bryan Weinert, Danielle Poma, JeffKrcmarik, Noelle Bowman

- I. Welcome/Review Agenda (Bryan)
- II. Zero Waste Ordinance Update/Discussion (Danielle/All)
- III. Updating 2016 Zero Waste Event Calendar—what's hoppin'? (Bryan/All)
- IV. Clear Stream Supply Order (Noelle/Christine)
- V. Grillin' and Beer Fest—Possible County/RAA Joint Coordination (Noelle)
- VI. Preparing Documents for Q3 MDEQ Report (Bryan)
- VII. PR/Outreach Status (Christine/Noelle)
- VIII. Zero Waste Grant Budget: Status and Changes (Bryan/All)
- IX. Leveraging Volunteers, esp. from AMCOR (Christine/All)
- X. Other Business
- XI. Set Next Meeting Date for May 2016 (Bryan)

MDEQ ZERO WASTE GRANT TEAM MEETING
JANUARY 11, 2016

Present: Jeff Krcmarik, Noelle Bowman, Christine Chessler-Stull and Bryan Weinert

- I. Welcome/Review Agenda (Bryan)
- II. Update on Intern Description/Hiring (Christine/All)
- III. Review Deliverables/Documents Needed for Q2 MDEQ Report (Bryan/All)
- IV. Brainstorm 2016 Zero Waste Event Calendar (Bryan/All)
- V. Update on Bidlack Logo/Brochure Work (Noelle/All)
- VI. Update on County Zero Waste Washtenaw Website (Noelle/All)
- VII. Discuss Supplies Needed for Clear Stream Order (Noelle/All)
- VIII. Clarify Info to share with possible Zero Waste Event Sponsors (Christine/All)
- IX. Other Business (All)
- X. Set Next Meeting for March 2016 (Bryan)

Task 1.7

Questions & Considerations for NEW Zero Waste Events 2016—For RAA Staff Use

☑ **Few points to discuss:** The general purpose of a Zero Waste event is to reduce the amount of waste landfilled at an event, while thinking about how to reduce the overall waste produced in the first place. Many times that can mean thinking about reusable products, while also maximizing the amount of inevitable waste produced to the recycling or compost stream.

Since 2013, on average, RAA contracted events (~10-15 events annually) have been able to achieve a 92% diversion rate. We've worked with events of 50 to events attended by 4,000!

☑ **Bring with you guideline copies for all: Have event coordinator review guidelines AND review guidelines with them at meeting**

☑ **Print out pg. 2 for all attending: Show event coordinator a photo of the Zero Waste systems**

☑ **Go over and fill-out below questions:**

☑ Q: Event Logistics:

- Date: _____
- Time frame: _____
- Time frame*: (if different) for ZW stations/ZW staff location _____
- Attendance/Audience: _____
- Purpose of event (festival, private party, etc):

- Are there recycling, compost, and trash collection carts/receptacles on-site? _____
 - Is there a place to place event waste bags (full) during event? _____
- Can we have a map of the venue/layout?
- Based on attendance, we recommend _____ # of full-system stations (bags TBD)

☑ Q: What food vendors are attending? Will they be able to comply with the guidelines? Will you want our assistance coordinating with them?

☑ Q: Will your event purchase BPI-certified compostable and/or recyclable products for the event? Even better, can your event use real china and limit disposable packaging/dining choices?

☑ Q: Are table/outreach exhibitors attending? Will they be able to comply with guidelines?

☑ Q: Will volunteers/staff be available to help RAA with manning the stations and waste removal?

Above Photo: Zero Waste Station- one full system includes 46 gallon compost and recycle, 5 gallon landfill bucket. Outdoor festival. Above photo: Private event- compost only. China dishware used. Behind the scenes collection effort

Task 1.12

Bidlack paid invoice (see attached copy)

Task 2.5

ZERO WASTE EVENT
INTERFAITH COUNCIL FOR PEACE AND JUSTICE
CONNECT AND ACT CONFERENCE
SUNDAY, MARCH 6, 2016

Number of attendees: 275

Pounds of recycling collected: 18.2 (25.6% of total)

Pounds of compost collected: 48.1 (67.7% of total)

Pounds of trash collected: 4.8 (6.7% of total)

Total pounds generated at event: 71.1 (roughly ¼ lb per participant)

Event diversion rate: 93.3%

Task 2.5

Zero Waste Event: Washtenaw Food Summit (see attached PDF document)

COMMUNITY POLLUTION PREVENTION GRANT REPORT 4TH QUARTER REPORT

A. Organization Information

Project Name: Zero Waste Event Initiative
Grantee Name: Recycle Ann Arbor (RAA)
Reporting Period: April 1-June 30, 2016
Project Code: 430279-15

B. Project Goals and Objectives

The goal of the Zero Waste Event Initiative is to:

1. Increase recycling and composting collection rates at special/public events.
2. Develop a special zero waste toolkit and provide support to increase waste reduction with event organizers.
3. Develop a “Zero Waste Washtenaw” advertising and outreach campaign to promote zero waste efforts at events.
4. Utilize toolkit and campaign resources to provide event organizers and attendees recycling and education opportunities in their community.
5. Establish Diversion Rates for public events.
6. Develop and promote model zero waste event ordinances for communities to adopt.

C. Accomplishments achieved during the report period

The project team’s biggest “excitement share” are the eight zero waste events that were held in Washtenaw County during this quarter, reaching over 12,000 participants! They included:

- Washtenaw County E2P2 Award Ceremony (April 14)
- City of Ann Arbor Earth Day Festival (April 17)
- Recycle Ann Arbor Reuse Center 20th Anniversary (April 23)
- Amcor’s Safety and Sustainability Fair Luncheon (May 13)
- Leslie Science Center Mayfly Fundraiser (May 21)

- City of Ann Arbor Mayor's Green Fair (June 10)
- Superior Day-Superior Township (June 11)
- Food Gatherer's Grillin' (June 12)

In addition, supply purchases (Clear Stream and Home Depot) under the grant were finalized, and Washtenaw County staffing hours for grant quarters 1, 2 and 3 were also paid by RAA, with reimbursement requested as part of this submission.

D. A summary of what staff, whose time is charged to this grant, has accomplished

RAA and Washtenaw County staff supported the eight zero waste events highlighted above (including volunteer coordination), planned project implementation through our quarterly meeting (May 11) and prepared and paid the necessary invoices relating to contractor support for the grant.

E. For all tasks under "contractual costs", an explanation must be included in the narrative report stating what the contractor did for the project.

Washtenaw County coordinated three events this quarter: Washtenaw County E2P2 Award Ceremony, Superior Day (Superior Township) and Food Gatherer's Grillin' event. They also kept the Zero Waste Washtenaw website (www.ZeroWasteWashtenaw.com) up to date and planned for quarter 5 events.

F. Additional Success

Per Deliverable D1.10, Recycle Ann Arbor continued to explore ordinances that constitute zero waste compliance for special events within a community's municipal code. The Ann Arbor municipal code was explored to locate the current placement of ordinances that pertain to special events within the public right of way. A review of the current application process was reviewed to determine what solid waste resources and protocols are already integrated into pre-event planning forms. The examination of these provisions allowed us to begin an evaluation of various methods for determining if a given special event in the public right of way should be zero waste compliant. These methods will be used to determine a minimum standard for zero waste compliance and the fees that should accompany such requirements.

We have now sponsored a couple dozen zero waste events since the project began, and have reached thousands of attendees and recovered thousands of pounds of recyclables and compostables that would have otherwise been landfilled. We have also built awareness and support for zero waste efforts

among event organizers, vendors and patrons. Our impact and reach is beginning to be noticed, and connections made for long-term viability.

G. A summary and copy of each product developed during the reporting period

In the pages that follow are copies of additional deliverables/back-up documentation.

H. Significant events planned for the next quarter

The next quarter (July 1-September 30, 2016) will be busy. Prototype zero waste ordinance language will continue to be developed, including consideration of park and street events, and specific ordinance language will be developed for the City of Ann Arbor, in collaboration with the Washtenaw Food Policy Council (for food vendors) and with City of Ann Arbor officials.

In addition, several events for Q5 are already planned, including Huron River Days, the Ypsilanti Beer Fest (July 22 and 23), Saline Summer Fest (August 12), Homegrown Festival (September 10) and the CROP Hunger Walk (September 25).

Outreach to other festival/fair/event organizers will also continue, to build a portfolio of zero waste events in the coming months, both within the City of Ann Arbor and throughout Washtenaw County.

I. Barriers and an explanation of any deviations from the work plan.

Contractor reimbursements continue to lag behind schedule, but will be made up as invoices are received and paid, and the proper reimbursement documentation secured.

Task 1.3

MDEQ ZERO WASTE GRANT TEAM MEETING WEDNESDAY, MAY 11, 2016

Present: Christine Chessler-Stull, Bryan Weinert, Angela Porta, Noelle Bowman, Jeff Krcmarik and Amelia Brown

1. Welcome/Review Agenda (Bryan)
2. Review MDEQ Quarterly Report Deliverables/Tasks (Bryan/All)
3. Review and Discuss Upcoming Zero Waste Events—staffing, logistics, timing, etc. (All)
4. Clarify Payment/Documentation Requirements for County and Contractors (All)
5. Review Draft Brochures for Vendors and Event Participants (Noelle/All)
6. Agenda and Date for Next Meeting-July 2016 (Bryan/All)
7. Other Business (All)
8. Adjourn

Quarter #4 Recycle Ann Arbor's Zero Waste Events Summary

City of Ann Arbor's Earth Day Festival

The Ann Arbor Earth Day Festival is an annual celebration coordinated by the Ann Arbor Earth Day Festival Planning Committee, a coalition of local environmental nonprofits and agencies.

Location: Leslie Science & Nature Center, 1831 Traver Rd, Ann Arbor, MI

Date and Time: April 17, 2016 (12-4pm)

Attendance: 2,961

Volunteers Attended: (11:30-1:30) Lora Stevens, Lauren Smith, Marija Massey, Julie Dieter, Linda Rockey, Keri McDonald. (1:15-3:15) Kelly Hall- Rotaract MI Group (5 volunteers), Jennifer Thilman, Kristina & Skylar Keller, Joaquin Savid, Kate Reimer. (3:00-5:00) Lisa Rentz...*13.5 total hours were from Amcor volunteers as part of this grant.*

Recyclables weight: 31.3 lbs

Compostables weight: 36.6 lbs

Trash weight: 7.8 lbs

Overall diversion rate of waste from landfill: 90%

Recycle Ann Arbor's ReUse Center 20th Anniversary Celebration

A celebration with the Ann Arbor community for the ReUse Center turning 20.

Location: ReUse Center, 2420 S Industrial Hwy, Ann Arbor, MI

Date and Time: April 23, 2016 (10am-4pm)

Attendance: 100

Volunteers Attended: None. Just RAA staff and assistant.

Recyclables weight: 0.2 lbs

Compostables weight: 2 lbs

Trash weight: 0.2 lbs

Overall diversion rate of waste from landfill: 92%

Amcor's Safety & Sustainability Fair Luncheon

An educational event for Amcor staff to learn about local recycling, reuse, and other similar organizations in the community. First time effort at Zero Waste luncheon practices.

Location: Amcor Rigid Plastics Manchester Facility, 10521 M-52, Manchester, MI 48158

Date and Time: May 13, 2016 (12-4pm)

Attendance: 300

Volunteers Attended: None. Amcor staff and RAA staff only.

Recyclables weight: 4 lbs

Compostables weight: 26 lbs

Trash weight: 8 lbs

Overall diversion rate of waste from landfill: 79%

Leslie Science & Nature Center's MayFly Fundraiser

An annual event to celebrate the Leslie Science Center's donors and members. First time effort at Zero Waste practices.

Location: Leslie Science & Nature Center, 1831 Traver Rd, Ann Arbor, MI

Date and Time: May 21, 2016 (6-9pm)

Attendance: 150

Volunteers Attended: None. RAA staff only.

Recyclables weight: 3.1 lbs

Compostables weight: 62.2 lbs

Trash weight: 1.8 lbs

Overall diversion rate of waste from landfill: 97%

City of Ann Arbor's Mayor's Green Fair & Arbor Brewing Company Green Beer Tent

An annual event hosted by the City of Ann Arbor's Mayor's Office to celebrate Ann Arbor's environmental leadership as exhibited by citizens, nonprofits, government and businesses. The Arbor Brewing Company also hosts a "green" beer tent during the event with all compostable products.

Location: Downtown Ann Arbor Main St, Ann Arbor, MI

Date and Time: June 10, 2016 (6-9pm)

Attendance: 1,500 (green fair) + 150 (beer tent)- 1,650

Volunteers Attended: (5:45-7:45) Robert Gordon, Jen Thilman, Carly Sharp, Ted & Denise Thomas, Roberta Niedson, Jennifer Tankanow, Isabella Guo, Rama Thakar. (7:30-9:30) Robert Gordon, Helen He, Dennis Kittel, Anna Pan, and Isabella Guo..10 total hours were from Amcor volunteers as part of this grant.

