

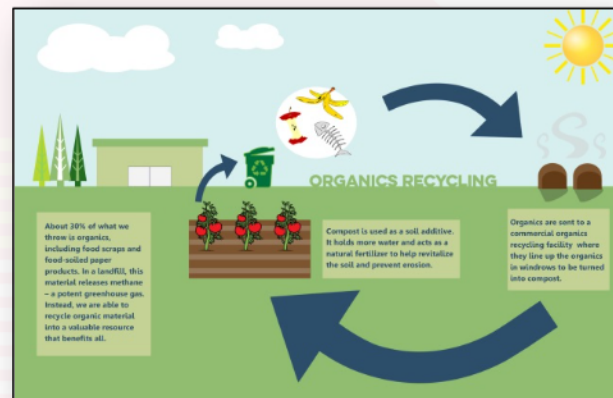
SB 1383
SHORT LIVED CLIMATE
POLLUTANTS

PROGRAM OVERVIEW

PROGRAM OBJECTIVES

Burrtec's conscious decision to know our customers personally, involve ourselves in the community, and provide excellent customer service are core values ideal to implementing Senate Bill 1383 successfully. The company takes great pride in knowing we have the resources to meet the individual needs of the customers and the communities we serve. An even greater satisfaction comes from our ability to be personally involved with our community partners. The cornerstones of Burrtec's motto, *"We'll Take Care Of It"*, ensures each customer we service, each community in which we operate, the environment we protect, and each employee of our company continue to be the keys to our success.

The implementation of the state's organic waste reduction regulations adopted under Senate Bill 1383 (Short Lived Climate Pollutants) is the next critical step to protect our communities and our environment from the impacts of climate change. Organic waste in landfills accounts for 20 percent of the methane gas generated in California. Methane, a super-pollutant, has a short-term atmospheric life, but a long-term impact on the climate. Targeting methane reductions in emissions is an effective mechanism for combating climate change and moving toward a more sustainable future.



Burrtec will collaborate with the jurisdiction to implement its SB 1383 compliance program and fulfill the state mandated requirements ensuring organic waste collection service is provided to all residents and businesses. This mandatory program focuses on residential, commercial, and multi-family generators to maximize the organic waste diversion potential throughout the community. Burrtec's source separated collection system is an operational platform designed to minimize contaminants in the organic material waste stream while ensuring maximum diversion from disposal operations. Once processed, organic waste materials will be made available to each jurisdiction in the form of renewable organic products such as mulch and compost to assist in meeting SB 1383 procurement requirements. Coupled with a robust ordinance as an enforcement mechanism and an active monitoring system the following critical components will work toward meeting compliance initiatives:

- ✓ An ordinance enacted to ensure customers, self-haulers, and edible food generators can subscribe to and participate in required services and meet compliance initiatives.
- ✓ Implementing collection systems specifically designed to source separate materials from the waste stream to maximize diversion and minimize contamination.
- ✓ Partnering in education and outreach activities informing the community of program participation requirements.

- ✓ Supporting contract amendments and rate reviews to fund new collection, material processing, and food recovery programs.
- ✓ Ensuring adequate capacity to recover edible food from Tier 1 generators initially, followed by eligible Tier 2 subscribers in subsequent years.
- ✓ Engaging in the procurement of recycled content paper products, renewable organic waste products such as compost and mulch, renewable natural gas for vehicle fuel, heat and electricity created from organic waste, or electricity produced at biomass facilities.
- ✓ Documenting and recording each activity to demonstrate regulatory achievements and progress toward compliance initiatives beginning with the jurisdiction's implementation plan.
- ✓ Ensuring appropriate staffing levels in Code Enforcement and administrative departments to compel generators to comply with enacted ordinances, approve waivers, procure products, assess monetary penalties, document implementation activities, and investigate complaints.

Each jurisdiction should follow a compliance plan specifically designed to meet all requirements with the new legislation. Burrtec will work closely with each community throughout the implementation process and cities should anticipate partnering with local counties and regional groups to ensure adequate capacity is available to recover edible food throughout their community. The jurisdiction's implementation plan will need to be readily available for CalRecycle review.

