Refer to the Montgo	BUSINESS RE mery County Business F I completed Report to: Division	Recycling R	egulation Handbook for	guidance on recycling	g and completing	
Business filing this	Annual Report, pro	vide:				
Business Name: Ma	ryland–National Cap	ital Park a	& Planning Commiss	sion – Montgomery	/ County	
Mailing Address: 950	00 Brunett Avenue, S	Silver Spri	ng, Maryland 20901			
Phone Number: 30	1-670-8009					
Contact Person Nam	e and Title: John Nis	sel, Depu	ty Director Operation	s & Amanda Aparic	io, Sustainability	Coordinator
Contact Person Ema	il: John.Nissel@montgomer	yparks.org	Business Web	osite: http://www.Mo	ontgomeryParks.	org
(Check the box that	onship to the busine corresponds to approp	oriate desc	cription.)	Report is being fil	ed?	
I'm filing for my	business at the abov	e address	only.			
If address of th	Manager filing for on e building occupied by upied by your tenant(s	y your tena	ant(s) is different from			ide address
	quarters filing for mu dress of each location					
	filing for my custome siness name, address				er whom this rep	ort covers.
Other. Explain	relationship:					
LIST BUSINESS(ES) COVERED BY THIS	S ANNUAI	L REPORT, IF APPL	ICABLE.		
BUSINESS NAME & ON-	SITE CONTACT PERSON		PHONE NUMBER and A	DDRESS	EMPLOYEE	SQUARE
See Attached Sum	imary				NUMBER	FEET
(Attach a separate p	age for additional bus	iness(es).))			
If Government Agend	cy, check applicable:	County	State	Federal	Other	
Total number of em	ployees covered by	this Repo	ort: <u>800 (</u> Employee mea	ns person working 20 or m	ore hours per week fo	r more than 6
Total square feet of	building space cove	ered by th	months in a cale	ndar year.) Square Feet		
Total acreage of gre	een area (landscape	d and gra	ssy area) covered b	y this Report, if a	oplicable: 36,991	Acres
	FOR DSWS L	ISE ONLY	– DO NOT WRITE	BELOW THIS LINI	E	
DIVISION OF SOLIE	WASTE SERVICES	APPROV	AL BY:	Date:		
EXEMPTION STATU	IS:			CURRENT RECY	CLING RATE:	
PREVIOUS RECYC	LING RATES:					