Recyclables weight: 10.2 lbs

Compostables weight: 12.8 lbs

Trash weight: 3.8 lbs

Overall diversion rate of waste from landfill: 86%*

**weights were only take for the Green Fair and not for the Beer Tent- although the beer tent did collect compost, recycling, and trash streams.*

Washtenaw County's Environmental Excellence Award Ceremony

An annual award & recognition ceremony event held for the network of Washtenaw County's Waste Knot Program partners and Community Partners for Clean Streams.

Location: Weber's Ann Arbor Hotel, 3050 Jackson Rd., Ann Arbor, MI 48103

Date and Time: April 14, 2016 (5-7pm)

Attendance:120

Volunteers Attended:County and Weber's staff only.

Recyclables weight:4lbs

Compostables weight: 4lbs

Trash weight:<1lbs

Overall diversion rate of waste from landfill: 99.9%

Superior Day

Free event held in Superior Township for residents and general community. Includes games, book exchange, barbeque and recycling education and information.

Location: Oakbrook Park, Superior Township (Berkshire Dr. west of N. Prospect Rd.)

Date and Time: April 23, 2016 (11am-2pm)

Attendance:300

Volunteers Attended:None. County staff (intern) and Superior Township volunteers included Don from the set-up crew.

Recyclables weight:33.4lbs

Compostables weight: 24.4lbs

Trash weight:7.6lbs

Overall diversion rate of waste from landfill: 88.4%

Grillin' for Food Gatherer's

An annual charity/fundraiser for the non-profit organization Food Gatherer's where local food is donated to the organization and prepared on-site for guests. Event Description as advertised to public:

"Second Sunday in June | This community picnic welcomes 2,000+ guests at the Washtenaw Farm Council Grounds. Featuring live music, delicious food from more than 50 local restaurants, beer and wine, a food-inspired silent auction and kids' games – it's the best party of the year!"

Location: Washtenaw Farm Council Grounds, 5055 Ann Arbor-Saline Rd, Ann Arbor, MI 48103

Date and Time: June 12, 2016 (3-8pm)

Attendance:1700

Volunteers Attended:Washtenaw County and Recycle Ann Arbor staff. Plus volunteer list, attached.All volunteers worked 2P-9P for event set-up, duration of event and set-down/sorting.

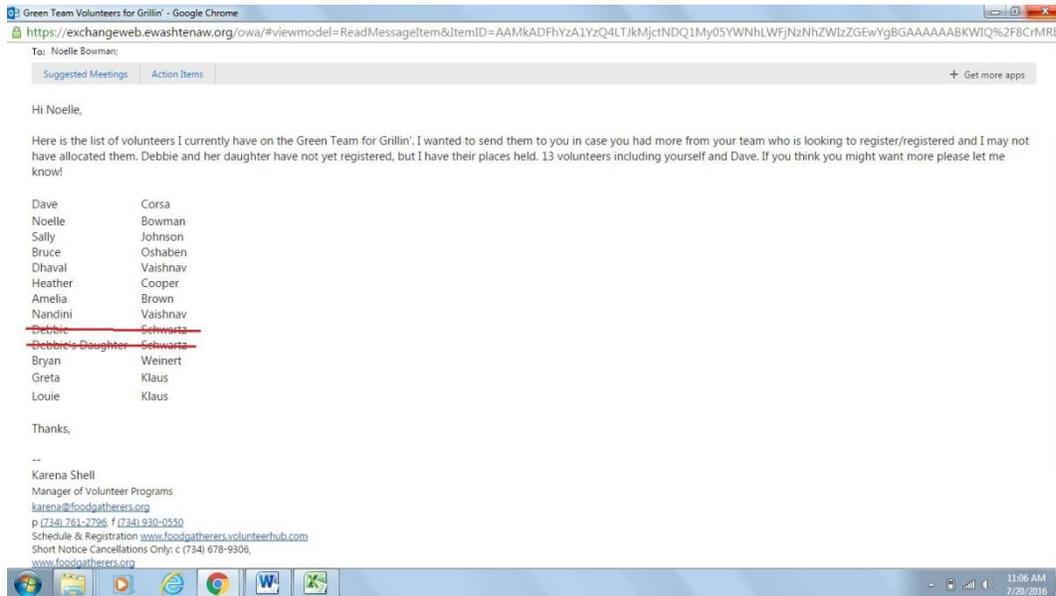
Recyclables weight: 475.2lbs

Compostables weight:997.4lbs

Trash weight:126.8 lbs

Overall diversion rate of waste from landfill: 92%

Grillin' Volunteer List



Grillin' Post-event Facebook Advertisement



COMMUNITY POLLUTION PREVENTION GRANT REPORT 5TH QUARTER REPORT

A. Organization Information

Project Name: Zero Waste Event Initiative
Grantee Name: Recycle Ann Arbor (RAA)
Reporting Period: July 1-September 30, 2016
Project Code: 430279-15

B. Project Goals and Objectives

The goal of the Zero Waste Event Initiative is to:

1. Increase recycling and composting collection rates at special/public events.
2. Develop a special zero waste toolkit and provide support to increase waste reduction with event organizers.
3. Develop a “Zero Waste Washtenaw” advertising and outreach campaign to promote zero waste efforts at events.
4. Utilize toolkit and campaign resources to provide event organizers and attendees recycling and education opportunities in their community.
5. Establish Diversion Rates for public events.
6. Develop and promote model zero waste event ordinances for communities to adopt.

C. Accomplishments achieved during the report period

During the quarter just ended the team provided eight zero waste events in the county that reached over 18,000 participants! They included:

- Homegrown Festival (Ann Arbor)
- CROP Hunger Walk (Ann Arbor)
- Huron River Day (Ann Arbor)
- Ypsi Summer Beerfest (Ypsilanti)
- Saline Summerfest (Saline)
- Chelsea 5 Towns Farm to Table (Chelsea)
- Washtenaw Community College Welcome Day (Ypsilanti Township)
- Saline Oktoberbest (Saline)

D. A summary of what staff, whose time is charged to this grant, has accomplished

RAA and Washtenaw County staff supported the eight zero waste events highlighted above (including volunteer coordination), planned project implementation through our two quarterly meetings (July 13 and September 13) and worked with MDEQ in reconciling invoices/payments from the previous quarter.

E. For all tasks under “contractual costs”, an explanation must be included in the narrative report stating what the contractor did for the project.

Washtenaw County coordinated six of the eight events this quarter (all except Homegrown Festival and Ann Arbor CROP Hunger Walk). They also kept the Zero Waste Washtenaw website up to date (www.ZeroWasteWashtenaw.com), attended two planning meetings, worked to reconcile discrepancies in their quarter 5 submittal and worked on quarter 6 events.

F. Additional Success

Per Deliverable D1.10, Recycle Ann Arbor continued to explore a model zero waste ordinance for the City of Ann Arbor. A summary of the work completed on this element of the project this past quarter is provided as a separate summary report later in this document.

G. A summary and copy of each product developed during the reporting period.

In the pages that follow are copies of additional deliverables/back-up documentation.

H. Significant events planned for the next quarter.

The next quarter (October 1-December 31, 2016), typically a slow quarter for public events, will include at least one event—the Rudolf Steiner School Annual Holiday Bazaar, to be held in early December.

In addition, research will continue on a model zero waste ordinance and outreach will continue to other festival/fair/event organizers to build an ongoing portfolio of zero waste events for 2017 and beyond.

I. Barriers and an explanation of any deviations from the work plan.

Contractor reimbursements (Washtenaw County) continue to lag behind schedule, and discrepancies in invoices/reimbursements have complicated complete and approvable FSR's with the State. The current reimbursement request by Recycle Ann Arbor for Washtenaw County services (previously paid by Recycle Ann Arbor to the County on June 30, 2016, and totaling \$2,832.36), incorporates \$1,641.56 expended in Quarters 1 and 2 of this grant period, \$956.51 expended in Quarter 3 and \$234.29 of their total \$935.05 expenditures in Quarter 4. Detailed information on Washtenaw County's charges can be found as a separate attachment. We apologize for the confusion relating to this reimbursement, given some erroneous assumptions in the County's earlier submittals.

Documentation for our grant match, while completed at this time, are still not in a form ready to be provided to the State. These will continue to be addressed in the coming month, with the goal of having the match documentation submitted before our next quarterly report.

mdeqq5reopr.oct16

Task 1.3

MDEQ ZERO WASTE GRANT TEAM MEETING WEDNESDAY, JULY 13, 2016

Present: Christine Chessler-Stull, Bryan Weinert, Angela Porta, Noelle Bowman and Jeff Krcmarik

1. Welcome/Review Agenda (Bryan)
2. Review MDEQ Quarterly Report Just Submitted (Bryan)
3. Review and Discuss Recent Zero Waste Events (All)
4. Review and Discuss Upcoming Zero Waste Events (All)
5. Review Outreach to Possible Event Venues (All)
6. Review and Update on Status of Brochures for Vendors and Event Participants (Noelle/All)
7. Agenda and Date for Next meeting-September 2016 (All)
8. Other Business (All)
9. Adjourn

Task 1.3

MDEQ ZERO WASTE GRANT TEAM MEETING TUESDAY, JULY 13, 2016

Present: Jeff Krcmarik, Noelle Bowman, Angela Porta, Bryan Weinert, Christine Chessler-Stull

1. Welcome/Agenda Review (Bryan)
2. Review MDEQ Q4 and Q5 Submittal Requirements (Bryan/All)
3. Discuss Need for Notice of Change on Several Budget Items (Bryan/All)
4. Review and Discuss Recent Zero Waste Events (All)
5. Review and Discuss Upcoming Zero Waste Events (All)
6. Review Status of Brochures (Noelle/All)
7. Discuss Zero Waste Ordinance Status/Strategy (Angela/All)
8. Other Business (All)
9. Agenda and Date for Next Meeting (Bryan/All)
10. Adjourn

Zero Waste Event Assistant

Summary of July-Aug-Sept. 2016 Work for September 2016 MDEQ Report

The application form to obtain a special event permit in the City of Ann Arbor does have a “Solid Waste Application Form” for event planners to request trash and recyclable containers. A modified version of this form has been created to include Zero Waste (ZW) services. In addition, a page to precede the solid waste form has been created that explains briefly what ZW is, why it is being included in the event applications form, and what it means for event planners. The current plan is that once the permit application is approved by the city, the application will be sent to whoever will act as the ZW coordinator. The ZW coordinator will then review the approved application and determine if ZW waste services are necessary based upon whether food and/or drinks are being served/sold and the capacity of people expected to attend the event. Plans have been discussed to require a mandatory ZW training for event holders, introduce a ZW certification for food vendors, and create a simple and consistent way of sourcing BPI-certified compostable materials for event planners. In terms of the ordinance, the best placement within Ann Arbor’s Solid Waste Management chapter in the municipal code has been identified. The language for the addition in the municipal code has been drafted based upon model cities that already have ordinances for recyclable and compostable collections at special events. Current policies in Ann Arbor and Washtenaw County that would be supportive of ZW have been documented. Communication with someone at the city who deals with special events has been initiated to get an idea of how many special events are held in the city that would meet the parameters that require ZW services.

The next step will be to iron out the specifics of the ordinance. The penalty for not complying with ZW at an event and who may be eligible for a waiver from ZW services will need to be determined. Communication with environmental groups and city officials in Ann Arbor will be important in formulating a successful ZW ordinance. Therefore, the next step of moving forward with developing a ZW ordinance in Ann Arbor will require a lot of communication in order to obtain the pertinent support and advice.

Respectfully Submitted,

Angela Porta

Quarter #5 DEQ Zero Waste Grant- Recycle Ann Arbor's Event Summary

Event Name: Homegrown Festival

The Homegrown Festival is a grassroots community celebration of our region's locally grown food, drink, music and fun.

Location: Ann Arbor's Farmers Market/Kerrytown, 315 Detroit St, Ann Arbor, 48104

Date and Time: Saturday, September 10, 2016 (6-9 p.m.)

Attendance: 3,000

Volunteers: N/A—Volunteers coordinated by HomeGrown Festival and not part of grant program

Recyclables weight: 90.6 lbs

Compostables weight: 189 lbs

Trash weight: 23.6 lbs

Overall diversion rate of waste from landfill: 92%

Event Name: CROP Hunger Walk

This local event, now in its 42nd year, is hosted annually by the Interfaith Council for Peace and Justice and raises approximately \$50,000/year to fight hunger internationally and locally.

Location: Trinity Lutheran Church, 1400 W. Stadium Blvd, Ann Arbor, 48103

Date and Time: Sunday, September 25, 2016 (1-5 p.m.)

Attendance: 325

Volunteers: Emmy Weinert, Germaine Smith (Bryan Weinert-RAA staff)

Recyclables weight: 13.2 lbs

Compostables weight: 42.6 lbs.

Trash weight: 7.8 lbs.

Overall diversion rate of waste from landfill: 88%

Huron River Day

An annual event held in Gallup Park to honor the Huron River. Includes music, food vendors and activities.