COLLECTION PROGRAM

The collection program implemented is considered to be the foundational pillar in achieving the organic waste reduction targets established by SB 1383. Burrtec differentiates its container collection services between residential, commercial, and multi-family collection subscribers. SB 1383 requires recycling containers to be blue, organics containers green, food waste containers brown, and refuse containers to be either gray or black. Labeling requirements for containers call for decals, imprinted text, and/or graphics to include the primary acceptable items allowed in each container in addition to the primary prohibited items not authorized to be collected in the container. Beginning January 1, 2022, existing containers not conforming to label or color requirements will be replaced at the end of their useful life but no later than January 1, 2036. Containers purchased prior to January 1, 2022, will be delivered to new subscribers with proper labeling or decals. Containers purchased after January 1, 2022, will meet container color and labeling compliance requirements.

Blue Containers: Recyclable materials will be collected in the blue containers. Burrtec will label and use the blue color scheme containers for the collection of primarily non-organic recyclables including plastics #1 - #7, glass bottles, jars, and aluminum cans. Selected organic wastes such as cardboard and paper will also be allowed to be collected in the blue container. Burrtec will transport the collected recyclables to a material recovery facility specifically designed to process source separated recyclables.



Green Containers: Organic waste materials will be collected in green containers. Burrtec will label and use the green color scheme containers for the collection of organic waste including grass, weeds, flowers, leaves, pruning's, and other types of source separated organics resulting from normal yard and landscaping activities. In some residential service applications, Burrtec will instruct subscribers to bag their food waste and place it in the green barrel. Burrtec will transport the collected organic wastes to a fully permitted organics processing facility.



Brown Containers: Source separated food waste will be collected in brown containers. Burrtec will label and use the brown color scheme containers for the collection of source-separated food waste for commercial, industrial, and multi-family generators. Jurisdictions may elect a fourth brown barrel for residential food waste collections although space and cost impacts should be considered. Burrtec will transport the collected organic wastes to a fully permitted organics processing facility.



Black / Gray Containers: Refuse will be collected in black or gray containers. Burrtec will label and use this color scheme for refuse containers. Non-organic and non-recyclable waste materials will only be permitted to be placed in the black or gray containers. Inert materials such as dirt, rock, and concrete are not permitted in black or gray containers. Burrtec will transport the material to a fully permitted transfer facility or landfill for proper disposal. At times, the black or gray container may be characterized to determine the effectiveness of the source separated programs implemented within the community.



Container Contamination Minimization: Prohibiting contaminants in each collection container is another critical component toward meeting diversion goals. Route reviews, waste characterizations or a combination of both are effective and required tools used to determine the success of the collection program. Commercial businesses, non-local entities such as prisons, and local education agencies will be required to provide education to their employees and students detailing the proper sorting of organic waste and organic waste recovery requirements. Generators identified to have contaminated containers will be provided notifications, education materials, and follow-up inspections. Continued failure of generators to control contamination will ultimately culminate in

notices of violation or administrative monetary penalties issued by the jurisdiction in subsequent years.



Residential Collection Service: The residential collection program will utilize the existing three container system focusing on the individual collection of source-separated materials for recyclables, refuse, and organics. In areas where a two container residential refuse and recyclable collection system is in place, an organics recycling program may include processing the refuse container or introducing a third container to recover organics.

Commercial Collection Service: Considering material stream volumes and the individual customer's need for flexibility, commercial subscribers will be able to choose a variety of services offered by Burrtec's four-container system. Other bin and roll-off serviced sectors including multi-family complexes may also be included in the four container system. Commercial customers will have the ability to source separate recyclables, organics, refuse, and food waste. This service combination is designed to maximize diversion, while minimizing the contamination of customized services amongst bin and roll off serviced customers.



EDUCATION & OUTREACH ACTIVITIES

The SB 1383 regulations require that organics recycling education and outreach is provided to all residents, businesses (including those that generate edible food that can be donated), local food banks, and other food recovery organizations.

In communities where a substantial number of residents speak non-English languages, education and outreach materials must be translated to ensure all residents and businesses can effectively participate in organics collection services.