Montgomery County SORRT Program

101 Monroe Street = 6th floor = Rockville, MD = 20850 = (240) 777-6400 = www.montgomerycountymd.gov/recycling

ANNUAL REPORT	FOR PREVIOUS CAL	ENDAR)	/EAR	PROVIDE YEA	R:		
MATERIAL (Circle type where applicable)	QUANTITY COLLECTED IN CALENDAR YEARReport in (Refer to Volume-Weight C Chart in your Handbook if	Pounds/Yr.	containers an per mont	ize of central collection d number of pick-ups h, if different from us submission	Name and Phone Number of company hauling/handling materials	WASTE REDUCTION PROGRAM (Check if applicable & attach separate page to describe)	Check Box if Exemption Request Form is required **
	REQUIRED	MATERIA	ALS FOR RE	CYCLING, REUSE,	OR BEING SOURCE REDU	CED	
MIXED PAPER:	116,780 Pounds/Yr.	Pounds/Yr.	Mixed, Office Pap	er, Cardboard, Newspaper	M-NCPPC to Transfer Station (TS): 301-495-2500	\checkmark	
WHITE OFFICE PAPER		Pounds/Yr.				\checkmark	
CORRUGATED CARDBOARD		Pounds/Yr.				\checkmark	
NEWSPAPER		Pounds/Yr.					
COMMINGLED MATERIALS	26,060	Pounds/Yr.	Aluminum, Steel, Pl	astic, Glass, Bulky Rigid Plastic	M-NCPPC to TS: 301-495-2500		
ALUMINUM CANS	/Yr.	Pounds/Yr.				\checkmark	
STEEL/TIN CANS		Pounds/Yr.				\checkmark	
PLASTIC BOTTLES (NARROW-NECK)		Pounds/Yr.				\checkmark	
GLASS BOTTLES & JARS		Pounds/Yr.				\checkmark	
YARD TRIM Leaves Grass Brush	4,055,800 Pounds/Yr.	Pounds/Yr.	Yard Trim - M-NCPPC to	TS, Vendor, and in-house M-NCPPC	Republic Svcs: 800-952-9888; M-NCPPC Staff, 301-495-2500	\checkmark	
CHRISTMAS TREES		Pounds/Yr.				\checkmark	
SCRAP METAL	145,016 Pounds/Yr.	Pounds/Yr.	M-NCPPC to T	S & Vendors	M-NCPPC to TS: 301-495-2500; Joseph Smith & Sons: 301-773-126		
VOLU	NTARY MATERIALS FO	OR RECYC	LING, REUS	E OR SOURCE RED	UCTION (Attach list of other	materials as neede	d)
MATERIAL: Batteries, Antifreeze, T	88,973 F	ounds/Yr.	Vendors: Batteries, Ant	ifreeze, Tires, Computers, Motor Oil	M-NCPPC: 301-495-2500		N/A
	4,401,640 I	Pounds/Yr.	Construction and Demolition I	Debris: MNCPPC to TS; The Recycling Center	M-NCPPC: 301-495-2500; The Recycling Center: 301-953-1424	$\overline{\checkmark}$	N/A
		SOLIE	O WASTE FO	R DISPOSAL ONL	Y — BELOW THIS LINE		
SOLID WASTE FOR DISPOSAL (Trash)	4,202,900 Pounds/Yr.	Pounds/Yr.	Various multi-size	dumpsters (site list attached)	Republic Svcs: 800-952-9888; M-NCPPC to TS: 301-495-2500		N/A
* List Container Types.	** DS	SWS will conta	ct you to schedule a	a site inspection and provide	you an Exemption Request Form.		
				Amanda Aparicio, Sust	tainability Coordinator, Maryland–Na	tional Capital Park & Pla	nning Commission
Signature of Person Comple	eting Form	Date		Print Name of Signatory a	nd Company Name		
	Corporate Officer, I am responsible nplemented in accordance with th				gulation 15-04AM, which requires recycling		
					Director Operations for Maryland–Na	ational Capital Park & P	lanning Commissio
Signature of Responsible Co	orporate Officer	Date		Print Name of Signatory			

Montgomery County SORRT Program

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WASTE REDUCTION/REUSE AND EDUCATION REQUIREMENTS TO BE INCLUDED WITH BUSINESS RECYCLING ANNUAL REPORT

Describe the progress in waste reduction and reuse efforts that have been undertaken by your business in an effort to reduce the amount of refuse generated.

See Attached.

Describe your efforts to educate tenants (if report is filed by a property manager) or employees about the recycling program in place. Examples include, but are not limited to: newsletters, email reminders, training workshops, etc.

See Attached.

Montgomery County SORRT Program

101 Monroe Street = 6th floor = Rockville, MD = 20850 = (240) 777-6400 = www.montgomerycountymd.gov/recycling

2019 Annual Business Recycling and Waste Reduction Report Maryland National Capital Park and Planning Commission (M-NCPPC) - Montgomery County

