



MEMORANDUM

P.O. Box 4100 ♦ FRISCO, COLORADO 80443

TO: MAYOR AND TOWN COUNCIL
FROM: HILARY SUEOKA, ENVIRONMENTAL PROGRAMS MANAGER
RE: SINGLE USE PLASTICS REDUCTION UPDATE

DATE: FEBRUARY 27, 2024

Summary and Background: The Single Use Plastic Reduction Ordinance 23-18 was approved by Town Council on First Reading on July 25, 2023, and again on Second Reading on August 8, 2023. Ordinance 23-18 included a ban on single use plastic cups and water bottles in Town facilities, Town-run events and those under a special event permit; requirement for all disposable to-go utensils, condiments, and napkins be on request only; ban on polystyrene containers and cups Town-wide starting January 1, 2024; and ban on single use plastic water bottles starting July 1, 2024. Since approval, Town staff has worked diligently to ensure implementation and compliance. A Single Use Plastics Reduction Committee formed of interdepartmental Town staff has been meeting bi-monthly and has been instrumental in the communication, marketing, research, grant development, and general collaboration detailed below under “Analysis.” The intent of this Work Session is to update Council on the implementation measures included, the pertinent effective dates, and current progress on each topic.

Analysis: Implementation of the Single Use Plastic Reduction Ordinance and updated Bag Fees has been running smoothly. Questions and any issues have provided opportunities for additional outreach, education, and building relationships with local business owners.

1. Changes to requirements for Town-sponsored events:

All single use plastic cups have been donated, and plans are in place for events moving forward. A new kit of reusable dishware and cutlery is available to check out for internal staff events.

2. Bag Fees:

Staff completed outreach to affected businesses in fall 2023 and updated remittance rules on Xpress Bill Pay.

- 2023 Remitted Bag Fees: \$84,117.11

- 2024 Q1 Remitted Bag Fees: \$17,755.29

Per the updated bag fees, approved by Council on July 25, 2023, bag fees are permitted to be spent on any waste reduction measure. In 2023, staff spent roughly \$5,000 of remitted bag fees on waste reduction projects including:

- Outreach materials for Universal Recycling
- Liquid disposal bins at the Day Lodge
- Support for the Fill it Forward initiative (program to track reusable water bottle usage of bottles given out with the Reusable Bottle Program at the Visitor Information Center)

In 2024, funds from bag fees will be directed towards the Waste Diversion Grants (see below) for small businesses and are still available for internal waste reduction projects.

3. **Skip the Stuff, Polystyrene Ban, Single Use Plastic Water Bottle Ban:**

Staff completed outreach to all impacted businesses through email and physical mail campaigns, phone calls, and in-person visits. The majority of businesses seem to be in compliance with Skip the Stuff (effective on signing, August 8, 2023) and the Polystyrene ban (effective January 1, 2024.) Staff will continue to audit and provide education where necessary. Staff recently implemented a new auditing program for any Town staff who visit our local businesses to provide feedback directly to Sustainability Staff. This will help guide outreach and education efforts. Though the single-use plastic water bottle ban is not in effect until July 1, 2024, staff has already been confirming that business owners are aware and preparing for the upcoming ban.

4. **Waste Reduction Grant:**

To help businesses adjust to the upcoming single use plastic restrictions, and to incentivize innovation in waste reduction, Staff developed a grant program funded by bag fees. This grant, launched in January 2024, offers up to \$10,000 to support innovative waste reduction projects in local Frisco businesses. Eligible projects include installing water filling stations, expanding sustainability programs., etc.. Applications require project details and alignment with waste reduction goals. Grants are awarded on a rolling basis until funds are allocated. Eligible applicants include small businesses, non-profits, and educational organizations within Frisco's jurisdiction.

Financial Impact: Staff time and printed materials are the main costs of implementation for single use plastic reduction efforts. Currently there is a budget of about \$60,000 for the Waste Reduction Grants, which are funded by remitted bag fees. Anticipated costs for staffing and materials are included in the 2024 Sustainability budget.

Alignment with Strategic Plan: Implementation of the Single Use Plastics Reduction measures are supported by the following strategic objective and associated pillar: Core Services: Environmental stewardship and reducing the effects of climate change.

Environmental Sustainability: Initiatives to reduce single-use items support the Waste goals within the Summit Community Climate Action Plan and goals created from the Summit Community Zero Waste Task Force.

Staff Recommendation: No Council action required at this time. Staff welcome any questions.

Approved By:

Diane McBride, Assistant Town Manager
Tom Fisher, Town Manager
Leslie Edwards, Finance Director