Residential Customers: A variety of outreach methods, including community meetings, will be used to inform residential customers on program requirements including:

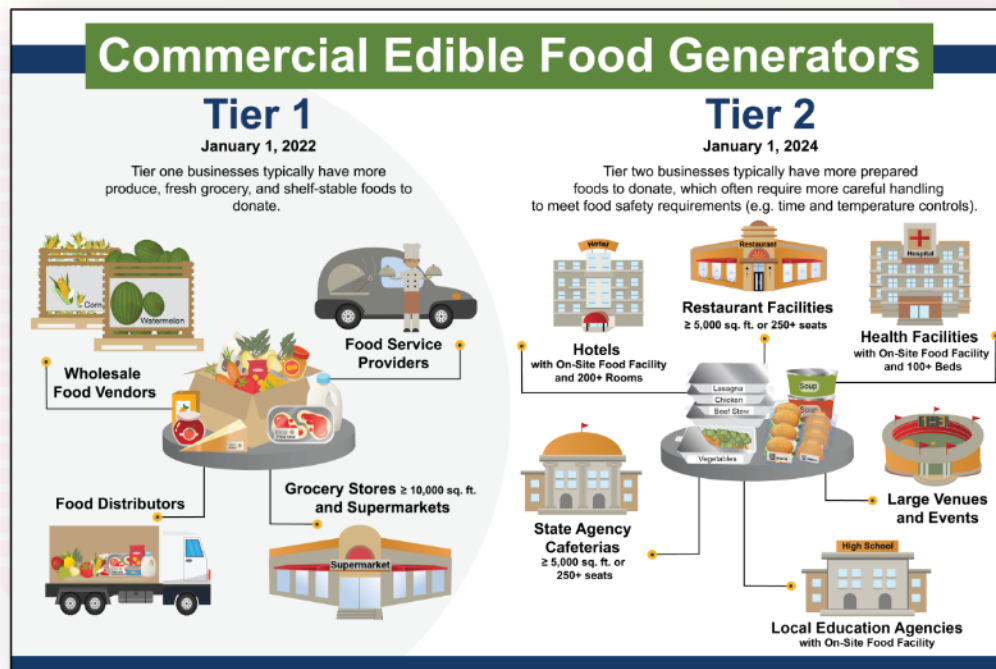
- How to recycle organic waste.
- Proper container utilization techniques.
- Methane gas reduction benefits.



Newsletters, automated calls, feedback from route audits or waste characterizations, photographic evidence, and container red tags may all be utilized at some point during the program's implementation and to ensure its ongoing success.

Commercial Customers: Commercial customers will also be informed of methods for preventing organic waste, information related to public health and safety, and their ability to donate edible food in the community. Commercial businesses will also be advised of their ability to use the four container system (once authorized to be implemented in a jurisdiction) and encouraged to attend Chamber presentations or participate in an onsite Waste and Recycling consultation should the customer require additional support or guidance in determining the most effective solution for their recycling needs.

Edible Food Generators: The commercial edible food education campaign will be customized to focus on Tier 1 and Tier 2 generators as the regulation requires. Edible food generators will receive additional information specifically informing them of requirements to donate edible food to local recovery organizations.



EDIBLE FOOD RECOVERY

Edible food recovery programs focus on assisting commercial edible food generators with compliance and expanding food recovery operations within the jurisdiction. Identifying qualified Tier 1 edible food generators beginning January 1, 2022, will be the first steps in developing the program followed by:

- Estimating the amount of edible food currently being disposed.
- Identifying existing food recovery organizations.

- Ensuring adequate infrastructure is made available to support the program.
- Diverting 20% or more of estimated edible food from disposal to food recovery organizations.

Consultations, generator education, outreach, and monitoring activities will all be required to determine program effectiveness and whether adequate food recovery capacity exists.

Burrtec will develop and update a list of qualified edible food generators in the service area. The list of food recovery organizations and food recovery services operating in the local region will be maintained on the jurisdiction's and Burrtec's websites. This list will be verified and updated annually. Food Rescue Regions and examples of the list for food recovery organizations are shown below.