Location: Gallup Park Ann Arbor, MI 48103

Date and Time:Sunday, July10, 2016 (12noon-4pm)

Attendance:2500

Volunteers Attended:~12, solicited through Give365

Recyclables weight:66lbs

Compostables weight: 36lbs

Trash weight:29lbs

Overall diversion rate of waste from landfill: 78%

Ypsi Summer Beerfest

Annual event held in Riverside Park, hosted through the Michigan Brewer's Guild, featuring over 100 Michigan-based brewers and food vendors.

Location: Riverside Park, Ypsilanti

Date and Time:Fri, July 22 5-9PM, Sat, July 23 1-6PM

Attendance:7000

Volunteers Attended:Recycle Ann Arbor volunteers, Washtenaw Food Policy Council

Recyclables weight:1970lbs

Compostables weight: 1625lbs

Trash weight:560lbs

Overall diversion rate of waste from landfill: 86.5%

Saline Summerfest

Annual festival held by the Saline Chamber of Commerce. Features music, food and drink and community organizations.

Location: Corner of Michigan Ave and Ann Arbor Streets, Saline Michigan (parking lot behind Benny's Bakery)

Date and Time:Friday, August 12, 5-11PM and Saturday, August 13, 11A-11P

Attendance:1500

Volunteers Attended:County staff support and Saline High School crew team for set up and set down.

Recyclables weight: 420lbs

Compostables weight:35lbs

Trash weight:178 lbs

Overall diversion rate of waste from landfill: 72%

Chelsea 5 Towns Farm to Table Event

A local event organized through the Chelsea Rotary Club to advocate farm-to-table eating. Held annually.

Location: Palmer Auto Lot, 222 S. Main Street, Chelsea, MI 48118

Date and Time: Sunday, August 21, 2016, 4:45-7PM

Attendance: 150

Volunteers Attended: Chelsea Rotary Club and county staff

Recyclables weight: 27.2lbs

Compostables weight:254lbs

Trash weight:27.7lbs

Overall diversion rate of waste from landfill: 91%

Washtenaw Community College Welcome Day

An annual outdoor event held on campus at the beginning of Fall semester to welcome new students. Includes music, food, student organizations and other local student resources.

Location: Washtenaw Community College (WCC) campus

Date and Time: Wednesday, September 14, 10A-2P

Attendance: 1500

Volunteers Attended: WCC Facilities Administration Dept. and Students for Sustainability

Recyclables weight: 78lbs

Compostables weight:35lbs

Trash weight:7.7lbs

Overall diversion rate of waste from landfill: 94%

Saline Oktoberfest

Community event presented by Saline Main Street, an all-American festival with a fun German flavor, Oktoberfest features live German, rock and folk music, a Kinderplatz activity area for the little ones, and plenty of scrumptious German and American food. There's a fabulous bier garden too! There's also a Corn Hole Tournament proving that Oktoberfest has something for everyone!

Location: Corner of Michigan Ave and Ann Arbor Streets, Saline Michigan (parking lot behind Benny's Bakery)

Date and Time:Friday, September 23, 5-11P and Saturday, September 24, 11A-11P

Attendance:2500

Volunteers Attended:Saline Main Street, Saline High School crew team

Recyclables weight: 270lbs

Compostables weight:26lbs

Trash weight:323lbs

Overall diversion rate of waste from landfill: 47.7%

EVENT MEDIA MATERIALS GENERATED:

Huron River Day: Posted to County Facebook

Washtenaw County E2P2
Published by Noelle Bowman [?] · July 12 ·

The annual Huron River Day event was held at Gallup Park on Sunday, July 10. In collaboration with www.zerowastewashtenaw.com, we achieved a 78% waste diversion rate! That means that less than a quarter of all waste from the event was sent to the landfill as trash; the remainder was composted or recycled. Shout out to long-time Environmental Excellence partner Natural Area Preservation (NAP) for helping to organize this awesome event!

Zero Waste Report
Huron River Day, July 10, 2016
Prepared by Zero Waste Washtenaw

TOTAL EVENT WASTE:

Huron River Day 2016		Estimated guests reached: 2000	
*DIVERSION RATE: 78%		Waste Contents	
Recycling	66	22%	cardboard boxes, plastic bottles, paper brochures
Compost	36	28%	general food waste, napkins, paper, soiled cardboard/pizza boxes
Trash/Landfill	29	50%	plastic film & bags, straws, plastic cutlery, chip bags, straws, to-go coffee cups and other outside food & beverage containers
Total Waste Generated:	231		

*Diversion Rate calculated by Weight: Diversion Rate = (Total Recycling weight + Total Compost weight) / Total Weight x 100

EVENT PHOTOS:

Landfill Contents:

52 people reached Boost Post

Like Comment Share

Natural Area Preservation (NAP)

Write a comment...
Press Enter to post.

Chelsea 5 Healthy Towns: shared with Chelsea Rotary

Zero Waste Report
5 Healthy Towns/Chelsea Farm to Table, August 21, 2016
Prepared by Zero Waste Washtenaw



METRICS:

5 Healthy Towns 2016		Estimated guests reached: 150	
*DIVERSION RATE: 91%		Waste Contents	
Measured in POUNDS	Recycling	27.2	Plastic water bottles, cans, cardboard boxes
	Compost	253.9	General food waste, cups, plates, napkins, soiled cardboard/pizza boxes, flower displays
	Trash/Landfill	27.7	Plastic wrap, plastic gloves, straws, plastic caps/lids
	Total Waste Generated:	308.8	

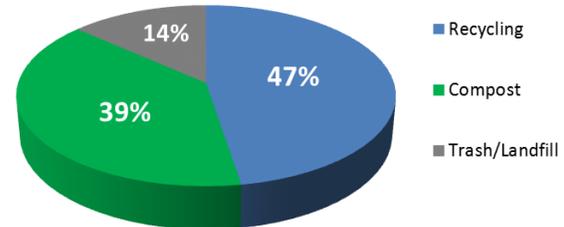
*Diversion Rate calculated by Weight: Diversion Rate = (Total Recycling weight + Total Compost weight) / Total



Ypsi Beer Fest: Shared with MI Brewer's Guild and volunteers

2016 Ypsilanti Summer Beer Festival			Estimated Attendance: 10,000
	volume, yd ³	weight, lbs	Waste Contents
Recycling	45	1970	plastic film from ice bags, cardboard, plastic water bottles, aluminum cans, paper brochures
Compost	35	1625	food scraps, food-service ware (plates/bowls/napkins/cutlery/PLA beercups), wet cardboard and wet paper from ice, charcoal residue & bags
Trash/Landfill	12	560	contaminated plastics and aluminum, styrofoam products, plastic cutlery, straws, "to-go" cups
Total Waste Generated:	92	4155	
DIVERSION RATES:	87.0%	86.5%	

Total Event Waste Diversion Results, by weight



*Diversion Rate calculated by Weight; $Diversion\ Rate = (Total\ Recycling\ weight + Total\ Compost\ weight) / Total\ Weight \times 100$

Zero Waste Volunteer Info, Michigan Summer Beer Festival, Riverside Park in Ypsilanti, MI

Friday July 22 (6P-10P)

(volunteers listed below for 4 hour time period are added to Saturday Guest List)

1. Noelle Bowman	(6P-10P)
2. Dorian Diggs-Taylor	(6P-10P)
3. Sarah Brinker	(~6P-10P)
4. Jennifer Thilman	(7:30-10P)
5. Robert Gordon	(7:30-10P)
6. Alice Boss	(~6P-10P)

Saturday July 23 (4P-8P)

(volunteers listed below for 4 hour time period are added to Friday Guest List)

1. Amelia Brown (4P-8P)	(4P-8P)
2. Jake Brown (4P-8P)	(4P-8P)
3. Angela Porta (4P-8P)	(4P-8P)
4. Kirk Wright (4P-8P)	(4P-8P)
5. Guy Pickering (4P-8P)	(4P-8P)
6. Ashley Pickering (4P-8P)	(4P-8P)
7. Kori Johnson-Lane (4P-8P)	(4P-8P)
8. Noelle Bowman (as needed)	(4P-8P)

Sunday July 24 (9A-1P)

Group: **Washtenaw County Food Policy Council**

1. Noelle Bowman	(9A-1P)
2. Dorian Diggs-Taylor	(9A-1P)
3. Amelia Brown	(9A-1P)
4. Rich Kato (10a arrival)	(9A-1P)
5. Nicki Milgrom	(9A-1P)
6. Nellie Tait	(9A-1P)
7. Alice Boss	(9A-1P)
8. Angela Porta	(9A-1P)
9. Kirk Wright	(9A-1P)
10. Jeff Krcmarik	(9A-1P)
11.	

*Need at least 11 volunteers for Washtenaw Food Policy Council to qualify for \$500 donation

Contact Noelle at bowman@ewashtenaw.org or 734.645.2825 for information

Saline Summerfest: their website

www.salinesummerfest.org

Suggested Sites Playing catch-up Comm: Imported From IE ★ Bookmarks Auto

Contact Summerfest

734-604-0051

P.O.Box 862
Saline, Michigan 48176

Choose Subject ▾

Your Email Address

Your Message

Send Email

- Street Machines
- Craft & Art Show
- Live Entertainment
- Family Activities
- Eats & Treats
- Probiity 5K
- Casino Games
- Teen Block Party
- Electric Vehicle Show

- Schedule
- Contact
- Sponsors

© 2016 Saline Summerfest. All rights reserved. Site development by [DesignHub](#).




WCC Welcome Day: posted to County Facebook

Washtenaw County E2P2
Tell people what you think

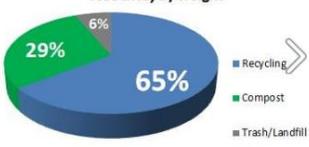
WCC Welcome Day 2016

***DIVERSION RATES: 94%**

Recycling	78
Compost	35
Trash/Landfill	7.7
Total Waste Generated: 120.7	

*Diversion Rate calculated by Weight; Diversion Rate = (Total Recycling weight + Total Compost weight) / Total Weight x 100

Total Event Waste Diversion Results, by weight



- Recycling 65%
- Compost 29%
- Trash/Landfill 6%

Washtenaw County E2P2
Published by Noelle Bowman (?)
Like This Page · September 16 · 🌐

Hats off to Waste Knot partner Washtenaw Community College for achieving 94% zero waste at their new student Welcome Day event this week! This means that, of ALL the "waste" thrown away at the event, only 6% got sent to the landfill. The rest was diverted to recycled or composted. Keep up the great work WCC!

[Tag Photo](#) [Add Location](#) [Edit](#)

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Betty Twigg-Lowen and Nicole Berg

2 shares

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Press Enter to post.

Timeline Ph...
5 of 15
Make Profile Picture for Page
Tag Photo
Options
Boost Post
Share
Like

COMMUNITY POLLUTION PREVENTION GRANT REPORT 6TH QUARTER REPORT

A. Organization Information

Project Name: Zero Waste Event Initiative
Grantee Name: Recycle Ann Arbor (RAA)
Reporting Period: October 1- December 31, 2016
Project Code: 430279-15

B. Project Goals and Objectives

The goal of the Zero Waste Event Initiative is to:

1. Increase recycling and composting collection rates at special/public events.
2. Develop a special zero waste toolkit and provide support to increase waste reduction with event organizers.
3. Develop a “Zero Waste Washtenaw” advertising and outreach campaign to promote zero waste efforts at events.
4. Utilize toolkit and campaign resources to provide event organizers and attendees recycling and education opportunities in their community.
5. Establish Diversion Rates for public events.
6. Develop and promote model zero waste event ordinances for communities to adopt.

C. Accomplishments achieved during the report period

During the quarter just ended, the team completed three zero waste events, as follows:

- Zion Lutheran Church Annual Sauerkraut Supper (Chelsea)
- Rudolf Steiner School Winter Festival (Ann Arbor)
- Washtenaw County Water Quality Protection Forum

A substantial amount of outreach and research was also provided on the draft zero waste event ordinance for Ann Arbor. Planning and outreach for zero waste events in the early months of calendar year 2017 were also undertaken, as well as debriefing on the events held during the quarter.

D. A summary of what staff, whose time is charged to this grant, has accomplished

Please see the response above (C) as well as attachments to this report.

E. For all tasks under “contractual costs”, an explanation must be included in the narrative report stating what the contractor did for the project.

Washtenaw County attended and provided zero waste support at two of the above-listed events. One of our goals with the Zero Waste Washtenaw program is to achieve geographic diversity, and reach as many communities and populations as possible in Washtenaw County, and in Quarter 6 we were able to expand geographically to some more rural parts of the county. We are really starting to get the hang of this whole zero waste events thing!

On the zero waste ordinance development front, we have been in contact with some Ann Arbor City Council and Environmental Commission members, trying to build a local stakeholder network to support a zero waste event ordinance. In general, the Ann Arbor population and elected leadership seem supportive of this initiative, and there are already locally adopted policies which support zero waste policies, which is helpful.

County staff has also continued to work with Recycle Ann Arbor on engaging other events/festivals to become zero waste events, and the team also coordinates grant reporting and related tasks.

