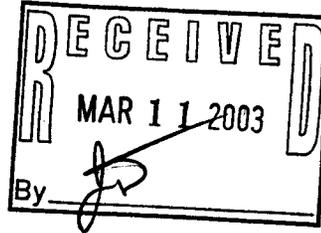


To request a Time Extension (TE) or Alternative Diversion Requirement (ADR), please complete and sign this request sheet and return it to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

California Integrated Waste Management Board
Office of Local Assistance, (MS 25)
1001 I Street
PO Box 4025
Sacramento CA 95812-4025



General Instructions:

For a Time Extension complete Sections I, II, III-A, IV-A, and V.

For an Alternative Diversion Requirement complete Sections I, II, III-B, IV-B and V.

Section I: Jurisdiction Information and Certification <i>All respondents must complete this section.</i>			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of:			
Jurisdiction Name City of Brisbane		County San Mateo	
Authorized Signature 		Title City Manager	
Type/Print Name of Person Signing Clay Holstine	Date March 10, 2003	Phone (650) 508-2100	
Person Completing This Form (please print or type) Mark White		Title President, Pacific Waste Consulting Group	
Phone (916)387-9777	E-mail Address mark@pwcg.net	Fax (916)387-9802	
Mailing Address 5714 Folsom Blvd, #240	City Sacramento	State CA	ZIP Code 95819

Section II—Cover Sheet

This cover sheet is to be completed for each Time Extension (TE) or Alternative Diversion Requirement (ADR) requested.

1. Eligibility

Has your jurisdiction filed its Source Reduction and Recycling Element, Household Hazardous Waste Element, and Nondisposal Facility Element with the Board (must have been filed by July 1, 1998 if you are requesting an ADR)?

- No. If no, stop; not eligible for a TE or ADR.
- Yes. If yes, then eligible for a TE or ADR.

2. Specific Request and Length of Request

Please specify the request desired.

Time Extension Request

Specific years requested _ _____

Is this a second request? No Yes Specific years requested. _ _____
(Note: Requests for an additional extension will need to address why the jurisdiction's efforts to meet the 50% goal by the end of the first extension were not successful.)

Alternative Diversion Requirement Request (Not allowed for Regional Agencies).

Specific ADR requested _40_____%, for the years_2003, 2004_____.

Is this a second ADR request? No Yes Specific ADR requested _ _____%, for the years _ _____

(Note: Requests for an additional ADR will need to address why the jurisdiction's efforts to meet 50% by the end of the first ADR period were not successful.)

Note: Extensions may be requested anytime by a jurisdiction, but will only be effective in the years from January 1, 2000 to January 1, 2006. An original request for a TE/ADR may be granted for any period up to three years and subsequent requests for TE/ADR may extend the original request or be based on new circumstances but the total number of years for all requests cannot total more than five years or extend beyond January 1, 2006.

Section IIIA—TIME EXTENSION

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's progress in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIA-1).

1. Why does your jurisdiction need more time to meet the 50% goal? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.

2. Why does your jurisdiction need the amount of time requested? Describe any relevant circumstances in the jurisdiction that contribute to the need for a Time Extension.

3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

4. Provide any additional relevant information that supports the request.

Section IIIB—ALTERNATIVE DIVERSION REQUIREMENT

Within this section, discuss your jurisdiction's progress in implementing diversion programs that were planned to achieve 50%. Provide any additional information that demonstrates "good faith effort." The CIWMB shall determine your jurisdiction's efforts in demonstrating "good faith effort" towards complying with AB 939. Note: The answers to each question should be comprehensive and provide specific details regarding the jurisdiction's situation.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., IIIB-1.).

1. Why does your jurisdiction need and Alternative Diversion Requirement? Describe why SRRE selected programs did not achieve 50% diversion. Identify barriers to meeting the 50% goal and briefly indicate how they will be overcome.

Our waste hauler, South San Francisco Scavenger Company (Scavenger Company), was in process of completing construction of a new state-of-the-art material recovery facility to replace the old, less efficient one we had been using for many years. The new facility commenced operation in January 2001 and ramped up to full production over the next few months. We have planned to expand our residential curbside and green waste programs, but needed the new MRF to process the materials.

The programs we had planned in our SRRE were reasonable to achieve the diversion mandate. When we started implementing the programs we had a MRF that we believed would be adequate to process the materials we collected. During the mid-1990s, the Scavenger Company determined that the MRF needed to be upgraded to process materials more efficiently and expanded to allow new programs, such as automated curbside recycling. In addition, we determined that prudent solid waste planning required that we include capacity to handle disaster debris.

The time required under California environmental law and the local planning and public outreach requirements and processes delayed siting the new MRF until mid-1999. The MRF was constructed in a reasonable amount of time and brought on-line as the centerpiece of our strategy to achieve the diversion mandate.

