

**MEETING MINUTES  
RECYCLING & SOLID WASTE REDUCTION BOARD  
TUESDAY, JANUARY 10, 2022**

Community Building – John Neighbor’s Activity Room 6104 Auden, West University Place,  
Texas 77005

**1) CALL TO ORDER:**

Chairman Marlow called the meeting to order at 6:04PM.

**2) ATTENDANCE:**

Members Present: Chairman Orval Marlow, Jason Ball, Mary Barnwell, Corrin Davis, Monte Edlund, Julie Fehl (by phone), Lindsay Gregory, Rick Mifflin, Eric Orzeck, and Ravi Pai.

Also Present: Ed Orozco (West U, Asst. Director of Public Works), John Barnes (City Council Member)

Member(s) Absent: Shreya Sheth

**3) AGENDA ORDER:**

There was no change to the Agenda Order.

**4) APPROVAL OF MINUTES:**

A Motion was made to approve minutes of the December 14 meeting.

1<sup>st</sup>: Corrin Davis

2<sup>nd</sup>: Lindsay Gregory

Action: Pass

Vote: Ayes: Chairman Marlow and all present.

**5) BOARD MEMBER REPORTS-BUSINESS ACTION/ACTION ITEMS**

**(a) New Neighbor Program- Sheth** (absent, no report)

**(b) West U Elementary School (WUES)- Fehl/Gregory/Board**

Gregory and Fehl will perform an audit and the plan is that the children will be able to help in the cafeteria audit. The audit will count bins and see how they are used and may consider reformatting and adding additional bins that provide a lesser footprint. Earth Day plans are being considered. There may be activities or a contest on WUES art night. Hopefully, bike racks around the City could be moved elsewhere to optimize their usage.

**MEETING MINUTES  
RECYCLING & SOLID WASTE REDUCTION BOARD  
TUESDAY, JANUARY 10, 2022**

**(c) Holiday Festival and Laser Light Show-(12/17/21)- Marlow**

Orval will send a report by email. Participants included Barnwell, Gregory, Marlow, Mifflin, Pai, and Sheth. Twelve dozen cookies were provided. A suggestion was made to add another table.

**(d) Upcoming Events:**

**(1) Tree Lighting Removal (1/15/22) – Barnwell and Pai**

Pai and Barnwell will coordinate with Mardi Turner, Orval Marlow and Susan Sample.

**(2) West U Little League Carnival -Board (2/22/22)**

Marlow will not be available, and he requested Board members volunteer by the next meeting.

**(3) WUES Earth Day-Fehl/Gregory/Board (4/22/22)**

Plans are in progress.

**(4) Arbor Day/Easter Event-Board**

No date has been set.

**(5) Spring Shredding Event- Board**

Orozco confirmed that the date will be Saturday, May 7. Scrap metal will be collected. Ed reported that 7902 lbs. of electronics were collected at the November Shredding event.

**(e) Social Media-Themes: January/February 2022,- Davis**

Davis wrote about items that cannot be recycled curbside: plastic bags (January) and drinking glasses (February). Future posts could include describing size limits on recyclable items if the city's new recycling provider has these restrictions. Davis also asked about when we will receive a tour of the new recycling facility. Orozco asked about how many were interested in touring during Covid.

**MEETING MINUTES  
RECYCLING & SOLID WASTE REDUCTION BOARD  
TUESDAY, JANUARY 10, 2022**

**(f) Curbside Food Waste Discussion, Trash and Recycling Survey- 2021- Board**

Marlow discussed the food pilot, put out the survey, and asked for discussion about what would be Board members suggestion for the next step. Several members suggested the previous pilot program was too short and under publicized. Many suggested another pilot program of a longer duration with more publicity and education key components. One of the questions Councilman Barnes asked was how would expenses for the pilot be paid-such as only those that use the curbside food waste pick-up? Actual numbers and logistics will come from City Council and Staff.

Suggestions included providing a free food waste bin picked up curbside as an incentive. Suggestions such a limited term contract could be offered thru an RFP. Davis suggested that money might be saved by avoiding landfill costs with composting. She referenced the survey where 80% of residents want to increase the City's recycling rate. Marlow summarized that most of the Board is in agreement on another pilot and that we home in on that idea with a proposal to the City. Discussions were held on the RFP process, and some suggested having vendors visit the Board and provide a technology review. This discussion will be continued during the February Board meeting.

**(g) Other Currents articles Discussion-Board**

Barnwell mentioned that the next article is due by the end of January. Marlow offered to draft an article and get it to the Board for review and comment prior to the deadline.

**(h) Miscellaneous**

Pai said the City of Houston no longer accepts Styrofoam for recycling. Marlow will check with the West U. Collects app to update the reference to Styrofoam.

**6) WEST U STAFF REPORT- Recycling, Solid Waste and West U Collects App Stats:**

Orozco provided waste and recycling numbers for the month(s) of December.

