

# City of Carlsbad 2022

## Municipal Facilities Assessment Report



prepared by :



Address | 1635 Faraday Avenue  
Carlsbad, CA 92008

Assessment Date | July-August, 2022

# Facilities | 29 locations

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# 1 Introduction

The City of Carlsbad contracted with SCS Engineers (SCS) to provide technical assistance for the implementation of their SB 1383 Organics Recycling program and their broader Sustainable Materials Management (SMM) program. The primary objectives of the project were to evaluate existing waste, recycling and organics management practices; evaluate existing educational activities, including signage; evaluate needs and any constraints; and provide technical assistance to support compliance with SB 1383 requirements. The process undertaken by SCS and the results from the SB 1383 technical assistance are documented in this report.

The goal of the municipal facility assessments carried out by SCS is to assist the City's internal governmental activities in reducing the trash they generate, increasing the volume of materials diverted into recycling (e.g., bottles, cans, and paper fibers), and implementing a new organics program. The organics program includes food scraps, food soiled paper and landscape materials. Facility assessments involve interviewing liaisons and custodial team members; conducting a walk through to view recycling container locations, signage, and materials collection procedure; observing disposables use; and viewing materials generated which are still disposed in the trash. The desired outcome of the visits is to make recommendations to implement an organics program, improve the recycling program, and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

- Effective July 1, 2012, the State's **Mandatory Commercial Recycling law (AB 341)** established mandatory commercial recycling and a Statewide goal to source reduce, recycle or compost no less than 75% of the solid waste generated by 2020 and annually thereafter. AB 341 requires all businesses that generate 4 cubic yards or more of solid waste per week and multi-family properties with 5 units or more to arrange for recycling services.
- Effective April 1, 2016, the State's **Mandatory Organics Waste Recycling law (AB 1826)** phased in requirements for businesses and multi-family residences that generate specified amounts of organic waste to arrange for recycling services for that waste.
- Effective January 1, 2022, the State's **Short-Lived Climate Pollutant Reduction law (SB 1383)** requires all jurisdictions to implement organics programs that reduce organic waste disposal 75% by 2025, and rescue at least 20% of currently disposed edible food.

## 2 Municipal Technical Assistance

From June to July, 2022, the SCS team met with City staff to plan for and carry out facility assessments at 28 city facilities to observe, assess and evaluate the following:

- deskside blue bin mixed recycling
- centralized recycling collection areas, signage needs
- collection areas for new organics program
- custodial collection and material handling system
- use of disposables
- use of single-use plastic beverage containers
- external recycling collection containers
- landscape services review and materials handling

The process included establishing a target list of facilities, City staff recruiting departmental and facility liaisons, preparing fieldwork, understanding facility use (e.g., public facing, meeting rooms, facility rentals, etc.), performing facility visits, interviewing facility liaisons, and documenting site visit results. Each facility assessment included an observation of kitchen, breakroom, coffee nook and vending machines to observe the presence of food scraps or organic waste, if any, the use of single-use plastic and expanded polystyrene food service ware, single-use plastic beverage bottles and plastic bags. Where needed, recommendations were made for reusable alternatives. Each of the 28 facilities will be provided with their own detailed assessment report. A full list of facilities visited is included in **Exhibit 1**.








## 3 Overview of Program Implementation

Each facility was provided with a detailed report assessing opportunities to increase waste reduction, reuse, and recycling of materials generated onsite, primarily by staff. The report includes an assessment on the level of program implementation as it relates to the above noted legislated requirements of AB 341, AB 1826, and SB 1383. Finally, the report specifically targets establishment of the municipal facilities organics diversion program, inclusive of the quantity and location of organics collection containers.

**Table 1.** below provides a high-level overview of program implementation facility-wide in the City as of September 2022. Except for a few minor areas, nearly all facilities have implemented the mandatory commercial recycling for beverage containers, mixed paper, and cardboard as required by AB 341 and recommendations for fine-tuning improvement are provided. The mandatory commercial organics diversion requirements per AB 1826 are only partially met. While all facilities are properly diverting their landscape materials (a.k.a., green waste) via the landscape contractor, at the time of assessment no facilities have yet implemented food scrap collection as a part of the organics diversion program.



**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Have all facilities fully implemented AB 341/ Mandatory Recycling?			
Have all facilities fully implemented AB 1826/ Mandatory Organics Recycling			
Do all facilities have a green waste collection program in place?			
Have all facilities fully implemented SB 1383?			
Do all facilities have external color-coded collection containers in accordance with SB 1383 guidelines?			
Do all facilities have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Do facilities have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

While the City of Carlsbad implemented their mixed recycling and green waste collection well over 30 years ago to meet the then requirements of Assembly Bill 939 (AB 939), which required jurisdictions to divert 50% of their waste stream from landfill disposal, SB 1383 introduces more stringent requirements for program implementation to ensure organics diversion from landfill.

SB 1383 requires businesses, including city facilities, to:

- Subscribe to and participate in recycling and organics collection services
- Provide adequate access to recycling and organic waste recycling containers for employees, contractors, customers and tenants
- Supply sufficient number of containers in adequate and accessible locations
- Provide proper labeling and use specific color-coded containers
  - **Blue** for Mixed Recycling
  - **Green** for Organics
  - **Black/Gray** for Landfill material
- Ensure container labeling and signage clearly denotes what materials can and cannot be placed in the container
- Annually provide information to employees, contractors and tenants about waste diversion requirements and proper sorting
- Monitor for contamination by periodically inspecting recycling and organics containers for contamination and provide education on proper sorting

## City SMMIP and Ordinances

Beyond SB 1383, two additional parameters for the facilities assessments included the City's Sustainable Materials Management Implementation Plan (SMMIP) Phase 3 - Initiative A - Individual City Department Action Plans and Initiative C - Policy Development. Following are the ordinances banning disposable materials and supporting the SMMIP (see **Figure 1**):

- Single-Use Plastic & Expanded Polystyrene Food Service Ware phased in ban
- Single-Use Plastic Beverage Bottles (only at city facilities/events) ban
- Single-Use Plastic Bags ban

The City's SMMIP Phase 3, Initiative A - Individual Action Plans for City Departments is one which looked deep into each department, creating an individual action plan for five city branches - Administrative Services, City Hall, Community Services, Public Safety, and Public Works. Included within those five branches are fifteen specific departmental action plans. These action plans identified specific waste prevention, material reuse, and sustainable purchasing opportunities in all city departments based on assessments, city department meetings and building audits.

**Figure 1. City SMM Ordinances**



## 4 Existing Waste and Recycling Services

### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Reusable utensils
- Hydration stations (public/office) available
- Libraries: book donation collection and recycling system

### Existing Program Observations

An overall approximate assessment of the standard waste and recycling bin/cart collection service provided by Republic Services to all city facilities, including food scraps collection services, is provided in **Table 2** below. The primary focus of this assessment was on internally generated materials and establishment of food scrap collection within municipal facilities. Externally generated materials (e.g., contractor collected landscape materials and project-based materials such as metals, concrete/asphalt and dirt) were not factored into the below noted calculation; however, SCS can report that these materials are being diverted for recycling.




Overall SCS found that nearly all facilities housing City staff included the following:

- Active participation in the blue bin mixed recycling program, some more so than others
- Reasonably high level of recycling awareness and signage on containers

- Mixed messaging in container use - photo at right shows blue recycling container used for trash in restroom
- Nearly all recycling containers had varying degrees of contamination (trash)
- Many trash containers had recyclables within them



**Table 2. Summary of Materials Collected at All Facilities**  
(as of Sept. 2022)

Material Stream	Container Sizes	Collection Frequency	Volume
	3 yard bin	1-5x/week	178 cubic yards
	3 yard bin	1-5x/week	127 cubic yards
	32 - 64 gallon cart	n/a	n/a

**Overall Facilities Diversion (excluding organics) = 41.6%**

*127 cubic yards of recyclable materials / 305 cubic yards of total materials generated*

Based upon the overall volume levels of collection service provided at the time of the facility assessments, a total of approximately 305 total cubic yards of materials are generated from internal City facility operations. This includes approximately 127 cubic yards of recyclable materials (blue container) and 178 cubic yards of landfill materials (black/grey container). Again, excluded from this estimate are public facing areas such as parks, and roll-off container services. While analysis of parks container placement was not requested at this time, general feedback was provided for parks recycling (e.g., ensuring pairing of trash and recycling containers).

For organics collection, it should be noted that landscape/green waste materials generated at each City facility are hauled away by a landscape contractor for recycling and were not factored into the above noted diversion calculation. With the City's 75% diversion goal by 2025, a full material stream analysis is recommended once the organics diversion program is fully implemented.



# 5 Recommendations

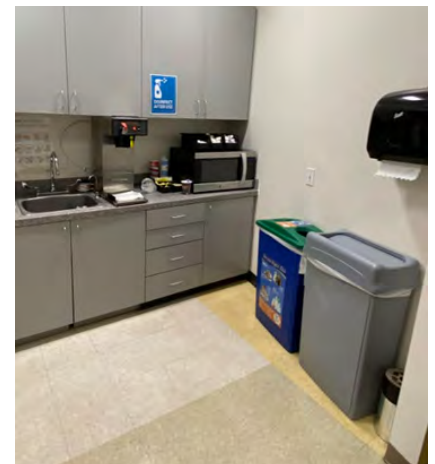
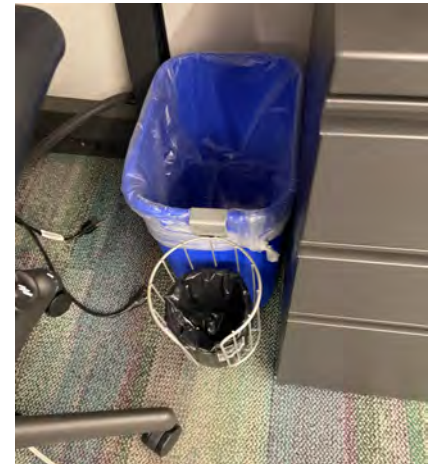
Detailed site-specific recommendations have been made to each respective facility. The following recommendations present the City with opportunities for compliance with SB 1383 by enhancing the existing blue bin recycling and implementing organics collection.

## Recycling Recommendations



- All **mixed recycling** containers need to be **blue**, and all trash cans to be either **black** or **gray**
  - Ensure recycling collection containers are always paired with a trash can to prevent contamination and maximize recycling
  - Deskside recycling containers should be larger than trash can
- Larger centralized recycling collection containers to be paired, with trash (e.g., copier, kitchen/breakroom areas)

## Examples of Ideal Recycling/Trash Container Set-ups





## Organics Recommendations



- All **organics** collection containers to be **green**
- Place centralized organics collection containers in recommended designated location(s)
- Ensure centralized organics containers are properly paired with trash and recycling containers
- Establish a new norm, encouraging movement after eating at desk, by having employees take all food scraps and non-recyclable food soiled paper to a centralized collection area (e.g., kitchen, breakroom) - *similar to what they may already do at home*
- Provide outreach and education to support and reinforce a shift to centralized food scraps and food soiled paper in designated location(s)



## Custodial Recommendations



- Evaluate custodial closet for addition of proper shelving and/or hooks to maximize available closet space for an enhanced materials collection cart
- Consider new equipment recommendations (shown below) - evaluate rolling collection container that allows custodial team the opportunity to most efficiently and safely collect designated deskside collection containers
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers
- Place educational recycling posters in custodial closets
- Provide custodial team with "Thanks for Recycling Right!" compliment cards to acknowledge those employees that get it right and go above and beyond to make materials collection easier (e.g., using one sub-centralized collection area for multiple desks or workstations)
- Provide custodial team with "Oops! Here's a Quick Recycle Right Reminder" to help educate employees about organics recycling and prevent recycling contamination

## Custodial Collection Cart Examples



## Additional Recommendations

### Future Custodial Implementation Considerations

While employee participation and proper deskside separation of recyclables is the starting point for recycling collection programs, the Custodial Team truly is the silent and often unseen backbone of the program. At many facilities custodial staff are required to service two deskside containers, trash and recycling, and are responsible for moving that material through the facility to external collection containers. Facility managers find that the more containers the custodial staff needs to touch/service deskside the more time and money it costs their program. Similarly, having each of those containers (trash and recycling) lined with a plastic liner will add to custodial collection time/cost if both containers are required to be lined and have liners changed on a nightly basis. Thus, the ease and safety with which custodial collection crews can collect, move, and unload collected materials significantly adds to overall program success.

A growing number of facility managers with advanced recycling and waste prevention programs are finding that custodial cost savings can be realized via a transition to a fully centralized collection system. Many leading institutions such as Stanford Health, Stanford University and UCLA have successfully moved away from deskside recycling and trash collection to centralized collection areas - both as a means of custodial services cost savings and realizing that less waste materials are generated in office spaces due to technology. While this is out of our current scope, it is a recommendation worthy of future consideration.

### Centralized Collection Container Recommendations

The type and location of centralized collection containers will be a key driver toward overall organics diversion program success. As new habits take time, education and reinforcing messaging will be important.

Recommended locations for the containers at each facility are based on type of use at the facility, number of employees and/or users, as well as type of material and volume generated. A key objective of container system placement is to ensure convenient capture of materials, promote higher recyclable materials diversion, and support proper materials placement while minimizing material stream contamination.

The important centralized container system tips for the overall program are as follows:

- Establish a uniform collection container system
- Only use **blue** for mixed recyclables, **green** for organics and **black/gray** for landfill
- Ensure the three material stream containers are always paired side-by-side
- Used color-coded container lids, with restricted openings
- Provide clear and distinct visual educational messaging to support proper materials placement
- Use clear bags for recycling and organics, and black for landfill

Examples of three-material stream container systems are shown below:



The primary objective of this 2022 facility assessment report was to observe and evaluate internal materials generated, recycled and disposed from office-related facility operations by City staff. As a part of the observations, meetings with staff and related analysis carried out, the SCS team notes some key beneficial areas for which the City may want to consider. These areas of consideration directly correlate to the City's 75% landfill diversion by 2025 goal and broader SMMIP objectives.

## **Broader Jurisdictional Recommendations**

### **Public Facing Recycling and Landfill Diversion Assessments - Public Facilities Events**

Several city facilities either rent out spaces or host events in which an increased volume of recyclables, organics and landfill materials are generated. Planning for additional public facing outreach materials and event collection containers will help to ensure diversion of recyclable materials from landfill disposal in accordance with the requirements of SB 1383. Assessment would include type and frequency of events, available space for storage of additional containers, suggestion of event containers, materials handling and outreach to users. A few examples of such facility areas include:

- Monroe and Harding Swim Complexes - swimming events
- Leo Carrillo Ranch - weddings, parties
- Senior and Community Centers - events, camps

### **Public Facing Recycling and Landfill Diversion Assessments - Exterior Facilities (Parks) and High-Profile Areas**

Most parks have a certain degree of recycling collection container placement, as do other high-profile areas such as the Boardwalk. It was observed that while some park areas have coverage, some areas of potential improvement could include:

- Consistency in side-by-side "pairing" of recycling and trash containers
- Evaluation of materials generation for placement of additional containers
- Evaluation of recovered materials flow for those park locations that do not currently have recycling bin service

### **2024 Comprehensive Waste Characterization Assessment**

With the City's goal to attain a 75% diversion rate by 2025, assessment of materials disposed in landfill containers across all departments and facilities would provide confirmation and/or important feedback toward the City's 75% goal achievement.

Included in this assessment would be:

- On-site assessment of materials disposed in landfill bins
- Observation of bin fullness and any contamination in recycling and organics bins
- Review of materials tonnage hauled by contractors other than franchise hauler (e.g., landscape contractor, metals, pallets and other inert materials)

# 6 Best Management Practices








**REDUCE**










**REUSE**






**RECYCLE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-use plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid food waste 
- Opt out of single-use coffee pods 
- Consider removal of recycling liners in employee facing areas 

- Provide reusable cutlery for kitchens and breakrooms 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and/or coffee mug 

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in favor of utilizing a nearby centralized recycling and trash station 
- Remove all deskside collection containers in favor of centralized collection containers for recycling and landfill material, with organics only collection in breakrooms, kitchens 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action



## 7 Exhibits

<b>Exhibit 1.</b> <b>Facilities List &amp; Diversion Rate</b> (as of September 2022)			
Alga Norte Park 6565 Alicante Rd	33%	Fire Station #3 3465 Trail Blazer Way	46%
Aviara Park 6425 Ambrosia	<1%	Fire Station # 4 6885 Batiquitos Dr	25%
Arts Office 2955 Elmwood St	66%	Fire Station # 5 2540 Orion Way	50%
Calavera Park 2997 Glasgow Dr	<1%	Fire Station # 6 7201 Rancho Santa Fe Rd	50%
Carlsbad Learning Center 3368 Eureka Place	25%	Fleet Services 2480 Impala Dr	37%
City Hall 1200 Carlsbad Village Dr	50%	Harding Community Center 3096 Harding St	50%
Cole Library 1205 Carlsbad Village Dr	60%	Holiday Park 2076 Pio Pico Dr	<1%
Dove Library 1775 Dove Lane	50%	Leo Carrillo Ranch 6200 Flying Leo Carrillo Ln	20%
Faraday 1635 Faraday Ave	57%	Magee Park 258 Beech Ave	<1%
Fire Station # 1 1275 Carlsbad Village Dr	50%	Monroe Swim Complex 3401 Monroe St	50%

## Exhibit 1.

### Facilities List & Diversion Rate (as of September 2022)

Parks Maintenance 1166 Carlsbad Village Dr	<1%	Senior Center 799 Pine Ave	38%
Police & Fire Admin Headquarters 2560 Orion Way	25%	Stagecoach Park 3420 Camino de los Coches	33%
Pine Avenue Community Center 799 Pine Ave	38%	Streets/Facilities Maintenance 405 Oak Ave	50%
Poinsettia Park 6600 Hidden Valley Rd	11%	Water District 5950 El Camino Real	50%
Safety Training Center 5750 Orion St	50%		

## Exhibit 2.

# Facilities Reports - Alphabetical

# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## ALGA NORTE PARK

Address	6565 Alicante Road, Carlsbad, CA 92008
Contact Person	Ashlee Benson
Site Visited Date(s)	July 13, 2022
Auditor Name	Jill Donello
# Employees	100-134 FT Daily: approx. 25 (6 lifeguards, 4 FT staff, 2 front offices plus part time staff) Special Events – approx. 35 staff per event
# Visitors	1,000s per day.

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

Alga Norte Park is a 32-acre park featuring a state of the art aquatic center, a skate park, a dog park, ball fields , basket ball courts, a playground and picnic areas. The facility assessment covers the aquatic center, office space and multipurpose room. This site is used by the general public as well as sport teams, camps and for events. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Alga Norte Park on July 13, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.






**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

# 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Alga Norte Park’s landfill and recycling bins are serviced Monday, Wednesday and Friday. Table 1 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	Two 3-yard	3x/week	18 cubic yards
	One 3-yard	3x/week	9 cubic yards
	One 3-yard	----	----

## Existing Program Observations

**Total Diversion (excluding organics) = 33%**

Based on service levels provided and not actual volume at the time of facility assessment, approximately 27 cubic yards of waste and recycling materials are generated. With 9 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 33%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

## Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations available
- Some signage on internal blue recycling bins



- Pairing of deskside trash and recycling containers in most (not all) locations
- Centralized recycling collection containers (copier, break areas)
- External split stream trash and recycling containers throughout park and in pool area

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers
- Consider temporary collections systems for use during events

## Organic Bin Placement Recommendations

A green organics bin should be available in the staff breakroom along with recycling and trash bins to collect all break and meal foodwaste.



A second green organics bin may be placed in the multipurpose room and used for camps and events.

This facility may want to consider adding organics collection bins at special events and using the opportunity to discuss proper resource management with guests of the events.



## Custodial Recommendations







- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organics to be diverted in green containers, and proper co-location of containers.
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products 
- Replace plastic beverage bottles in vending machines 
- Opt out of single-use coffee pods 
- Consider removal of recycling liners in employee facing areas 










**REUSE**

- Provide reusable cutlery for breakroom 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure paired deskside recycling and trash containers 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action



# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## AVIARA PARK

Address	6425 Ambrosia Lane, Carlsbad, CA 92008
Contact Person	Lori Swenck
Site Visited Date(s)	July 13, 2022
Auditor Name	Jill Donello
# Employees	0 FT
# Visitors	50-200+

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility




Aviara Park is a 24-acre park containing play areas, restrooms, baseball field, sports fields and a 2,000 square foot picnic area. The park includes a warming kitchen with a refrigerator and freezer for service through a rolling door. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Aviara Park on July 13, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not	N/A
Has this facility fully implemented AB 341/ Mandatory Recycling?				
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling				
Does this facility have a green waste collection program in place?				
Has this facility fully implemented SB 1383?				
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?				
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?				
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?				

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Aviara's landfill is serviced Tuesdays and Fridays. Table 2 gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	Two 3-yard	2x/week	12 cubic yards
	----	----	0 yards
	-----	-----	-----

#### Existing Program Observations

Total Diversion (excluding organics) = <1%

Based on service levels provided and not actual volume at the time of facility assessment, approximately 12 cubic yards of waste and recycling materials are generated. With 0 cubic yards of recycling collection service, the approximate recycling diversion rate for the internal facility is <1%. It is understood that beverage container recycling is collected by landscape contractors. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

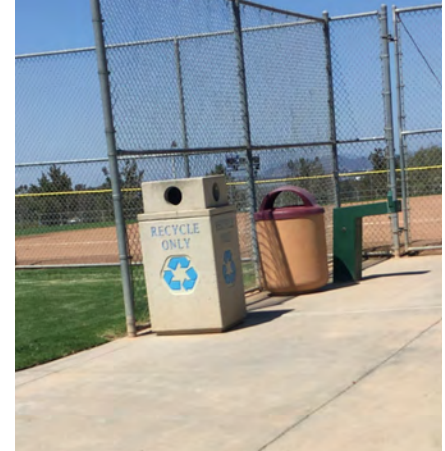
#### Existing Waste Reduction and Recycling Behaviors



- Hydration stations (public/office) available
- Paired trash and recycling containers through out park
- Hand dryers

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers
- Add more signage on recycling containers indicating what materials are accepted
- Ensure all topless containers have the color-coded top



## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

There are no staff facilities in this park for which a food scraps container will be recommended at this time. An optional recommendation is to provide temporary/portable collection systems inside the snack bar so that guests who sell/provide food can put out the three-stream container sets when they are selling food. This will allow for the capture of food waste without putting the containers at risk for contamination.