The Washtenaw County reimbursement request of \$4,963.22 is inclusive of county staff time and Bidlack contract reimbursement of \$2,300 in the Quarter 3, 4, 5 and 6 periods, as well as reconciliation of earlier Quarter 1 and 2 overpayment.

The final Zero Waste Washtenaw brochures (one for event organizers and one for the general public) have now been completed, and are attached.

F. Additional Success

Please see (C) above as well as attachments to this report.

G. A summary and copy of each product developed during the reporting period.

In the pages that follow are copies of additional deliverables/back-up documentation.

H. Significant events planned for the next quarter

The next quarter (January-March 2017), typically a slow quarter for public events, will include at least three events, as follows:

- Washtenaw Community College Winter Welcome Day (January 24), with roughly 1,500 attendees
- Washtenaw County Environmental Excellence Program Ceremony (March 16), with roughly 125 attendees
- Local Food Summit (March 20), with roughly 275 attendees

In addition, research will continue on the draft zero waste ordinance, including political organizing within the City of Ann Arbor, along with budget discussions with the City of Ann Arbor and Washtenaw County in order to transition the MDEQ grant efforts to a more permanent funding structure, presumably with some local government support.

Recycle Ann Arbor is going to be advocating for up to \$75,000 in funding support in the City of Ann Arbor's 2017/18 fiscal year to support zero waste events in our community. Talk about leveraging MDEQ grant dollars! This one year appropriation, if successful, would increase local funding for zero waste by almost 300%!! And Washtenaw County is also looking to build ongoing zero waste events into their annual operating plan as well.

A presentation abstract has just been submitted to the Michigan Recycling Coalition to offer a presentation on our zero waste grant initiative at their annual May statewide conference. More information on the application and plans will be provided in the next quarter report.

I. Barriers and an explanation of any deviations from the work plan.

Contractor reimbursements are finally catching up, and hopefully the necessary documentation has now been provided on at least some of our matching dollars. Please note that Bidlack Creative Services was paid by Washtenaw County for activities/products to support the project as specified in the work plan.

Task 1.3

MDEQ ZERO WASTE GRANT TEAM MEETING MONDAY, NOVEMBER 7, 2016

Present: Christine Chessler-Stull, Bryan Weinert, Noelle Bowman and Jeff Krcmarik

1. Welcome/Review Agenda (Bryan)
2. Review MDEQ Quarterly Report Requirements (Bryan/All)
3. Review and Discuss Recent Zero Waste Events (All)
4. Review and Discuss Upcoming Zero Waste Events (All)
5. Review Outreach Initiatives (All)
6. Discuss Draft Ordinance Details and Process (All)
7. Other Business (All)
8. Agenda and Date for Next Meeting-December 2016 (Bryan/All)

Task 1.3

MDEQ ZERO WASTE GRANT TEAM MEETING WEDNESDAY, DECEMBER 21, 2016

Present: Jeff Krcmarik, Noelle Bowman, Angela Porta, Bryan Weinert, Christine Chessler-Stull

1. Welcome/Review Agenda (Bryan)
2. Review Upcoming MDEQ Quarterly Report and Accounting (Bryan/All)
3. Review and Discuss Recent Zero Waste Events (All)
4. Review and Discuss Upcoming Zero Waste Events (All)
5. Review Final Brochure Content and Printing (Noelle/All)
6. Discuss Draft Ordinance and Political Process (Angela/All)
7. Other Business (All)
8. Agenda and Date for Next Meeting-February or March 2017 (All)
9. Adjourn

Solid Waste Intern (Washtenaw County)

Summary of Oct.-Nov.-Dec. Work for January 2017 MDEQ Report

Resolutions for environmentally beneficial actions in Ann Arbor were read to see how they are typically formatted and to identify what types of statements are effective. Specifically, resolutions pertaining to solid waste management were reviewed. A draft resolution to adopt a Special Events Zero Waste Ordinance in the City of Ann Arbor was written and shared with the group at the November 7th 2016 Zero Waste Meeting at Recycle Ann Arbor. A copy of this resolution was also sent to Jason Frenzel (Ann Arbor Environmental Commission member and Ann Arbor City Council representative). To build support and exemplify that Zero Waste is important to people all over Michigan, research has been started to identify special events in Michigan that are already Zero Waste. Communication with several events has been initiated to get more information about the Zero Waste aspect of their event.

In the next quarter, a report of Zero Waste special events in Michigan will be created. Once edits on the draft resolution are received from those it was shared with, a meeting with Jason Frenzel will be requested to get feedback and input on the best next steps to take with the Special Events Zero Waste ordinance process.

Respectfully submitted,

Angela Porta

Zero Waste Event Assistant: Recycle Ann Arbor

Summary of October 2016 Work for January 2017 MDEQ Report

A document indicating where a Zero Waste special events ordinance would fit well within Ann Arbor's municipal code was created. This document outlines where "special events" and solid waste management are primarily referenced to within the code, with a short recommendation of where to insert a Zero Waste section.

A brief meeting was held with Jason Frenzel who has been on the City of Ann Arbor Environmental Commission for a few years and has recently assumed a position on City Council for Ann Arbor. The meeting with Jason was set up to share the information collected from model municipalities, a synopsis of existing City of Ann Arbor official documents and initiatives that state the importance of Zero Waste, and the documents created thus far that paint the picture of Zero Waste special events in Ann Arbor. The main advice obtained during this meeting was to reach out directly to the model municipalities and ask questions about how they got their program started, what successes and/or failures they experienced, if they're Zero Waste program has been successful, and how they measure that success. The other advice given was to start creating a resolution for a Zero Waste special events ordinance.

The final task performed at Recycle Ann Arbor in October was calls made out to three municipalities to get more detailed information about their Zero Waste story. The call to San Francisco's Department of the Environment was the only one that actually resulted in a conversation. Voicemail messages were left with Skagit County, WI and Eco-Cycle in Boulder, CO.

In the future, when the Zero Waste Event Assistant resumes work with Recycle Ann Arbor in February 2017, further communication will be initiated with the model municipalities that were unable to be reached the first time. Obtaining information from Eco-Cycle in Boulder, CO. is anticipated to be the most beneficial because Eco-Cycle is similar to Recycle Ann Arbor in a number of ways. Eco-Cycle played a leading role in getting the Universal Zero Waste Ordinance approved in Boulder, CO. and they also facilitate Zero Waste at special events in the city.

Research to identify special events around Michigan that have already employed Zero Waste will be done to show that Zero Waste has become important and impactful across the whole state. Lastly, a draft resolution will be created for Zero Waste special events in the City of Ann Arbor.

Respectfully submitted,

Angela Porta

**ZERO WASTE EVENTS SUMMARY AND NARRATIVE
QUARTER 6: OCTOBER TO DECEMBER 2016**

Zion Lutheran Church Annual Sauerkraut Supper

This is an annual fundraiser held at the church.

Location: Zion Lutheran Church, 3050 S. Fletcher Road, Chelsea, MI 48118

Date and Time: Saturday, November 5, 2016 (5-7 p.m.)

Attendance: 450

Volunteers Attended: Some County and Church staff only

Recyclables Weight: 103.6 lbs. (45.1%)

Compostables Weight: 105.2 lbs. (45.8%)

Trash Weight: 21.0 lbs. (9.1%)

Overall diversion rate of waste from landfill: 90.9%

Rudolf Steiner Winter Festival

The Rudolf Steiner Winter Festival is an annual celebration coordinated by the Rudolf Steiner School of Ann Arbor, serving their school membership and the larger community.

Location: Rudolf Steiner Lower School, 2775 Newport Road, Ann Arbor, 48103

Date and Time: Saturday, December 3, 2016 (9 a.m. to 3 p.m.)

Attendance: 500

Volunteers Attended: Bryan Weinert, Angela Porta, Sheila Schueller

Recyclables Weight: 22.4 lbs (22.4%)

Compostables Weight: 84.6 lbs (71.4%)

Trash Weight: 7.3 lbs (6.2%)

Overall diversion rate of waste from landfill: 93.8%

Washtenaw County Water Quality Protection Forum

Eight groups came together to host a forum on protecting water quality, and specifically on the role of local government in that process. The eight groups included: Freedom Township, the Pleasant Lake Property Owners Association, Citizens Respecting Our Waters (CROW), Huron River Watershed Council, Michigan State University Extension, Michigan Lake and Streams Association, Washtenaw County Water Resources Commission and Washtenaw County Emergency Management.

Location: Freedom Township Hall, 11508 E. Pleasant Lake Road, Manchester, 48158

Date and Time: Saturday, December 10, 2016 (9 a.m. to 1:30 p.m.)

Attendance: 65

Volunteers Needed: County staff (intern) and Superior Township volunteers

Recyclables Weight: 5.2 lbs (31.7%)

Compostables Weight: 10.2 lbs (62.2%)

Trash Weight: 1.0 lb. (6.1%)

Overall diversion rate of waste from landfill: 93.9.%

COMMUNITY POLLUTION PREVENTION GRANT REPORT 7TH QUARTER REPORT

A. Organizing Information

Project Name: Zero Waste Event Initiative
Grantee Name: Recycle Ann Arbor (RAA)
Reporting Period: January 1 – March 31, 2017
Project Code: 430279-15

B. Project Goals and Objectives

The goal of the Zero Waste Event Initiative is to:

1. Increase recycling and composting collection rates at special/public events.
2. Develop a special zero waste toolkit and provide support to increase waste reduction with event organizers.
3. Develop a “Zero Waste Washtenaw” advertising and outreach campaign to promote zero waste efforts at events.
4. Utilize toolkit and campaign resources to provide event organizers and attendees recycling and education opportunities in their community.
5. Establish Diversion Rates for public events.
6. Develop and promote model zero waste event ordinances for communities to adopt.

C. Accomplishments achieved during the report period

During the January to March 2017 time period, Recycle Ann Arbor’s Zero Waste program spent a considerable amount of time in “planning mode” for the upcoming Spring and Summer rush of Zero Waste events. RAA event staff serve on various event planning committees to make sure that the events are fully able and ready to support Zero Waste services.

It is imperative to spend adequate time on logistics and support in advance of Zero Waste events to maximize efficiencies, coverage, recovery and reporting. Additionally, during this planning phase, time is spent working on details for site set-up, food/beverage vendor recruitment and expectations and recruitment of an adequate number of volunteers and staff to effectively handle the given event.

Following is a listing of planning committees served on in the January to March period for upcoming events:

- Earth Day Festival
- Leslie Science Center May Fly Fundraiser
- Taste of Ann Arbor
- Mayor's Green Fair

In addition, a survey for attendees of zero waste events was created to collect data that will inform how to improve services provided and to gauge how receptive the public is to zero waste at special events. The survey was created by researching already existing surveys related to waste collection and by determining what information will be most beneficial to have from the attendees' point of view. The survey is anonymous and has three categories – one to get information about the attendee and any prior experience they may have with zero waste, one to get information about the ease of the zero waste services provided, and one to get information related to attendees' receptiveness and opinion of the zero waste services. The intent is to have zero waste event volunteers distribute the surveys to patrons as they come up and dispose of their waste at the zero waste stations. The survey is short and the questions are formatted in such a way that it shouldn't take any longer than 5 minutes. A survey distribution guide, that includes a summary of the reason for the survey and a list of talking points, has been created for volunteers to learn how to appropriately ask patrons for survey participation. An example of the volunteer survey guide and the survey are provided later in this report.

A meeting with City Councilmember and Environmental Commissioner Jason Frenzel, along with the others members of the special events zero waste team, was held to gain insight on how to move forward with zero waste in the city. Per Frenzel's recommendations, research on Austin, Texas is being done to investigate how the city is phasing in zero waste and how their city administration serves as a role model for zero waste in the community. While researching Austin, Texas, notes have been made on their timeline of action and also on how their demographics and environmental goals parallel those of the City of Ann Arbor.

The next step is to pilot the survey distribution at the City of Ann Arbor Earth Day Festival. Further research on Austin, Texas will be done to understand the full scope of their zero waste plan and services. Research to identify other municipalities with comprehensive zero waste systems will also be undertaken. Additionally, the City of Ann Arbor's Environmental Commission is establishing a Zero Waste Committee to plan action steps for moving zero waste forward in the community. Our team will be involved in this new City committee to offer support and share research already

completed. A collaborative plan will be imperative to creating a sound framework for zero waste to be successful in Ann Arbor and beyond.

D. A summary of what staff, whose time is charged to this grant, has accomplished

Please see response to “C”, above.

E. For all tasks under “contractual costs”, an explanation must be included in the narrative report stating what the contractor did for the project.

Four zero waste events were held under Washtenaw County auspices in Quarter 7. Washtenaw Community College (WCC) hosted two of these events. The Students for Sustainability Club at WCC has taken the initiative in making events on campus zero waste. They were able to completely take the reins on zero waste services at the second event they had this year, without help from the County (aside from the processing of the collected organics). This success serves as a model for how the Zero Waste Washtenaw program can be sustainable in a community that is educated on waste diversion.