Example of Region #7 Edible Food Recovery Organizations

Organization	Street Address	City	Zip Code
Saint Joseph's Catholic Church	42242 N. Shore Dr.	Big Bear Lake	92314
Rios de Vida	7709 Victoria Ave.	Highland	92346
The Salvation Army - Highland	2626 Pacific St.	Highland	92346
PAL Center (PCA) - Muscoy Campus	2450 Blake St.	Muscoy	92407
Family Service Association of Redlands	612 Lawton St.	Redlands	92374
Faith Lutheran Church	12449 California St.	Yucaipa	92399
St. Francis X. Cabrini Church	12687 California St.	Yucaipa	92399

JURISDICTIONAL PROCUREMENT REQUIREMENTS

Jurisdictions must ensure all vendors provide recycled-content paper products and recycled-content printing and writing paper that consist of at least 30 percent, by fiber weight, postconsumer fiber instead of non-recycled products. Records are required to be maintained and shall include a copy of the invoice, written certifications of recycled-content, and other general information. If non-recycled content paper products and printing and writing paper are purchased, a description of why recycled-content paper products and printing and writing paper were not available is required.

Burrtec will coordinate with each jurisdiction to assist in meeting their recycled organic waste procurement targets as required by SB 1383 regulations. A combination of the following can be used:

- Community compost and mulch giveaway events.
- Community parks landscape and turf enhancements where recycled organic products are used to minimize water usage and improve soils.
- Utilizing renewable natural gas derived from organics conversion technologies for:
 - Heat
 - Electricity
 - Vehicle Fuel
- Utilizing electricity derived from biomass conversion facilities.

Procurement targets are based on population and shown below using the California Department of Finance’s 2021 population estimates. CalRecycle will notify each jurisdiction of their specific population to calculate procurement requirements to achieve targets in any one, or a combination of categories as shown below.

California Dept. of Finance Population Estimates - 2021	Estimated Procurement Requirements to Meet Targets in any One Category						
	Organic Waste	Renewable Gas in the form of Vehicle Fuel	Electricity from Renewable Gas	Heat from Renewable Gas	Electricity from Biomass Conversion	Compost	Mulch
City Populations	Tons	DGE	KWH	Therms	KWH	Tons	Tons
1,000	80	1,680	19,360	1,760	52,000	46	80
10,000	800	16,800	193,600	17,600	520,000	464	800
25,000	2,000	42,000	484,000	44,000	1,300,000	1,160	2,000
50,000	4,000	84,000	968,000	88,000	2,600,000	2,320	4,000
100,000	8,000	168,000	1,936,000	176,000	5,200,000	4,640	8,000
175,000	14,000	294,000	3,388,000	308,000	9,100,000	8,120	14,000
250,000	20,000	420,000	4,840,000	440,000	13,000,000	11,600	20,000

Jurisdictions are not required to procure recovered organic waste products made from “their” organic waste to satisfy the procurement requirements, nor do the products need to be produced or consumed within their jurisdiction. A jurisdiction may purchase, cause to be purchased, or otherwise acquire products from any entity and use these toward their procurement target. The jurisdiction may use the end products in a way that best fits local needs, which may include use or “no charge” distribution within their jurisdiction or other jurisdictions.

CAPACITY PLANNING

Capacity planning is vital to help jurisdictions meet SB 1383 mandates for both organics processing and edible food recovery. Although counties have until August 1, 2022, to begin reporting on capacity planning for the period covering January 1, 2022, to December 31, 2024, infrastructure takes time to develop. Burrtec will partner with local jurisdictions to evaluate their existing capacity for managing organics, including edible food recovery and organic waste processing.

To achieve the goals of SB 1383, CalRecycle estimates that California needs approximately 50-100 new or expanded organic waste recycling facilities to annually recycle an additional 20-25 million tons of organic waste. Burrtec has positioned itself to support the organic diversion requirements set forth in SB 1383 regulations for each of the communities it services through the use of material recovery and compost facilities authorized to recycle organic waste. Jurisdictions should consider the following actionable items when determining capacity planning requirements.