Barriers to achieving the 50 percent mandate are:

1. Limitations in the capacity of the containers used in the curbside program.

The three 12-gallon containers used in the current residential curbside program do not have sufficient capacity. They do not allow for easy recycling of the volume of materials that could be recovered.

The new automated program that is being considered will provide 64-gallons of split-can capacity for collection of fibers in one half and containers in the other. It will provide greater capacity and convenience to the resident and is expected to significantly increase diversion from the residential curbside program.

2. Lack of containers and the necessary collection program for residential green waste.

Green waste is currently collected in resident supplied containers. A new program being evaluated will use 64 or 96-gallon containers supplied by the hauler. The new program is expected to increase green waste collection by more than 30 percent, based on the experience in other San Mateo County cities.

3. Lack of processing capacity at the old MRF.

The MRF that was used until 2001 did not have the capacity to handle the type of materials or the volume that was needed. The new MRF that began operations in January 2001 has the capability to handle the new automated residential curbside program, to provide construction and demolition debris floor sorting, to grind wood waste and other materials for use as ADC, and to process materials from commercial recycling programs. The new facility was designed to accommodate the growth expected over the next 30 years.

4. Opportunities for more residential recycling.

The materials originally accepted in the residential curbside program were numbers 1 and 2 plastic, newspaper, cardboard, glass, aluminum, tin, and used oil. We expanded that program by adding mixed paper, junk mail, numbers 3 to 7 plastic beverage containers, magazines, and phone books.

5. Food waste composting.

We are evaluating a food waste composting program for our residential customers. We will evaluate how that material might be collected in our situation and the anticipated volume of material. We are also planning to evaluate collection of vegetative food with the new green waste containers.

6. C&D ordinance.

Scavenger Company has the franchise for collecting debris boxes, which are processed through the new MRF. However, many construction companies use their own vehicles or hire trucking firms to haul C&D material. We are evaluating the need for an ordinance to encourage diversion of the C&D material to close loopholes in the management of this material.

7. Public education

We are always looking for ways to better inform the public about the diversion programs they can use and the importance of using them. The Scavenger Company is installing a new Education Center at the MRF to teach school groups and adult groups about the operation of the facility.

2. Why is your jurisdiction requesting an Alternative Diversion Requirement in lieu of a Time Extension?

The reduced diversion rate allowed under an ADR provides Brisbane with the flexibility to determine the best approach to achieving the 50 percent mandate. The programs we have identified are proven and expected to produce sufficient diversion to achieve the mandate. However, they will take some time to mature and, with the diversion rate we identified in our new Base-Year, we believe that an ADR is the best for us now.

3. Describe your jurisdiction's Good Faith Efforts to implement the programs in its SRRE.

The following are some good faith activities, in addition to the ones that are listed on our PARIS forms.

Grasscycling

- Scavenger Company provided detailed information on grasscycling in Quarterly newsletters in 2002.

Backyard/on site composting.

- Scavenger Company provided detailed information on back yard composting in Quarterly newsletter in 2002 and held the first annual backyard compost and worm bin workshop at the Blue Line Transfer Station.

Residential drop off

- Blue Line accepts the following separated recyclables at no charge: mixed paper, cardboard, glass bottles and jars, all CRV redemption containers and plastic bottles 1-7.

- The facility is a certified BOPA center (car batteries, motor oil and filters, latex paint and antifreeze).

- Fluorescent tubes from San Mateo County residents are accepted free of charge (since 2001).

- For a fee residents can drop off electronic waste for recycling. There is no fee for donating cell phones to the "Donate a Phone" program. (since 2001).

Commercial On-Site Pick up

- Programs include cardboard, commingled glass bottles and jars, bimetal and aluminum cans. And all CRV containers and plastic bottles #1-#7.

- Specialized recycling programs for plastic film, scrap metal.

Commercial self-haul

- The MRF accepts separated dirt, rock, concrete, clean wood and yard waste at reduced rates.

Special Collection Seasonal

- Phone book recycling-temporary containers are provided to businesses for phone book collection (in addition to regular recycling containers).

- Christmas trees are collected at the curb on regular yard waste collection days.

Print (brochures flyers guides)

- Scavenger Company mails a quarterly newsletter to residents and beginning in 2003 will mail quarterly newsletter to all commercial customers.

- A new residential multi-lingual curbside brochure was mailed to all customers in 2002.

- A brochure describing the new on call clean-up program was mailed to all residents in 2001.

- Residents, beginning in 2002, received annual yard waste collection calendar that included program instructions.

Transfer Station

- Add cardboard to list of items salvaged from the waste stream.

- Construction and Demolition (C&D) recycling. Mixed C & D waste was identified and sorted for metals, wood, green waste, cardboard, carpet pad. The C&D residuals are ground and delivered to Potrero Hills Landfill for ADC.