## Custodial/Landscaper Recommendations






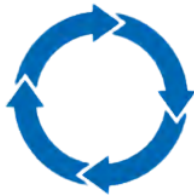
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Consider removal of recycling liners in employee facing areas 












**REUSE**

- Amend city facility use permits to encourage facility users to utilize reusable plates, cutlery and refillable beverage containers 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee/ guest to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all public facing locations have paired recycling and trash containers in close proximity to each other and are clearly labeled 
- Provide clear signage in public facing areas such as the snack bar, baseball field, tennis courts, and picnic/eating areas 
- Set up 3-container bundle sets in internal public spaces to maximize diversion 
- Add temporary collection systems for use during large events which can be borrowed by guests and event organizers 
- Provide signage throughout the park encouraging visitors to recycle 
- Amend city facility use permits to require snack bar users to put out and use 3-stream container set when providing or selling food during events 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action

Minimum Action Compliance

Advanced Action

Leadership Action

# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



# CALAVERA HILLS PARK

Address	2997 Glasgow Dr, Carlsbad, CA 92008
Contact Person	Lori Swenck
Site Visited Date(s)	July 18, 2022
Auditor Name	Fernando Moreno
# Employees	3.5 FT /4 PT
# Visitors	50-200

prepared by :



# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

Calavera Hills Park is a 21 acre park which is home to a community center that offers preschool, summer, and after school programs. The park consists of play areas, restrooms, basketball and tennis courts, athletics fields, and a community garden. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Calavera Hills Park on July 18, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Calavera Hill's landfill is serviced Mondays, Wednesdays, and Fridays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion-Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	Three 3-yard	3x/week	18 cubic yards
	None	0x/week	0
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = <1%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 18 cubic yards of waste and recycling materials are generated. With 0 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is <1%. It is understood that beverage container recycling is collected by landscape contractors. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Hydration stations (public/office) available
- Ban on single-use plastics for all summer program attendees
- Hand dryers are in place, preventing paper towel use and waste
- Public facility recycling containers available throughout the park
- Landscape materials are collected by landscape contractor, transported off-site for recycling

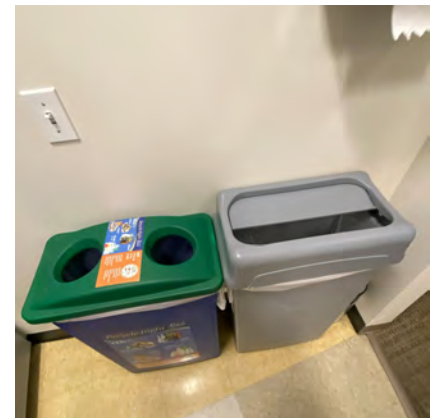




- Pairing of varying sizes of desk side trash and recycling containers
- Centralized recycling collection containers (copier, kitchen, walkway, gymnasium, activity room, play areas and outdoor fields)

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

## Organics Recommendations



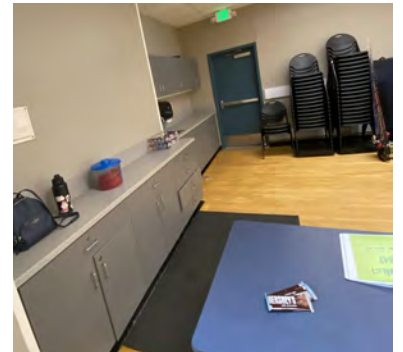
- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers
- Consider temporary collections systems for use during events

## Organic Bin Placement Recommendations

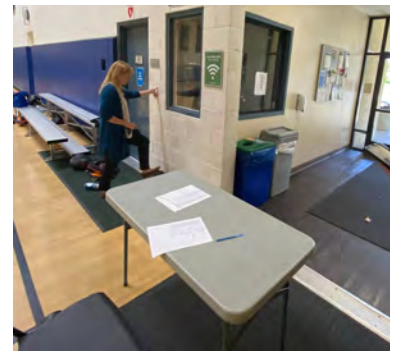
We recommend a food scraps container in the large activity room where kids often eat lunch



The general kitchen area should have a 10-gallon food scraps container next to the trash and recycling containers



A 23-gallon container to be placed in the entrance to the gym so that people have access to all three streams. The children who attend the summer camps, often eat their snacks here



## Custodial Recommendations






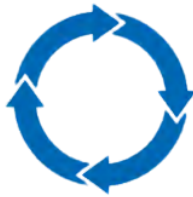
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Consider removal of recycling liners in employee facing areas 











**REUSE**

- Amend city facility use permits to encourage facility users to utilize reusable plates, cutlery, and refillable beverage containers 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 

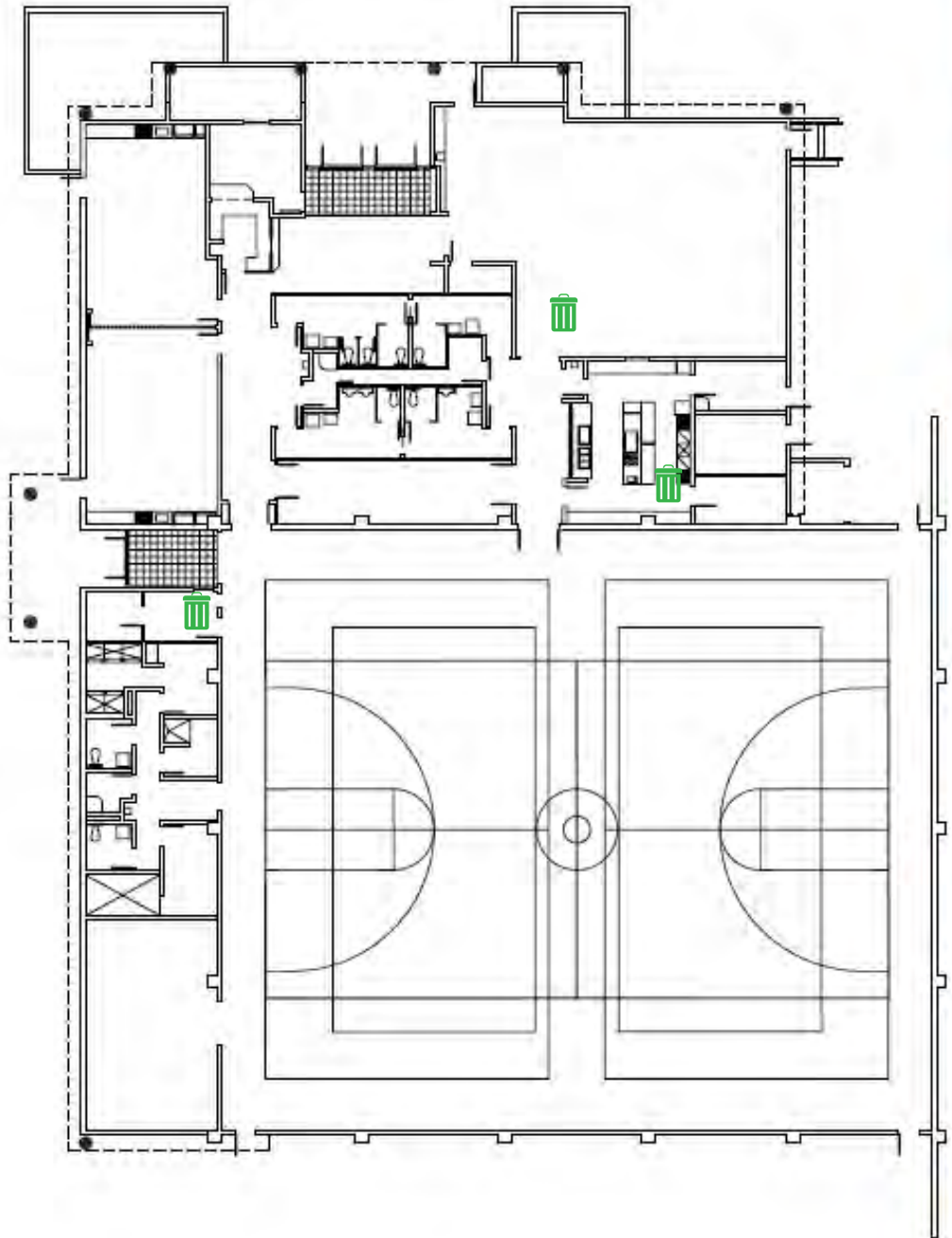


**RECYCLE**

- Ensure that all office/public facing locations have paired deskside recycling and trash containers 
- In employee areas utilize regular size (12 gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7 gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- Set up 3 stream container bundle sets in internal public spaces to maximize diversion 
- Add temporary collection systems for use during large events which can be borrowed by guests and different organizations using the public space 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action

CALAVERA HILLS PARK  
COMMUNITY CENTER BUILDING



# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



# LIBRARY LEARNING CENTER

Address	3368 Eureka Place, Carlsbad, CA 92008
Contact Person	Carrie Scott and Darin Williamson
Site Visited Date(s)	July 12, 2022
Auditor Name	Fernando Moreno
# Employees	~25 FT
# Visitors	50-200+ daily

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors



# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The Carlsbad Library Learning Center is the 3rd Library built in Carlsbad offering free programs for children, teens, and adults each month ranging from story times, homework assistance, book clubs and more. The following report is a summary of our site visit at the facility and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at the Library Learning Center on July 12, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.






**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Library Learning Center's landfill is serviced Monday, Wednesday & Friday and recycling is serviced Tuesdays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	3x/week	9 cubic yards
	One 3-yard	1x/week	3 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 25%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 12 cubic yards of waste and recycling materials are generated. With 3 cubic yards of recycling collection service per week, the approximate recycling diversion rate for this facility is 25%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

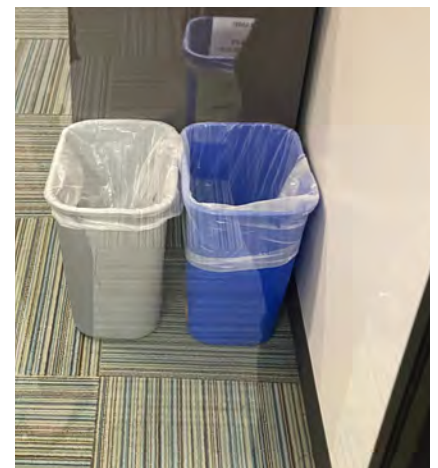
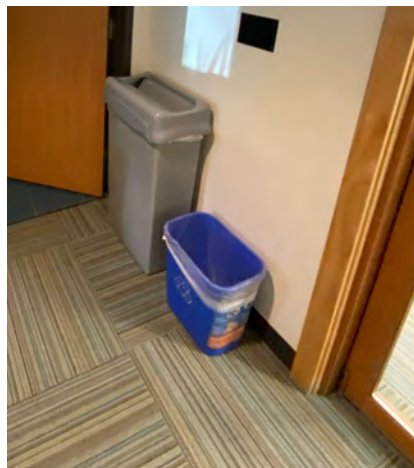
- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Reusable utensils and kitchenware



- Pairing of varying sizes of desk side trash and recycling containers: mini bin trash/7 gal recycling; 10 gal trash/7 gal recycle; 7 gal trash/7 gal recycle
- Centralized recycling collection containers (copier, kitchen, walkway and meeting rooms)
- External split stream trash and recycling containers: black (3)

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

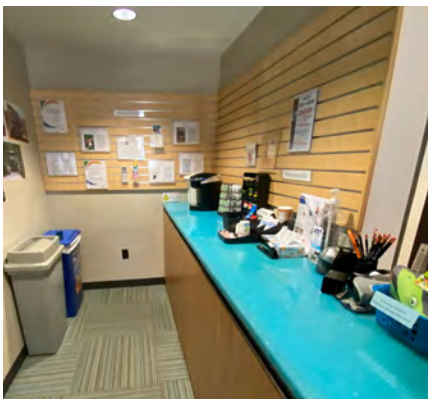
## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a 23-gallon food scraps container inside the kitchen staff only kitchen space on the first floor. The ideal location would be next to the existing trash and recycling containers shown.



There is no designated eating area on the second floor but there is a coffee station and staff often eat their lunches in their work area. Providing a 10-gallon next to these existing containers would provide staff with the opportunity to dispose of their food waste without having to walk downstairs.

## Custodial Recommendations








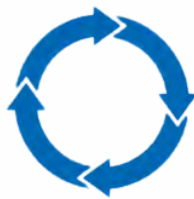
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices





**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid left overs 
- Opt out of single-use coffee pods 
- Consider removal of recycling liners in employee facing areas 








**REUSE**

- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

Legend: 

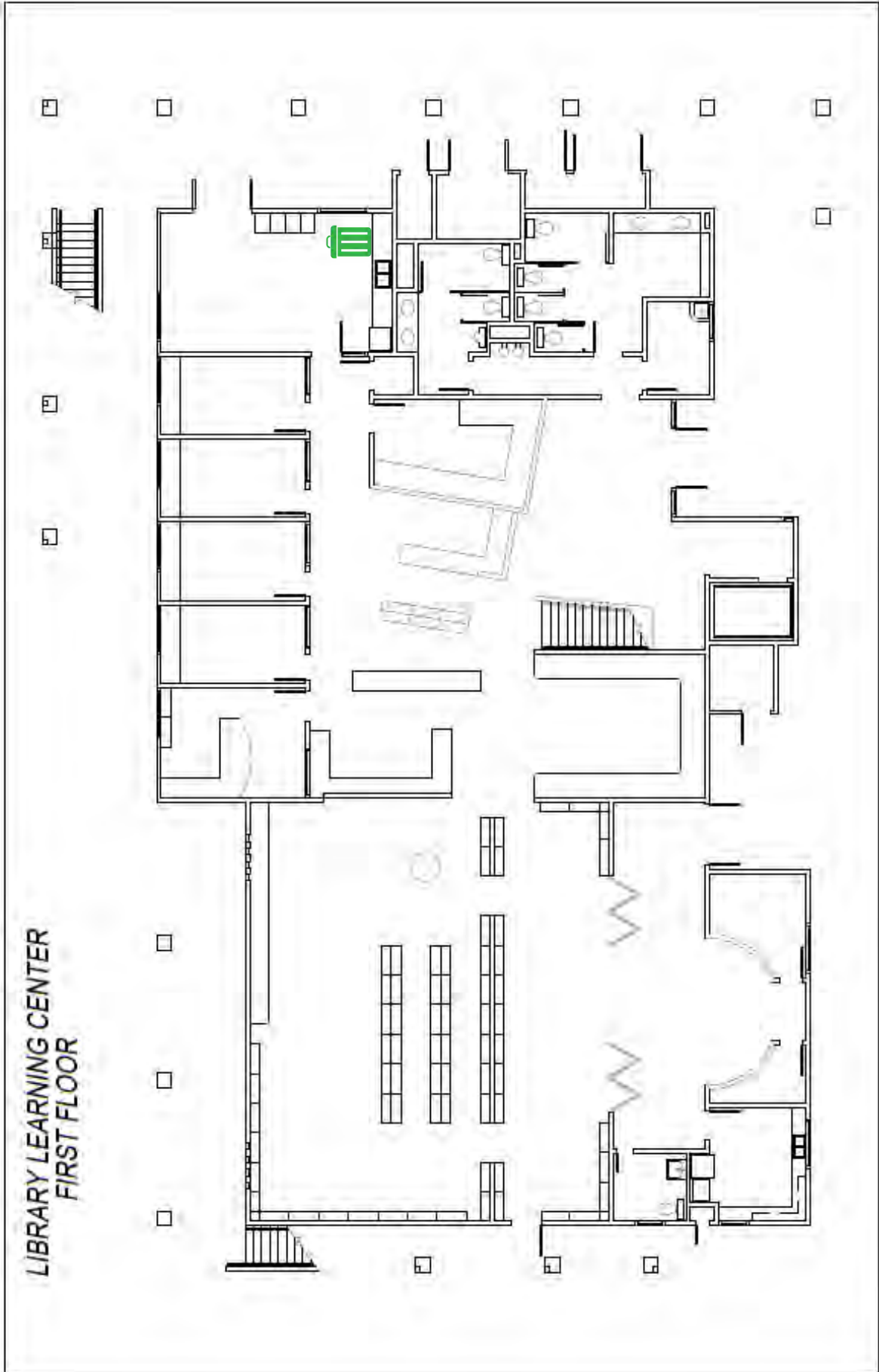


Minimum Action Compliance

Advanced Action

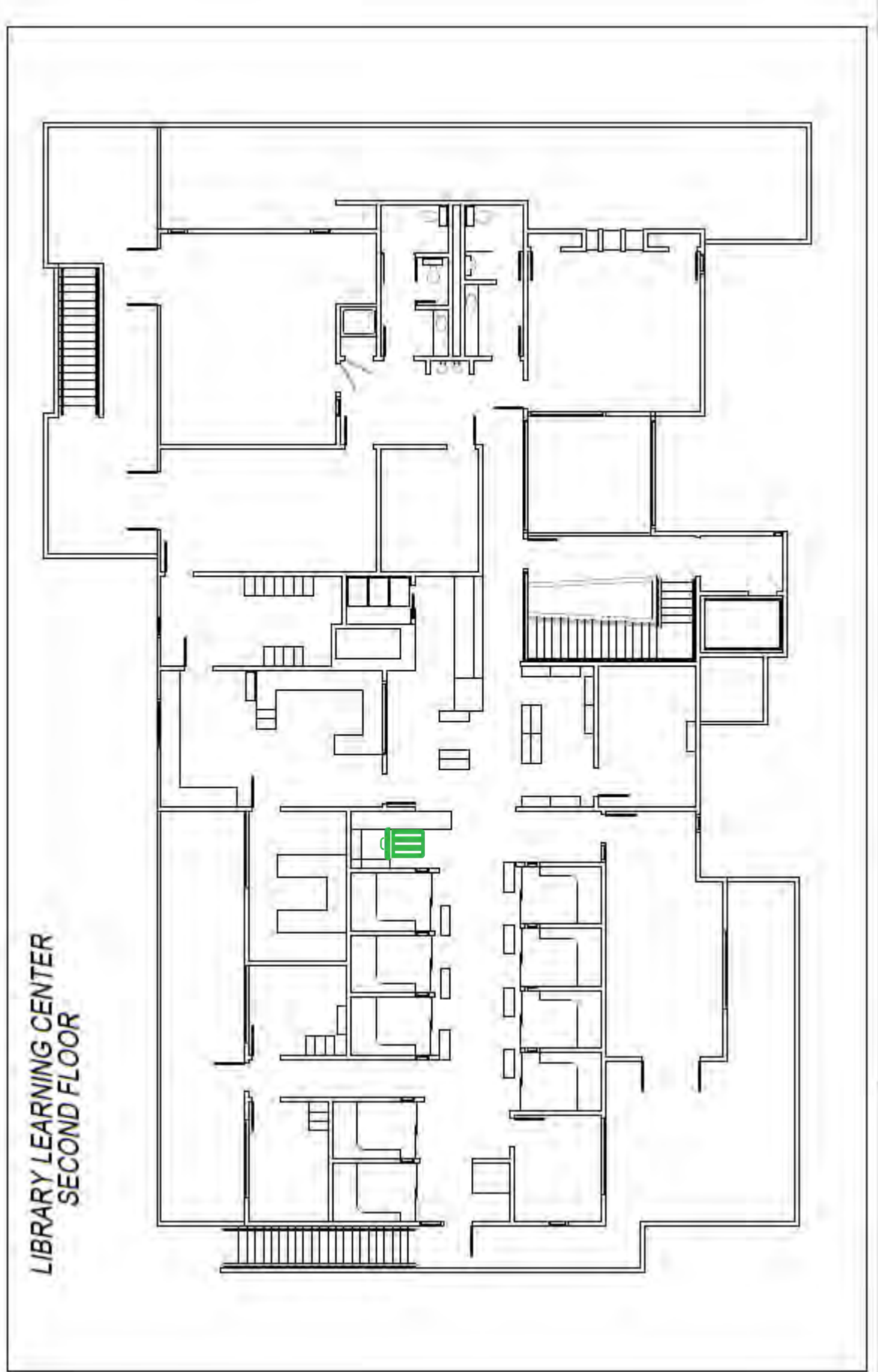


Leadership Action



LIBRARY LEARNING CENTER  
FIRST FLOOR





# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## CITY HALL

Address	1200 Carlsbad Village Dr., Carlsbad, CA 92008
Contact Person	Barney Dresman
Site Visited Date(s)	July 12, 2022
Auditor Name	Fernando Moreno
# Employees	~30 FT
# Visitors	Up to 50 for City Council meetings

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

City Hall houses the City Council, its associated departments, and the Council Chambers where City Council meetings are regularly held. The City of Carlsbad Housing and Homeless services are located here as well as the offices of the City Attorney and the City Manager. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at City Hall on July 12, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. City Hall's landfill is serviced Tuesdays and recycling is serviced Thursdays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	1x/week	3 cubic yards
	One 3-yard	1x/week	3 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 50%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 6 cubic yards of waste and recycling materials are generated. With 3 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 50%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

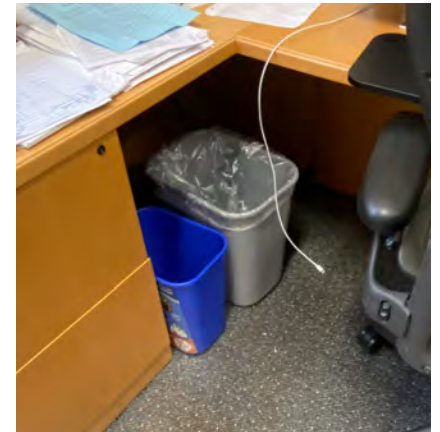
- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Signage promoting ban of single use plastics
- Reusable utensils in kitchen areas
- A few recycling bins without the liner



- Pairing of varying sizes of desk side trash and recycling container: 23 gal bin trash/23 gal recycling; 10 gal trash/7 gal recycle; 7 gal trash/7 gal recycle
- Centralized recycling collection containers (copier, kitchen, walkway, stairs)
- External split stream trash and recycling containers: black (1)
- External split stream (recycling and landfill): Big Belly (1)

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers



## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a 10-gallon food scraps containers inside the kitchenette area next to the current trash and recycling containers (#2 on map)



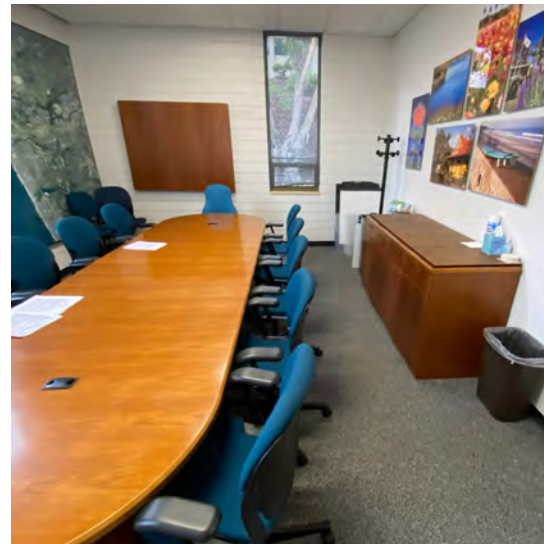
This facility would benefit from having a 10-gallon food scraps container or counter top container inside the kitchenette area to the right (#1 on map)



The last kitchenette also has an eating area and would benefit the most from having a 23-gallon food scrap container (#3 on map)

## Organics Recommendations continued...

An additional 10-gallon food scraps container for the meeting room would also provide an opportunity for diversion whenever food is brought into the room (area 4 on map). Per Custodial staff, employees sometimes bring food into this room. (#4 on map)



### Custodial Recommendations








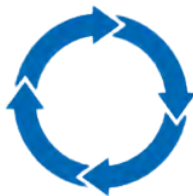
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid leftovers 
- Opt out of single-use coffee pods 
- Consider removal of recycling liners in employee facing areas 



**REUSE**

- Provide reusable cutlery for area 2 kitchennette 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

Legend: 

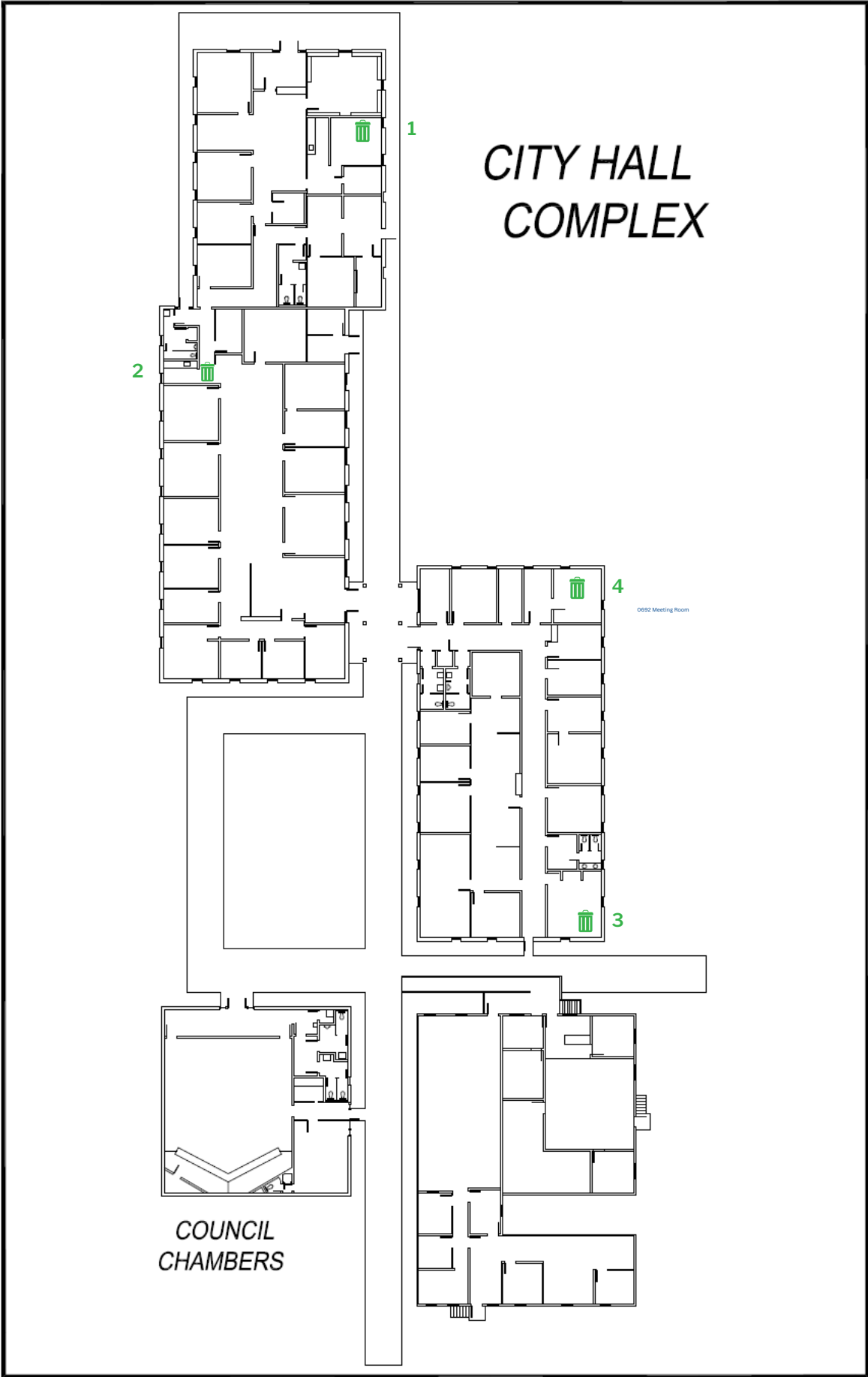


Minimum Action Compliance



Advanced Action

Leadership Action



# CITY HALL COMPLEX

COUNCIL  
CHAMBERS

# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## GEORGINA COLE LIBRARY

Address	1250 Carlsbad Village Drive, Carlsbad, CA 92008
Contact Person	Barney Dresman
Site Visited Date(s)	July 12, 2022
Auditor Name	Fernando Moreno
# Employees	15-20 FT/ 10-12 PT
# Visitors	50-200+

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The Georgina Cole Library is a Carlsbad City public library that has a genealogy collection, Carlsbad history collection and features a robust book donation program. The following report is a summary of our site visit at the facility and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Georgina Cole Library on July 12, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.