For organics recycling and edible food capacity planning efforts, counties are responsible for:

- ✓ Collecting capacity planning information from each jurisdiction within the county
- ✓ Submitting the capacity planning report to CalRecycle
- ✓ Identifying any jurisdiction, including itself, that does not have enough verified existing, planned, or new capacity
- ✓ Informing jurisdictions that lack capacity about the timeline for submitting the implementation schedule to CalRecycle



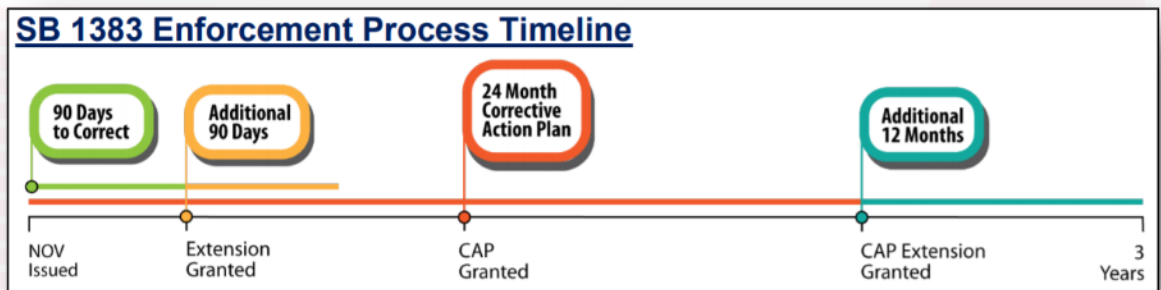
Jurisdictions, including counties, will be able to collaborate with Burrtec and its business partners to:

- ✓ Estimate organic waste and edible food disposal within the jurisdiction
- ✓ Identify the amount of existing capacity, located both in the county and outside of the county, that is verifiably available
- ✓ Estimate the amount of new or expanded capacity that will be needed
- ✓ Consult with various entities throughout the planning process
- ✓ Submit an implementation schedule to CalRecycle when capacity deficiencies are identified

COMPLIANCE MONITORING AND ENFORCEMENT

Monitoring & Reporting Requirements: Burrtec will partner with jurisdictions to maintain records that demonstrate compliance. These records will document the jurisdiction's progress in complying with the regulation in accordance with the statutory requirements. Beginning with an Implementation Record chronicling the development, progress, and accomplishments related to SB 1383 mandates, Burrtec will assist jurisdictions in documenting qualified customers, edible food generators, material processing waste characterizations, educational and outreach activities conducted, route audit results compiled, complaints investigated, recycled organic material products procured, and ultimately the amount of organic waste diverted from landfill operations.

Jurisdictional Enforcement: The SB 1383 enforcement structure allows CalRecycle to focus on compliance assistance first and dedicate enforcement efforts to serious offenders. Regulations allow for flexibility and deadline extensions in some instances when there are extenuating circumstances causing compliance issues. While the regulation becomes effective Jan. 1, 2022, enforcement is an escalating process and timelines are not triggered until a Notice of Violation (NOV) is issued. Below is an illustration of the time allocated for each step in the enforcement process.



Subscriber Enforcement: Starting January 1, 2022, Burrtec will partner with Code Enforcement or designated jurisdiction staff to enforce compliance with SB 1383 requirements. Burrtec will continue to complete periodic compliance reviews of commercial businesses and multifamily establishments to ensure they are subscribed to organic recycling services. Jurisdictions may consider incorporating certain SB 1383 inspection requirements with existing health inspections. On or about April 1, 2022, Burrtec will begin conducting route reviews and /or waste characterizations consistent with the requirements set forth in the regulation. Beginning January 1, 2024, jurisdictions are expected to begin enforcing compliance with the issuance of Notice of Violations.

Complaint Investigation: The statute includes a complaint and investigation requirement to process a complaint received for potential violations associated with SB 1383. Complaints must be received in writing and investigated within 90 days from their receipt. Burrtec will collaborate with jurisdictions and recommend optional procedures required.

WAIVERS & EXEMPTIONS

The state has identified certain conditions under which a waiver can be granted to qualifying jurisdictions precluding them from the collection requirements. This preclusion is not intended to exempt a jurisdiction from promoting and providing information to generators about waste prevention, community composting, managing organic waste on-site, and other means of recovering organic waste. Jurisdictions that have received waivers must still fulfill the remaining regulatory obligations to reduce overall solid waste disposal through source reduction practices, procurement of recycled paper products, using renewable organic waste products produced from material diverted from disposal operations, and conducting edible food recovery activities. While most Burrtec service areas are not eligible for collection waivers, the following summarizes available waiver criteria:

Low Population: Low population areas of the state must meet specific conditions to be considered for a waiver. The jurisdiction must have disposed less than 5,000 tons of solid waste in 2014 as reported by the Disposal Reporting System and have a total population of less than 7,500 people. It is estimated that only 20 jurisdictions throughout the state may qualify for this exemption. Individual census tract waivers will be considered if there is a population density of less than 75 people per square mile and the tract is located in unincorporated portions of a county. Low population waivers are granted for a term not to exceed 5 years.

