



Date: March 12, 2024

Honorable Mayor and Council Members:

Author and title: Erin Brewster, Sustainability Program Manager

Title: **Solid Waste FY 23/24 Budget Amendment**

Jen Callaway, Town Manager

Recommended Action:

- A. Approve a budget amendment to add \$17,000 from the Sustainability Designation to the FY 23/24 budget for CIP 2309 to fund single-use bottle reduction initiatives.
- B. Approve a budget amendment transferring \$55,000 from the Solid Waste FY 23/24 operating budget to the FY 23/24 budget for CIP 2309 Single-Use Foodware Reduction.

Discussion: CIP 2309 was created in FY 22/23 to fund programs supporting the Town's efforts to support implementation of the Town's Single-Use Foodware Reduction Ordinance, which was adopted in November 2022. This included funding for business grants to offset costs for compliance with the ordinance, as well technical assistance for food service businesses. In FY 23/24, \$16,500 in funding was added to this CIP to support the Town's efforts to reduce waste and litter from single-use plastic bottles as well. The single-use water bottle reduction funds were intended to support purchase of filling stations for special events, reusable water bottle giveaways, and a filling station grant program.

If approved, this additional FY 23/24 funding in CIP 2309 will support the following projects:

- **Foodware Outreach & Education:** This CIP included \$30,000 (\$10,000 in FY 22/23 and \$20,000 in FY 23/24) for a consultant to provide technical assistance to limited-service restaurants in complying with the requirements of the Town's Single-Use Foodware Reduction Ordinance. This includes assisting with the transition to reusable foodware for dine-in and implementing the \$0.25 disposable foodware fee. Only \$3,784 of this contract was spent in FY 22/23, with the remaining amount delayed to FY 23/24. In November 2023, Town Council approved extension of the foodware grants deadline from December 1, 2023, to March 1, 2024. Staff also determined there were many businesses still in need of assistance coming into full compliance with the foodware ordinance even after the January 1 effective date. Accordingly, staff extended the contract with our consultants through April 2024 to ensure they could continue to provide technical assistance to businesses as the ordinance went into effect, and support businesses in the grant application process. This contract extension included \$12,180 in additional funding for a total of \$42,160.
- **Truckee Tap Water Campaign:** Town staff have been working closely with Truckee Donner Public Utility District to discuss the development of a campaign to promote Truckee's high-quality tap water as part of the Town's efforts to reduce the use of single-use water bottles. This budget amendment would add \$35,500 to the FY 23/24 CIP budget to support development of a tap water campaign similar to the successful "Drink Tahoe Tap" campaign in the Tahoe Basin. This funding would support development of the campaign name, visual brand, and design and printing of collateral. The Town and TDPUD are working with the same agency that is currently contracted for the Take Care Tahoe and Drink Tahoe Tap campaigns to ensure brand consistency. The process of brand development will include opportunities for engagement with key local partners

such as Visit Truckee-Tahoe. Staff are also exploring co-funding opportunities to offset some of this cost.

- **Water Bottle Filling Station Grants:** Town Council approved creation of this grant program on November 14, 2024, to improve public access to tap water. Under this program, any organization or business in Truckee can apply to receive reimbursement for 50% of the cost of a new filling station, up to a maximum of \$2,500, as long as the station is publicly accessible during normal business hours and available to use at no cost. Applicants can apply for up to a total of 5 grants each. CIP 2309 included \$6,500 for this grant program in FY 23/24, with the intent of supplementing this funding with the unused funds from the Foodware Business Grants budget in the same CIP. The filling station grant program has been incredibly successful, having already received 16 applications for installation of new filling stations. It is currently fully subscribed for FY 23/24, even after accounting for the unused foodware grant funding. Applications received as of March 1, 2024, are listed in Table 1 below.