**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Cole Library's landfill is serviced on Mondays & Thursdays and recycling is serviced Mondays, Wednesdays & Fridays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	2x/week	6 cubic yards
	One 3-yard	3x/week	9 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 60%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 15 cubic yards of waste and recycling materials are generated. With 9 cubic yards of recycling collection service, which includes book recycling, the approximate recycling diversion rate for this facility is 60%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

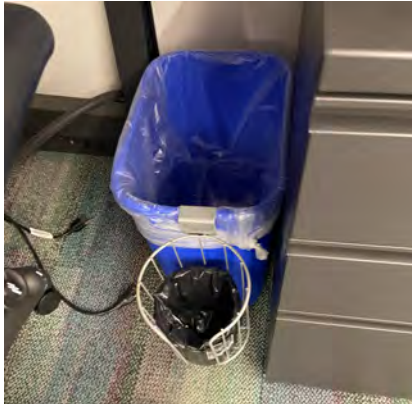
- Double-sided printing
- Office paper contains at least 30% recycled content
- Book donation collection and recycling system
- Reusable utensils
- Hydration stations (public/office) available



- Pairing of varying sizes of desk side trash and recycling containers: mini bin trash/7 gal recycling; 10 gal trash/7 gal recycle; 7 gal trash/7 gal recycle
- Centralized recycling collection containers (copier, kitchen, walkway, stairs)
- External split stream trash and recycling containers -black (3)
- External split stream (recycling and landfill) Big Belly (1)

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers
- Add more signage to exterior containers

## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a countertop food scraps container inside kitchen area room 114. Due to the small number of employees working inside the Cole Library in a given day a countertop container should be sufficient.



A second countertop food scraps container inside the lounge area would be beneficial to the employees who use the microwave and eating area.

## Custodial Recommendations








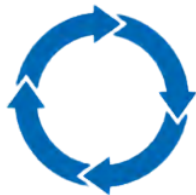
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid leftovers 
- Opt out of single-use coffee pods 
- Consider removal of recycling liners in employee facing areas 





**REUSE**

- Provide reusable cutlery for second floor breakroom 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station. 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

Legend: 

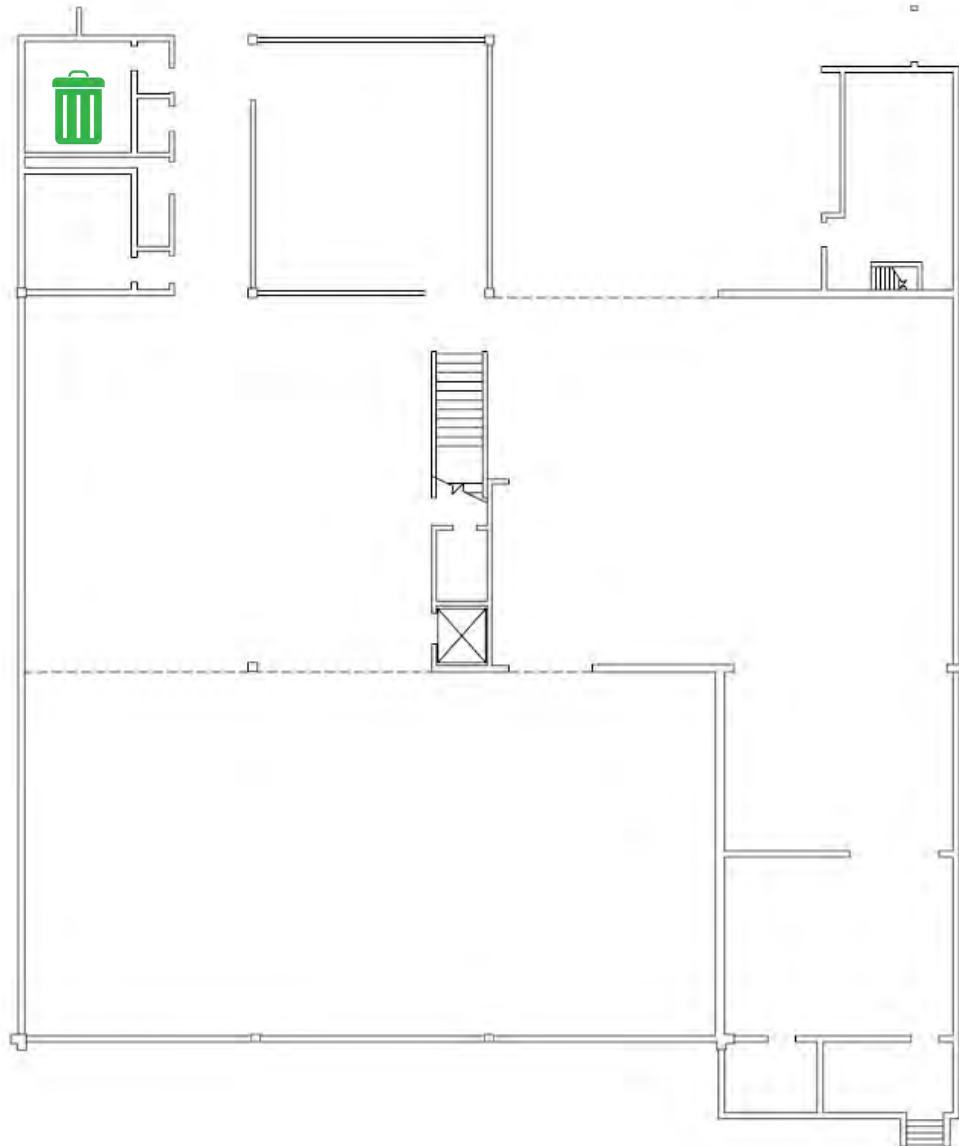
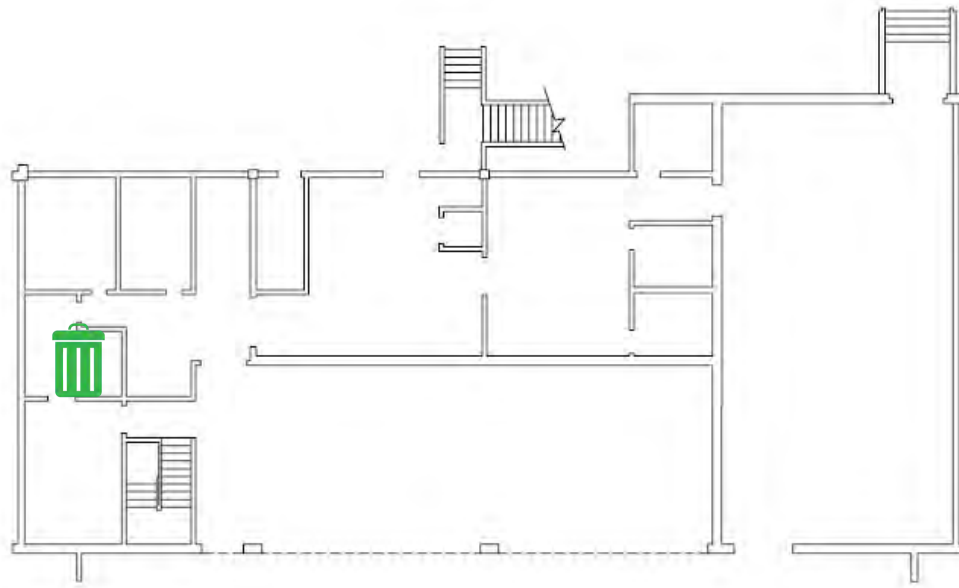


Minimum Action Compliance

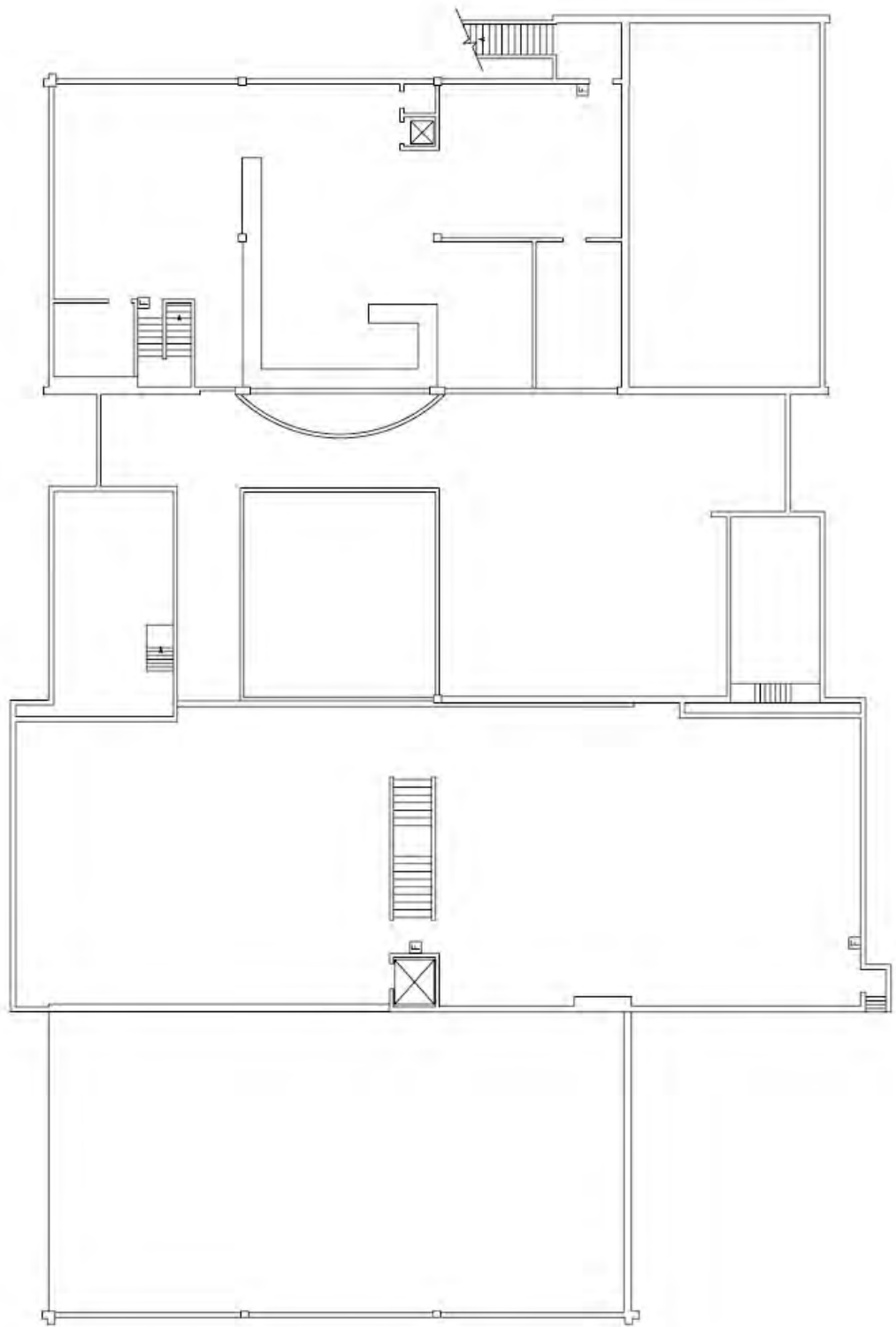


Advanced Action

Leadership Action







# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## DOVE LIBRARY

Address	1775 Dove Lane, Carlsbad, CA 92008
Contact Person	Barney Dresman
Site Visited Date(s)	July 13, 2022
Auditor Name	Fernando Moreno
# Employees	30-35 FT/PT
# Visitors	50-200+

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

Dove Library also known as the Carlsbad City Library, offers free programs for children, teens, and adults. The Dove library is also home to the William D. Cannon Art Gallery, Ruby G. Schulman Auditorium and Friends of the library bookstore. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

# 2 Overview of Program Implementation

A facility assessment was conducted at Dove Library on July 13, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Dove Library's landfill is serviced on Monday, Tuesday, Wednesday, and Fridays and recycling is serviced Mondays, Tuesdays, Wednesdays, and Fridays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	Two 3-yard	4x/week	24 cubic yards
	Two 3-yard	4x/week	24 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 50%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 48 cubic yards of waste and recycling materials are generated. With 24 cubic yards of recycling collection service, which includes book recycling, the approximate recycling diversion rate for this facility is 50%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Book donation collection and recycling system
- Reusable utensils
- Hydration stations (public/office) available



- Pairing of varying sizes of desk side trash and recycling containers: mini bin trash/7 gal recycling; 10 gal trash/7 gal recycle; 7 gal trash/7 gal recycle
- Centralized recycling collection containers (copier, kitchen, walkway, stairs)
- External split stream trash and recycling containers -black (8)
- External split stream (recycling and landfill) Big Belly (1)
- 2 streams of recycling material collection (mixed paper and cans/bottles)

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers
- Add more signage to exterior containers



## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a countertop food scraps container in each of the smaller kitchenettes that have microwaves. An example can be seen in the picture to the right.



A larger food scraps container inside the main lounge area would be beneficial to the employees. With two microwaves, two fridges and vending machine, this room can be expected to produce plenty of food scraps.

## Custodial Recommendations









- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products in kitchen 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Remove plastic bottles from vending machines 
- Encourage meal planning to avoid leftovers 
- Opt out of single-use coffee pods 
- Consider removal of recycling liners in employee facing areas 








**REUSE**

- Provide reusable cutlery in the kitchen and kitchenettes 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station. 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

Legend: 

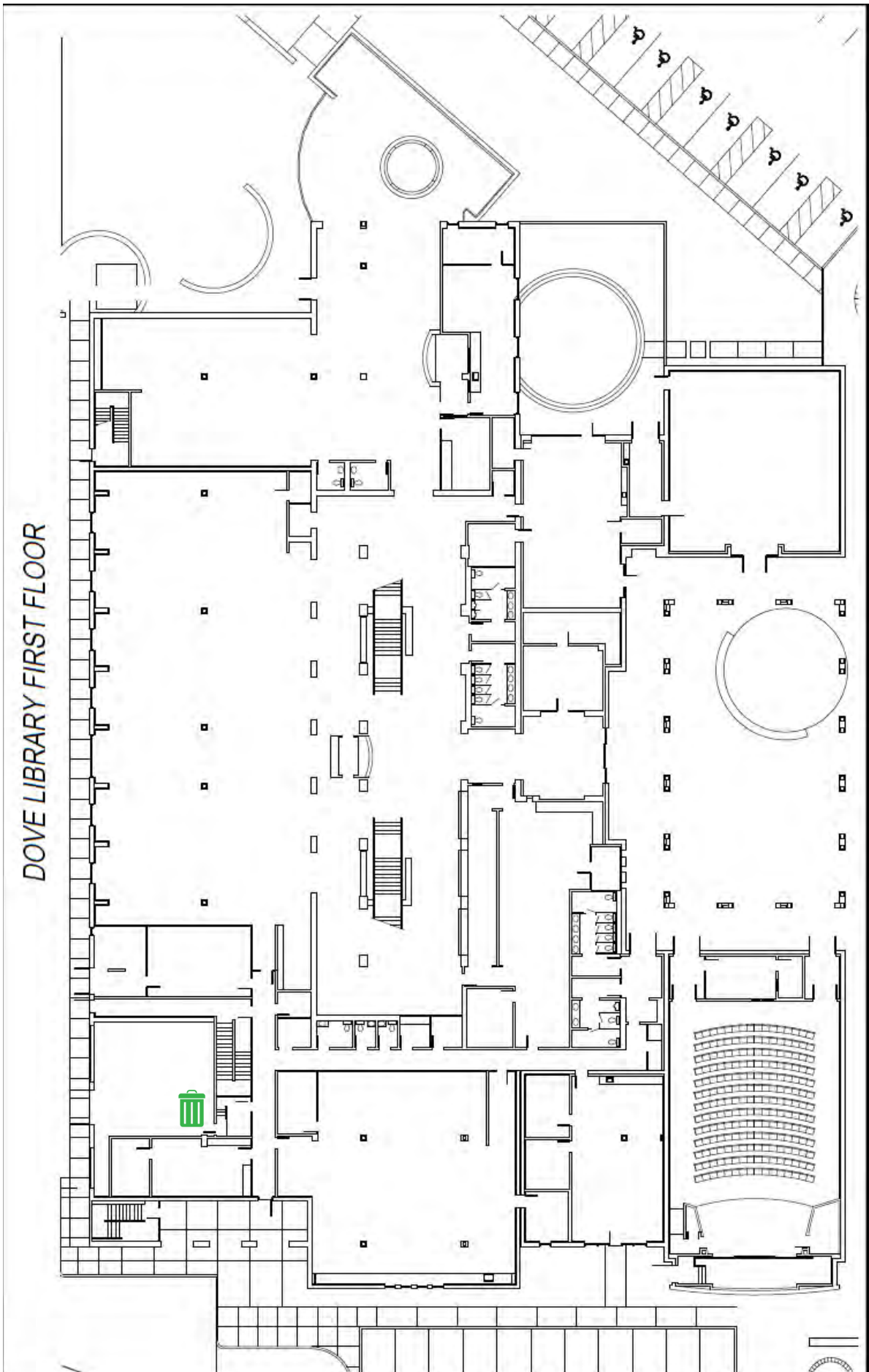


Minimum Action Compliance



Advanced Action

Leadership Action



# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## THE ELMWOOD HOME

Address	2955 Elmwood St., Carlsbad, CA 92008
Contact Person	Sue Armstrong
Site Visited Date(s)	July 12, 2022
Auditor Name	Fernando Moreno
# Employees	8-11 FTE
# Visitors	~1

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The Elmwood home, also known as the Communication & Engagement Office or Cultural Arts Office provides outreach about the ongoing activities and cultural services throughout the community within the City of Carlsbad. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

# 2 Overview of Program Implementation

A facility assessment was conducted at the Elmwood Home on July 12, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.



**Table 1. Area and Level of Program Implementation**  
(as of September 2022)




Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			



### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. The Communications Office's landfill and recycling are serviced Mondays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 96-gallon	1x/week	.5 cubic yards
	Two 96-gallon	1x/week	1 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 66%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 1.5 cubic yards of waste and recycling materials are generated. With 1 cubic yard of recycling collection service per week, the approximate recycling diversion rate for this facility is 66%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

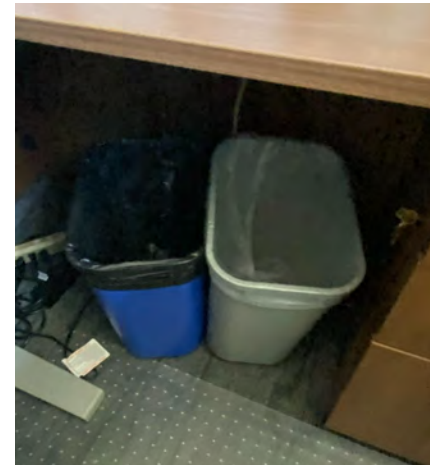
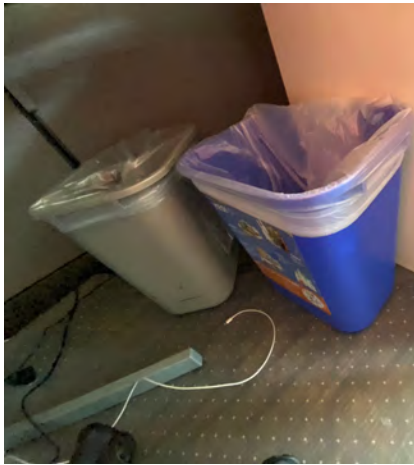
- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Reusable utensils and kitchenware



- Pairing of varying sizes of desk side trash and recycling containers: 7 gal trash/7 gal recycle
- Centralized recycling collection containers (copier, kitchen)
- Recycling containers without paired trash receptacle

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a single 10-gallon covered food scraps container inside the kitchen space. The ideal location would be next to the existing trash and recycling containers shown below.



Switching to proper color-coded containers for existing containers is also highly recommended.

## Custodial Recommendations







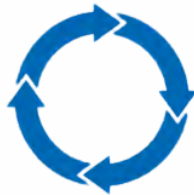
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and in shipping materials 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid left overs 
- Consider removal of recycling liners in employee facing areas 








**REUSE**

- Provide reusable dishware and cutlery in Kitchen area 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

Legend:



Minimum Action Compliance



Advanced Action



Leadership Action

# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## FARADAY

Address	1635 Faraday Ave, Carlsbad, CA 92008
Contact Person	Barney Dresman
Site Visited Date(s)	July 13, 2022
Auditor Name	Fernando Moreno
# Employees	150-200 FT/PT
# Visitors	50+

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors



# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts. Faraday is primarily an administrative office location that houses multiple city departments. In addition it is one of the primary meeting locations for the city and where the public can come to submit permits.

# 2 Overview of Program Implementation

A facility assessment was conducted at Faraday on July 13, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.






**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Faraday's landfill is serviced Tuesdays, Thursdays, & Saturdays and their recycling is serviced Tuesdays & Fridays. Table 2. below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	3x/week	9 cubic yards
	Two 3-yard	2x/week	12 cubic yards
	Two 96-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 57%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 21 cubic yards of waste and recycling materials are generated. With 12 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 57%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

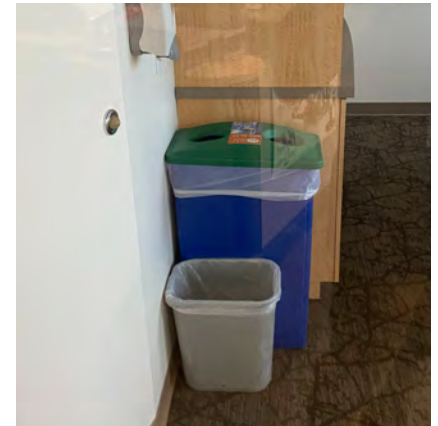
- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Signage promoting ban of single use plastics



- Pairing of varying sizes of desk side trash and recycling containers- mini bin trash/7 gal recycling; 10 gal trash/7 gal recycle; 7 gal trash/7 gal recycle, slim jim Recycling/ 7 gal trash
- Centralized recycling collection containers (copier, kitchen, walkway, stairs)
- Separate mixed paper, plastic bottle, and glass collection containers

### Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

## Organics Recommendations

- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

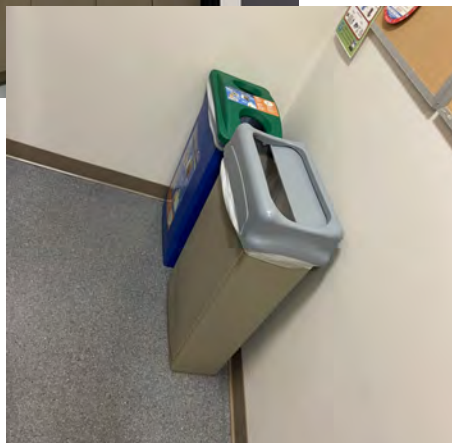


**Meeting Room 173A, the large meeting room where events often occur and hosts a small coffee station, would benefit from the addition of a 23-gallon slim jim food scraps container to the existing waste collection system pictured to the right.**



**Meeting Room 173B is another large meeting room used on a more frequent basis. This room has a kitchenette and is the preferred location for holding weekly meetings with food involved. The addition of a 23-gallon slim jim here is recommended with the possibility of an extra countertop food scraps container.**

**Library Room 170 is recommended for a 10-gallon food scrap container to capture the food scraps that were viewed during the site evaluation, otherwise a further discussion about allowing food in the library space should take place**



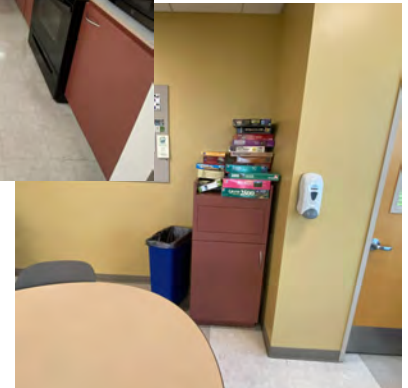
**The first non-public space where a food scraps container is recommended is the kitchenette. A single 23-gallon organics container should be placed near the existing trash and recycling containers.**

**The kitchenette to the right is recommended a 10-gallon food scrap container to be placed near the existing trash and recycling container.**





The largest eating area in Faraday, pictured to the right, is recommended for 2 food scrap containers. One 23-gallon to be placed against the wall and the other 10-gallon container to be placed with the recycling and trash container. An option is a 3-bundle set.