				Summary for 2019			
	<u>M-NCI</u>	PPC - Montgomery Cou	<u>unty</u>	Jan 1, 2019 to Dec 31, 2019	%	Jan 1, 2019 to Dec 31, 2019	
Product	ltem	Hauler	Disposal Location	Report - Pounds		Report - Tons	
<u>Recycling</u>	White Paper - MNCPPC Collection	M-NCPPC Staff	Transfer Station	116,780		58.39	
MANDATORY	Commingled - MNCPPC Collection	M-NCPPC Staff	Transfer Station	24,960		12.48	
	Rigid Plastics	M-NCPPC Staff	Transfer Station	1,100		0.55	
	-		<u>Recycle Total</u>	<u>142,840</u>	<u>1.1%</u>	<u>71.42</u>	
Yard Waste &	Yard Waste - MNCPPC Collection	M-NCPPC Staff	Transfer Station	4,740		2.37	
<u>Composting</u>	Yard Waste	Republic Services	Republic Services Location	151,060		75.53	
MANDATORY	Yard Waste & Composting	Multipile Locations M-NCPPC Staff	Composting in Parks	3,900,000		1,950.00	
			Yard Waste Total	<u>4,055,800</u>	<u>30.6%</u>	2,027.90	
Reuse Products	Scrap Metals	M-NCPPC Staff	Transfer Station	4,700		2.35	
Scrap Metal	Scrap Metal	Joseph Smith & Sons	Vendor	59,480		29.74	
MANDATORY	Scrap Metals	Maryland Recycle Co.	Vendor	531		0.27	
	Scrap Metals- Copper	Montgomery Scrap Corporation	Vendor	390		0.20	
	Scrap Metals	Montgomery Scrap Corporation	Vendor	79,915	1.1%	39.96	
			<u>Scrap Metal Total</u>	<u>145,016</u>	<u>1.1%</u>	<u>72.51</u>	
Reuse Products	Tires	Hanagans Tire	Vendor	8,624		4.31	
Voluntary	Tires (Fleet)	Lakin Tire East/Emanuel Tire	Vendor	27,150		13.58	
	Tires (Volunteer Cleanup or Other Source)	Emanuel Tire	Vendor	11,198		5.6	
	Motor Oil	Valicor	Vendor	13,168		6.58	
	Antifreeze	M-NCPPC Staff	ECOWISE Waste	2,598		1.30	
	Computers & Electronics	Re-Stream	Vendor	15,667		7.83	
	Light Bulbs	Veolia	Vendor	311		0.16	
	Light Bulbs	M-NCPPC Staff	ECOWISE Waste	106		0.05	
	Batteries - Cores	Delcoline Bay Associates	Vendor	9,411		4.71	
	Batteries General	Environmental	Vendor	740		0.37	
			<u>Reuse Products</u> <u>Total</u>	<u>88,973</u>	<u>1.0%</u>	<u>44.49</u>	
Construction	Dot-In - Dirt, Sod,	M-NCPPC Staff	Transfer Station	43,060		21.53	
<u>Debris</u>	Concrete Construction Debris	M-NCPPC Staff	Transfer Station	78,580		39.29	
Voluntary				. 0,000		55.25	
Voluntary		The Recycling Center	Vendor	2,720.000		1360.00	
Voluntary	Asphalt Mixed Material	Inc. The Recycling Center	Vendor Vendor	2,720,000		1360.00 620.00	
Voluntary	Asphalt	Inc.					

Mandatory Reported Recycling Pounds 2019	Mandatory Reported Recycling %
4,343,656	49.6%

Mandatory and Voluntary Reported Recycling Pounds 2019	Total Waste Diversion %
8,834,269	66.6%

<u>Debris Total</u>	<u>4,401,640</u>	<u>33.2%</u>	<u>2,200.8</u>
Recycling and Reuse Total	<u>8,834,269</u>	<u>66.6%</u>	<u>4,417.1</u>

<u>Refuse</u>	Refuse - MNCPPC Collection	M-NCPPC Staff	Transfer Station	1,710,380		855.19		
	Solid Waste - 30 Yard Rolloff Dumpsters	Republic Services	Republic Services Location	466,520		233.26	Mandatory Reported Refuse Pounds	Mandatory Reported
	Solid Waste - Dumpsters	Republic Services	Republic Services Location	2,244,000		1,122.00	2019	Refuse %
		Refuse Total	•	4,420,900	<u>33.4%</u>	2,210.5	4,420,900	50.4%

			Mandatory
			Reported
			Recycling &
			Refuse Pounds
			2019
Total Recycling & Refuse Volumes 2019	<u>13,255,169</u> <u>100.0%</u>	<u>6,627.58</u>	8,764,556

Annual Business Recycling Report 2019 M-NCPPC, Montgomery County

Describe the process in waste reduction and reuse efforts that have been undertaken by your business in an effort to reduce the amount of refuse generated.

With the instability of many recycling markets globally and the saturation of domestic markets nationwide, waste reduction has become an even more vital component of our solid waste and recycling program at M-NCPPC in Montgomery County. A primary driver of the program at M-NCPPC, Montgomery County includes well-labeled, conveniently located and co-located trash and recycling containers to help staff make appropriate decisions about material disposal.

