

**DRAFT**

**MARIN COUNTY HAZARDOUS & SOLID WASTE  
MANAGEMENT JOINT POWERS AUTHORITY**

Executive Committee  
Thursday April 18, 2013  
Marin Municipal Water District  
220 Nellen Ave, Corte Madera

MINUTES

**MEMBERS PRESENT**

Nancy Mackle, San Rafael (Chair)  
Matthew Hymel, County of Marin  
Michael Frank, Novato  
Adam Politzer, Sausalito

**MEMBERS ABSENT**

Dan Schwarz, Larkspur

**STAFF PRESENT**

Michael Frost, JPA Staff  
Steve Devine, JPA Staff  
Kiel Gillis, JPA Staff

**OTHERS PRESENT**

John Lippitt, San Rafael Fire  
Courtney Bell, San Rafael Fire  
Andy Campbell, Renew Computers  
Patty Garbarino, Marin Sanitary Svc.  
Edward Kiernan, County Counsel  
Casey Mazzoni, Marin Builders Association  
Tracy Keough, O'Rorke Inc.

1. Call to Order

The Executive Committee meeting came to order at 9:04AM.

**Regular Agenda**

2. Approval of Executive Committee Minutes from October 25, 2012

M/s Hymel, Frank to approve the October 25, 2012 Executive Committee minutes. The motion passed unanimously.

3. FY 13-14 Budget Process, Budget Sub-Committee Recommendation and Fee Schedule

Staff made a correction to the Executive Committee agenda packet by providing a corrected fee schedule. Staff overviewed the proposed FY 13/14 Budget which consists of a 15.5% increase in assessments over the previous year and described adjustments to the three budget centers: Administration, Household Hazardous Waste and Zero Waste. Staff reviewed the proposed changes and upcoming programs including the Used Oil Payment Program and developments for the Zero Waste Grant programs. Staff fielded questions from the Committee. Staff clarified the carry-forward information from the auditor, Maher Accountancy, and the County's Department of Finance regarding the Zero Waste Grant program 'double-offering'. No comments were made by the public. M/s Hymel, Politzer to approve and recommend the proposed budget to the full JPA Board. The motion passed unanimously.

4. Appointment of Members to JPA Board Zero Waste Outreach Subcommittee

Staff requested the Committee appoint two Members to a Zero Waste Outreach Subcommittee to review and provide direction to O'Rorke, the JPA's new outreach contractor. O'Rorke Principle Manager Tracy Keough provided a brief report to the Committee regarding outreach program development. Staff fielded questions from the Committee and clarified the need for

access to a Subcommittee for feedback on basic, non-controversial items, while going to the full JPA Board or Executive Committee for approval of larger items. M/S Hymel, Frank to form a Zero Waste Outreach Subcommittee comprised of Chair Mackle and Member Politzer. The motion passed unanimously.

### **Consent Calendar**

5. Update on Upcoming Contracts for Next Year's Programs.
6. Five Year Regional Agency Integrated Waste Management Plan Review Report Submittal.

No comments were offered by the public. M/s Hymel, Politzer to:  
Receive and File Upcoming Contracts information,

And

Receive and file the Five Year Regional Agency Integrated Waste Management Plan Review Report.

The motion passed unanimously.

### **End Consent Calendar**

#### 7. Open Time

No comments were offered by the Board, Staff or the public. No action necessary.

#### 8. Staff Report on Recent and Ongoing Activities

Staff reported receiving a draft version of the Single Use Bag Model Ordinance from JPA Contractor Rincon Consultants and that the model is currently under review by County Counsel and stakeholders. Staff sent seven letters of legislative support for bills which are in line with the JPA's Legislative Platform on various waste and reuse related legislation. Staff noted the participation of ten Marin locations in the DEA Drug Take-Back day on April 27, submittal of a grant application to CalRecycle for procurement of sharps collection containers, and submittal of a HD20 Grant application to CalRecycle. Staff also stated the previous audit finding by CalRecycle related to the HD16 grant award has been resolved and that no repayment of the grant award by the JPA will be required.

#### 9. Next scheduled JPA Board Meeting to be held on Thursday, May 16, 2013.

10. Adjourn.