The last two kitchenettes (shown below) would both benefit from having a 10-gallon container placed next to their current bins.



## Custodial Recommendations








- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers



# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Switch out plastic beverage bottles from vending machine 
- Opt out of single-use coffee pods 
- Consider removal of recycling liners in employee facing areas 








**REUSE**

- Provide reusable dishware in each kitchenette 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

Legend: 



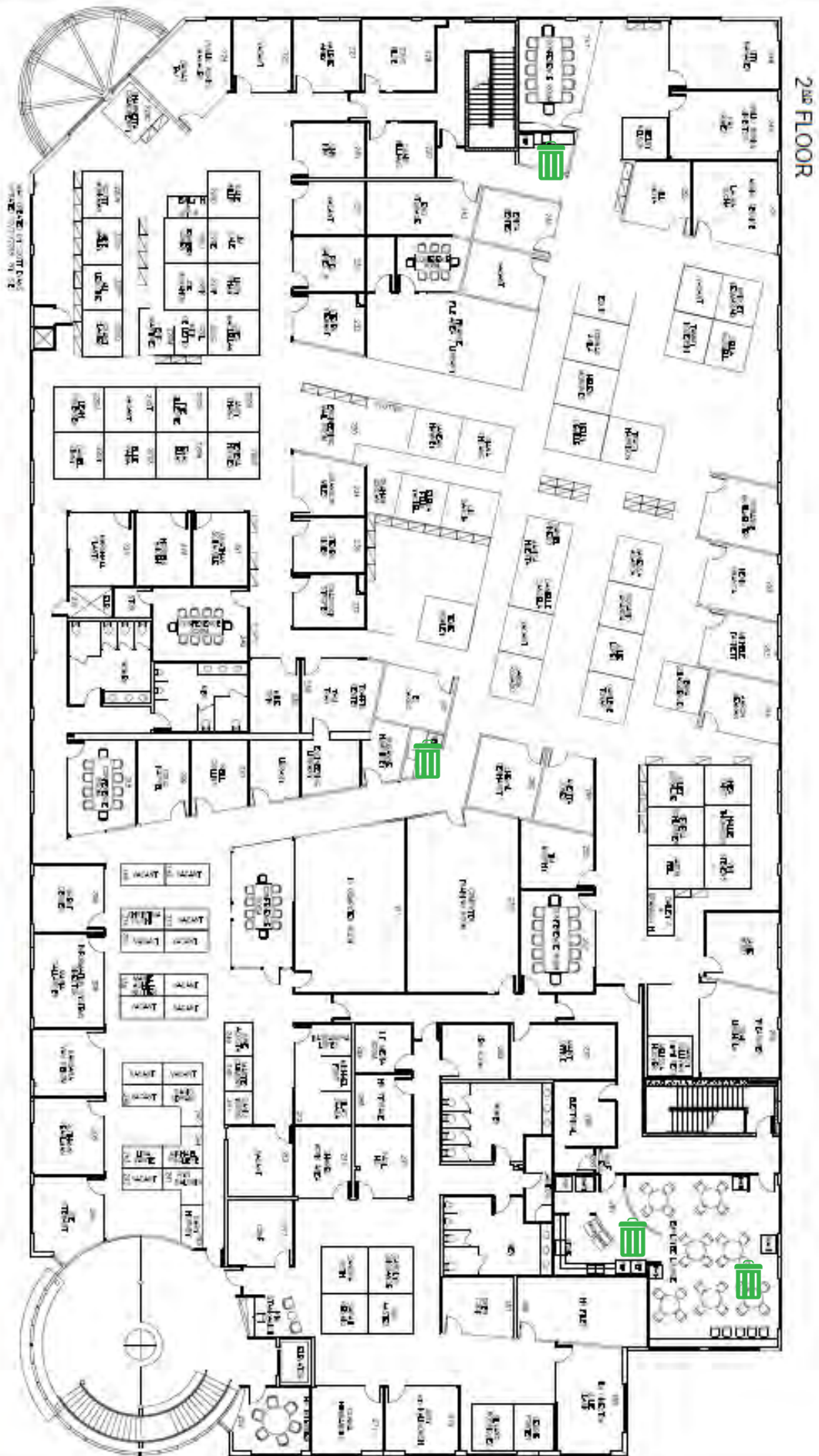
Minimum Action Compliance

Advanced Action



Leadership Action





# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## FIRE STATION 1

Address	1275 Carlsbad Village Drive, Carlsbad, CA 92008
Contact Person	Eric Evonsion and Andy Spear
Site Visited Date(s)	July 11, 2022
Auditor Name	Fernando Moreno
# Employees	5-7 FT
# Visitors	<1

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors



# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

Fire Station 1 is an all-risk, all-threat first responder agency safeguarding lives, property and the environment through 24-hour fire, rescue and emergency medical services. There is one main building in which staff work and live. There are no custodial staff and the firefighters do all the custodial work themselves. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Fire Station 1 on July 11, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.

**Table 1. Area and Level of Program Implementation**  
(as of September 2022)




Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			



# 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Fire Station 1's landfill is serviced Thursdays and recycling is serviced Tuesdays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	1x/week	3 cubic yards
	One 3-yard	1x/week	3 cubic yards
	32 gallon	----	----

## Existing Program Observations

**Total Diversion (excluding organics) = 50%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 6 cubic yards of waste and recycling materials are generated. With 3 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 50%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

## Existing Waste Reduction and Recycling Behaviors



**REDUCE**

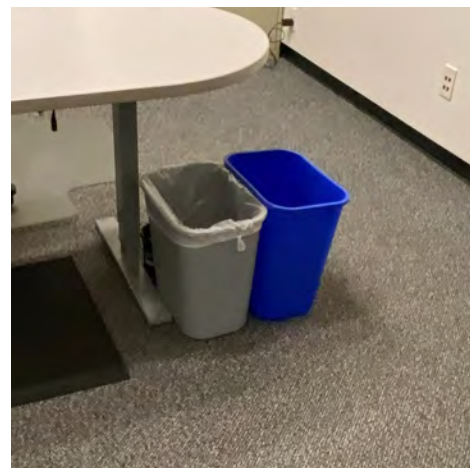
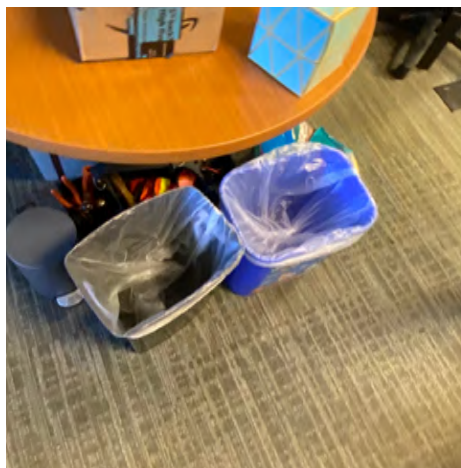
- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration station (kitchen area) available
- Reusable utensils and kitchenware



- Pairing of larger (20-gallon) recycling container with smaller trash container (7-gallon)
- Centralized recycling collection containers (copier, outside kitchen area)
- Recycling containers without paired trash receptacle

## Opportunities for Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers
- Ensure that all recycling is properly labeled

## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

A fire station operates like a home where only a few staff work/live onsite. Placing a food waste container outside of the kitchen area, next to the recycling bin, would help collect food waste.



Providing a countertop kitchen pail for the staff to use while preparing their food would help with transferring food scraps into the external container, only a few steps away from the kitchen area.

## Custodial Recommendations







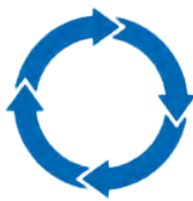
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices





**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid leftovers 
- Consider removal of recycling liners in employee facing areas 











**REUSE**

- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 

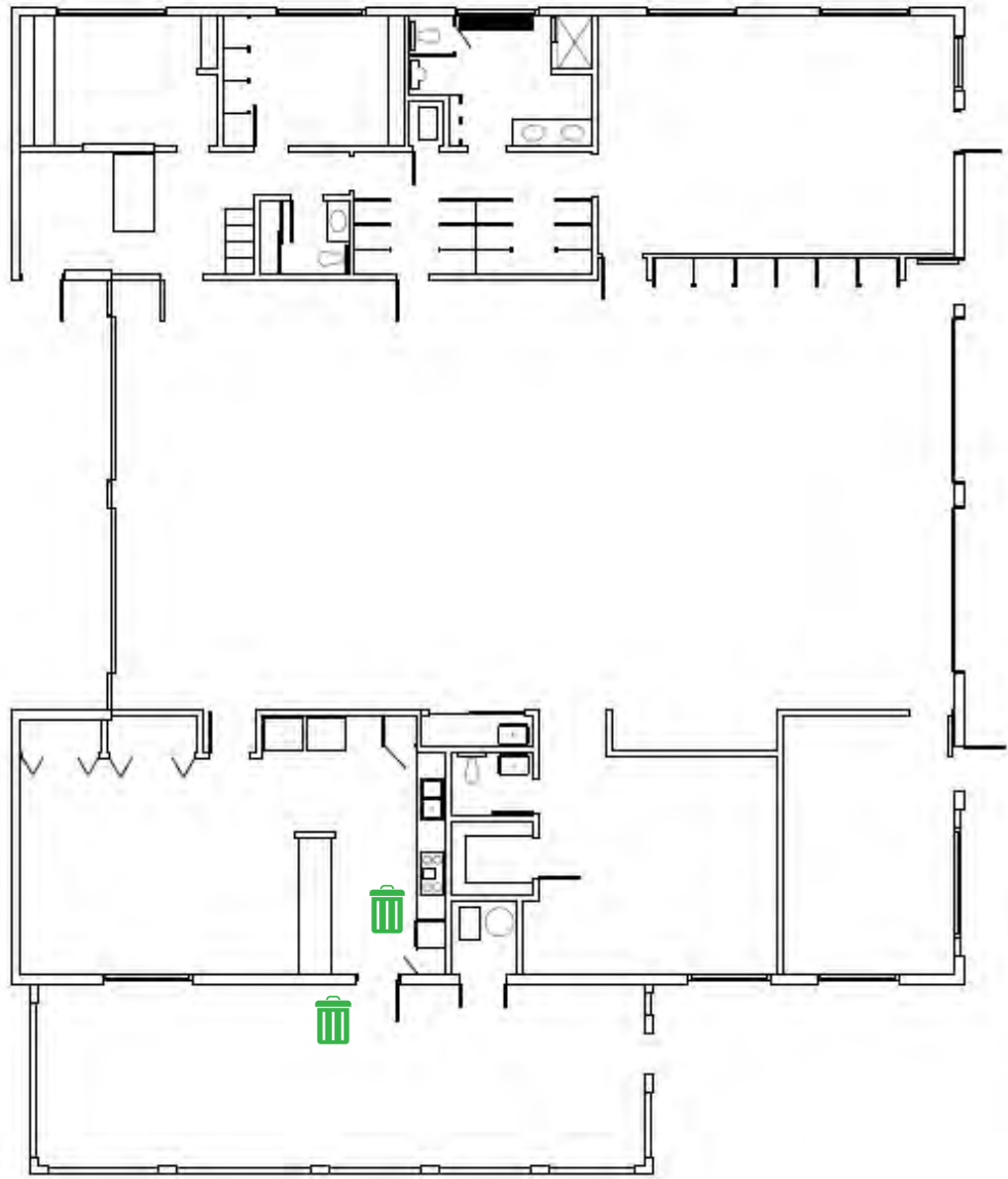


**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside/personal recycling and remove deskside/personal trash containers in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all deskside/individual collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action

FIRE STATION NO. 1  
CARLSBAD VILLAGE DRIVE



# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## FIRE STATION 3

Address	3465 Trail Blazer Way, Carlsbad, CA 92008
Contact Person	Eric Evonsion & Andy Spear
Site Visited Date(s)	July 11, 2022
Auditor Name	Fernando Moreno
# Employees	5 FT
# Visitors	~1

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors



# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

Fire Station 3 is an all-risk, all-threat first responder agency safeguarding lives, property and the environment through 24-hour fire, rescue and emergency medical services. There is one main building in which staff work and live. There are no custodial staff and the firefighters do all the custodial work themselves.

The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Fire Station 3 on July 11, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Fire Station 3's landfill is serviced Tuesdays and recycling is serviced Thursdays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard & One 96-gallon	1x/week	3.5 cubic yards
	One 3 yard	1x/week	3 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 46%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 6.5 cubic yards of waste and recycling materials are generated. With 3 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 46%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Reusable utensils and kitchenware provided



- Pairing of varying sizes of desk side trash and recycling containers: mini bin trash/7 gal recycling; 7 gal trash/10 gal recycle; 7 gal trash/7 gal recycle
- Centralized recycling collection containers (copier, kitchen, walkway, office space)
- Recycling containers without paired trash receptacle

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

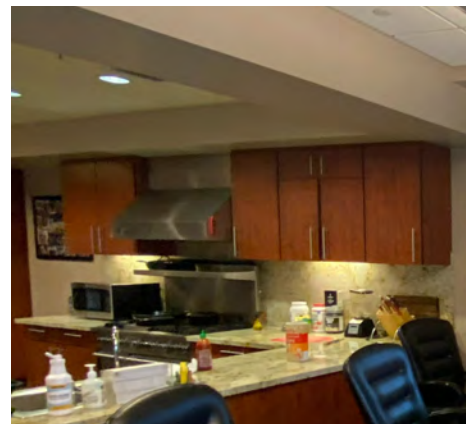
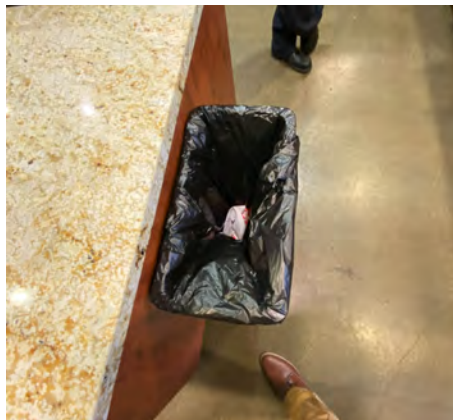
## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a 10 gal food scraps container inside the Kitchen near where their current trash bin is located. The addition of a table top food scrap container would also be applicable here as staff prepare their own food.



## Custodial Recommendations







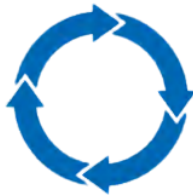
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices





**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid leftovers 
- Consider removal of recycling liners in employee facing areas 











**REUSE**

- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 

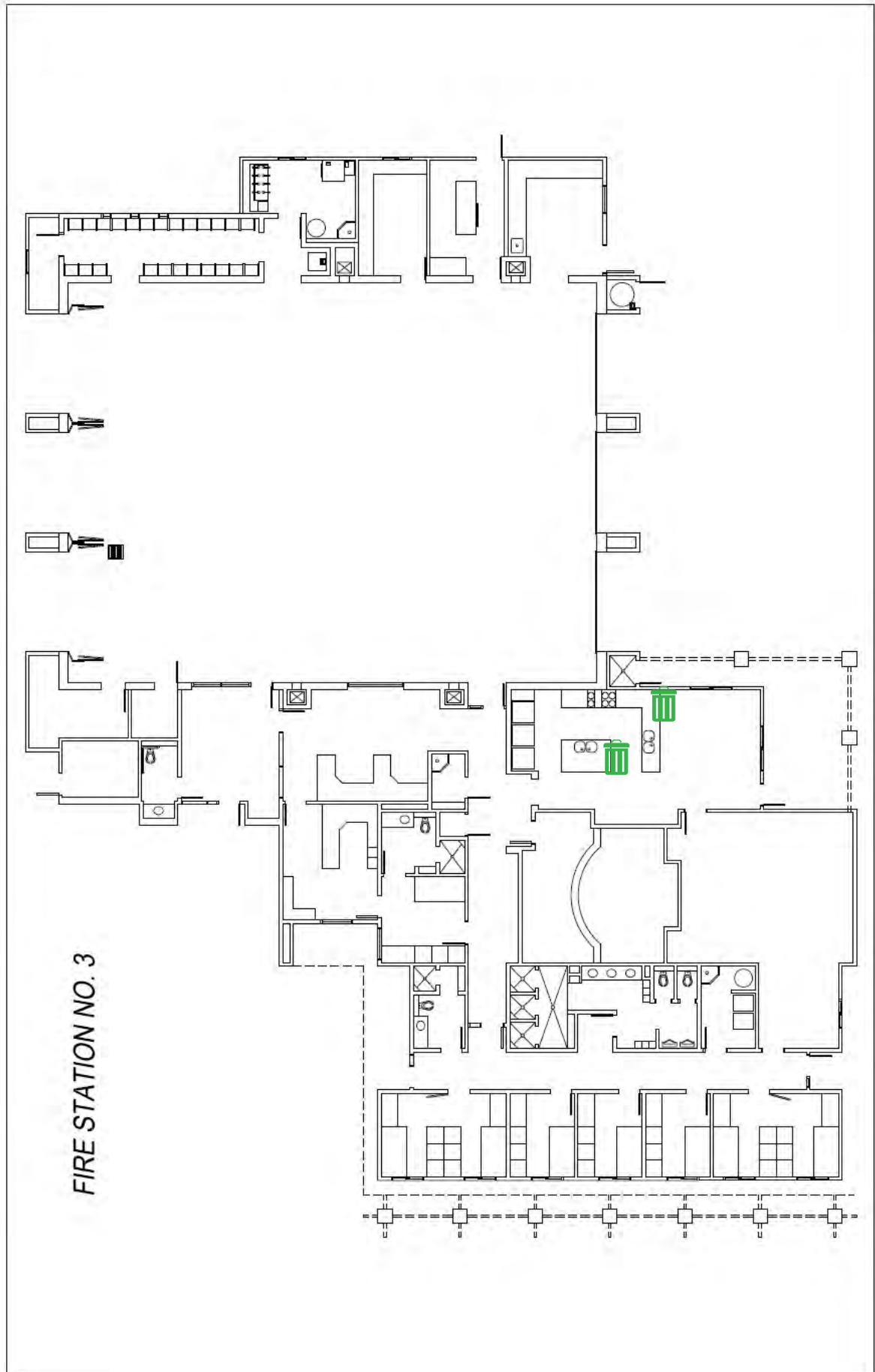


**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action





FIRE STATION NO. 3

# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## **FIRE STATION 4**

Address	6885 Batiquitos Dr Carlsbad, CA 92008
Contact Person	Eric Evonsion & Andy Spear
Site Visited Date(s)	July 11, 2022
Auditor Name	Fernando Moreno
# Employees	5 FT
# Visitors	~1

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

Fire Station 4 is an all-risk, all-threat first responder agency safeguarding lives, property and the environment through 24-hour fire, rescue and emergency medical services. There is one main building in which staff work and live. There are no custodial staff and the firefighters do all the custodial work themselves.

The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Fire Station 4 on July 11, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Fire Station 4's landfill is serviced Thursdays and recycling is serviced Wednesdays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	1x/week	3 cubic yards
	Two 96-gallon	1x/week	1 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 25%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 4 cubic yards of waste and recycling materials are generated. With about 1 cubic yard of recycling collection service, the approximate recycling diversion rate for this facility is 25%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Reusable utensils and kitchenware provided



- Centralized recycling collection containers (copier, kitchen, walkway, office space)
- Recycling containers without paired trash receptacle

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers



## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a 10-gallon or tabletop food scraps container inside the kitchen near where their current trash bin is located. They would also benefit by moving their new 32-gallon in place of the older green cart shown to the right which is currently being used as a recycling container. Perhaps a second recycling cart is needed.



## Custodial Recommendations







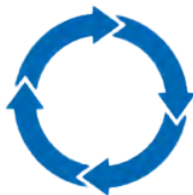
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows staff the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices





**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid leftovers 
- Consider removal of recycling liners in employee facing areas 











**REUSE**

- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 

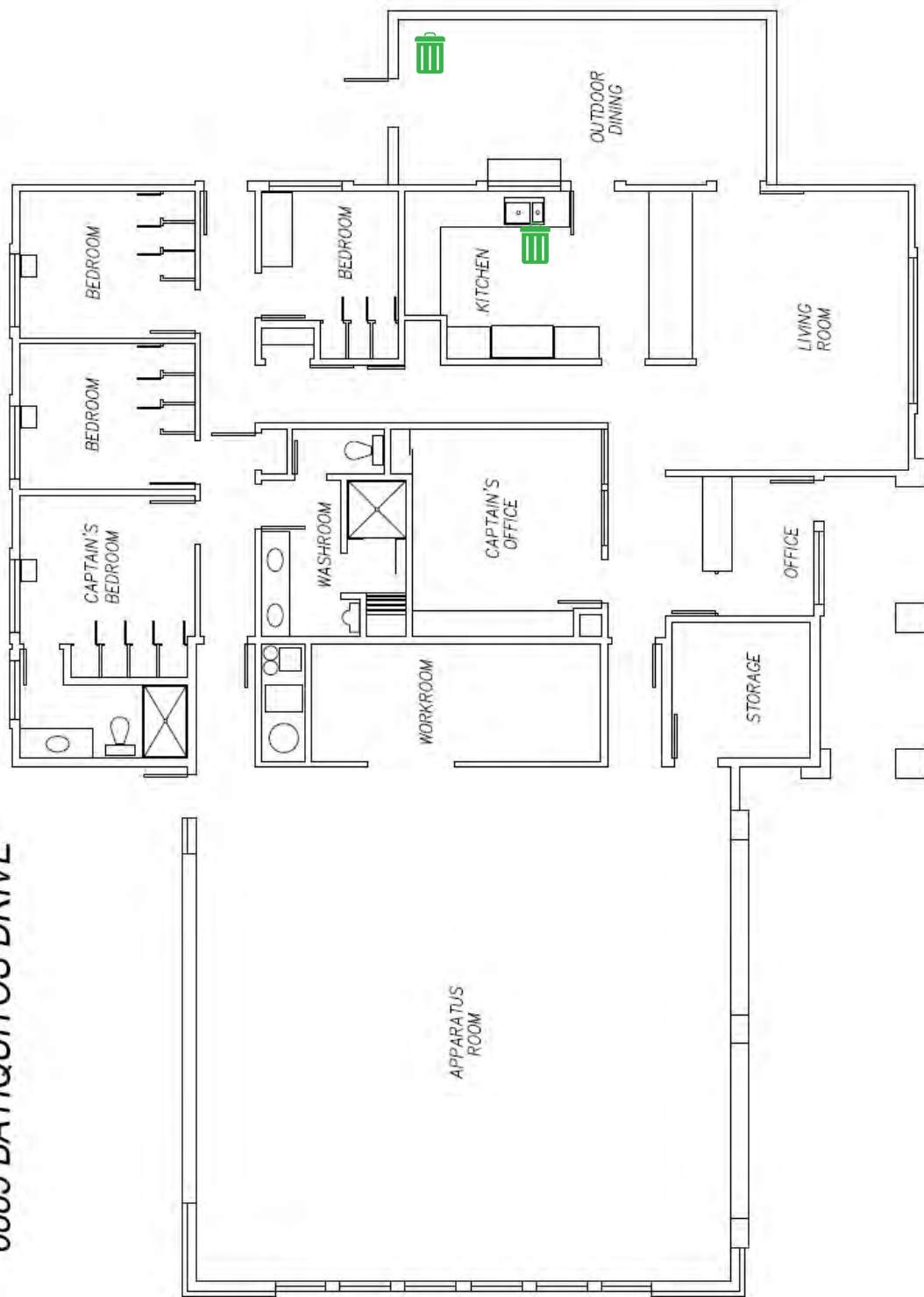


**RECYCLE**

- Ensure that all areas with a trash receptacle have a paired recycling and trash containers 
- Utilize regular size (12-gallon) recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside/in room recycling and remove trash containers in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all individual collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action

FIRE STATION No. 4  
6885 BATIQUITOS DRIVE



# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## FIRE STATION 5

Address	2540 Orion Way, Carlsbad, CA 92008
Contact Person	Eric Evonsion & Andy Spear
Site Visited Date(s)	July 11, 2022
Auditor Name	Fernando Moreno
# Employees	6 FT
# Visitors	~1

prepared by :



# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

Fire Station 5 is an all-risk, all-threat first responder agency safeguarding lives, property and the environment through 24-hour fire, rescue and emergency medical services. There is one main building in which staff work and live. There are no custodial staff and the firefighters do all the custodial work themselves.