Rural Exemption: Rural areas of the state are defined as areas with populations less than 70,000 people and can include individual jurisdictions or regional agencies consisting of one or multiple jurisdictions located within one or more rural county. Rural jurisdictions seeking an exemption must first issue a resolution declaring their need for an exemption prior to submitting their application. Granted rural exemption waivers will be valid until December 31, 2026, and may be adjusted based on whether or not the state has achieved organic waste reduction milestones set.

Elevation Waivers: Jurisdictions may apply for elevation waivers for some or all of the generators if the entire community is at an elevation greater than 4,500 feet. Individual census tract waivers will be considered if the tract is located in unincorporated portions of a county at or above 4,500 feet.

Jurisdictions may also grant one or more of the three distinct waivers to qualified generators. Waivers granted to generators include de minimis (low volume), physical space constraint, or collection frequency. Burrtec will work with generators to determine if they qualify for a potential waiver and ensure SB 1383's recordkeeping requirements are maintained. Burrtec will review each waiver application and verify the accuracy of the information presented by the generator. Once the application has been reviewed and verified, Burrtec will provide the waiver application, supporting documentation and recommendation to approve or deny the request, and submit the information to the jurisdiction for final approval. The jurisdiction ultimately decides to approve or deny any application and Burrtec will notify the customer of the waiver application determination the jurisdiction has made. Waivers for generators will be determined using the following criteria:

De Minimis Waivers: Jurisdictions may waive a commercial business' organic waste collection requirements in a three or four container collection system if the amounts of organic waste are less than 20 gallons for businesses that produce two cubic yards or



more of total solid waste per week or less than 10 gallons for businesses that produce less than two cubic yards of total solid waste per week.

Physical Space Waivers: Jurisdictions can exempt businesses with legitimate space constraints from their obligation to set out an organic waste collection container. This waiver should be applicable in limited scenarios and is expected to decrease in use over the years once the jurisdiction's building standards are current and include adequate container space requirements for organic waste collection.

Collection Frequency Waivers: These waivers allow the bi-weekly collection of refuse and/or commingled recycling containers under conditions that ensure all permitted organic waste material has been placed in a source separated container. Prior to authorizing collection frequency waivers, the Local Enforcement Agency must validate that the bi-weekly collection of refuse and commingled recycling material streams will not propagate vectors or cause other health concerns within the community.

Once the jurisdiction grants a waiver, Burrtec will process all necessary changes to the subscriber's collection service level and billing record. De minimis and physical space waivers are valid for up to 5 years. Burrtec can conduct inspections and review the continued validity of the waiver for each generator's premises within those 5 years or once notified of changes to the generators status that would invalidate the need for a waiver. Reverification results will be provided to the subscriber once the jurisdiction has determined final waiver disposition.

Burrtec believes strongly in the spirit of community and we are dedicated in our commitment to helping improve the quality of life in the communities where we live and work. We live this commitment through charitable giving, volunteerism, community partnerships, and unquestionable customer service. The successful implementation of state and local regulations is no exception. Our efforts have taken us beyond the status of simply being a service provider to that of being an important, integral part of the community. A more detailed list of actionable items is included in the subsequent pages of this document for your reference.

"We'll Take Care Of It"