As part of the culture of the organization, attempts are made to reduce use of paper in office settings. This includes increased use of digital files, digital signatures to reduce hard-copy paper routing, doublesided printing etc. The Department makes use of ePlans, a digital plan review and comment software which reduces the amount of printing required for review of large-file plan sheet documents.

Shared storage areas for office supplies and the ability to share/reuse durable supplies (e.g. binders/folders etc.) is common practice at staffed sites. The Department communicates widely over email when larger reusable, durable equipment or furniture is available to be repurposed at other M-NCPPC sites. Additionally, a number of our office sites maintain reusable plates, flatware, and drinkware for use by staff in place of single-use materials.

Waste reduction involves being thoughtful about material acquisition and material management but also includes going the extra mile to divert materials from the trash when it can be recycled through less convenient or less traditional channels.

Since 2018, through a partnership with the Maryland Department of Agriculture and the Montgomery County Department of Environmental Protection, a M-NCPPC, Montgomery Parks site now serves as the Montgomery County collection site for #2 HDPE pesticide/fertilizer containers used by businesses, organizations and citizens. Since these containers are not allowed to be disposed of through commingled recycling, this program helps to divert these materials from the trash and finds new and acceptable uses for the plastic. Through joint awareness campaigns between program partners, this program is increasing in popularity and use.

Describe your efforts to educate tenants (if report is filed by a property manager) or employees about the recycling program in place. Examples include, but are not limited to: newsletters, email reminders, training workshops etc.

Recycling training (powerpoint and hands-on display workshop) has been provided to nearly all staff in the M-NCPPC, Department of Parks within the last 2 years. Additionally, Recycling Captains have been identified at each staffed site. These staff are trained to assist in ensuring that recycling bins are co-located with trash bins, are located conveniently at the work site, and that clear messaging is provided to help users make appropriate waste disposal decisions.

In addition to the Recycling Captains, the Sustainability Coordinator for the Department makes themself readily available and encourages staff to ask questions about recycling and waste disposal. Staff regularly reach out for guidance on these topics through phone, email and in-person communication. Having in-house staff that can serve as resources for others has proven to be very effective in communicating about disposal of a variety of materials.

The Recycling Truck Operator for the Department completes a report each time he visits a site to collect recyclables. This report includes compliance and contamination information as well as an estimated volume collected. This information makes it back to the Sustainability Coordinator who then follows up with the manager of any site where issues were identified. This communication helps to address and correct specific issues in a timely manner and allows staff to feel supported in making improvements at their site.

Staff at some M-NCPPC sites have taken the opportunity to improve reuse, reduce waste, and enhance recycling quality by identifying common-use materials and creating hands-on educational outreach for staff regarding reuse or disposal. For example, at Brookside Gardens, plastic growing pots are commonly used for growing plants in the gardens. While some of these containers can be reused multiple times before disposal, others may or may not be recyclable. Staff have created a board where plastic pots are stored to help educate and remind staff of the different routes for reuse or disposal that are expected (see below image).



Brookside Gardens plastic growing pot educational display

Special engagement activities are also provided for staff to encourage increased thought about waste reduction, reuse, and recycling. A popular activity takes place the week leading up to America Recycles Day in November of each year called (reusable) MUG SHOTS. Staff are encouraged to take a picture of themselves with their favorite reusable beverage container, also known as their MUG SHOT, and submit it into a raffle. The 2019 participant photos are shown below.



2019 collage of staff and their favorite reusable mug/beverage container

M-NCPPC Planned Program for 2020

The M-NCPPC Montgomery County Sustainability Plan was updated for FY20/FY21. Details of sustainability initiatives can be found in this plan. In addition, strategies planned for the 2020 calendar year for improvement to the M-NCPPC solid waste and recycling program include:

- 1. Implement projects and programs to encourage reuse, reduction in waste, and improved recycling by both M-NCPPC employees and park patrons.
- Develop and implement a visual waste assessment protocol/survey to begin assessing the current waste stream and to ensure recyclables are being properly diverted from trash.
 Dependent on the outcome, develop additional training and outreach for M-NCPPC employees.
- 3. Continue support of Recycling Captains as site leaders for ensuring program consistency across staffed facilities.
- 4. Develop (in process) and implement improved signage decals for trash and recycling containers out in the parks that are primarily used by park patrons.
- 5. Continue analysis of and move forward, if feasible, on implementation of the use of trash/recycling container volume sensors. This technology has the potential to improve allocation of resources, reduce fuel consumption, reduce greenhouse gas emission and provide an improved customer experience through more targeted trash/recycling container maintenance.
- 6. Continue offering opportunities for reuse of durable equipment, furniture etc. to staff for reuse/repurposing at other M-NCPPC facilities.