The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Fire Station 5 on July 11, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.

**Table 1. Area and Level of Program Implementation**  
(as of September 2022)




Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			



# 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Fire Station 5's landfill is serviced Tuesdays and recycling is serviced Thursdays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	1x/week	3 cubic yards
	One 3-yard	1x/week	3 cubic yards
	One 32-gallon	----	----

## Existing Program Observations

**Total Diversion (excluding organics) = 50%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 6 cubic yards of waste and recycling materials are generated. With 3 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 50%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

## Existing Waste Reduction and Recycling Behaviors



**REDUCE**

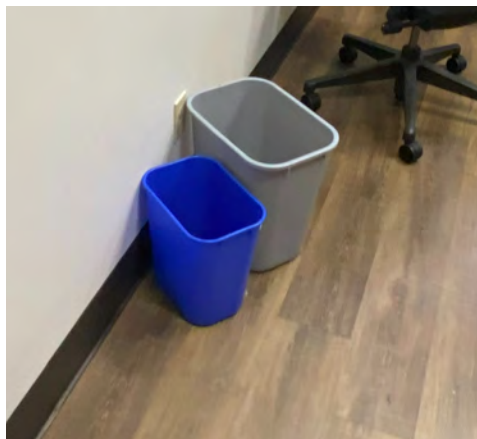
- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Reusable utensils and kitchenware provided
- Hand dryer



- Pairing of varying sizes of desk side trash and recycling containers: 7 gal trash/10 gal recycle; 7 gal trash/7 gal recycle
- Centralized recycling collection containers (copier, kitchen, walkway, office space)
- Recycling containers without paired trash receptacle

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

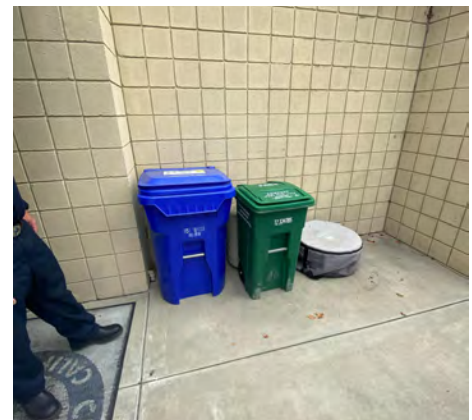
## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a 10-gallon or tabletop food scraps container inside the kitchen near where their current trash bin is located. Their 32-gallon cart is currently located immediately outside the kitchen area within walking distance. A small food scraps container would be helpful in transporting food waste and will not require too much space.



## Custodial Recommendations







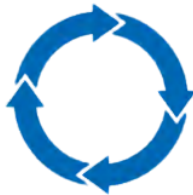
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices





**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid leftovers 
- Consider removal of recycling liners in employee facing areas 











**REUSE**

- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 

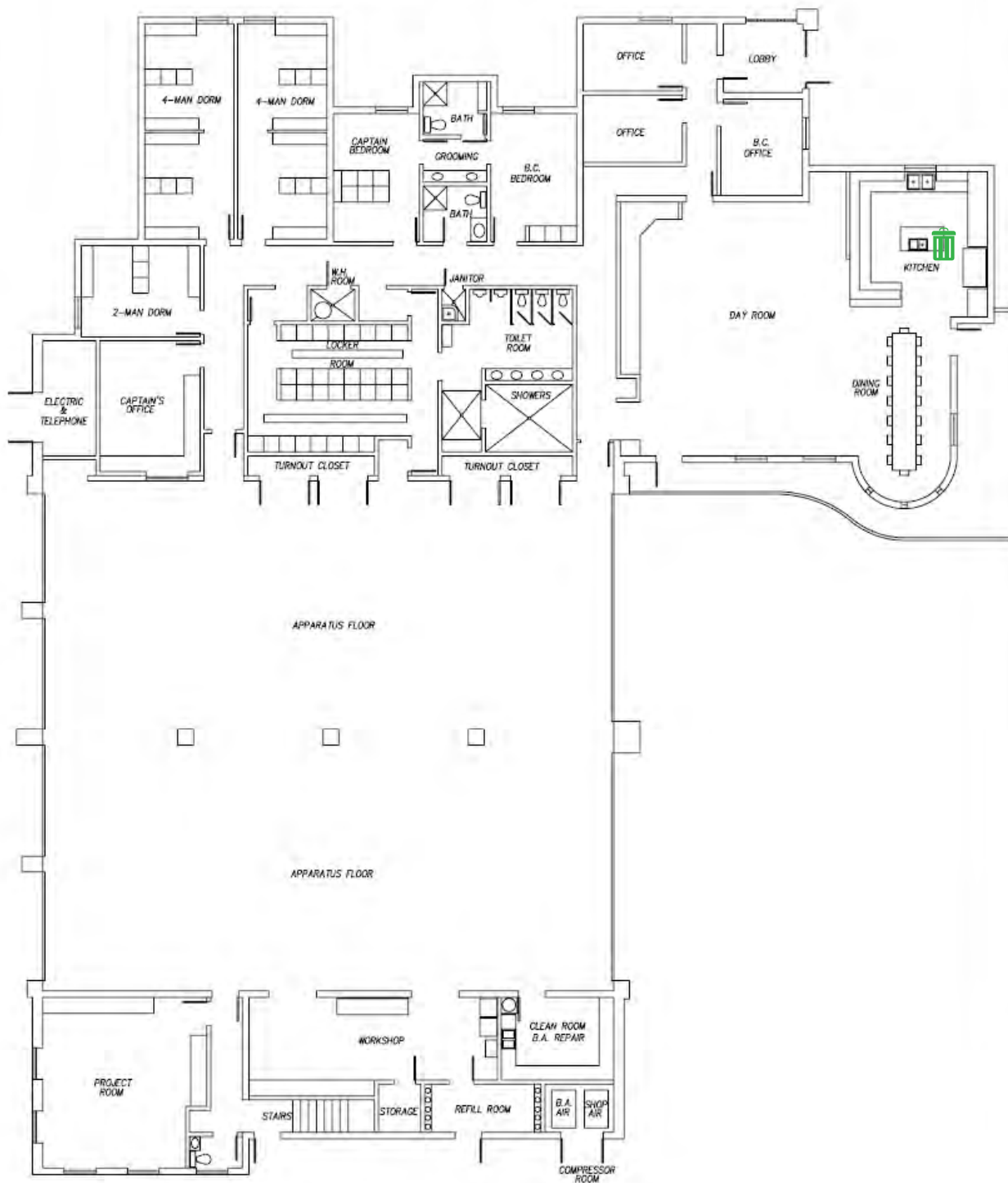


**RECYCLE**

- Ensure that all office locations have paired desktside recycling and trash containers 
- Utilize regular size (12-gallon) desktside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only desktside/in room recycling and remove trash containers in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all individual collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action

FIRE STATION No. 5  
2540 ORION WAY  
FIRST FLOOR





# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## FIRE STATION 6

Address	7201 Rancho Santa Fe Rd., Carlsbad, CA 92008
Contact Person	Eric Evonsion & Andy Spear
Site Visited Date(s)	July 11, 2022
Auditor Name	Fernando Moreno
# Employees	5 FT
# Visitors	~1

prepared by :





# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

Fire Station 1 is an all-risk, all-threat first responder agency safeguarding lives, property and the environment through 24-hour fire, rescue and emergency medical services. There is one main building in which staff work and live. There are no custodial staff and the firefighters do all the custodial work themselves. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Fire Station 6 on July 11, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

# 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Fire Station 6's landfill is serviced Thursdays and recycling is serviced Tuesdays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	1x/week	3 cubic yards
	One 3-yard	1x/week	3 cubic yards
	One 32-gallon	----	----

## Existing Program Observations

**Total Diversion (excluding organics) = 50%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 6 cubic yards of waste and recycling materials are generated. With 3 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 50%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

## Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Reusable utensils and kitchenware provided



- Pairing of varying sizes of desk side trash and recycling containers: 7 gal trash/ 23 gal recycle; 7 gal trash/7 gal recycle
- Centralized recycling collection containers (copier, kitchen, outdoor patio)
- Recycling containers without paired trash receptacle

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a countertop food scraps container inside the kitchen area and a larger 23-gallon food scraps container on the balcony, outside of the kitchen area, where there are currently 2 recycling containers. These are located on the second floor



## Custodial Recommendations







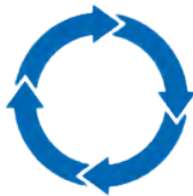
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows staff the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices





**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid leftovers 
- Consider removal of recycling liners in employee facing areas 











**REUSE**

- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 

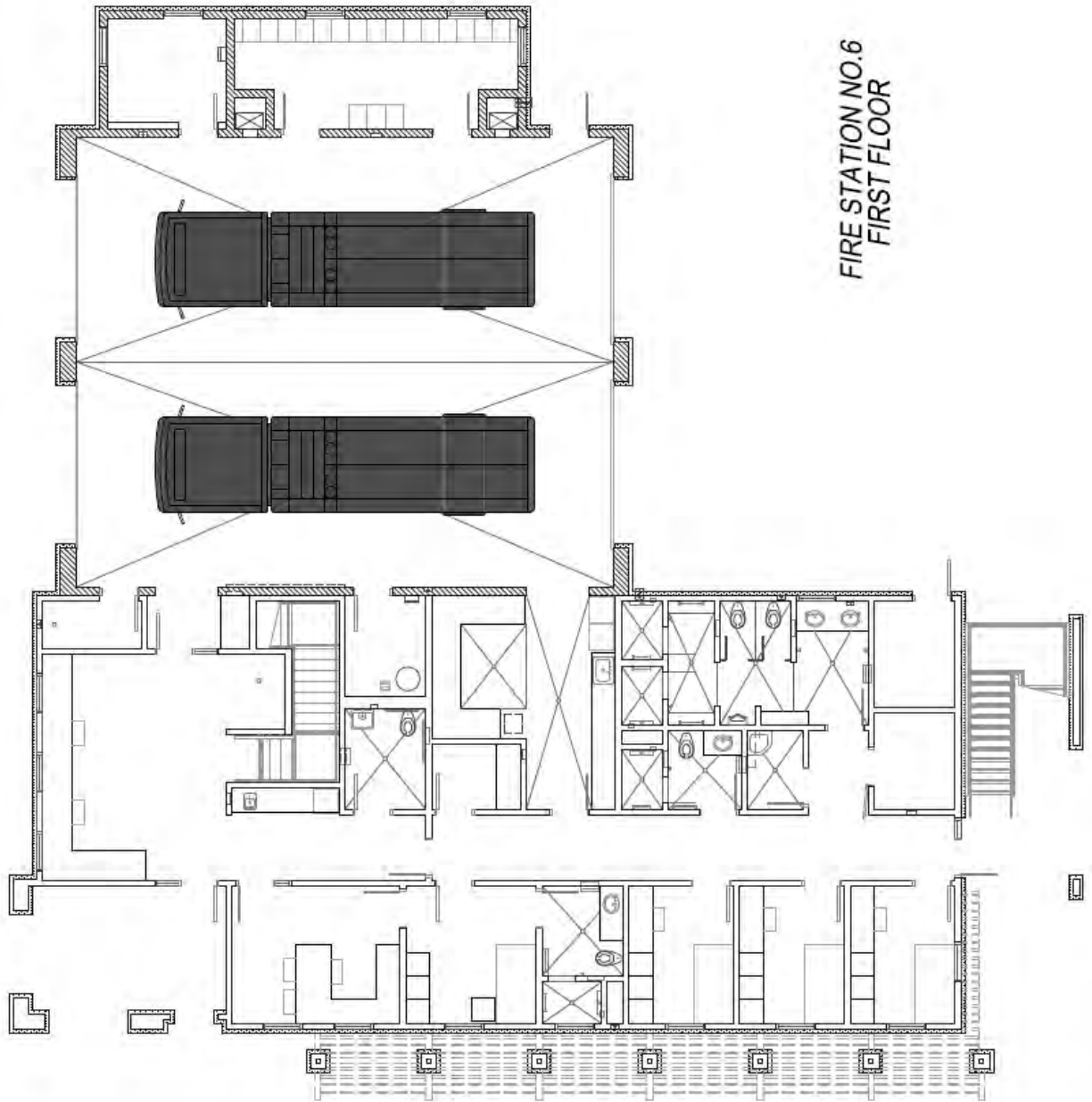


**RECYCLE**



- Ensure that all areas with a trash receptacle have a paired recycling and trash containers 
- Utilize regular size (12-gallon) recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside/in room recycling and remove trash containers in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all individual collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action





FIRE STATION NO.6  
FIRST FLOOR

-  Container on balcony outside kitchen area
-  Small countertop container

# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## FLEET SERVICES

Address	2480 Impala DR, Carlsbad, CA 92011
Contact Person	Esequiel Perez
Site Visited Date(s)	July 12, 2022
Auditor Name	Fernando Moreno
# Employees	~10 FT
# Visitors	Up to 400 City staff come here for fuel

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The Fleet Services Facility manages the maintenance and repair of all city vehicles. Weekly visitors include all staff who drive a city vehicle and require fuel from the gas refill station. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Fleet Services on July 12, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Fleet’s landfill and recycling is serviced Tuesdays & Fridays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	Two 3-yard & Three 96 gallon	2x/week	15 cubic yards
	One 3-yard & Three 96-gallon	2x/week	9 cubic yards
	One 32 gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 37%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 24 cubic yards of waste and recycling materials are generated. With 9 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 37%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

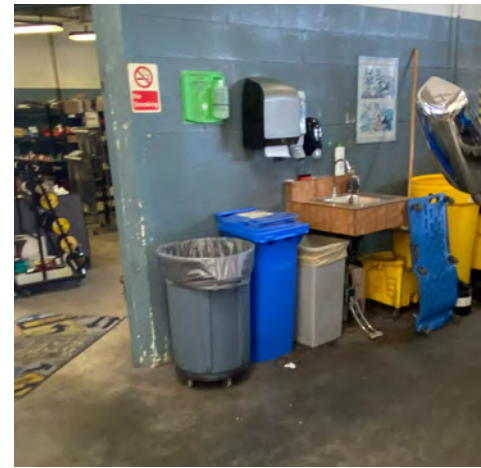
- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Reusable utensils



- Pairing of varying sizes of desk side trash and recycling containers: mini bin trash/7 gal recycling; 32 gal trash/ 23 gal recycle; 7 gal trash/7 gal recycle
- Centralized recycling collection containers (copier, gas refuel station, walkway, stairs, sink)

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers
- Add more signage to exterior containers



## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a small tabletop food scraps container inside the lounge area. This will help with transporting the food scraps to the larger container immediately outside the lounge area



A larger 23-gallon food scraps container (bundle set optional) can be placed outside along the wall of the lounge area entrance. This will provide more service for the people using the lounge area but also help minimize the space occupied in the room.

## Custodial Recommendations






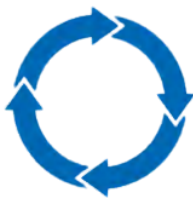
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid leftovers 











**REUSE**

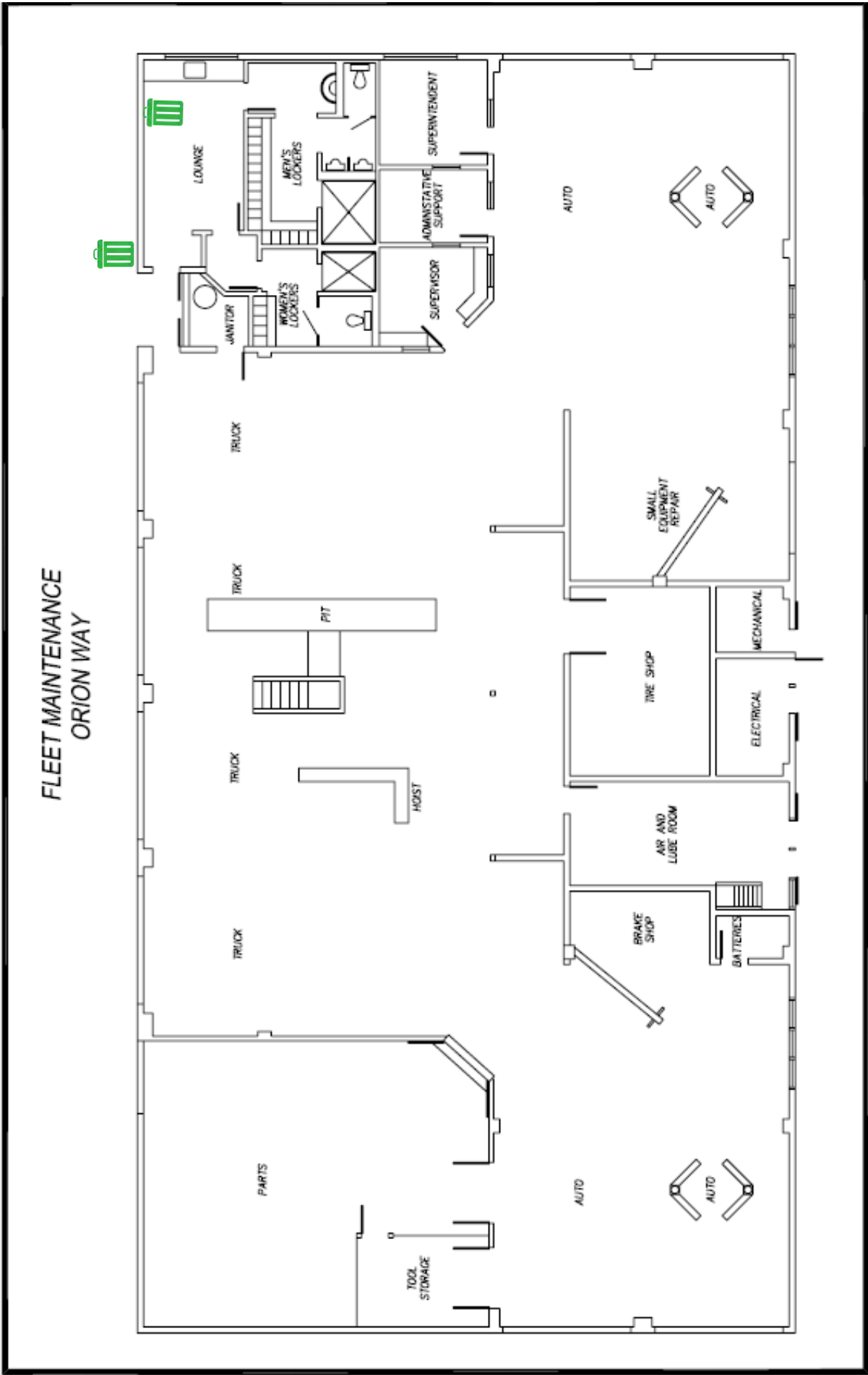
- Provide reusable cups for visitors in breakroom 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7- gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all individual collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action



# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



# HARDING COMMUNITY CENTER

Address	3096 Harding Street, Carlsbad, CA 92008
Contact Person	Lori Swenck
Site Visited Date(s)	July 14, 2022
Auditor Name	Jill Donello
# Employees	11FT; 5 FT (10 PT)
# Visitors	100/day

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The Harding Community center is used for community meetings, events, camps and classes. Organics are generated in the kitchen, offices, auditorium, and other event/meeting rooms. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Harding Community Center on July 14, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.

**Table 1. Area and Level of Program Implementation**  
(as of September 2022)




Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			



### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Harding Community Center's landfill is serviced once a week and recycling is serviced Tuesdays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	1x/week	3 cubic yards
	One 3-yard	1/week	3 cubic yards
	One 96-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 50%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 6 cubic yards of waste and recycling materials are generated. With 3 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 50%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Bulk water and hydration station available
- Recycling collection throughout facility



- Pairing of varying sizes of deskside trash and recycling containers
- Recycling collection containers (copier, kitchen, offices, auditorium)

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

## Organics Recommendations



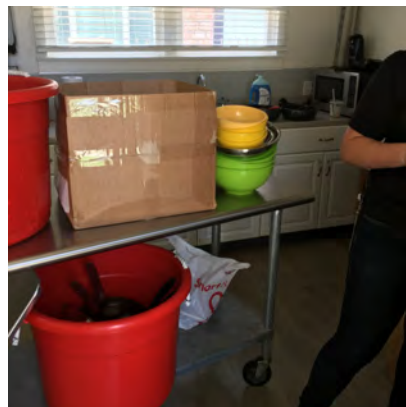
- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers
- Consider temporary collection systems for use during events

## Organic Bin Placement Recommendations

A slim jim organics container should be added to the staff kitchen.

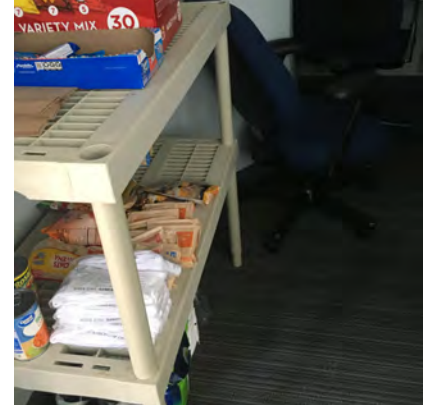


A slim jim organics container is needed in the commercial kitchen.

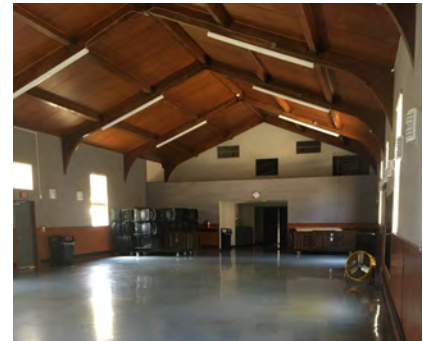


## Organics Recommendations continued...

A countertop organics container may be added to the office space where snacks are often distributed to clients.



The existing multi-stream collection container should be relabeled or replaced with a system that meets current SB 1383 color guidelines and material collection stream. Since the current system does not allow for adequate collection during events, additional systems should be placed within the auditorium. Recommend 3 plus temporary event systems as needed.



## Custodial Recommendations







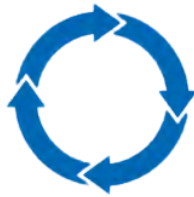
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and all other locations 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Opt out of single-use coffee pods 
- Consider removal of recycling liners in employee facing areas 










**REUSE**

- Require reusable or compostable cutlery and foodservice for events 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- Remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action



# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## HOLIDAY PARK

Address	2076 Pio Pico Drive, Carlsbad, CA 92008
Contact Person	Lori Swenck
Site Visited Date(s)	July 14, 2022
Auditor Name	Jill Donello
# Employees	16 PT
# Visitors	24 students, 3-5 volunteers, events with up to 100 attendees

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors



# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

Holiday Park is a 5.9 acre park and is one of Carlsbad's oldest parks. The facilities include two currently active-use structures: The Kruger House hosts the preschool and The Scout House hosts various scouting events. Holiday House is currently only used for storage. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Holiday Park on July 14, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

# 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Holiday Park's landfill is serviced Mondays, Wednesdays, & Fridays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	Five 3-yard	3x/week	45 cubic yards
	None	Recycling is picked up by contractors.	----
	One 32-gallon	----	----

## Existing Program Observations

**Total Diversion (excluding recycling) = <1 %**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 45 cubic yards of waste and recycling materials are generated. With 0 cubic yards of recycling collection service the approximate recycling diversion rate for this facility is <1%. It is understood that beverage container recycling is collected by landscape contractors. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

## Existing Waste Reduction and Recycling Behaviors



**REDUCE**

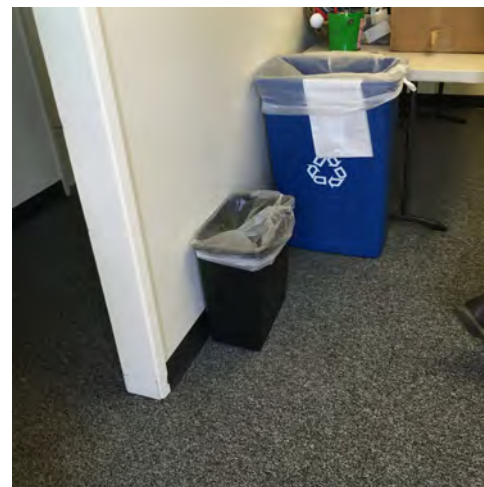
- Office paper contains at least 30% recycled content
- Preschool students bring refillable water bottles



- Pairing of varying sizes of desk side trash and recycling containers
- Centralized recycling collection containers in classrooms and in Scout House.