Another event held was the Washtenaw County Environmental Excellence Program, where many environmentally conscious organizations and businesses came together to celebrate their commitment to environmental sustainability. Zero waste is not a novel term to these folks, which is represented well in the 100% diversion rate achieved. Even more impressive is the fact that only 3.2 pounds of material were generated overall (for about 125 guests). This demonstrates how the reduction of waste overall makes for an easy zero waste event with minimal cost and clean-up.

The fourth event, the Local Food Summit, held at Eastern Michigan University (EMU), is another exemplary case of pre-event waste prevention. They were able to achieve 99.4% diversion two years in a row (with over 200 guests). The most impressive part is that on top of reaching the same diversion rate, they decreased the total amount of materials collected by 100 lbs compared to 2016. The use of china and bulk containers for products such as creamer and sugar reduced a large amount of waste and made clean-up much easier. The pre-planning with the Local Food Summit and collaboration with EMU’s dining staff led to a picture-perfect zero waste event.

F. Additional Success

Please see above.

G. A summary and copy of each product developed during the reporting period

Attached is an events summary and narrative for each of the zero waste events held in Washtenaw County in Quarter 7. In addition, we have included a summary of all of the events held in calendar 2016, including event name, location, number of guests, recovery rates and overall diversion achieved. We are happy to announce that we reached almost 20,000 visitors in 2016, and achieved an overall diversion rate of almost 88% cumulatively from these events.

H. Significant events planned for the next quarter

The dates and locations of the upcoming Spring (April to June 2017) events are listed below:

- April 1: Bertcher Family Memorial Luncheon, University Commons, Ann Arbor
- April 23: Earth Day Festival, Leslie Science and Nature Center, Ann Arbor
- May 20: Leslie Science and Nature Center May Fly Fundraiser, Ann Arbor
- June 4: Taste of Ann Arbor, Downtown Main Street, Ann Arbor
- June 9: Mayor' Green Fair, Downtown Main Street, Ann Arbor
- June 11: Grillin' Fundraiser for Food Gatherers, County Farm Grounds, Pittsfield Township

I. Barriers and an explanation of any deviations from the work plan

The remainder of Recycle Ann Arbor's match (via Amcor) is expected to be expended in the upcoming quarter. In addition, most of the remaining RAA and County personnel costs will also be spent by the end of June, 2017 (mostly on the events outlined above, as well as survey-related tabulation and analysis). We anticipate closing out the grant by August 2017.

COMMUNITY POLLUTION PREVENTION GRANT REPORT 8TH QUARTER REPORT

A. Organizing Information

Project Name: Zero Waste Event Initiative
Grantee Name: Recycle Ann Arbor (RAA)
Reporting Period: April 1 – June 30, 2017
Project Code: 430279-15

B. Project Goals and Objectives

The goal of the Zero Waste Event Initiative is to:

1. Increase recycling and composting collection rates at special/public events.
2. Develop a special zero waste toolkit and provide support to increase waste reduction with event organizers.
3. Develop a “Zero Waste Washtenaw” advertising and outreach campaign to promote zero waste efforts at events.
4. Utilize toolkit and campaign resources to provide event organizers and attendees recycling and education opportunities in their community.
5. Establish Diversion Rates for public events.
6. Develop and promote model zero waste event ordinances for communities to adopt.

C. Accomplishments achieved during the report period

During the April to June 2017 time period, Recycle Ann Arbor’s Zero Waste program implemented eight zero waste events, as follows:

- April 1: Bercher Family Memorial Luncheon
- April 23: Ann Arbor Earth Day Festival
- May 18/19: Rudolf Steiner School Pentathlon
- May 20: Leslie Science and Nature Center MayFly Fundraiser
- June 4: Taste of Ann Arbor
- June 9: Mayor’s (Ann Arbor) Green Fair
- June 11: Food Gatherer’s Grillin’
- June 29: Washtenaw Refugee Welcome Community Potluck

Incredibly, over 24,000 guests were engaged with zero waste events in Washtenaw County during this eighth quarter! Washtenaw County and Recycle Ann Arbor

combined forces on the massive Taste of Ann Arbor event, Washtenaw County coordinated Food Gatherer's Grillin' and Recycle Ann Arbor coordinated and implemented the other six events.

The Zero Waste event attendee survey created last quarter was put to use at the City of Ann Arbor's Earth Day Festival at Leslie Science and Nature Center on April 23rd. Each of the four zero waste stations at the event were equipped with 15 surveys on a clipboard, a writing utensil, and folder for completed surveys. The volunteers were given a "how-to" guide for distributing surveys and were also verbally trained on-site at the event. As part of their engagement with the public, volunteers were encouraged to include asking attendees to fill out the survey.

As the event went on, volunteers were checked on by the Zero Waste event facilitators to see how the survey distribution was going. The two stations that were in higher foot-traffic areas had high participation and reported that people were very receptive to the survey. The volunteers also reported that the survey took attendees only a minute or two to complete. A total of 30 surveys were completed out of the 60 surveys that were provided.

Following the event, the survey results were added to an excel spreadsheet to identify the frequency of answers. The survey found that the majority of the people at the event were Ann Arbor residents. The survey also found that attendee's experiences were impacted positively by the Zero Waste element of the event. Overall, the survey results revealed that Zero Waste is well received by the public and that the volunteers and signage helped improve the ease of using the zero waste stations.

The grant team also provided valuable information and insight to the newly formed Zero Waste Task Force at the City of Ann Arbor. The committee desired to see a "roadmap" to Zero Waste for guidance. Research was done and presented on a framework for how to achieve Zero Waste in the community. *The Community Zero Waste Roadmap* from Eco-Cycle in Boulder, Colorado was used as it seemed to be the most adaptable out of the others researched. The Eco-Cycle roadmap is non-specific to the Boulder community, therefore it can be applied to Ann Arbor to determine where the City sits in the process towards Zero Waste by analyzing what services already exist here and what action most appropriately comes next on the road to Zero Waste.

The other items brought to the subcommittee were published City of Ann Arbor documents that contain stated goals in alignment with Zero Waste goals, such as the solid waste plan, the climate action plan, and the sustainability action framework. If used, these tools will provide a solid framework for devising goals and implementation plans in progressing Zero Waste success in the City of Ann Arbor. The practical

experience gained during this grant process has already been useful to the committee in understanding and designing a comprehensive zero waste event approach.

Recycle Ann Arbor and Washtenaw County also prepared and delivered a workshop session at the Michigan Recycling Coalition annual conference on May 18, in East Lansing. The presentation is available online at https://prezi.com/-qyatkgy_n3y/zero-waste-washtenaw/ Unfortunately, there is no “hard format” for this presentation. The County would have needed to purchase a Prezi membership (for which they do not have the budget) to get it in .pdf format. The free version used for the MRC presentation is available online only.

D. A summary of what staff, whose time is charged to this grant, has accomplished

Please see response to “C”, above.

E. For all tasks under “contractual costs”, an explanation must be included in the narrative report stating what the contractor did for the project.

Washtenaw County staff was involved in planning, implementation and reporting for the Taste of Ann Arbor, Grillin’, Saline Summerfest, Huron River Day events (some this quarter and some in Q9), attended two quarterly team meetings, maintained the Zero Waste Washtenaw website and presented at the MRC conference. While time was expended by Washtenaw County during this quarter, invoicing to Recycle Ann Arbor did not take place until early in Q9, meaning that reimbursement will be sought for these expenses in our next report.

F. Additional Success

Please see above.

G. A summary and copy of each product developed during the reporting period

Included in this report is a detailed information relating to the zero waste events completed this quarter, methodology and results of the zero waste event survey from the Earth Day Festival, team meeting agendas and relevant time sheets.

H. Significant events planned for the next quarter

We realize that the grant expires on August 15, 2017. In addition to a handful of additional events, we will also be: seeking reimbursement on Washtenaw County's payment from Q8; will finalize our in-kind/match requirements (via brochure printing work at Dollar Bill Copy); will submit our completed zero waste toolkit; will update the State on zero waste ordinance development and will close out other tasks as identified in the grant agreement.

I. Barriers and an explanation of any deviations from the work plan

While the grant has been an evolving journey, we have ultimately adhered pretty closely to the original intent of the grant. We look forward to sharing with the State and interested stakeholders what we have learned through this project, how many people we have reached, and how such a program might be replicated in other places.

Quarter #8 DEQ Zero Waste Grant

Recycle Ann Arbor's April-June Zero Waste Events and Tentative Upcoming Fall/Winter Events

Below is a listing of the events during April-June that Recycle Ann Arbor hosted and/or assisted with Zero Waste efforts at. The general information, attendance, and waste statistics are all outlined below.

When applicable, a list of volunteers is also included.

- **April 1st: Bertcher Family Memorial Luncheon**; University Commons, Ann Arbor, MI
 - **General Event Info:** In 2014, the Bertcher Family hosted their daughter's Bat Mitzvah as a Zero Waste event with our help. Due to that previous experience, they wanted to host a memorial service for a family member also as Zero Waste.
 - **Waste Statistics:** Diversion measurements were taken in a visual of the percentage diverted, not weight. Used all compostable and recyclable products. 70% of material composted, 20% recycled, and only 10% landfilled. Also, 95% of "behind the scenes" prep material was composted.
 - **Attendance:** 100 individuals

- **April 23rd: Ann Arbor's Earth Day Festival**; Leslie Science and Nature Center, Ann Arbor, MI
 - **General Event Info:** The Ann Arbor Earth Day Festival is an annual celebration coordinated by the Ann Arbor Earth Day Festival Planning Committee, a coalition of local environmental nonprofits and agencies, and held at Leslie Science & Nature Center. This free, family-friendly event features displays from 40 local environmental, nonprofit, and governmental organizations; live animal demonstrations; hands-on activities; live entertainment; green building & commuting technologies; energy topics; water awareness; sustainable agriculture; and more.
 - **Waste Statistics:**
 - Diversion rate- 86%
 - Recycling collected-14.6 lbs
 - Compost collected- 38.8 lbs
 - Trash collected- 9 lbs
 - **Attendance:** 3,000 individuals
 - **Volunteers and shifts worked:**
 - 11:30am-1:30pm-
 - Robert Gordon
 - Jen Thilman
 - Jaclyn Skradski
 - Kirk Wright
 - Monica Walker
 - Meghan Cleary
 - James Kelly
 - 1:30-3:30pm-
 - Robert Gordon (stayed over)
 - Susan Johnson
 - Anthony Thomas
 - Lindsey Petersen

- Sandra Petersen

- Pamela Edbur

- **May 18-19th : Rudolf Steiner’s Pentathlon**; Steiner Lower School, Ann Arbor, MI
 - **General Event Info:** An event where 5th graders from four different Waldorf Schools come together annually in Ann Arbor for a two-day “Greek Olympic-style” competition, accompanied by faculty and parents from the four schools.
 - **Waste Statistics:**
 - Diversion rate- 81%
 - Recycling collected- 6 lbs
 - Compost collected- 126 lbs
 - Trash collected- 30 lbs
 - **Attendance:** 200 individuals
- **May 20th: Leslie Science and Nature Center’s MayFly Fundraiser**; Leslie Science and Nature Center, Ann Arbor, MI
 - **General Event Info:** An annual fundraiser dinner for the Leslie Science and Nature Center that includes a night of dinner, drinks, live music, LSNC educational animal encounters, and more!
 - **Waste Statistics:**
 - Diversion rate- 99%
 - Recycling collected- 29 lbs
 - Compost collected- 42 lbs
 - Trash collected- 1 lbs
 - **Attendance:** 200 individuals
- **June 4th: Taste of Ann Arbor** (partnership event with Washtenaw County); Downtown Main St, Ann Arbor, MI
 - **General Event Info:** An annual Ann Arbor community event that features 40 local restaurants offering visitors bite size, and some not so bite size, tastes.
 - **Waste Statistics:**
 - Diversion rate- 34%
 - Recycling collected- 283 lbs
 - Compost collected- 660 lbs
 - Trash collected- 1,810 lbs
 - **Attendance:** 18,000 individuals
 - **Volunteers and shifts worked:** *This event utilized the remaining grant hours of our Amcor volunteer partnership.*
 - 11am-1pm-
 - Megan Eminger
 - Jo Darlington
 - John Cox
 - A.J. Santavy
 - Ana Cheong
 - 1-3pm-
 - Melisa Pichan
 - Mary Hampton

- Jonathan McGurk
 - Nicole McGurk
 - 3-6pm-
 - Sebba Algetrani
 - A.J. Santavy (came back for 3pm shift)
 - Brian Pieszchala
 - Roberta Janisse
 - Mary Hampton (stayed over)
 - Arianna Pieszchala
 - Kayla Samuels
-
- **June 9th: Mayor's Green Fair**; Downtown Main St, Ann Arbor, MI
 - **General Event Info:** An annual celebration of Ann Arbor's environmental leadership as exhibited by citizens, nonprofits, government and businesses.
 - **Waste Statistics:**
 - Diversion rate- 97%
 - Recycling collected- 19.6 lbs
 - Compost collected- 14.6 lbs
 - Trash collected- 1.2 lbs
 - **Attendance:** 1,000 individuals
 - **Volunteers and shifts worked:**
 - 5:30-7:30pm-
 - Robert Gordon
 - Shelley Williams
 - Monica Walker
 - 7:15-9:15pm-
 - Robert Gordon (stayed over)
 - Shelley Williams (stayed over)
 - Ryan Leclerc
 - Pamela Edburn (stayed over)
 - Meghan Cleary
 - Molly Cleary
 - Kirk Wright
 - Matthew Welc
 - Pamela Edburn
 - Amanda Massey

- **June 29th: Washtenaw Refugee Welcome Community Potluck;** Holy Faith Episcopal/Lutheran Church, Saline, MI
 - **General Event Info:** Celebrate diversity in our community and provide a social setting for refugees to engage with their new American neighbors
 - **Waste Statistics:**
 - Diversion rate- 71%
 - Recycling collected- 14.8 lbs
 - Compost collected- 20.8 lbs
 - Trash collected- 14.4 lbs
 - **Attendance:** 100 individuals

Tentative Upcoming Fall/Winter Zero Waste Events

- **Late Summer and Fall events:**
 - **The ReUse Center's Urbanwood Marketplace Tour and Reception-** July 28, 2017
 - **CropWalk-** September 2017
- **Winter events:**
 - **Rudolf Steiner's Winter Festival-** December 2017

Food Gatherers' Grillin'

Annual fundraiser held for local non-profit organization Food Gatherers. Includes food and drink, tickets sold in advance or at door.