**7) CHAIRMAN'S REPORT:**

None.

**8) BOARD MEMBER COMMENTS:**

None.

**MEETING MINUTES  
RECYCLING & SOLID WASTE REDUCTION BOARD  
TUESDAY, JANUARY 10, 2022**

**9) ADJOURNMENT:**

At 7:45 PM, Monte Edlund motioned to adjourn tonight's meeting to February 8, and the motion was seconded by Rick Mifflin. The Board voted unanimously to adjourn the meeting to February 8.

**MEETING MINUTES  
 RECYCLING & SOLID WASTE REDUCTION BOARD  
 TUESDAY, JANUARY 10, 2022**

**Attachment 1  
Action Items –January, 2022**

<b>Action Item</b>	<b>Board/Staff Lead</b>	<b>Next Review Date</b>	<b>Completion or Event Date</b>	<b>Comments</b>
Holiday Festival and Laser Light Show	Marlow	2/8/22	12/17/21	Marlow said at the January meeting that a report has been prepared and he will provide the report by email.
Holiday Tree Lighting Removal	Barnwell/Pai	2/8/22	1/15/22	
Train RSWRB members on recycling.	Marlow	2/8/22		
Check with West U App to update reference discontinuance of Styrofoam collection at Westpark.	Marlow	2/8/22		
Add missing minutes to the City's webpage.	Marlow/Orozco	2/8/22		2021 months of January, September, November, and December are not posted.
Review Pumpkin Collection Flyer for 2022	Board	2/8/22	12/14/21	Comments available for review.
Food Waste Discussion	Board	2/8/22		Comments should be sent to Orval.

**MEETING MINUTES  
 RECYCLING & SOLID WASTE REDUCTION BOARD  
 TUESDAY, JANUARY 10, 2022**

<b>Action Item</b>	<b>Board/Staff Lead</b>	<b>Next Review Date</b>	<b>Completion or Event Date</b>	<b>Comments</b>
Organize the RSWRB Storage Area	Board	2/8/22		Orval provided a tour of the storage area before the 12/14/21/ Board Meeting.
Placement of RSWRB info on the City's computer system	Marlow	2/8/22		
Tour of MRF Facility	Marlow	2/8/22		Added as an action item based on previous emails.
Battery Recycling	Fehl	3/8/22	3/31/22	Fehl working with Orozco to look into options to have battery recycling available in West U.
Summer 2022 <i>Currents</i> Article (June, July, August)	Marlow		2/21/22	Article was circulated to Board Members and submitted to Ed Orozco for handling with the City's Communications Dept.
Fall 2022 <i>Currents</i> Article (September, October, November)			5/23/22	
Winter 2022 <i>Currents</i> Article (December, January, February)	Barnwell		8/22/22	Topic is update to Curbside Recycling Guidelines
Spring 2023 <i>Currents</i> Article (March, April, May)				

**MEETING MINUTES  
 RECYCLING & SOLID WASTE REDUCTION BOARD  
 TUESDAY, JANUARY 10, 2022**

<b>Action Item</b>	<b>Board/Staff Lead</b>	<b>Next Review Date</b>	<b>Completion or Event Date</b>	<b>Comments</b>
Mendi Presentation	Board			Path forward to be discussed.
Binders for (new) members, both manual and online.				
Curbside Recycling Guidelines	Ball	11/9/21		Ball offered to review the latest on plastics for curbside recycling. This will not be in time for the Winter Currents issue but will help for future reference.
WUES Communications	Fehl/Gregory	Ongoing	Ongoing	
Neighborhood Welcome and Bin Delivery	Sheth	Ongoing	Ongoing	
<b>Closed Action Items</b>				
West U Winter <i>Currents</i> -Curbside and Recycling Guidelines	Marlow	10/12/21	10/16/21	
WUES Fall Carnival (Boo Bash)	Marlow	11/9/21	10/16/21	
West U Shredding Event	Mifflin	11/9/21	11/6/21	
Social Media-November	Davis	11/9/21	11/9/21	Focused on America Recycles Day.

**MEETING MINUTES  
 RECYCLING & SOLID WASTE REDUCTION BOARD  
 TUESDAY, JANUARY 10, 2022**

Action Item	Board/Staff Lead	Next Review Date	Completion or Event Date	Comments
Spring 2022 <i>Currents</i> Article (March, April, May)	Orzeck		11/19/21	Topic is Medical Bridges. Marlow to email Board Members for review.
Master Recycler Report	Marlow	12/14/21		Yvonne Jacobs made a presentation to the Board. Susie Hairston was present.
Social Media-December	Davis	12/14/21	12/14/21	Davis prepared social media topic for greening up your holidays.
Candy Wrapper Collection	Fehl/Gregory	12/14/21	11/12/21	
Summer 2022 <i>Currents</i> Article (June, July, August)	Marlow	N/A	2/21/22	