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photo shown here provides example of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers
- Consider temporary collections systems for use during events

## Organic Bin Placement Recommendations

A slim jim organics collection bin should be added to the kitchen area of the Kruger House (preschool). The Director requested a table top bin in addition for portable use in the preschool.



A slim jim organics bin should be placed in the kitchen of the Scout House close to the trash .

## Custodial Recommendations










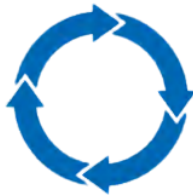
- Custodial staff to check for organics to be transferred to external bin on daily basis from both Scout House and Kruger House
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, materials to be recycled in green containers, and proper co-location of containers.
- Place educational recycling poster in custodial closets

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products 
- Consider waste when selecting preschool snacks 
- Continue to avoid purchase of single-serve plastic water bottles 
- Encourage meal planning to avoid left overs 
- In lieu of reusable foodware, and to prevent waste, consider use of compostable foodware 
- Consider removal of recycling liners 
- To promote use of reusable foodware, evaluate opportunity to install a dishwasher 










**REUSE**

- Provide reusable cutlery in both kitchen areas 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure paired deskside recycling and trash containers 
- Ensure public space access area trash, recycle and organics containers are paired side-by-side 
- Ensure all blue containers have signage facing out 
- Ensure all recycling collection areas have educational signage above them at eye level (being mindful of small children) 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action





# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## LEO CARRILLO RANCH

Address | 6200 Flying Leo Carrillo Lane  
Carlsbad, CA 92008

Contact Person | Mick Calarco  
Site Visited Date(s) | July 13, 2022

Auditor Name | Jill Donello

# Employees | 5 FT; 8-10 PT

# Visitors | 1000s per week

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

Leo Carrillo is a public historical center used for small gatherings and events. The Parks Department maintains the ranch. Structures and areas that require either organics or recycling collection include a visitors center with a curators office, the hacienda with full kitchen (currently only used for tortilla-making class), office space with kitchenette, the caretakers residence, and an event space near the reflecting pool. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Leo Carrillo on July 13, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Leo Carrillo's landfill is serviced Tuesdays and Fridays and recycling is serviced Thursdays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	Two 3-yard	2x/week	12 cubic yards
	One 3-yard	1x/week	3 cubic yards
	One 25-yard One 96-gal	On call TBD	N/A

#### Existing Program Observations

**Total Diversion (excluding organics) = 20%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 15 cubic yards of waste and recycling materials are generated. With 3 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 20%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration Stations (public/staff) available
- Event contracts include waste diversion language
- Hand dryers are in place, preventing paper towel use and waste





- Pairing of desk side trash and recycling containers in most internal facilities
- Pairing of trash and recycling containers for most public facing outside spaces
- Onsite greenwaste dumpster for recycling landscape waste

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination



## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations



A small organics bin can be placed in the kitchen for staff. Recycling, organics and landfill bins should be organized in this shared kitchen and copy space.



Note: Two groundskeepers live on site in a facility that was not accessible. If not already available, an internal countertop collection container needs to be provided. A bin outside may be desired.

## Organics Recommendations continued...

The small kitchen shown to the right is only used for short-term classes. When in use, a slim jim organics bin is needed for paper plates and tortilla making waste and extras. This area needs a paired trash and recycling bin as well.



When events are in progress, the food prep and clean up spaces should have organics, recycling and landfill bins available. The caterer will manage the proper disposal of each waste stream.



## Custodial Recommendations






- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers

# 5 Best Management Practices







**REDUCE**

- Avoid polystyrene (styrofoam) products 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Consider removal of recycling liners in employee facing areas 








**REUSE**

- Provide reusable cutlery in kitchen areas 
- Amend city facility use permits to encourage facility users to utilize reusable plates, cutlery and refillable beverage containers 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station. 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

Legend: 



Minimum Action Compliance

Advanced Action



Leadership Action

# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## MAGEE PARK

Address	258 Beech Ave, Carlsbad, CA 92008
Contact Person	Lori Swenck
Site Visited Date(s)	July 19, 2022
Auditor Name	Fernando Moreno
# Employees	0 FT
# Visitors	50-200+

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

Magee Park is a popular venue destination which encompasses: Magee House, Heritage Hall, and the Granary. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

# 2 Overview of Program Implementation

A facility assessment was conducted at Magee Park on July 19, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.

**Table 1. Area and Level of Program Implementation**  
(as of September 2022)




Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			



# 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Magee Park’s landfill is serviced on Tuesdays and Fridays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	2x/week	6 cubic yards
	None	Recycling is picked up by contractor	----
	One 32-gallon	----	----

## Existing Program Observations

**Total Diversion (excluding organics) = <1%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 6 cubic yards of waste and recycling materials are generated. With 0 cubic yards of recycling collection service, the approximate recycling diversion rate for the internal facility is <1%. It is understood that beverage container recycling is collected by landscape contractors. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

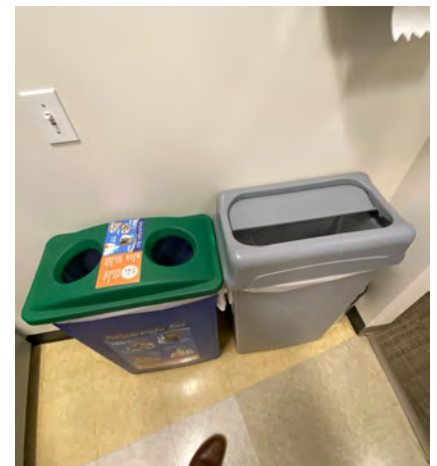
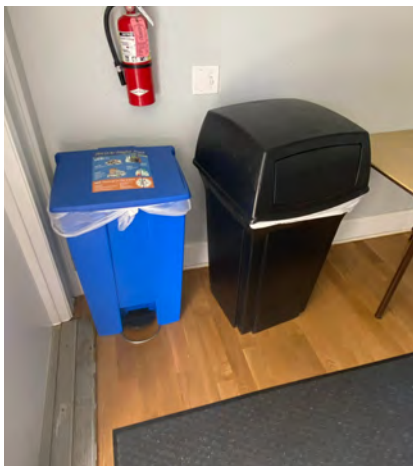
- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Signage promoting ban of single use plastics
- Ban on single-use plastics for all summer program attendees



- Pairing of varying sizes of desk side trash and recycling containers: 32 gal trash/23 gal recycling,
- Centralized recycling collection containers (kitchen area, meeting rooms)

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers
- Add recycling service

## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers
- Consider temporary collections systems for use during events

## Organic Bin Placement Recommendations

We recommend adding a 23-gallon food scrap container for the people who rent out or borrow Heritage Hall and use the kitchen. One food scraps container should always be set out next to the trash and recycling containers here.



Another optional suggestion would be to have a few extra food scrap containers in the storage room so that when large event uses the space, they can have enough food scrap service to dispose of their waste.

## Custodial Recommendations






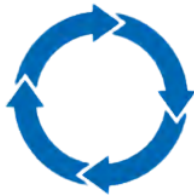
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Consider removal of recycling liners in employee facing areas 










**REUSE**

- Amend city facility use permits to encourage facility users to utilize reusable plates, cutlery and refillable beverage containers 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee/ guest to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all public facing locations have paired recycling and trash containers in close proximity to each other 
- Utilize regular size (23-gallon) recycling container in conjunction with a noticeably smaller trash container (10-gallon) or smaller 
- Set up 3 container bundle sets in internal public spaces to maximize diversion 
- Add temporary collection systems for use during large events which can be borrowed by guests and catering companies 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action

# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



# MONROE SWIM COMPLEX

Address	3401 Monroe Street Carlsbad, CA 92008
Contact Person	Ashlee Benson
Site Visited Date(s)	July 14, 2022
Auditor Name	Jill Donello
# Employees	2 FT; plus 5 PT
# Visitors	30/day, more for swim meets 1x/wk

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors



# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The Monroe Swim Complex is a public area that features a swimming pool, water play area, observation seating, restrooms/showers, a lobby and office space. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Monroe Swim Complex on July 14, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.






**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Monroe Swim Complex's landfill is serviced Thursdays and recycling is serviced Wednesdays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	1/week	3 cubic yards
	One 3-yard	1x/week	3 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 50%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 6 cubic yards of waste and recycling materials are generated. With 3 cubic yards of recycling collection service the approximate recycling diversion rate for this facility is 50%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations / water fountains available
- Recycling signage on some bins.



- Pairing of varying sizes of desk side trash and recycling containers in place internally and in public area (decksides of pool).
- Centralized recycling collection containers in breakroom, copy center.
- High variability in containers.

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

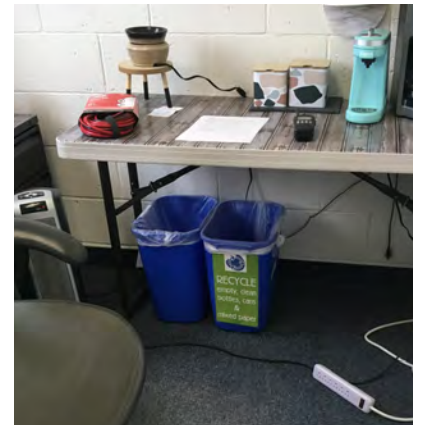
## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers
- Consider temporary collections systems for use during events

## Organic Bin Placement Recommendations

The area near the coffee bar should include 3-streams: Organics, Recycling, Landfill. Coffee grounds and other foodwaste from staff breaks and onsite meals can be collected in this area. A 3-bin system on rolling cart may save space while making all receptacles accessible.



## Custodial Recommendations



- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices







**REDUCE**





**REUSE**



**RECYCLE**

- Avoid polystyrene (styrofoam) products 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests. Replace plastic bottles in vending machines 
- Utilize compostable tea and coffee supplies 
- Consider removal of recycling liners in employee facing areas 

- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 

- Ensure that all locations have paired deskside recycling and trash containers 
- Ensure landscape material recycling continues via landscape contractor 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station 
- Amend any city park use permits to require users separate and collect beverage containers and cardboard for recycling 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

Legend: 



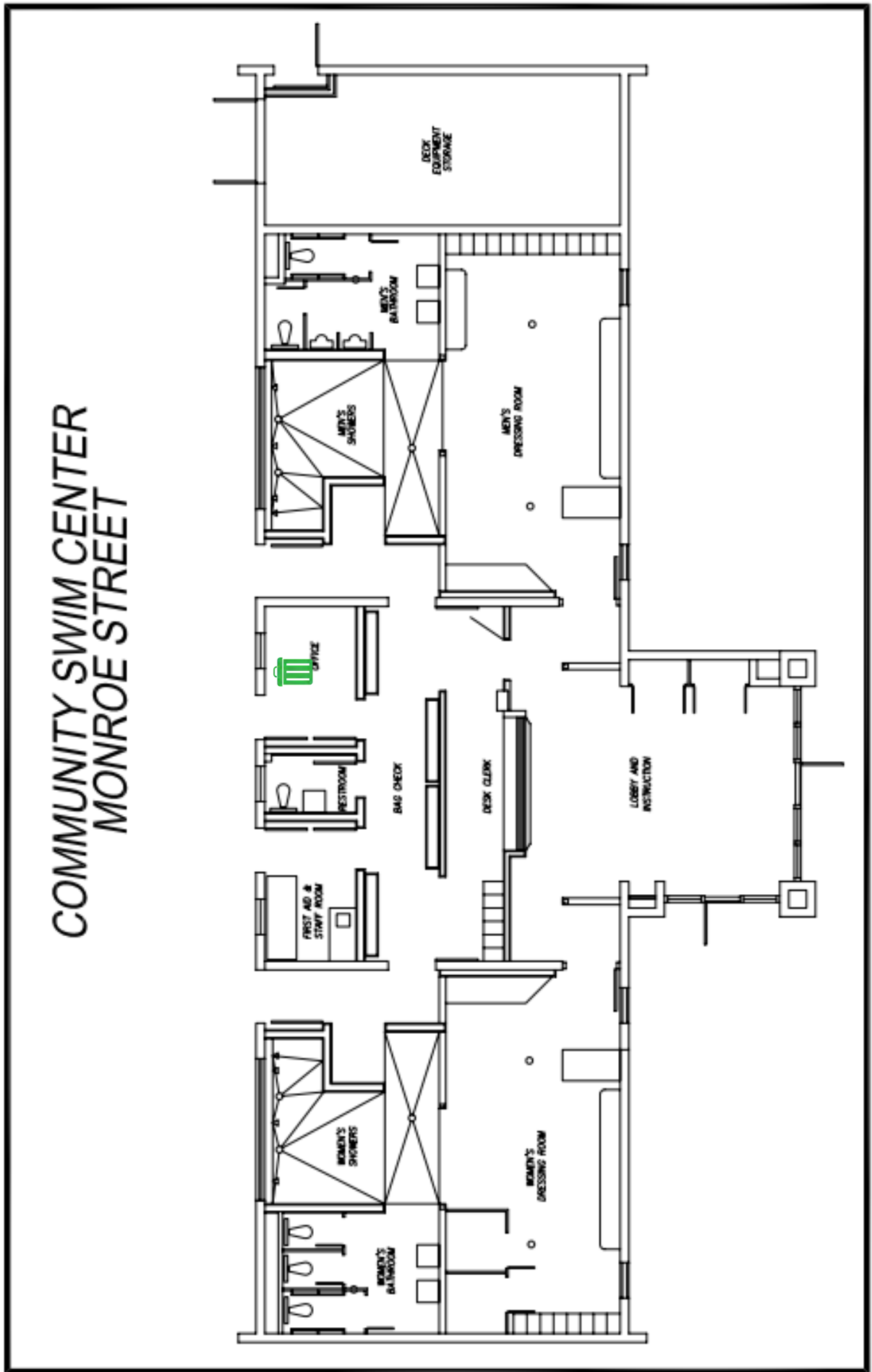
Minimum Action Compliance



Advanced Action

Leadership Action

# COMMUNITY SWIM CENTER MONROE STREET





# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## PARKS MAINTENANCE

Address	1166 Carlsbad Village Dr., Carlsbad, CA 92008
Contact Person	Morgan Rockdale
Site Visited Date(s)	July 19, 2022
Auditor Name	Fernando Moreno
# Employees	~45 FTE/PTE
# Visitors	<50

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility








The Parks Maintenance Division is primarily responsible for providing maintenance and upkeep at 42 parks and special use areas and over 67 miles of trails. The bulk of the materials captured for disposal at this location are collected from other locations and transported to this facility for disposal in a larger bulky item container. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at the Parks Maintenance building on July 19, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Parks Maintenance’s landfill is serviced on Mondays, Wednesdays, and Fridays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 40-yard	3x/week	120 cubic yards
	0	0x/week	0 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = <1%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 120 cubic yards of waste and recycling materials are generated. With 0 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is <1%. However, beverage container recycling does take place at the facility via contracted custodial staff. For organics collection, it should be noted that landscape materials are hauled away for diversion and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

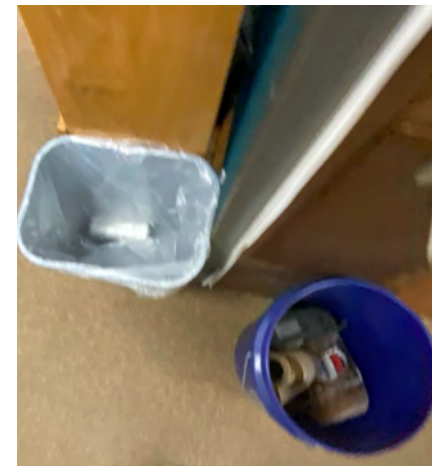
- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available



- Pairing of varying sizes of desk side trash and recycling containers: 10 gal trash/7 gal recycle; 7 gal trash/7 gal recycle
- Centralized recycling collection containers (copier, kitchen, walkways, conference rooms, warehouse)

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- Have external 3-yard recycling collection bin delivered and arrange collection service with hauler
- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a countertop food scraps container inside the kitchen area



## Custodial Recommendations








- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.



# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Opt out of single-use coffee pods 
- Encourage meal planning to avoid left overs 
- Consider removal of recycling liners in employee facing areas 












**REUSE**

- Provide reusable cutlery for kitchen/breakroom 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure external recycling bin is at facility 
- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action

# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## PINE AVENUE COMMUNITY CENTER

Address	799 Pine Ave, Carlsbad, CA 92008
Contact Person	Margaret Hamer
Site Visited Date(s)	July 14, 2022
Auditor Name	Jill Donello
# Employees	Community Center: 1 FT/1 PT plus shared staff with Senior Center
# Visitors	Varies: Over 100/day

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The Pine Avenue Community Center offers programs for youth, teens, and seniors. Internal organics collection is needed within the two-story facility. The facility will want to consider methods to decrease contamination in any public-accessible bins. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Pine Avenue Community Center on July 14, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Pine Community Center's landfill is serviced Tuesdays, Thursdays, and Saturdays; recycling is serviced Tuesdays Thursdays and Saturdays; and the organics is serviced on Mondays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	Two 3-yard One 35-gallon	5 x/week	30.8 cubic yards
	Two 3-yard	3 x/week	18 cubic yards
	Five 96-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 37.5%**

The trash and recycling materials diversion above reflects shared external collection bin services for both the Carlsbad Senior Center and Pine Avenue Community Center. Based on service levels provided and not actual volume at the time of the facility assessment, approximately 48.8 cubic yards of waste and recycling materials are generated. With 18 cubic yards of recycling collection service the approximate recycling diversion rate for this facility is 37.5%. For organics collection, it should be noted that landscape materials are also hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Recycling bins through facility

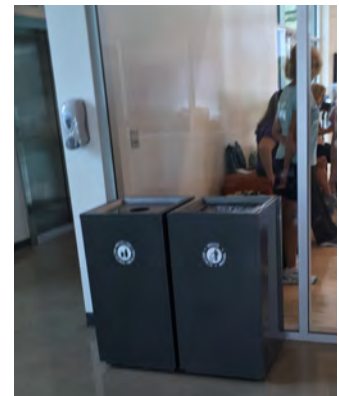
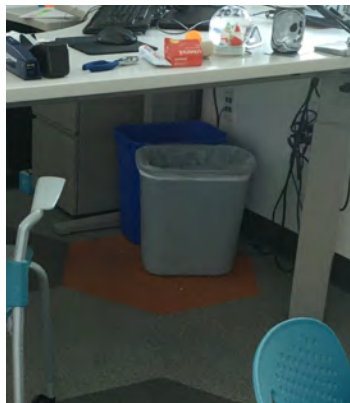
**REDUCE**



- Pairing of varying sizes of deskside trash and recycling containers
- Centralized recycling collection containers throughout facilities.
- External split stream trash, organics and recycling containers
- Color-coded collection containers in place.

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray.
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers



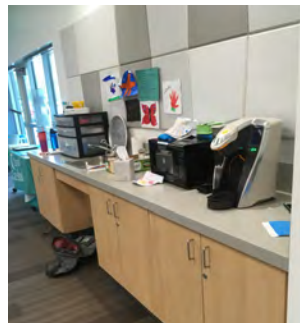
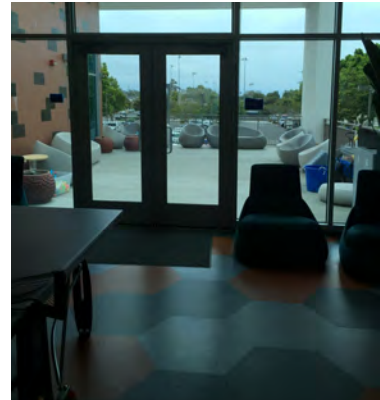
## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

The Community Center has a kitchen for use in the teen center. An organics bin is needed both for the teen "snack bar" and for cooking events held on site. If food is often consumed on the upstairs deck, consider adding an organics bin.



A slim jim organics bin to service the coffee bar and snacking in this area should be added.

## Custodial Recommendations








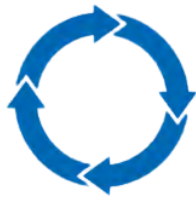
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect designated deskside collection containers
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid leftovers 
- Opt out of single-use coffee pods 
- Consider removal of recycling liners in employee facing areas 







**REUSE**

- Provide reusable cutlery for meal service and in break rooms 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station. 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

Legend: 



Minimum Action Compliance



Advanced Action

Leadership Action

# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



# POINSETTIA PARK

Address	6600 Hidden Valley Rd., Carlsbad, CA 92011
Contact Person	Lori Swenck
Site Visited Date(s)	July 18, 2022
Auditor Name	Fernando Moreno
# Employees	0 FTE
# Visitors	50-200 per day

prepared by :



# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility





Poinsettia Park is a 42-acre park containing play areas, restrooms, tennis courts, athletic fields, picnic areas, pickleball courts and a large dog park. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

# 2 Overview of Program Implementation

A facility assessment was conducted at Poinsettia Park on July 18, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not	N/A
Has this facility fully implemented AB 341/ Mandatory Recycling?				
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling				
Does this facility have a green waste collection program in place?				
Has this facility fully implemented SB 1383?				
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?				
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?				
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?				

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Poinsettia Park's landfill is serviced Tuesdays & Fridays and recycling is serviced Wednesdays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	Four 3-yard	2x/week	24 cubic yards
	One 3-yard	1x/week	3 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 11%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 27 cubic yards of waste and recycling materials are generated. With 3 cubic yards of recycling collection service, the approximate recycling diversion rate for the internal facility is 11%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors

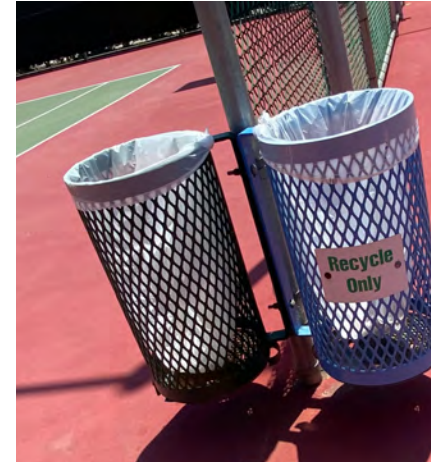


- Hydration stations (public/office) available
- Paired trash and recycling containers through out park
- Hand dryers



## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers
- Add more signage on recycling containers indicating what materials are accepted
- Ensure all topless containers have the color-coded top

## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

There are no staff facilities in this park for which a food scraps container will be recommended at this time. An optional recommendation is to provide temporary/portable collection systems inside the snack bar so that guests who sell/provide food can put out the three-stream container sets when they are selling food. This will allow for the capture of food waste without leaving the containers at risk for contamination.



## Custodial/Landscaper Recommendations






- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Consider removal of recycling liners in employee facing areas 









**REUSE**

- Amend city facility use permits to encourage facility users to utilize reusable plates, cutlery and refillable beverage containers 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee/ guest to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all public facing locations have paired recycling and trash containers in close proximity to each other and are clearly labeled 
- Provide clear signage in public facing areas such as the snack bar, baseball field, tennis courts, and picnic/eating areas 
- Set up 3 container bundle sets in internal public spaces to maximize diversion 
- Add temporary collection systems for use during large events which can be borrowed by guests and event organizers 
- Provide signage throughout the park encouraging visitors to recycle 
- Amend city facility use permits to require snack bar users to put out and use 3-stream container set when providing or selling food during events 

Legend:



Minimum Action Compliance



Advanced Action



Leadership Action

# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



# POLICE & FIRE ADMINISTRATION HEADQUARTERS

Address	2560 Orion Way, Carlsbad, CA 92008
Contact Person	Barney Dresman
Site Visited Date(s)	July 12, 2022
Auditor Name	Fernando Moreno
# Employees	~184 FTE/PTE
# Visitors	50-200

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The Police & Fire Admin Headquarters is the main facility for the Carlsbad Police Department and includes: first responders, detectives, dispatchers, and others law enforcement staff. The facility houses holding cells and the fire administration. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

# 2 Overview of Program Implementation

A facility assessment was conducted at the Police & Fire Administration Headquarters on July 12, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.