M-NCPPC Montgomery County Infrastructure



Adopted Operating Budget FY2020 Capital Improvements Program FY2019-2024 Capital Improvements Program FY2019-2024 \$122 million \$68.1 million for acquisition \$167.7 million for development

As of July 2019 Source: EAM, GIS, and the Parks Acquisition Ledger

Recycling Dumpster Locations 2019			
Location	Address		
Agricultural History Farm Park	18400 Muncaster Road, Derwood, MD 20855		
Barnett Hillandale Office Building	10611 New Hampshire Avenue, Silver Spring, MD 20904		
Black Hill Regional Park	20930 Lake Ridge Drive, Boyds, MD 20841		
Brookside Gardens	12301 Fernmont Lane, Wheaton, MD 20902		
Cabin John Ice Rink	10610 Westlake Drive, Rockville, MD 20852		
Cabin John Indoor Tennis	7801 Democracy Blvd., Bethesda, MD 20817		
Cabin John Regional Park Maintenance Facility	7700 Tuckerman Lane, Bethesda, MD 20854		
Green Farm Maintenance Facility	8301 Turkey Thicket Drive Gaithersburg, MD 20879		
Little Bennett Maintenance Yard	23701 Frederick Road, Clarksburg, MD 20871		
Martin Luther King, Jr. Regional Park	1120 Jackson Road, Silver Spring, MD 20904		
Meadowbrook Maintenance Facility	8000 Meadowbrook Lane, Chevy Chase, MD 20815		
Montgomery County Regional Office	8787 Georgia Avenue, Silver Spring, MD 20901		
Olney Manor Recreational Park Maintenance Yard	16601 Georgia Avenue, Olney, MD 20832		
Parkside Headquarters	9500 Brunett Avenue, Silver Spring, MD 20901		
Pope Farm Nursery	7400 Airpark Road, Gaithersburg, MD 20879		
Rock Creek Regional Park	15881 Beach Drive, Rockville MD 20855		
Rockwood Manor Park	11001 MacArthur Blvd, Potomac, MD 20854		
Saddlebrook Park Police Headquarters	12751 Layhill Road, Wheaton, MD 20905		
Seneca Creek, Lodge	14500-A Clopper Road, Boyds, MD 20841		
South Germantown Recreational Park	18041 Central Park Circle Boyds, MD 20874		
Water's House	12535 Milestone Manor Lane, Germantown MD 20876		
Wheaton Regional Park, Indoor Ice Rink	11717 Orebaugh Avenue, Wheaton, MD 20902		
Wheaton Regional Park Maintenance Facility	12012 Kemp Mill Road, Wheaton, MD		
Woodlawn Manor House and Park Police (2 sets)	16501 Norwood Road, Silver Spring, MD 20901		