Location: Washtenaw Farm Council Grounds, 5055 Ann Arbor-Saline Road, Ann Arbor, MI

Date and Time: Sunday, *June 11, 2017* (3pm – 8pm)

Attendance: 1,723

Volunteers Attended: Food Gatherer's Green Team (organizers provided volunteers)

Recyclables weight: 560 lbs

Compostables weight: 1,140 lbs

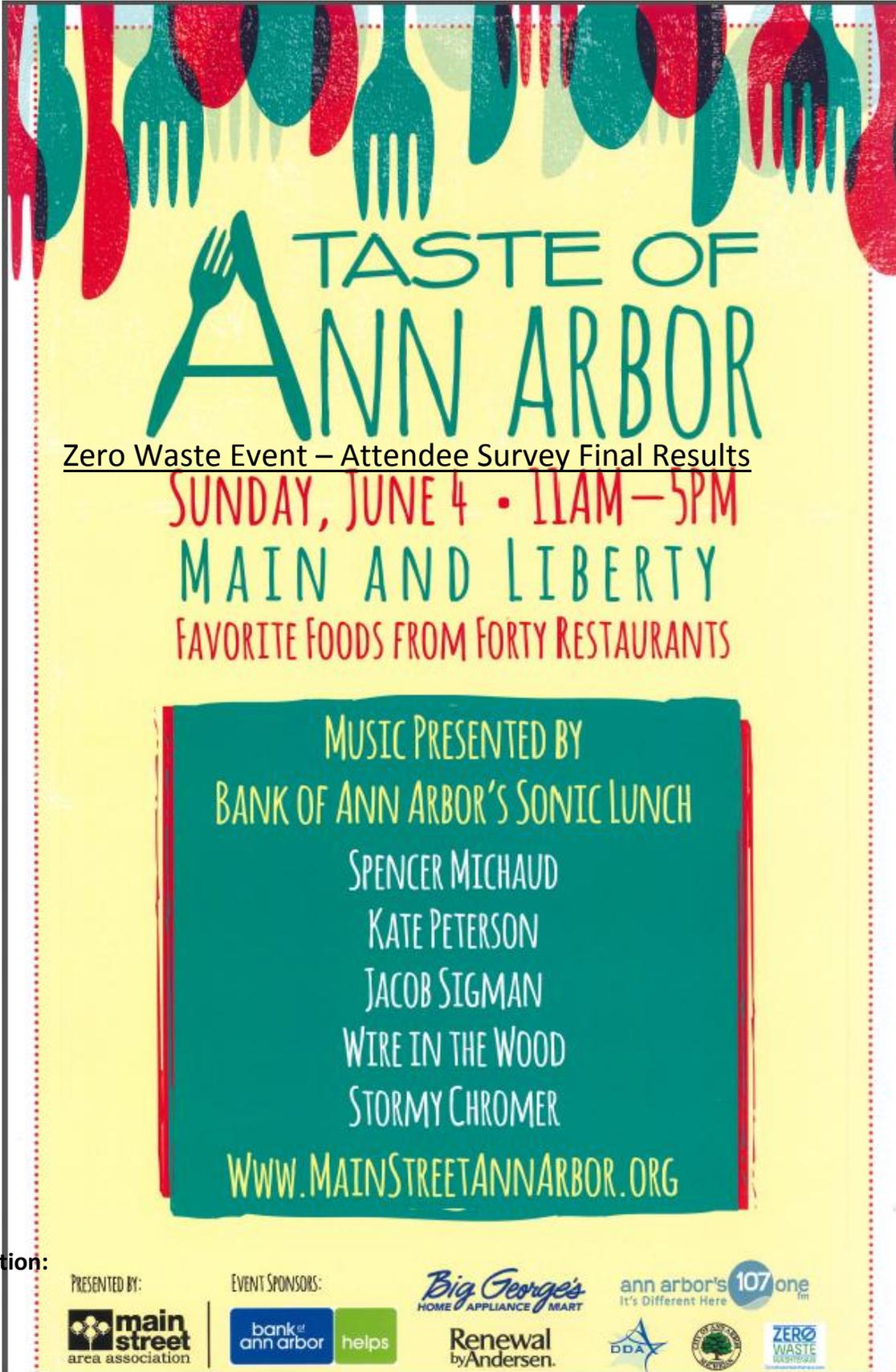
Trash weight: 150 lbs

Overall diversion rate of waste from landfill: 92%

Narrative of Activities:

The partnership between Recycle Ann Arbor and Washtenaw County for Taste of Ann Arbor 2017 was a success. This is the largest event we've partnered with to date, and 2017 offered great insight into how to divert more waste from the landfill in 2018 and beyond. The Main Street Area Association was super motivated to reduce waste at the event and were able to engage their janitorial staff services and others to ensure all players were on board to divert as much waste as possible to recycle or compost. There were about 40 restaurants that participated in the event, and 17 voluntarily used only compostable materials. We hope to have 100% participation in 2018.

This year marks the second time that Zero Waste Washtenaw has partnered with Food Gatherers for their annual fundraiser, Grillin'. We took ample observations last year, and were able to implement necessary changes to improve for this year. The event was able to maintain the 92% diversion rate despite higher guest attendance. Instead of using our truck to transport organic waste to compost site, we facilitated the rental of a 30yd organic dumpster. Using the dumpster helped tremendously and reduced the amount of labor required to manage organic waste.



TASTE OF ANN ARBOR

Zero Waste Event – Attendee Survey Final Results

SUNDAY, JUNE 4 • 11AM-5PM

MAIN AND LIBERTY

FAVORITE FOODS FROM FORTY RESTAURANTS

MUSIC PRESENTED BY
BANK OF ANN ARBOR'S SONIC LUNCH
SPENCER MICHAUD
KATE PETERSON
JACOB SIGMAN
WIRE IN THE WOOD
STORMY CHROMER
WWW.MAINSTREETANNARBOR.ORG

Introduction:

PRESENTED BY:



EVENT SPONSORS:



A Zero Waste Event survey was distributed among attendees who approached Zero Waste stations at the City of Ann Arbor’s Earth Day Festival at Leslie Science and Nature Center (1831 Traver Road, Ann Arbor, MI 48105) on April 23, 2017. The Ann Arbor Earth Day Festival is an annual celebration coordinated by the Ann Arbor Earth Day Festival Planning Committee, a coalition of local environmental nonprofits and agencies. The event is a free, family-friendly event with over 40 displays for local environmental and government organizations. The overall attendance was estimated to be around 3,000 people, which included guests of all ages but was predominantly families with young children.

Why did we do the survey?

To collect information about attendee’s experiences with Zero Waste at the event in order to help direct future action in making Zero Waste as successful as possible at events.

- **The survey had three general categories**
 1. Attendee’s Experience – to gauge how zero waste at the event impacted attendee experience
 2. Zero Waste Stations – to gauge the level of ease in using and finding the zero waste stations.
 3. Attendee’s Information – to gather demographic data and any prior zero waste event exposure.

How did we distribute the survey?

Through Zero Waste Volunteers’ engagement with the public as they utilized ZW stations; at this event engagement included asking attendees if they would be willing to fill out a short survey at the station.

Was distribution successful?

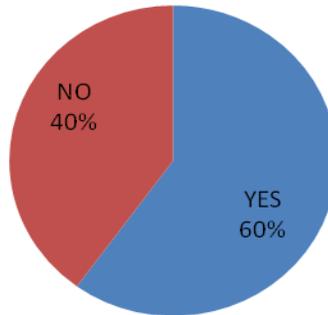
Each of the four Zero Waste stations at the event was equipped with 15 surveys. Of the 60 surveys available, 30 surveys were completed. A 50% success rate was achieved at the Earth Day Festival which we consider to be a success for the first effort at survey distribution.

Section 1 – Attendee’s Experience:

Question 1: Were you surprised by the amount of material that can be composted and recycled?

Code	Response Item	Frequency	Percent
1	YES	18	60%
2	NO	12	40%
	Total	30	100%

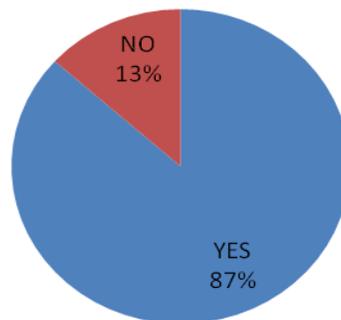
Were you surprised by the amount of material that can be composted and recycled?



Question 2: Did you learn anything new about the recyclability or compostability of materials?

Code	Response Item	Frequency	Percent
1	YES	26	87%
2	NO	4	13%
	Total	30	100%

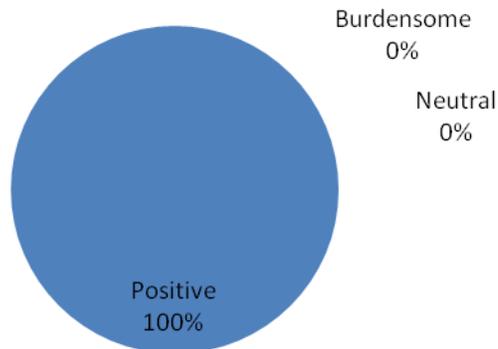
Did you learn anything new about the recyclability or compostability of materials?



Question 3: How did the event's Zero Waste aspect impact your experience?

Code	Response Item	Frequency	Percent
1	Positive	30	100%
2	Neutral	0	0%
3	Burdensome	0	0%
	Total	30	100%

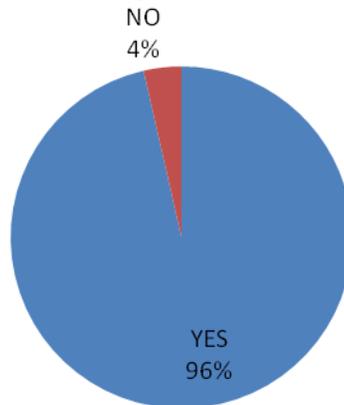
How did the event's Zero Waste aspect impact your experience?



Question 4: Do you have a better understanding of Zero Waste having attended this event?

Code	Response Item	Frequency	Percent
1	YES	27	96%
2	NO	1	4%
	Total	28	100%

Do you have a better understanding of Zero Waste having attended this event?