**Table 1. Area and Level of Program Implementation**  
(as of September 2022)




Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			



### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Police & Fire Administration Headquarters' landfill is serviced Mondays, Wednesdays, and Fridays and recycling is serviced Tuesdays. Table 2 below gives a brief summary of the waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	Two 3-yard	3x/week	18 cubic yards
	Two 3-yard	1x/week	6 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 25%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 24 cubic yards of waste and recycling materials are generated. With 6 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 25%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

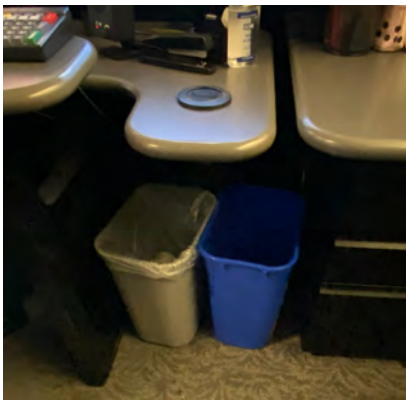
- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Signage promoting ban of single use plastics
- Reusable utensils provided for staff
- Hand dryers



- Pairing of varying sizes of desk side trash and recycling containers: mini bin trash/7 gal recycling; 10 gal trash/7 gal recycle; 7 gal trash/7 gal recycle, separate paper and beverage container recycling
- Centralized recycling collection containers (copier, kitchen, walkway, stairs)
- Clustered area trash and recycling containers to minimize number of containers

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

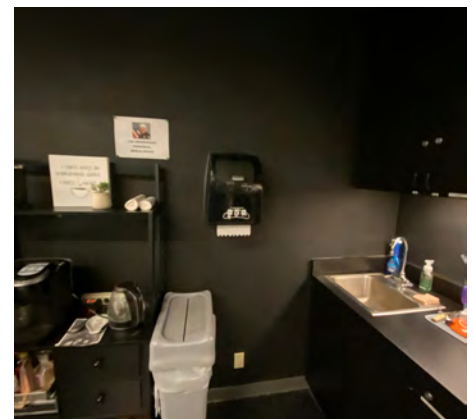
## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

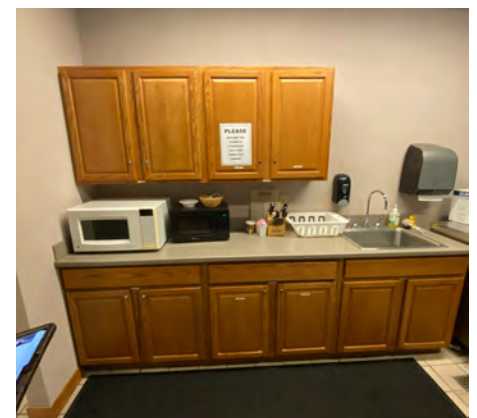
## Organic Bin Placement Recommendations

The first location where we recommend a 10-gallon food scraps container is for the kitchenette area in the AV Equipment Room.



Next we recommend a 23-gallon food scraps to be placed near the hallway containers located outside of the three meeting rooms which are currently being repurposed as office spaces

In the kitchenette to the right a 10-gallon food scrap container will be sufficient because of its close proximity to the previous containers near the meeting rooms. Both areas are frequently used and staff dispose of their waste interchangeably between them.



## Organics Recommendations continued...

A 23-gallon food scraps container is recommended in the upstairs eating area, next to the current trash container. This would be an ideal location to add a 3-stream bundle set because there currently is no blue recycling collection container.



### \*\*\*Things to note about current container placement recommendations

- This facility is currently being renovated and most of the bin recommendations may change once construction is complete
- The usage of internal receptacles in different areas will likely change when office areas are restructured
- There were also a few locations that were off limits and could not be evaluated

### Custodial Recommendations








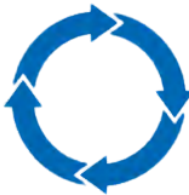
- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices





**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid leftovers 
- Opt out of single-use coffee pods 
- Consider removal of recycling liners in employee facing areas 








**REUSE**

- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

Legend:



Minimum Action Compliance

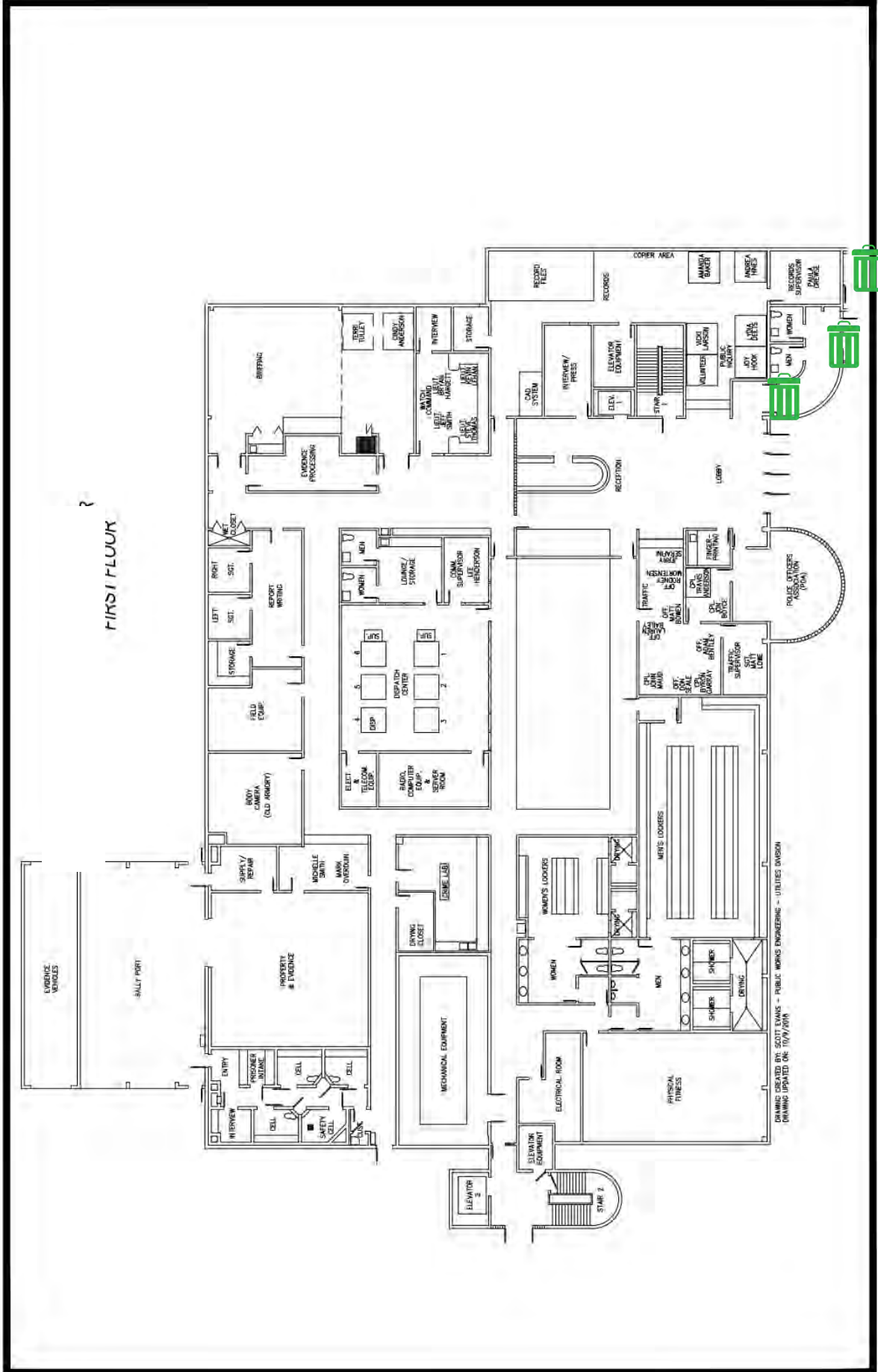


Advanced Action



Leadership Action









# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



## SAFETY TRAINING CENTER

Address	5750 Orion Street, Carlsbad, CA 92010
Contact Person	Jason Kennedy
Site Visited Date(s)	July 14, 2022
Auditor Name	Jill Donello
# Employees	2 FTE; 3 PTE
# Visitors	200-300 per event

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The Safety Training Center serves thousands of emergency responders. Organics are primary generated by limited staff daily use and during training events where food is served. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at the Safety Training Center on July 14, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. The Safety Training Center’s landfill and recycling is serviced Tuesdays. Table 2 below gives a brief summary of the current waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	1x/week	3 cubic yards
	One 3-yard	1x/week	3 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

Total Diversion (excluding organics) = 50%

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 6 cubic yards of waste and recycling materials are generated. With 3 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 50%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations available
- Extensive programs throughout facility to reduce waste and recycle basic as well as hazardous materials



- Pairing of varying sizes of desk side trash and recycling containers
- Battery recycling collection onsite
- External split stream trash and recycling containers

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers



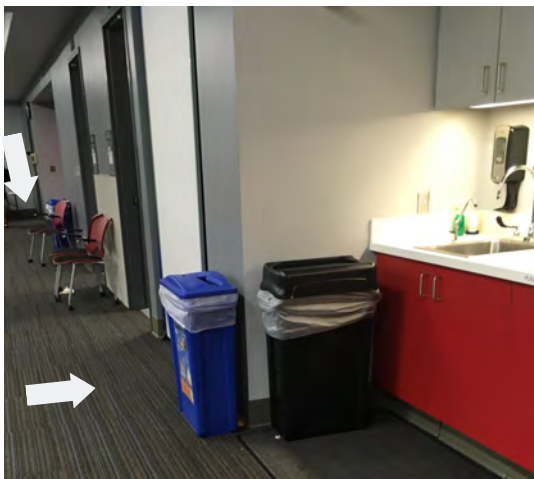
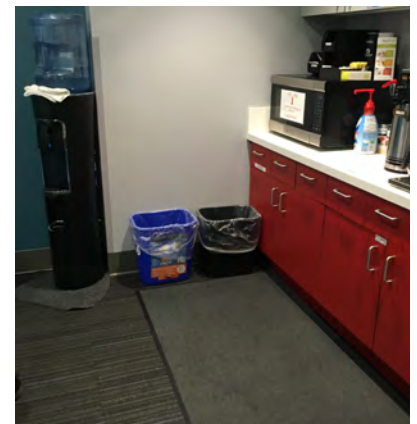
## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers
- Consider temporary collections systems for use during events

## Organic Bin Placement Recommendations

Adding a small organics collection bin in Rm 114 would allow the collection of coffee grounds and other food waste.



Two slim jim food scraps containers inside the training room 201 paired with existing waste and recycling bins are recommended.



Add a table top bin in this location.



Add a small bin in this location.

## Organics Recommendations continued...

Consider temporary collection system to be provided during training and larger events.



### Custodial Recommendations








- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Remove plastic bottles from Beverage Vending machine in kitchen area 
- Encourage meal planning to avoid left overs 
- Consider removal of recycling liners in employee facing areas 








**REUSE**

- Provide reusable cutlery for staff and training events 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station. 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

Legend: 



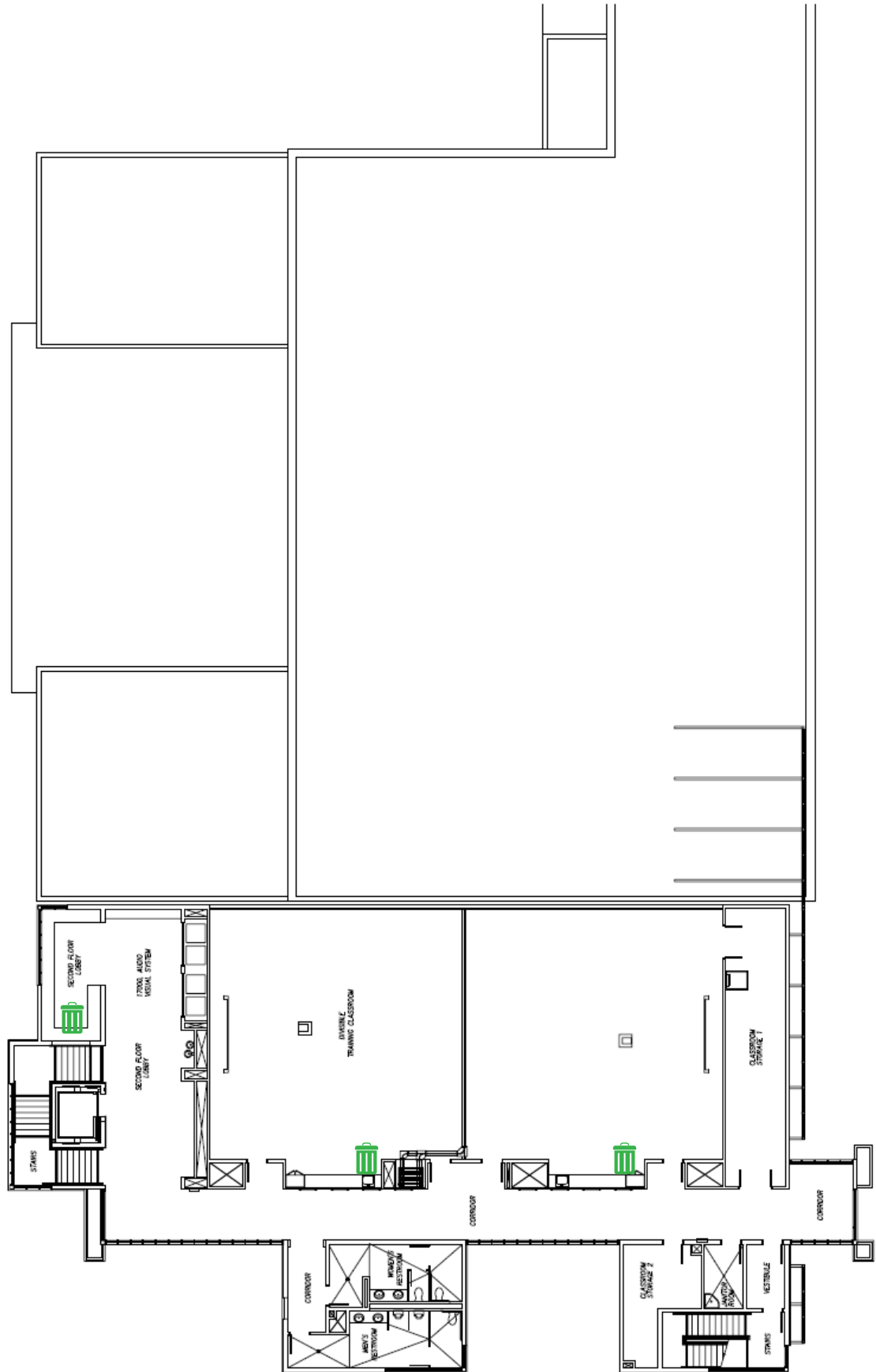
Minimum Action Compliance



Advanced Action

Leadership Action





# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



# CARLSBAD SENIOR CENTER

Address	799 Pine Ave, Carlsbad, CA 92008
Contact Person	Margaret Hamer
Site Visited Date(s)	July 14, 2022
Auditor Name	Jill Donello
# Employees	Recreation: 1 FT/ 2 PT; Parks 3FT/ 1 PT Custodians: 3 FT; 3PT (plus weekend contractors) Senior Center: approx. 12 FT Staff shared between Sr and Community Center
# Visitors	250/day

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors



# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The Senior Center is a community center that offers educational and social programs, exercise, arts and and meal services to senior citizens. It also houses the Parks Department Administration on the second floor. Internal organics collection is needed within the two-story facility. The facility will want to consider methods to decrease contamination in any public-accessible bins. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Carlsbad Senior Center on July 14, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Carlsbad Senior Center's landfill is serviced Tuesdays, Thursdays, and Saturdays; recycling is serviced Tuesdays Thursdays and Saturdays; and the organics is serviced on Mondays. Table 2 below gives a brief summary of the current waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	Two 3-yard One 35-gallon	5 x/week	30.8 cubic yards
	Two 3-yard	3 x/week	18 cubic yards
	Five 96-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 37.5%**

The trash and recycling materials diversion above reflects shared external collection bin services for both the Carlsbad Senior Center and Pine Avenue Community Center. Based on service levels provided and not actual volume at the time of the facility assessment, approximately 48.8 cubic yards of waste and recycling materials are generated. With 18 cubic yards of recycling collection service the approximate recycling diversion rate for this facility is 37.5%. For organics collection, it should be noted that landscape materials are also hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

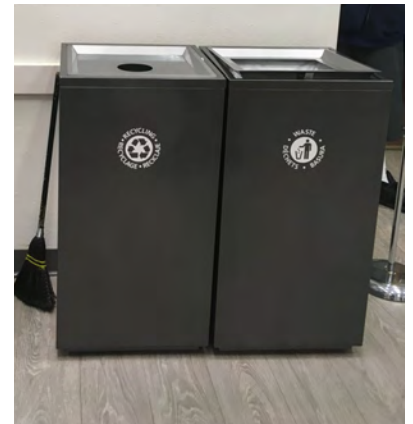
- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Recycling bins through facility



- Pairing of varying sizes of deskside trash and recycling containers
- Centralized recycling collection containers throughout facilities.
- External split stream trash, organics and recycling containers
- Color-coded collection containers in place.

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

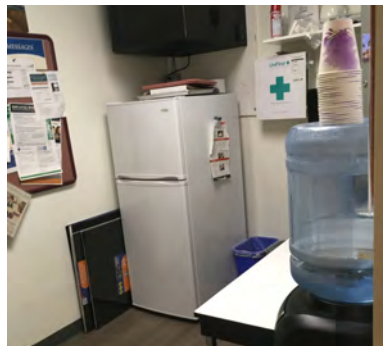
## Organics Recommendations



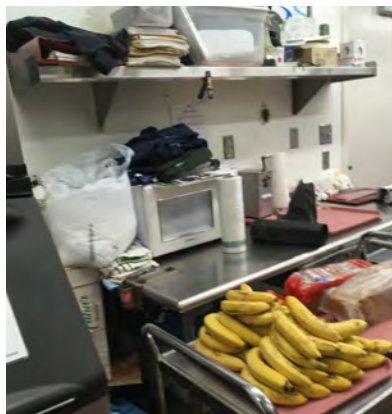
- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

All staff break areas and rooms/areas with coffee service should have an organics bin for food waste and food soiled paper. First floor coffee station (slim jim to match waste can), break room (slim jim) and 2nd floor (Rm 214) breakroom (slim jim) shown. Consider replacing existing waste/recycling with 3-bin system when space allows.



The dining room will need an organics slim jim in the kitchen area as well as in the dining room.

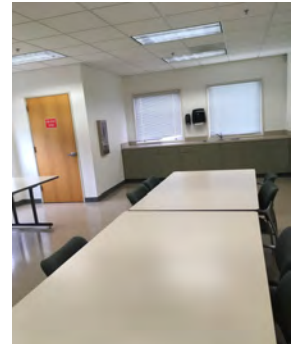
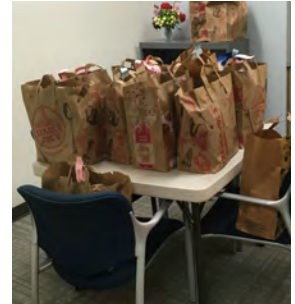




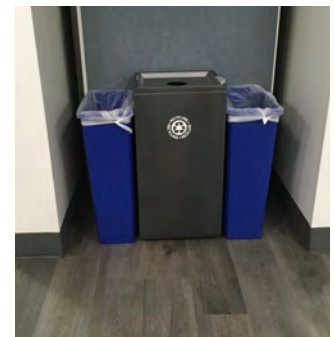
## Organics Continued...

There are multiple meeting and activity rooms throughout the Senior Center and Community Center. Organics collection bins should be available in any spaces where food is allowed (It is not allowed in many rooms). An assessment of volume is recommended to confirm the appropriate size and where centralized stations or temporary options should be encouraged. Organics slim jims should be placed in:

- Staging area for food distribution (room 119)
- Multipurpose room.



A 3-bin system can replace the current waste and recycling receptacles in the Auditorium.



### Custodial Recommendations








- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect designated deskside collection containers
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers



# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Encourage meal planning to avoid leftovers 
- Opt out of single-use coffee pods 
- Consider removal of recycling liners in employee facing areas 











**REUSE**

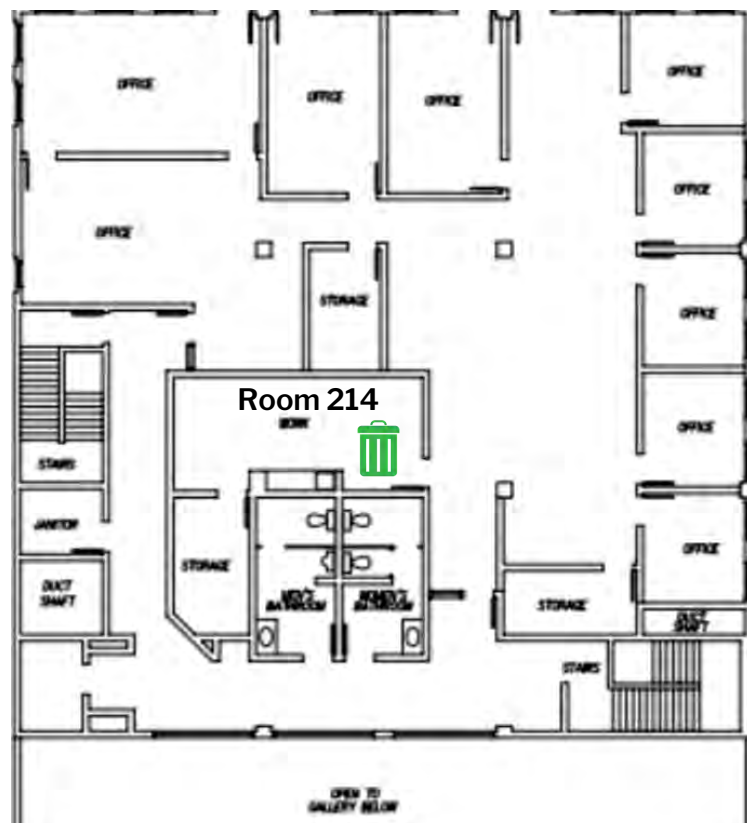
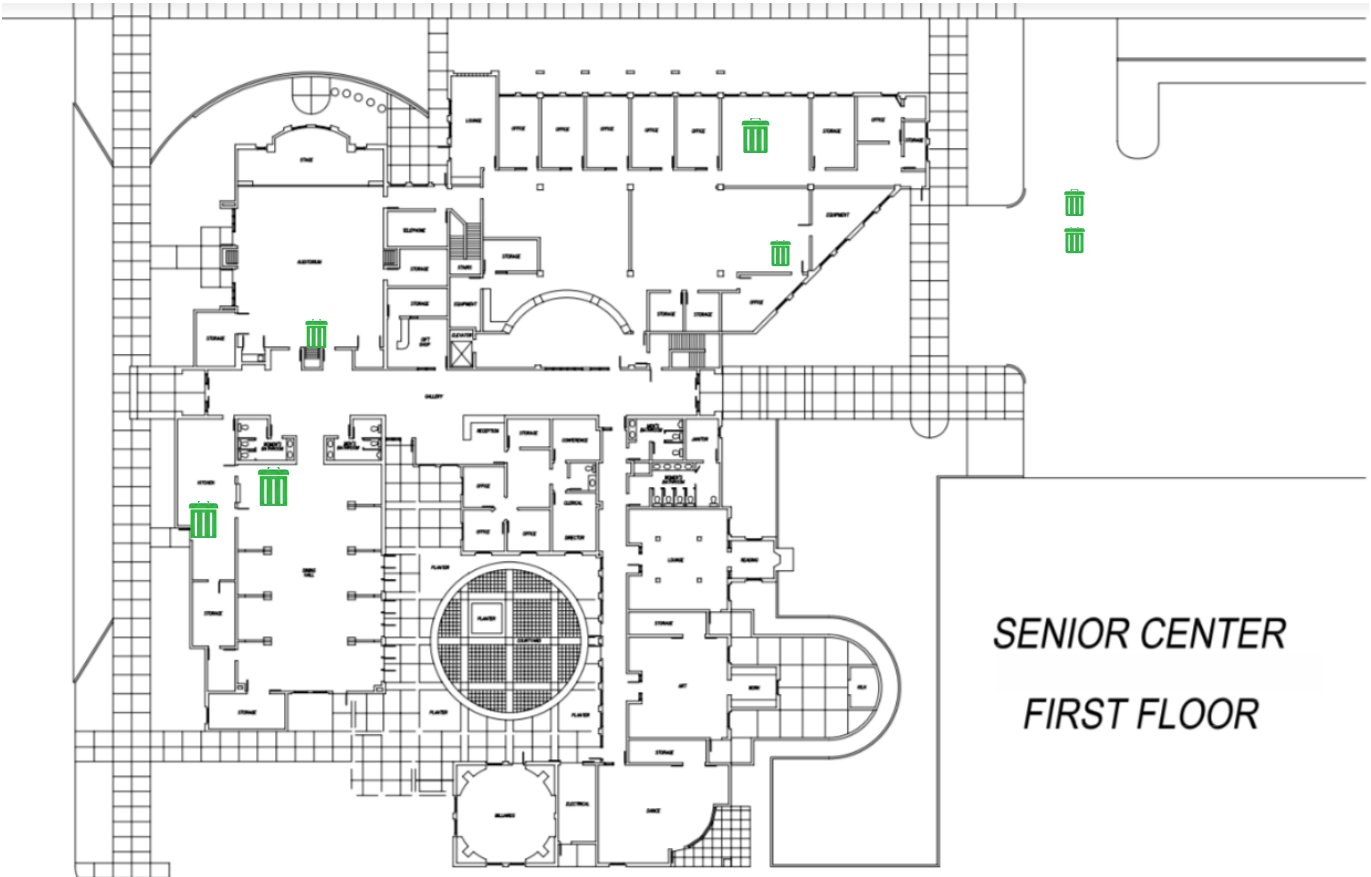
- Provide reusable cutlery for meal service and in break rooms 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station. 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action



# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



# STAGECOACH PARK

Address | 3420 Camino De Los Coches  
Carlsbad, CA 92008

Contact Person | Lori Swenck  
Site Visited Date(s) | July 18, 2022  
Auditor Name | Fernando Moreno  
# Employees | 2.5 FT / 4PT  
# Visitors | 50-200+

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

Stagecoach Park is a 28-acre park which is home to a community center that offers preschool, summer, and after school programs. The park consists of play areas, restrooms, basketball and tennis courts, and athletics fields. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at Stagecoach Park on July 18, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Stagecoach's landfill is serviced Mondays and Thursdays and recycling is serviced Thursdays. Table 2 below gives a brief summary of the current waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion-Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	2x/week	6 cubic yards
	One 3-yard	1x/week	3 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 33%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 9 cubic yards of waste and recycling materials are generated. With 3 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 33%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Signage promoting ban of single use plastics
- Ban on single-use plastics for all summer program attendees

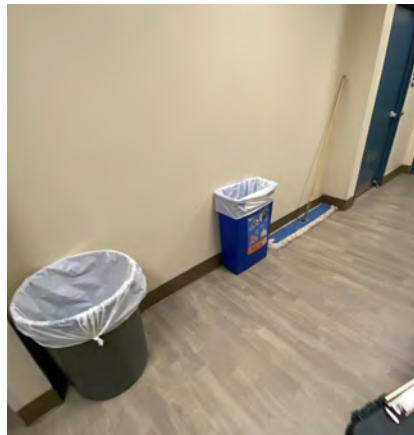




- Pairing of varying sizes of desk side trash and recycling containers
- Centralized recycling collection containers (copier, kitchen, walkway, gymnasium, activity room, play areas and outdoor fields)

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers

## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers
- Consider temporary collections systems for use during events

## Organic Bin Placement Recommendations

We recommend a food scraps container in the large activity room where kids often eat lunch



The general kitchen area should have a 10-gallon food scraps container next to the trash and recycling containers



A 23-gallon container to be placed in the entrance to the gym so that people have access to all three streams. The children who attend the summer camps, often eat their snacks here



## Custodial Recommendations






- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, materials to be recycled in green containers, and proper co-location of containers.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Consider removal of recycling liners in employee facing areas 











**REUSE**

- Amend city facility use permits to encourage facility users to utilize reusable plates, cutlery, and refillable beverage containers 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 

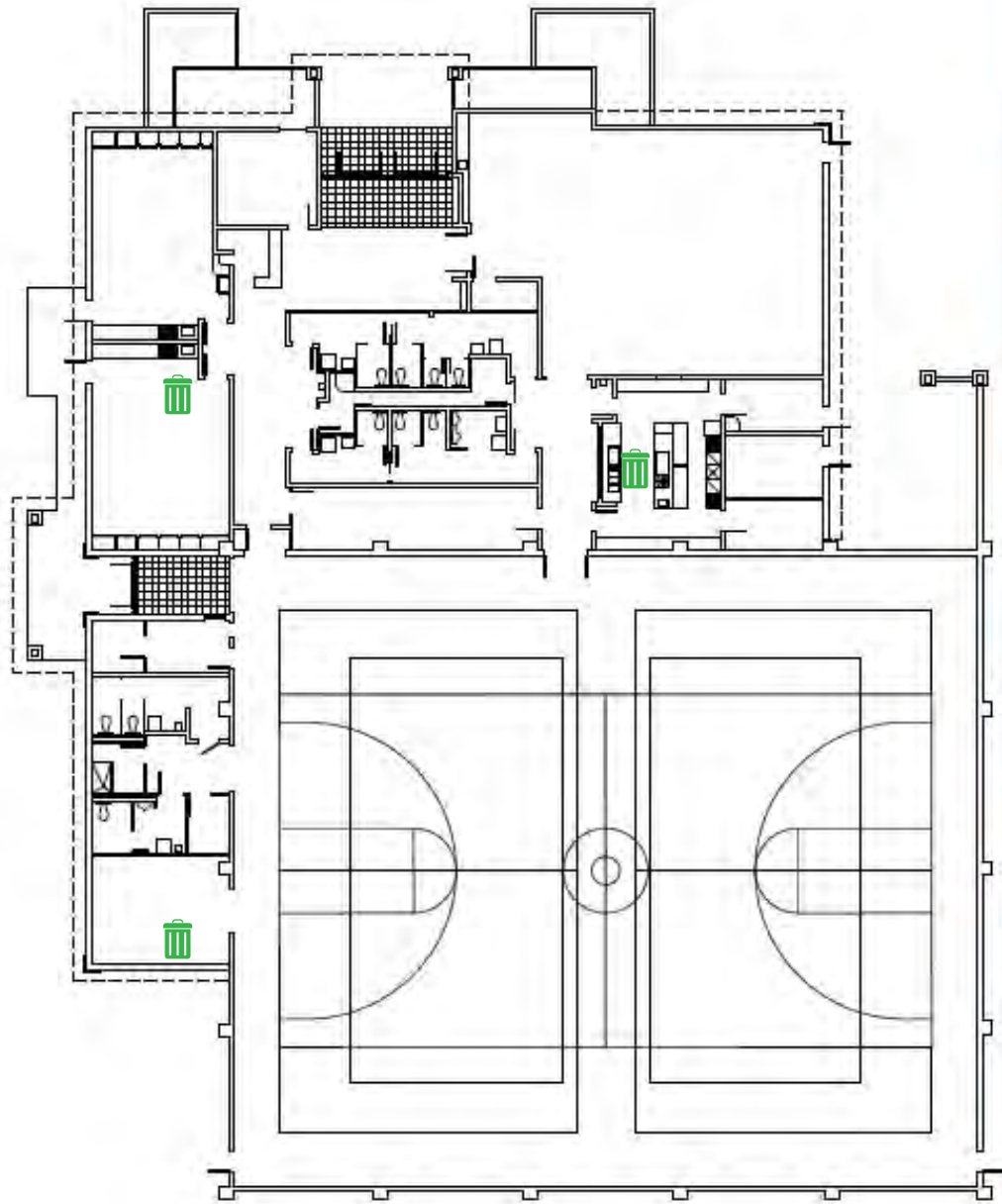


**RECYCLE**

- Ensure that all office/public facing locations have paired deskside recycling and trash containers 
- In employee areas utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- Set up 3-stream container bundle sets in internal public spaces to maximize diversion 
- Add temporary collection systems for use during large events which can be borrowed by guests and different organizations using the public space 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action

STAGECOACH PARK  
COMMUNITY CENTER BUILDING





# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



# STREETS AND FACILITIES MAINTENANCE

Address	5405 Oak Ave, Carlsbad, CA 92008
Contact Person	Barney Dresman
Site Visited Date(s)	July 12, 2022
Auditor Name	Fernando Moreno
# Employees	40-55 FTE
# Visitors	0

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The Streets and Facilities Maintenance location manages the maintenance and repair of all city streets, city facilities, curbs, streetlights, signs, gutter repairs and removal of traffic and pedestrian obstructions. There is both an administrative office and machine shop at this location. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.



## 2 Overview of Program Implementation

A facility assessment was conducted at Streets and Facilities Maintenance on July 12, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.






**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. Streets and Facilities Maintenance's landfill is serviced Tuesdays and Thursdays and recycling is serviced Tuesdays and Fridays. Table 2 below gives a brief summary of the current waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	Two 3-yard	2x/week	12 cubic yards
	Two 3-yard	2x/week	12 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 50%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 24 cubic yards of waste and recycling materials are generated. With 12 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 50%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Signage promoting ban of single use plastics



- Pairing of varying sizes of desk side trash and recycling containers: 7 gal trash/7 gal recycle, 23 gal trash/23 gal recycle, 23 gal recycle/10 gal trash
- Centralized recycling collection containers (copier, kitchen, walkway, stairs)
- Separate aluminum cans and plastic bottle collection

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers
- Place proper signage on recycling containers

## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a 10-gallon tabletop food scraps container inside the coffee room across from the bathrooms. (Shown in map below)



The majority of the eating is done inside the kitchen area in the bungalow building. A 23-gallon slim jim would be optimal in this location.

## Custodial Recommendations








- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff (vending machine included) 
- Encourage meal planning to avoid leftovers 
- Opt out of single-use coffee pods 
- Consider removal of recycling liners in employee facing areas 








**REUSE**

- Provide reusable cutlery for coffee room and kitchen area 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station. 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

Legend:



Minimum Action Compliance

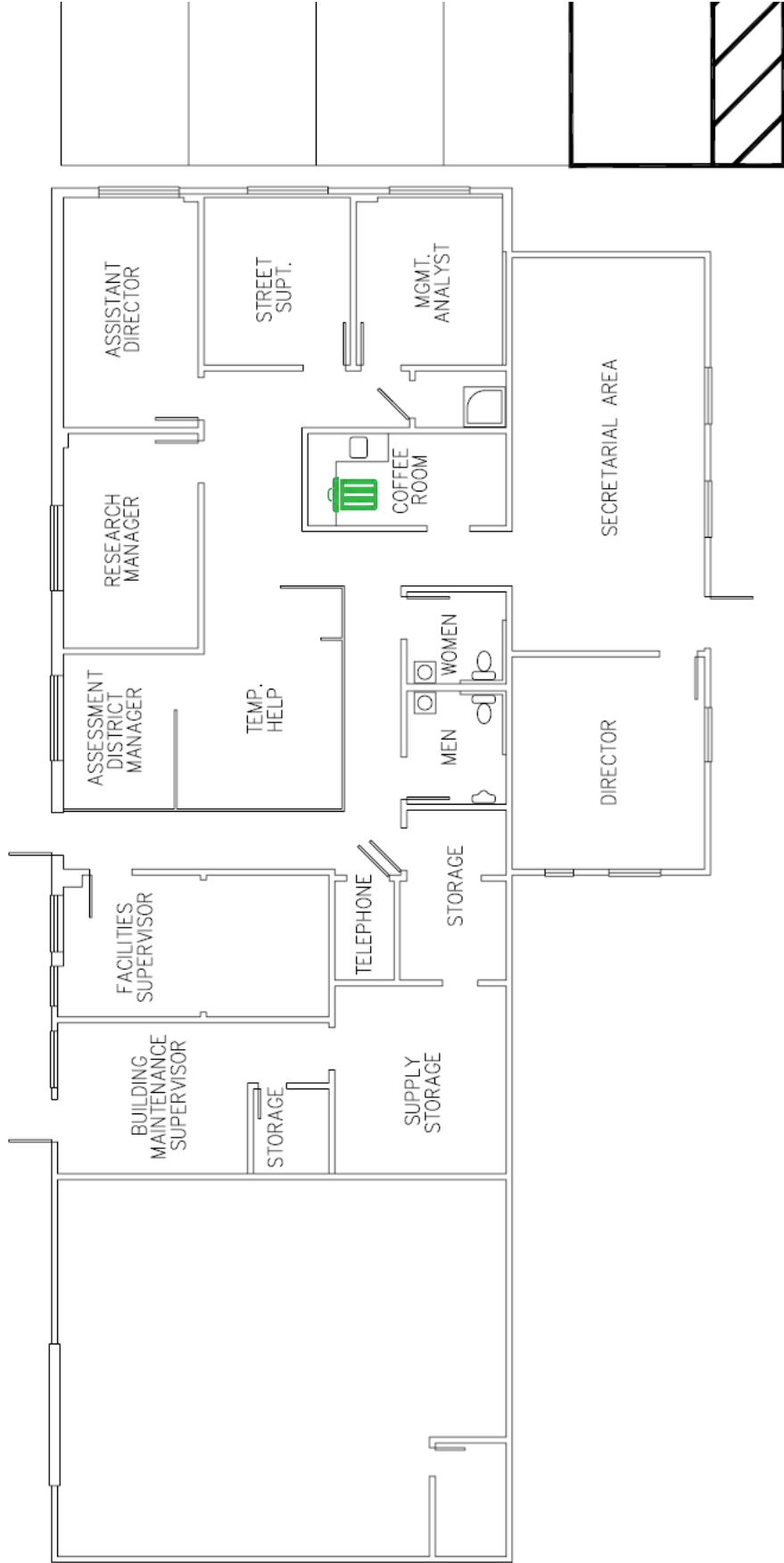


Advanced Action



Leadership Action

405 OAK AVE.  
CITY YARD





# Sustainable Carlsbad

## Municipal Facility Waste Assessment Report



# CARLSBAD MUNICIPAL WATER DISTRICT

Address	5950 El Camino Real, Carlsbad, CA 92008
Contact Person	Linda Voigtlander
Site Visited Date(s)	July 19, 2022
Auditor Name	Fernando Moreno
# Employees	30-35 FT
# Visitors	~1

prepared by :

**SCS**  
**ENGINEERS**  
environmental consultants and contractors

# 1 Introduction

The objective of the municipal facility assessments carried out by SCS is to help the City of Carlsbad in their efforts to reduce the trash they generate and to increase the volume of materials diverted into recycling (bottles, cans, and paper fibers) and organics (food scraps, food soiled paper and landscape materials). Facility assessments involve interviewing liaisons and custodial team members: a facility walk through to view recycling container locations, signage, materials collection procedures, observe disposables use, and view materials generated which are still disposed in the trash. The desired outcome of the visit is to make recommendations to implement or improve recycling programs and enhance overall waste management practices. Recommendations presented are meant to assist the City in complying with State laws including, Mandatory Commercial Recycling (AB 341), Mandatory Organics Recycling (AB 1826) and short-lived climate pollutants (SB 1383).

## About the Facility

The Carlsbad Municipal Water District deals with all things related to water and its utilities which include sewage, water, recycled water and water billing. The primary purpose of the water district to ensure the delivery of water, its conservation and the prevention of floods. The following report is a summary of our site visit and provides recommendations to assist you with your waste reduction and recycling efforts.

## 2 Overview of Program Implementation

A facility assessment was conducted at the Carlsbad Municipal Water District on July 19, 2022. The purpose of this facility assessment was to identify opportunities to increase waste reduction, reuse, and recycling of materials generated onsite.

**Table 1.** below provides an overview of program implementation as it relates specifically to SB 1383 and organics recycling collection. This facility is classified as Partially Implementing. The capture and recovery of landscape materials has been implemented. Color-coded and educationally labeled containers for recycling are in place and actively used, while organics collection containers have not yet been placed.




**Table 1. Area and Level of Program Implementation**  
(as of September 2022)

Areas of Implementation	Fully	Partially	Not
Has this facility fully implemented AB 341/ Mandatory Recycling?			
Has this facility fully implemented AB 1826/ Mandatory Organics Recycling			
Does this facility have a green waste collection program in place?			
Has this facility fully implemented SB 1383?			
Does this facility have external color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have internal color-coded collection containers in accordance with SB 1383 guidelines?			
Does this facility have staff facing outreach and education information on comingled and organics recycling (blue and green container programs)?			

### 3 Existing Waste and Recycling Services

Republic Services is the new waste hauler for the City of Carlsbad. They service all trash, recycling, and organics at every city facility, residence, and business. The Municipal Water District's landfill and recycling is serviced on Tuesdays and Fridays. Table 2 below gives a brief summary of the current waste levels at the facility as of September 2022.

**Table 2. Overall Materials Diversion - Internal Materials**

Material Stream	Number and Container Size	Collection Frequency	Volume
	One 3-yard	2x/week	6 cubic yards
	One 3-yard	2x/week	6 cubic yards
	One 32-gallon	----	----

#### Existing Program Observations

**Total Diversion (excluding organics) = 50%**

Based on service levels provided and not actual volume at the time of the facility assessment, approximately 12 cubic yards of waste and recycling materials are generated. With 6 cubic yards of recycling collection service, the approximate recycling diversion rate for this facility is 50%. For organics collection, it should be noted that landscape materials are hauled away by a landscape contractor for recycling and the food scraps/food soiled paper collection has not yet been implemented.

#### Existing Waste Reduction and Recycling Behaviors



**REDUCE**

- Double-sided printing
- Office paper contains at least 30% recycled content
- Hydration stations (public/office) available
- Signage promoting ban of single use plastics



- Pairing of varying sizes of desk side trash and recycling containers: mini bin trash/7 gal recycling; 10 gal trash/7 gal recycle; 7 gal trash/7 gal recycle
- Centralized recycling collection containers (copier, kitchen, walkways, conference rooms, warehouse)

## Beneficial Pairing Examples

To support maximized recycling diversion and minimize contamination, all blue and green recycling collection containers must be paired (directly adjacent) with a trash container. Photos shown here provide very good examples of proper beneficial container pairing.



## 4 Recommendations

### Recycling Recommendations

The following recommendations represent opportunities for improved placement and utilization of recycling containers based on observations that were made while conducting the facility visits. The container locations may be adjusted or changed by staff that have more knowledge of use and waste production for particular facilities.



- All mixed recycling containers need to be blue, and all trash cans to be either black or gray
- Ensure recycling collection containers are always paired with a trash can to prevent contamination
- Avoid using black trash bags in recycling containers



## Organics Recommendations



- Provide outreach and education for shift to centralized food scraps and food soiled paper in designated location(s)
- Place centralized organics collection containers in areas shown below
- Ensure centralized organics containers are properly paired with trash and recycling containers

## Organic Bin Placement Recommendations

This facility would benefit from having a 10-gallon or larger food scraps container inside the kitchen/eating area.



A second tabletop food scraps container inside the smaller kitchenette would be beneficial to the employees who use that area.

## Custodial Recommendations








- Evaluate closet for addition of proper shelving and/or hooks that maximize and efficiently utilize the closet space available
- New equipment recommendations - suggest evaluating rolling collection container that allows custodial team the opportunity to most conveniently, safely, and ergonomically collect organic waste.
- Train all custodial staff on proper procedures for materials to be recycled in blue containers, organic materials to be diverted in green containers, and proper co-location of containers.

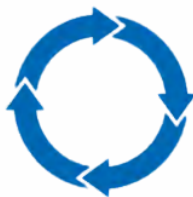


# 5 Best Management Practices






**REDUCE**

- Avoid polystyrene (styrofoam) products for the kitchen and shipping departments 
- Avoid purchase of single-serve plastic water bottles for use by staff or guests 
- Remove plastic bottles from beverage vending machine in kitchen area 
- Encourage meal planning to avoid left overs 
- Consider removal of recycling liners in employee facing areas 











**REUSE**

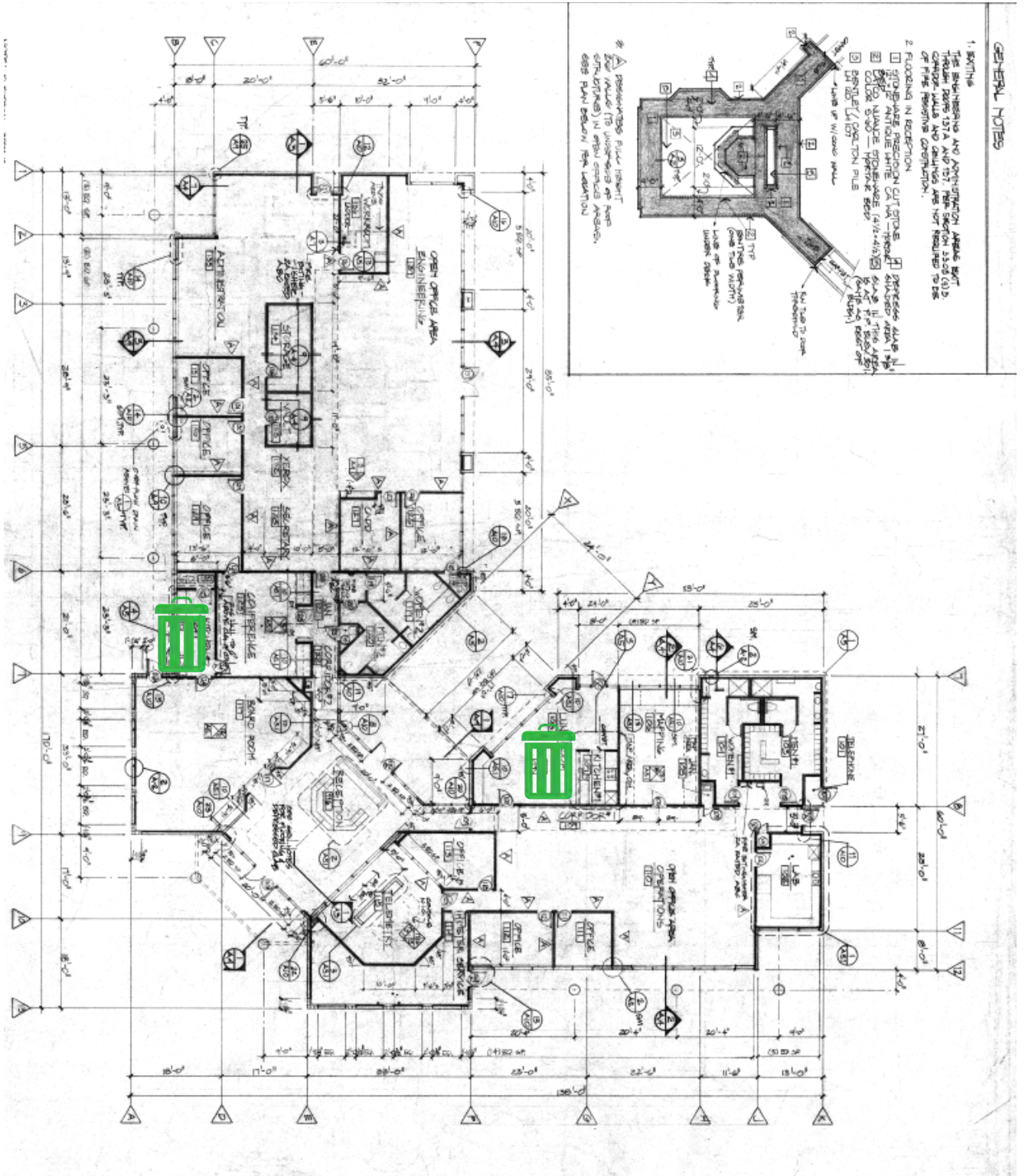
- Provide reusable cutlery in both kitchen areas 
- Do not remove plastic bag liners when disposing of recycling containers unless soiled by food or liquid 
- Encourage every employee to use a re-usable water bottle and or coffee mug 



**RECYCLE**

- Ensure that all office locations have paired deskside recycling and trash containers 
- Utilize regular size (12-gallon) deskside recycling container in conjunction with a noticeably smaller trash container (7-gallon) or mini bin trash container 
- Utilize only deskside recycling and remove deskside trash container in favor of centralized container 
- In clustered areas with 2+ employees, remove all individual deskside collection containers in support of utilizing a nearby centralized recycling and trash station 
- Remove all deskside collection containers in favor of centralized collection containers for recycling, organics and landfill material in breakrooms, kitchens and/or bathrooms 

- Legend:
-  Minimum Action Compliance
  -  Advanced Action
  -  Leadership Action



**Costa Real Municipal Water District Operations Center**  
CARLSBAD, CALIFORNIA

PROJECT: COSTA REAL MUNICIPAL WATER DISTRICT OPERATIONS CENTER  
DRAWN: JPH  
CHECKED: ST/RS  
DATE: 07/15/04  
PROJECT NO: 03-T-2004  
SHEET TITLE: FLOOR PLAN

**NOT FOR CONSTRUCTION USE**  
THIS PLAN IS A PRELIMINARY DESIGN AND IS SUBJECT TO CHANGE.  
NO ASSURANCE OF INSTALLATION, FITNESS AND USE SHOULD BE MADE.

REVISIONS:

COMMENTS:

SPRINKLER SYSTEM  
REQUIREMENTS

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