4. Describe any relevant circumstances in the jurisdiction that contribute to the need for an ADR. Provide any relevant information that supports the request.

Brisbane is primarily commercial/industrial (about 80 percent of our generation is commercial.) We have a small population and a large number of warehousing companies. The taxable sales escalator used by CIWMB Adjustment Method does not measure our taxable sales as warehouses do not sell into the local market, but transfer goods elsewhere for sale. The CIWMB employment indicator does not measure our employment as it is a county-wide indicator. Our employment base is unrelated to the number of people from Brisbane that are employed. Rather, it should measure the number of people employed in Brisbane, which is a much higher number with our large number of warehouses and offices. The Adjustment Method does not seem to work for Brisbane. The result is that the city has a difficult time projecting what its diversion rate will be using the tools that other cities can use. The diversion programs are the key for us and we need more time to implement them.

Section IV A—PLAN OF CORRECTION

A Plan of Correction is required by PRC Section 41820(a)(6)(B). The plan is fundamentally a description of the actions the jurisdiction will take to meet the 50% goal by the expiration of the Time Extension.

Attach additional sheets if necessary.

Residential %		Non-residential %	
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PROGRAM TYPE <small>Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm</small>	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
		Total Estimated Diversion Percent From New and/or Expanded Programs			
		Current Diversion Rate Percent From Latest Annual Report			
		Total Planned Diversion Percent Estimated			

PROGRAMS SUPPORTING DIVERSION ACTIVITIES

PROGRAM TYPE	NEW or EXPANDED	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED

Section IV B—GOAL ACHIEVEMENT

Goal Achievement describes the activities the jurisdiction will use to achieve the ADR.

Attach additional sheets if necessary..

Residential %		14%	Non-residential %		86%
PROGRAM TYPE	NEW or EXPAND	DESCRIPTION OF PROGRAM	FUNDING SOURCE	DATE FULLY COMPLETED	ESTIMATED PERCENT DIVERSION
Please use the Board's Program Types. The Program Glossary is online at: www.ciwmb.ca.gov/LG/Central/PARIS/Codes/Reduce.htm					
3000-CM-RCG	New	Automated Green Waste - Evaluate automated collection using hauler supplied carts. Continue collection every other week. In other San Mateo cities the use of carts has shown a 30% increase in the amount of green waste collected. Presently about 20 percent of residents are setting out yard waste. Participation is expected to increase to 50 percent by using carts rather than resident supplied containers. There is currently no need to increase the frequency of collection as the yards are small.	Rates	Sept 04	1.0%
2000-RC-CRB	New	Automated Curbside Recycling - Evaluate switching from manual collection to fully automated using split can container. Program will provide 64-gal containers, replacing the three 12 gallon bins.	Rates	Jan 04	1.0%
2030-RC-OSP	Expand	Expansion of Plastic Collection - Collect plastics 3 - 7 from residential and commercial accounts.	Rates	Feb 03	0.5%
6020-PI-ORD	New	C&D Ordinance - Propose an ordinance to encourage diversion of construction and demolition waste. This program is in addition to the mixed C&D sorting program in operation at the Blue Line Transfer Station.	General Fund	Feb 04	2.0%
7000-FR-MRF	New	New MRF and Transfer Station - Implement a new MRF to divert recyclables from residential and commercial waste. Sort all commercial loads.	Rates	Feb 03	14%
3040-CM-FWC	New	Evaluate the alternatives for diverting residential food waste including collection in the green waste container, back yard composting, and vermiculture.	Rates	Dec 04	0.5%
Total Estimated Diversion Percent From New and/or Expanded Programs					19%
Current Diversion Rate Percent From Latest Annual Report					21%
Total Planned Diversion Percent Estimated					40%

PROGRAMS SUPPORTING DIVERSION ACTIVITIES

PROGRAM TYPE	NEW or EXPAND	DESCRIPTION OF PROGRAM	DATE FULLY COMPLETED
Internal City Analysis	New	Examine the apparent anomaly in the rate of increase in disposal since 1998.	Dec 03

5010-ED-PRN	New	Create and distribute brochures and fact sheets for residents and commercial owners with information about new green waste and food waste programs. Additional information will include the fully automated collection program.	Mar 04
5020-ED-OUT	New	New MRF plans to build a public education center for visitors to learn more about their local facility and its programs.	Apr 04

Section V – PARIS

Office of Local Assistance staff will be reviewing your Jurisdiction's Planning Annual Report Information System (PARIS) database printout as part of the evaluation of your request. Should the Jurisdiction have updates or revisions to the program implementation from the latest Annual Report submitted to the Board, please attach to the application the Jurisdiction's PARIS database printout showing updates or revisions.

Contact your Office of Local Assistance Representative at (916) 341-6199 for a copy of PARIS, or go to the Board's website at www.ciwmb.ca.gov/LGCentral/PARIS/.