M-NCPPC Montgomery County - Recycling Dumpster Locations

Refuse Dumpster Locations 2019				
Location	Address			
Agricultural History Farm Park	18400 Muncaster Road, Derwood, MD 20855			
Barnett Hillandale Office Building	10611 New Hampshire Avenue, Silver Spring, MD 20904			
Brookside Gardens	12301 Fernmont Lane, Wheaton, MD 20902			
Cabin John Ice Rink	10610 Westlake Drive, Rockville, MD 20852			
Cabin John Indoor Tennis	7801 Democracy Blvd., Bethesda, MD 20817			
Little Bennett Regional Park - Campground (3 dumpsters)	23705 Frederick Road, Clarksburg, MD 20871			
Little Bennett Regional Park Maintenance Yard	23701 Frederick Road, Clarksburg, MD 20871			
Martin Luther King, Jr. Regional Park	1120 Jackson Road, Silver Spring, MD 20904			
Montgomery County Regional Office	8787 Georgia Avenue, Silver Spring, MD 20901			
Olney Manor Recreational Park Maintenance Yard	16601 Georgia Avenue, Olney, MD 20832			
Parkside Headquarters	9500 Brunett Avenue, Silver Spring, MD 20901			
Pope Farm Nursery	7400 Airpark Road, Gaithersburg, MD 20879			
Rock Creek Regional Park Maintenance Yard	15881 Beach Drive, Rockville MD 20855			
Rockwood Manor Park	11001 MacArthur Blvd, Potomac, MD 20854			
Saddlebrook Park Police Headquarters	12751 Layhill Road, Wheaton, MD 20905			
Seneca Creek, Lodge	14500-A Clopper Road, Boyds, MD 20841			
South Germantown Recreational Park	18041 Central Park Circle Boyds, MD 20874			
South Germantown Recreational Park (Splash Park)	18056 Central Park Circle, Boyds, MD 20874			
Wheaton Regional Park, Indoor Ice Rink	11717 Orebaugh Avenue, Wheaton, MD 20902			
Wheaton Regional Park, Indoor Tennis	11715 Orebaugh Ave, Wheaton, MD 20902			
Woodlawn Manor House and Park Police	16501 Norwood Road, Silver Spring, MD 20901			

M-NCPPC Montgomery County - Refuse Dumpster Locations

M-NCPPC Montgomery County - 30 Yard Roll Off Dumpster Locations

30 Yard Dumpster Locations 2019				
Location	Address			
Black Hill Regional Park	20930 Lake Ridge Drive, Boyds, MD 20841			
Black Hill Regional Park (Brush)	20930 Lake Ridge Drive, Boyds MD 20841			
Cabin John Regional Park Maintenance Facility	7700 Tuckerman Lane, Bethesda, MD 20854			
Green Farm Maintenance Facility	8301 Turkey Thicket Drive Gaithersburg, MD 20879			
Meadowbrook Maintenance Facility	8000 Meadowbrook Lane, Chevy Chase, MD 20815			
Saddlebrook Park Police Headquarters (Temporary 19/20)	12751 Layhill Road, Wheaton, MD 20905			
Wheaton Regional Park Maintenance Facility	12012 Kemp Mill Road, Wheaton, MD 20902			

30 Yard SCRAP METAL Dumpster Locations 2019				
Location	Address			
Green Farm Maintenance Facility	8301 Turkey Thicket Drive Gaithersburg, MD 20879			
Meadowbrook Maintenance Facility	8000 Meadowbrook Lane, Chevy Chase, MD 20815			

Vendors and Disposal Contractors	
Vendor	Address
Bay Associates Environmental, Inc.	P.O. Box 21009, Baltimore MD 21228
Delcoline	4919 Lawrence Street, Hyattsville MD 20781
EcoWise - Clean Harbors Environmental Services	3527 Whiskey Bottom Road, Laurel MD 20724
Emanuel Tire	1300 Moreland Ave, Baltimore MD 21216
Hanagans Tire	465 E. Diamond Ave, Gaithersburg MD 20877
Joseph Smith & Sons	2001 Kenilworth Ave, Capitol Heights MD 20743
Lakin Tire East/Emanuel Tire	1300 Moreland Ave, Baltimore MD 21216
Maryland Recycle Co.	200 8th Ave NW Glen Burnie, MD 21061
Montgomery Scrap Corporation	15000 Southlawn Lane, Rockville MD 20850
Montgomery County Solid Waste Processing Facility and Transfer Station	16101 Frederick Road, Derwood MD 20855
Pope Farm Nursery (M-NCPPC - Yard Waste)	7400 Airpark Road, Gaithersburg, MD 20879
The Recycling Center	14852 Old Gunpowder Road, Laurel MD 20707
Republic Services	8145 Reichs Ford Road, Frederick, MD 21704
Re-Stream	11850 Baltimore Avenue Suite B, Beltsville, MD 20705
Valicor	17551 Powerhouse Road, Williamsport MD 21795
Veolia	1400 Ridgely Street, Baltimore, MD 21230

M-NCPPC Montgomery County - Vendors and Disposal Contractors