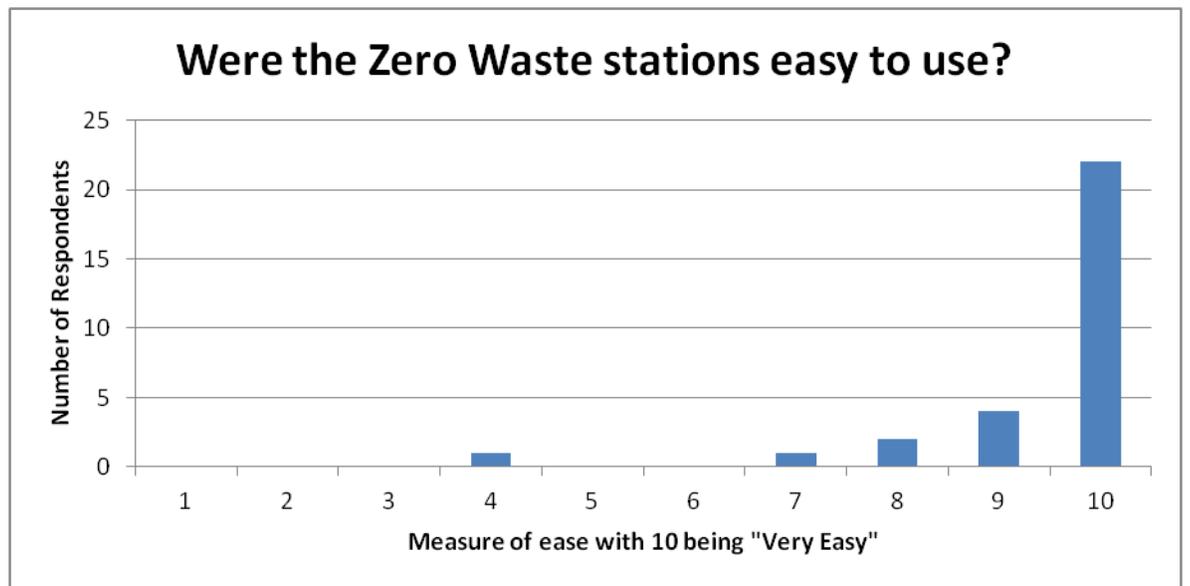


**Section 2 –
Zero Waste
Stations:**

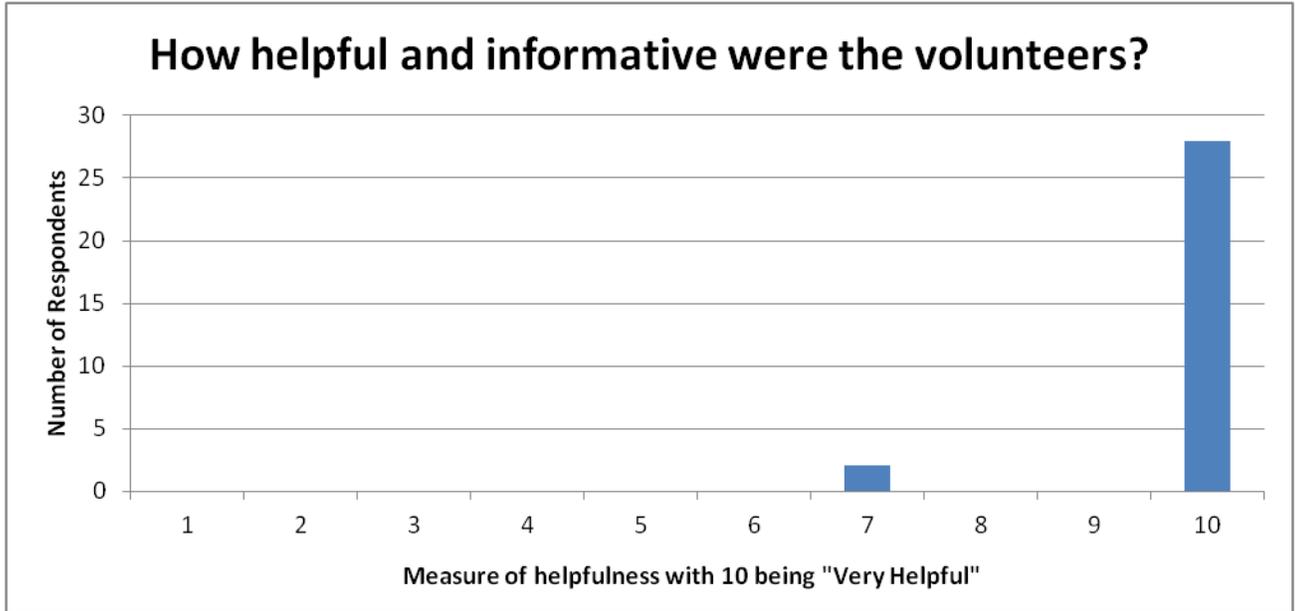
Question 1: How easy was it to find a Zero Waste station?



Question 2: Were the Zero Waste stations easy to use?



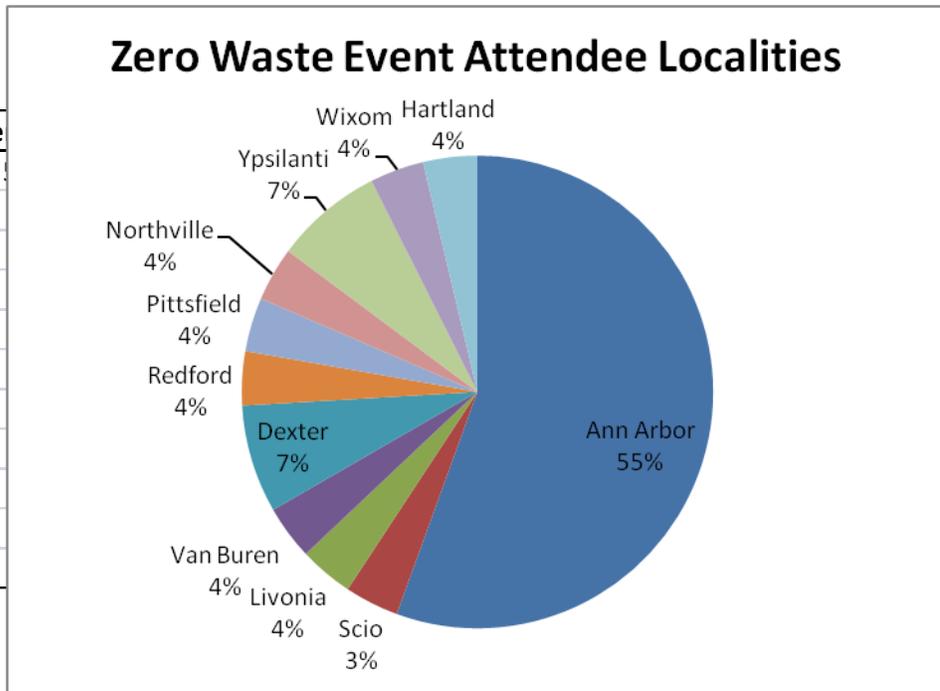
Question 3: How helpful and informative were the volunteers?



Section 3 – Attendee’s Information:

Question 1: What City/Township do you live in?

Code	Response	Frequency	Perce
1	Ann Arbor	15	
2	Scio	1	
3	Livonia	1	
4	Van Buren	1	
5	Dexter	2	
6	Redford	1	
7	Pittsfield	1	
8	Northville	1	
9	Ypsilanti	2	
10	Wixom	1	
11	Hartland	1	



Question 2: Have you ever heard of Zero Waste before?

Code	Response Item	Frequency	Percent
1	YES	18	64%
2	NO	10	36%
	Total	28	100%



Question 3: Have you ever been to a Zero Waste event before today?

Code	Response Item	Frequency	Percent
1	YES	11	39%
2	NO	17	61%
	Total	28	100%



Question 4: Before arriving, did you know this event was going to be a Zero Waste event?

Code	Response Item	Frequency	Percent
1	YES	17	61%
2	NO	11	39%
	Total	28	100%



**ZERO WASTE TEAM MEETING
APRIL 10, 2017
1:30 TO 3:00 P.M.
RECYCLE ANN ARBOR OFFICES**

Present: Bryan Weinert, Christine Chessler-Stull, Noelle Bowman, Angela Porta

- I. Welcome/Review Agenda
- II. Debrief on Events During January to March 2017 Period
- III. Review Upcoming Events for April-June 2017 Period
- IV. Discuss 7th Quarter Report Details for MDEQ
- V. Discuss Zero Waste Event Ordinance Work
- VI. Discuss Upcoming City of A2 Zero Waste Task Force
- VII. Set Next Meeting Date

**ZERO WASTE TEAM MEETING
JUNE 28, 2017
1:00 TO 2:30 P.M.
RECYCLE ANN ARBOR OFFICES**

Present: Jeff Krcmarik, Noelle Bowman, Angela Porta, Christine Chessler-Stull, Bryan Weinert

- I. Welcome/Review Agenda
- II. Review Events during the April-May-June Period
- III. Preview Events during July/August
- IV. Discuss Quarter 8 MDEQ report requirement
- V. Discuss End of Grant Final Document requirements
- VI. Discuss Progress of A2 Zero Waste Task Force
- VII. Brainstorm New Events to Consider for 2017 and following
- VIII. Discuss status of County Funding of Zero Waste Events
- IX. Set Next Meeting Date
- X. Adjourn

Austin, Texas -- hovering around 43% diversion

<http://austintexas.gov/department/universal-recycling-ordinance-uro-documents> (summary of Universal Recycling Ordinance process)

Population: 914,000

50% white; 34% hispanic; 7% black; 6% asian

Avg. household income: 78K (2012 report)

Below poverty: 17.8% (2013 report)

Timeline:

• 2005

- City of Austin signs [Urban Environmental Accords](#)
- City of Austin Solid Waste Advisory Commission worked with city staff to develop a scope of work for the Zero Waste Plan – consultant solicited to develop a plan that would:
 - Consider current and planned public and private solid waste infrastructure;
 - Consider the City of Austin’s Climate Protection Program and the United Nations Urban Environmental Accords goal to reduce by 20% the per capita solid waste disposal to landfills by 2012 and zero waste by 2040;
 - Emphasize reduction, reuse, and recycling of waste;
 - Include a specific timetable for each priority, including actions to be taken for the greatest impact on the diversion of materials sent to landfills;
 - Estimate order of magnitude costs for each priority action;
 - Include public education and outreach to promote the concepts of the plan;
 - Integrate the concept of eco-industrial parks;
 - Include effective methodologies for maximizing Producer Responsibility;
 - Address applicable rules, regulations and policies necessary to support zero waste goals;
 - Address rules, regulations, policies and infrastructure investments that constitute barriers to achieve these goals; and
 - Obtain input from the Task Force and SWAC, and seek input from a broad range of stakeholders, including businesses, environmental organizations, and the community at large.

2007

- Hires Gary Liss & Associates (GLA) to work with community members and develop a Zero Waste Strategic Plan

2008 - 2009

- [Zero Waste Strategic Plan](#) published and adopted.

- Zero Waste Resolution signed (Jan 2009 to adopt the strategic plan and work towards goals until a Zero Waste Master Plan is created)
- 2010**
- [Universal Recycling Ordinance](#) approved
- 2011**
- [Austin Resource Recovery Master Plan](#) (Ch. 14 addresses special events)
- 2012**
- Solid Waste Advisory Commission changed to **Zero Waste Advisory Commission**
 - City Council approved Administrative Rules for the ordinance
 - Specify recycling standards
 - Exemptions and reporting requirements
 - Process for submitting recycling plan, as well as applying for a waiver request
- 2013**
- Universal Recycling Ordinance amended
- 2015**
- Austin Resource Recovery hires consultant to do a Diversion Report
 - 42% diversion (37% still organics) (most waste - bus & multi-fam)
 - > 1% can be attributed to reduction and prevention

Zero Waste Strategic Plan (December 2008):

- **Plan intended to serve as the first step on a long path towards a Zero Waste future.**
 - **Dedication, collaboration, and continual re-evaluation will be essential to Austin's success**

The Zero Waste Economy – designing a full-cycle system – upstream AND downstream

- Eco-Cycle (originated out of Boulder, CO) diagram is used as a model

United Nations Environmental Accord commitment – in particular to Action #4

“Establish a policy to achieve zero waste to landfills and incinerators by 2040”

<https://sfenvironment.org/urban-environmental-accords>

Austin is part of a regional waste management system within the Capital Area Planning Council of Governments (CAPCOG) region

Capital Area continually growing – thus, the region will be faced with the need for more landfill capacity OR to divert as much waste as possible.

Interim Zero Waste infrastructure transition plan to manage until full scale is achieved

- **Zero Waste policy priorities**
 1. Lead by example.
 2. Consider and implement proactive education and enforcement methods for commercial and multi-fam recycling regulations.
 3. Reach out to institutions, industrial facilities, and manufacturers to encourage them to adopt and implement zero waste goals.

4. Promote composting to remove organic material and compostables from landfills.

Develop education program for resources available to the community

Launch a Texas Product Stewardship Council

Universal Recycling Ordinance approved 2010, amended 2013

- Intended to increase the life of local landfills, reduce harmful environmental impacts, and boost economic development.
- Phase in for recycle and compost at locations
- All properties affected must submit an **Annual Diversion Plan**

Zero Waste Business Rebate

- Properties not yet affected by the Universal Recycling Ordinance
- OR properties that are affected, but are going beyond the minimum requirements
- Rebate can only be used for specific materials
- Businesses have been very involved – state that they save money, reduce their liabilities, increase their efficiency, and contribute significantly to addressing climate change.

Many stakeholder meetings – very interactive and inclusive

In 2005, City of Austin Solid Waste Advisory Commission worked with city staff to develop a scope of work for the Zero Waste Plan – consultant solicited to develop a plan that would:

- Consider current and planned public and private solid waste infrastructure;
- Consider the City of Austin’s Climate Protection Program and the United Nations Urban Environmental Accords goal to reduce by 20% the per capita solid waste disposal to landfills by 2012 and zero waste by 2040;
- Emphasize reduction, reuse, and recycling of waste;
- Include a specific timetable for each priority, including actions to be taken for the greatest impact on the diversion of materials sent to landfills;
- Estimate order of magnitude costs for each priority action;
- Include public education and outreach to promote the concepts of the plan;
- Integrate the concept of eco-industrial parks;
- Include effective methodologies for maximizing Producer Responsibility;
- Address applicable rules, regulations and policies necessary to support zero waste goals;
- Address rules, regulations, policies and infrastructure investments that constitute barriers to achieve these goals; and
- Obtain input from the Task Force and SWAC, and seek input from a broad range of stakeholders, including businesses, environmental organizations, and the community at large.