Senate Bill 1383 Checklist

<u>Program Description</u>	<u>Responsible Party</u>
1. Edible Food Recovery Program	
a. Identify Tier 1 & Tier 2 Generators	<u>Burrtec</u>
b. Educate and Monitor Commercial Edible Food Generators	<u>Burrtec</u>
c. Confirm compliance / Record Keeping	<u>Burrtec & Jurisdiction</u>
i. Food recovery organizations list	
ii. Confirm MOUs in place	
iii. Food recovery % & Tonnage	
d. Assure capacity to recover 20% of edible food	<u>County & Jurisdiction</u>
2. Enforcement & Monitoring	
a. Adopt all applicable Mandatory Recycling Ordinances	<u>Jurisdiction</u>
i. Organics	
ii. Construction & Demolition	
iii. Water Efficient Landscape with compost / mulch application requirements	
b. Waivers	<u>Burrtec & Jurisdiction</u>
i. Process and validate applications	
ii. Maintain records	
c. Issue Notice of Violation (NOV) as appropriate	<u>Jurisdiction</u>
i. 90 day follow up	
ii. Issue further NOV's or penalties until compliance is achieved	
3. Procurement	
a. Recycled content material	<u>Jurisdiction</u>
b. Compost and mulch	<u>Burrtec</u>
c. Renewable natural gas for fuel, heat, electricity	<u>Jurisdiction</u>
d. Biomass energy conversion	<u>Jurisdiction</u>
e. Record keeping	<u>Burrtec & Jurisdiction</u>
4. Inspections & Reviews	
a. Commercial Sector	
i. Compliance review of all commercial accounts	<u>Burrtec</u>
ii. Inspections of Tier 1 & 2 generators	<u>Burrtec & Jurisdiction</u>
iii. Route Reviews or Waste Characterizations	<u>Burrtec</u>
iv. Investigating 1383 complaints	<u>Burrtec & Jurisdiction</u>



BURRTEC
"We'll Take Care Of It"

Senate Bill 1383 Checklist

<u>Program Description</u>	<u>Responsible Party</u>
5. Collection Programs & Operations	
a. Hauler to identify organics processing location	<u>Burrtec</u>
b. Organics Processor to provide letter of plastic bag acceptance where applicable	<u>Burrtec</u>
c. Implement residential, multi-family and commercial food waste recycling program	<u>Burrtec</u>
d. Containers to comply with the color requirements	<u>Burrtec</u>
e. Label and/or imprint acceptable items on all new containers	<u>Burrtec</u>
f. Re-paint and relabel existing containers as required	<u>Burrtec</u>
6. Outreach & Education	
a. Educate all affected parties annually	<u>Burrtec & Jurisdiction</u>
i. Generators (residential, multifamily, commercial)	
ii. Edible Food Recovery Organizations	
iii. City/County departments	
b. Translate education materials as required	<u>Burrtec & Jurisdiction</u>
c. Provide education materials to any non-compliant regulated entity	<u>Burrtec & Jurisdiction</u>
7. Record Keeping & Reporting	
a. Maintain 1383 implementation record	<u>Burrtec & Jurisdiction</u>
b. Generate an electronic or written report that includes	<u>Burrtec & Jurisdiction</u>
i. Inspection information	
ii. Route review	
iii. Compliance review	
c. Maintain records for the following	<u>Burrtec & Jurisdiction</u>
i. 1383 Complaint date log	
ii. 1383 Complaint investigation date and outcome	
iii. Determination of compliance	
iv. Notice of violations	
d. Annual report to Cal Recycle	<u>Burrtec & Jurisdiction</u>

Senate Bill 1383 Checklist

Program Description

Responsible Party

8. Materials Processing Audits

- | | |
|---|-----------------------------------|
| a. Inspect loads being received | <u>Burrtec</u> |
| b. Validate diversion % at the processing facility | <u>Burrtec</u> |
| c. Characterize the following material streams | <u>Burrtec</u> |
| i. Organics Recovered from Black & Blue Container Streams | |
| ii. Residue in Organics Recovered from Black & Blue Container Streams | |
| iii. Organics Recovered from Green & Brown Container Streams | |
| iv. Residue in Organics Recovered from Green & Brown Container Streams | |
| d. Develop Areas to Segregate Organic Waste at the Processing Facility | <u>Burrtec</u> |
| e. Mandatory Black Barrel WC | <u>Burrtec</u> |
| i. Beginning July 1, 2022 if a facility receives waste streams and more than 500 tons of waste annually from at least one jurisdiction, black barrel characterizations become mandatory | |
| f. Maximum Residue Allowed in Recovered Organic Waste | <u>Burrtec & Jurisdiction</u> |
| i. Beginning Jan 1, 2022 = 20% | |
| ii. Beginning Jan 1, 2024 = 10% | |
| g. Waste Characterization Record Keeping & Reporting Requirements | <u>Burrtec & Jurisdiction</u> |