Table 1. Filling Station Grant Applications

Applicant	# of Stations	Location(s)	Project Date
Truckee Donner Recreation and Park District	5	Riverview Sports Park, Regional Park – Skatepark/Ballfields, Regional Park – Amphitheater, Community Arts Center, West End Beach	7/1/24
High Fives Foundation	3	High Fives Headquarters, Pioneer Commerce Center	5/1/24
Gray's Crossing Golf Course	3	Golf Shop, 2 outdoor restrooms	4/15/24
Old Greenwood Golf Course	5	Golf Pro Shop, Practice Facility, 3 outdoor restrooms	4/15/24

Staff are requesting an additional \$17,000 in funding for this program from the Sustainability Designation to allow for funding of more grant applications this Fiscal Year. This would bring the total FY 23/24 budget for the filling station grant program to \$40,000. Staff plan to promote the grant program in locations that receive high amounts of foot traffic, particularly from visitors, including hotels and the downtown business district. Town staff will also continue to conduct community engagement to better understand where the grant program should be promoted to ensure that there is equitable access to free, high-quality tap water.

Staff anticipate proposing additional funding for single-use foodware and single-use bottle reduction efforts in FY 24/25, which will be included for consideration as part of the FY 24/25 budget process. This includes funding for single-use water bottle reduction efforts in support of the Town's newly adopted ordinance prohibiting the sale and commercial distribution of water in single-use plastic bottles and paper cartons, which will take effect on April 22, 2025. Likely new or expanded programs include:

- **Single-Use Foodware Reduction:** Staff anticipate including a request for funding to expand use of reusable takeout container and beverage cup return systems in Truckee beyond the current "green box" system. Staff released a Request for Information on January 12, 2024 and received two responses from businesses interested in implementing or expanding their operation of reusable foodware return systems in Truckee. Staff are conducting business and community outreach to determine the interest in each type of system, and will propose funding to support program implementation in FY 24/25. Staff have also been coordinating with Placer County and the League to Save Lake Tahoe with the goal of facilitating a broader regional program.
- **Single-Use Bottle Reduction:** Staff anticipate requesting additional funding to support this popular filling station grant program in 24/25, as well as supporting installation of water bottle filling stations at Town facilities. Additionally, staff plan to include funding for purchase and distribution

of reusable water bottles to ensure equitable community access to refillable bottles and support adoption of a culture of reuse in Truckee.

Priority:

<input type="checkbox"/> Enhanced Communication	<input checked="" type="checkbox"/> Climate and Greenhouse Gas Reduction	<input type="checkbox"/> Housing
<input type="checkbox"/> Infrastructure Investment	<input type="checkbox"/> Emergency and Wildfire Preparedness	<input type="checkbox"/> Core Service

Fiscal Impact: If approved, this budget amendment would add \$17,000 from the Sustainability Designation for the FY 23/24 budget for CIP 2309 to fund single-use bottle reduction initiatives. Additionally, staff are requesting to transfer a total of \$55,000 in funds from the Solid Waste FY 23/24 operating budget (\$20,000 from G/L 503.000.00.63.52 – Community Outreach & Education and \$35,000 from G/L 503.000.00.67.67 – Waste Reduction: Community Programs) to the FY 23/24 budget for CIP 2309. The total FY 23/24 Solid Waste Fund budget (including both the operating budget and CIPs) would remain the same. Current and proposed amended funding for CIP 2309 is detailed in Table 2.

Table 2. CIP 2309 Current and Proposed Amended FY 23/24 Budget

FUNDING SOURCES	CURRENT FY 23/24 BUDGET	PROPOSED FY 23/24 BUDGET
Solid Waste Fund	\$ 66,500	\$ 120,974
Sustainability Designation	\$ -	\$ 17,000
TOTAL:	\$ 66,500	\$137,974

EXPENDITURES	CURRENT FY 23/24 BUDGET	PROPOSED FY 23/24 BUDGET
Business Grants	\$ 30,000	\$ 20,300
Foodware Outreach & Education	\$ 20,000	\$ 39,005
Single-Use Bottle Reduction	\$ 16,500	\$ 78,670
TOTAL:	\$ 66,500	\$ 137,974

Public Communication: Agenda posting.

Attachments: None.