In 2007, hired Gary Liss & Associates to work with community members and develop a Zero Waste Strategic Plan

- GLA reviewed background information provided by City Staff

- Met in Austin monthly for four months for an extensive series of public meetings, focus groups, and interviews with key stakeholders, business leaders, environmental organizations, and the community at-large.
- List of meetings in Appendix A of Zero Waste Strategic Plan
- Public input and recommended policy options in Appendix B

At large, this helps with mitigating climate change

- Austin has a climate protection plan
- The latest report on these issues, *Stop Trashing the Climate*, “provides compelling evidence that preventing waste and expanding reuse, recycling, and composting programs — that is, **aiming for Zero Waste — is one of the fastest, cheapest, and most effective strategies available for combating climate change**. Indeed, preventing waste and expanding reuse, recycling, and composting are essential to put us on the path to climate stability.”

In considering how to get to Zero Waste, it is imperative to understand how Austin’s solid waste management system currently functions, including what is within the City of Austin’s control and what is not.

- Collections indicate that the value of materials currently sent to the landfill and lost to the local economy is over \$40 million annually

1998 Commercial Recycling Ordinance (Appendix C)

Policy and program options are organized by the following categories

- **Upstream** - Advocate for Extended Producer Responsibility (EPR) legislation and programs for producers to take back their products and packaging.
- **Downstream** - Reduce, reuse, recycle and compost all materials that are discarded for their highest and best use.
- **Green Business, Green Buildings and Jobs** - Reinvest discarded resources into the local economy with incentives and support for green, sustainable, and Zero Waste businesses. Entrepreneurs will create new green collar jobs from discarded resources if given the opportunity, resources and stimulus to do so.
- **Residuals Management and Regional Coordination** – Stop or regulate the flow of wastes from outside the area into landfills in the Austin area as the region reduces its reliance on landfills.

[Austin Resource Recovery Diversion Study \(2015-16\)](#)

- This study had been recommended in the Master Plan, and again in 2013 by the City Auditor’s Office, to measure progress towards the City’s Zero Waste goal.
- Austin Resource Recovery only manages a small fraction of the community’s waste stream.
- Private haulers are used for commercial properties
 - retail businesses
 - food service establishments
 - professional offices

- industrial properties
 - institutional facilities
 - government facilities
 - and multifamily properties with five units or more.
 - ARR estimated it collects ~25% of material generated citywide
 - ARR collection quantities are actually less than 15% of overall material collected and managed in the city
 - ARR designs and establishes services that maximize waste diversion within this sector. ‘
 - Continual diversion studies will be needed to measure and assess progress
 - This report found that more than 80% of what is being send to landfill could have been reused, recycled, or composted.
 - Businesses and apartments generated more than 85% of the discards in the community. City collected materials from one-to-four family homes is less than 15% of the total trash and recycling generated in Austin.
-

Incentives and programs:

- Zero Waste Block Leaders
- Austin Recycles e-mail newsletter
- Re[verse] pitch competition - for businesses to participate in creating innovative ways to repurpose business waste.
- Austin EcoNetwork - website for environmental news, calendar of environmentally sustainable events
- Template available for residents and businesses online to “Make Your Own Compost, Recycling and Landfill Signs”
- Searchable “A-Z guide” for residential recycling and compost.

Lessons learned:

- Overarching goals (to increase the life of landfills, reduce pollution and GHGs, etc.)
 - Identify all areas that Zero Waste is related to beyond recycle and compost
 - material sourcing (UPSTREAM)
 - hazardous waste
 - electronics
 - energy (less wasted heat energy)
 - industrial wastes

Identify and articulate specific goals of an ordinance

Identify what current city goals this would complement - CAP, Sustainability Framework

- Identify connections with other sustainable initiatives that have shared goals (green building, land preservation, etc.)

Identify stakeholder groups

Are there any local businesses/organizations/schools already employing zero waste methods?

- highlight their successes and savings
- identify failures and fixes

What solid waste requirements are already in place?

- in what areas does the city have control?
- in what areas does the city have influence?

COMMUNITY POLLUTION PREVENTION GRANT REPORT 9TH QUARTER REPORT

A. Organizing Information

Project Name: Zero Waste Event Initiative
Grantee Name: Recycle Ann Arbor (RAA)
Reporting Period: July 1 to August 15, 2017
Project Code: 430279-15

B. Project Goals and Objectives

The goal of the Zero Waste Event Initiative is to:

1. Increase recycling and composting collection rates at special/public events.
2. Develop a special zero waste toolkit and provide support to increase waste reduction with event organizers.
3. Develop a “Zero Waste Washtenaw” advertising and outreach campaign to promote zero waste efforts at events.
4. Utilize toolkit and campaign resources to provide event organizers and attendees recycling and education opportunities in their community.
5. Establish Diversion Rates for public events.
6. Develop and provide model zero waste event ordinances for communities to adopt.

C. Accomplishments achieved during the report period

During the July 1 to August 15, 2017 time period, Recycle Ann Arbor’s Zero Waste program hosted one zero waste event, its Urbanwood Marketplace Tour and Reception at its Reuse Center on July 28. Following is a summary of this event:

An event celebrating the dedication of the new Birge Urbanwood Center at Recycle Ann Arbor's ReUse Center; re-named after a long-serving board member in honor of his retirement. Additionally, this reception ended the all day Urbanwood tour around Southeast Michigan.

Location: Recycle Ann Arbor Reuse Center, 2420 S. Industrial, Ann Arbor

Date and Time: 3-5 p.m., Friday, July 28

Attendance: 50

Volunteers: Christine Chessler-Stull, Bryan Weinert

Recyclables weight: 0.5 lbs.

Compostables weight: 1.0 lbs.

Trash weight: 0.0 lbs

Overall diversion rate of waste from landfill: 100.0%

RAA also assisted Washtenaw County in staffing the Huron River Day event on July 9.

Tentative Upcoming Fall Events include the Lawton Elementary Run-a-Thon on October 6, the annual CROP Hunger Walk on October 15 and the Rudolf Steiner Winter Festival on December 2.

RAA also facilitated the printing of 3,000 zero waste event brochures through Dollar Bill Copying, one for event organizers and one for the general public, to serve the Zero Waste Washtenaw program moving forward.

D. A summary of what staff, whose time is charged to this grant, has accomplished.

Please see response to “C” above.

E. For all tasks under “contractual costs”, an explanation must be included in the narrative report stating what the contractor did for the project.

Two zero waste events were held under Washtenaw County auspices in an abbreviated Quarter 9. These were the Huron River Day event on July 9 and Saline Summerfest on August 11 and 12. In addition, development work was undertaken for the Fall Ann Arbor Farmer’s Market Food Cart Rally and the ongoing zero waste event ordinance work in Ann Arbor.

Following are the key stats from the two Quarter 9 events:

Huron River Day

Location: Gallup Park, Ann Arbor

Date and Time: Sunday, July 9, 2017

Attendance: 3,000

Volunteers Attended: Give 365, Happy Planet Running

Recyclables Weight: 99.2 lbs

Compostables Weight: 57.4 lbs

Trash Weight: 26.0 lbs

Overall diversion rate of waste from landfill: 86%

Saline Summerfest

Location: Downtown Saline

Date and Time: Friday, August 11 through Saturday, August 12

Attendance: 4,500

Volunteers Attended: Zero Waste Washtenaw staff only, worked with Saline High School Booster Club for clean-up

Recyclables weight: 519 lbs

Compostables weight: 180 lbs

Trash weight: 711 lbs

Overall diversion rate of waste from landfill: 49.5%

At Huron River Day we were able to improve upon last year's performance, which is reflected in a higher diversion rate of 86%, up from 78% in 2016. In 2017, Zero Waste Washtenaw made a point to cover all permanent trash cans on-site, and to place a "trash can closed" sign that directed guests to utilize the zero waste stations to compost and recycle, which proved to be effective.

At Saline Summerfest 2017, we saw nearly twice as many guests in attendance, which resulted in more than twice the amount of overall materials generated compared to 2016. As such, it was very challenging to optimally sort materials into their proper streams at the end of the event due to a shortage of staffing, resulting in a 50% diversion rate, down from 72% in 2016. We were able to work with several vendors (mostly notably the Saline Lion's Club) to replace disposable with compostable materials this year.

We were also able to conduct 15 surveys at this year's Summerfest, which provided valuable feedback about how zero waste is received in the Saline community.

In terms of zero waste ordinance development, the scheduled Zero Waste Subcommittee meetings which were planned through the City of Ann Arbor's Environmental Commission have been postponed until further notice. The group has not met since June. We are hopeful that the City will continue with its development of a zero waste policy, and will work with Zero Waste Washtenaw in this endeavor. In the mean time, we will continue to collaborate with local event organizers to push this program outward into the community.

F. Additional Success

Please see above.

G. A summary and copy of each product developed during the reporting period

A copy of the two zero waste brochures printed by Dollar Bill Copying are attached to this report.

H. Significant events planned for the next quarter

This 9th quarter represents the conclusion of the RAA Zero Waste Grant Initiative.

I. Barriers and an explanation of any deviations from the work plan

RAA and its partners have accomplished much through this State grant. Although actual results and activities did not match original expectations in their entirety, we are really pleased with what we have been able to accomplish, and the momentum we have created for the future.

**ZERO WASTE TEAM MEETING
TUESDAY, AUGUST 1, 2017
2:30 TO 4:00 P.M.
RECYCLE ANN ARBOR OFFICES**

Present: Jeff Krcmarik, Noelle Bowman, Angela Porta, Christine Chessler-Stull and Bryan Weinert

1. Welcome/Review Agenda
2. Debrief on Events During June/July 2017
3. Review Upcoming Events for August/September/October 2017
4. Discuss Q9 Responsibilities for MDEQ Grant
5. Discuss Grant Final Report Responsibilities
6. Discuss Ann Arbor/Washtenaw County Politics on Zero Waste Ordinance
7. Set Next Meeting Date
8. Adjourn

Information on project sustainability—any activities that will continue after the grant-funded project has ended.

Zero Waste Washtenaw and its suite of zero waste resources for events will continue to operate after the August 15, 2017 conclusion date of the P2 grant project. Both Recycle Ann Arbor and Washtenaw County will continue to use the zero waste stations acquired during the grant project, and will utilize the educational materials developed during the grant period as broadly as possible throughout the community. We hope to continue to establish new partnerships while sustaining the old, and continue to educate the community about Zero Waste Washtenaw, its goals and its positive impact at events. Zero Waste Washtenaw is strongly committed to achieving the long-term goal of zero waste at all Washtenaw County events.

Upon conclusion of the grant project, Zero Waste Washtenaw has scheduled events for the Fall of 2017, including: Ann Arbor Farmer's Market Food Cart Rally, Washtenaw Community College Fall Welcome Day, Saline Oktoberfest, Lawton Elementary event and Eastern Michigan University SEMIS event. We also plan to continue our recurring partnerships in the year 2018 and beyond.

Furthermore, included in the Washtenaw County Solid Waste Division's 2018 budget will be funds allocated for sustaining and growing the Zero Waste Washtenaw program throughout the county. Some steps we plan to take to sustain the program, plus some intended improvements we hope to make, include: hiring additional on-the-ground staff to help at events and to train volunteers, purchasing expendable supplies such as compost and recycle bags and similar supplies, development of more effective signage to engage and better educate guests, creation of strong incentives for volunteer participation (including gifts such as water bottle, t-shirt, gift cards, etc.) to empower and encourage continued volunteer participation, continuing to update and improve the www.zerowastewashtenaw.com site, including potential creation of an educational video to post on the site, plus assisting and/or providing vendors with necessary food service supplies to be optimally zero waste-compliant.

We will continue to publically broadcast zero waste event successes, via Facebook, press releases, public events, etc. Washtenaw County will include zero waste metrics in its annual solid waste report, which is shared with the public and other stakeholders throughout the county. We will continue to work with Ann Arbor's Environmental Commission on their development of a zero waste ordinance where opportunity avails. There is a possibility that, upon adoption of a municipal or county-wide ordinance, Zero Waste Washtenaw can play a critical role in its successful implementation and public acceptance.

After the grant funding ends, Recycle Ann Arbor and the Washtenaw County Office of the Water Resources Commissioner (Solid Waste Division) will continue to collaborate on zero waste event efforts in the county. In general, Recycle Ann Arbor will focus their

efforts on events situated in the City of Ann Arbor while Washtenaw County staff will focus on expanding efforts outside of Ann Arbor.

The success of partnering to host Zero Waste efforts at a large-scale event such as Taste of Ann Arbor only solidified the fact that this partnership can have a real impact on diverting significant waste from community events. We envision continuing to share resources such as staff/intern time, zero waste stations/supplies and community connections to further expand our reach in Washtenaw County.

Any other required forms identified in the Grant Contract.

N/A