

MARIN COUNTY HAZARDOUS & SOLID WASTE MANAGEMENT  
JOINT POWERS AUTHORITY

Executive Directors Meeting  
April 28, 2016  
Central Marin Police Authority  
250 Doherty Drive, Larkspur, CA  
9:00 – 9:30 AM  
AGENDA

Call to Order.

**Minutes**

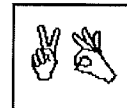
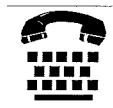
1. Approval of Executive Committee Minutes from April 23, 2015. (Action)

**Regular Agenda**

2. Proposed FY 16-17 Budget and Fee Schedule (Action)
3. Open Time for Public Comment
4. Next Scheduled JPA Board Meeting is May 26, 2016.
5. Adjourn

**Agendas & staff reports available at:  
<http://zerowastemarin.org/Agenda>**

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Contact the County's Waste Management Division, at (415) 473-6647 for more information

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

Executive Committee  
Thursday April 23, 2015  
Central Marin Police Authority  
250 Doherty Drive, Larkspur  
9:00 – 9:30 AM

**MINUTES**

**MEMBERS PRESENT**

Nancy Mackle, San Rafael (Chair)  
Matthew Hymel, County of Marin (Vice Chair)  
Michael Frank, Novato  
Garret Toy, Fairfax

**MEMBERS ABSENT**

Adam Politzer, Sausalito

**STAFF PRESENT**

Steve Devine, JPA Staff  
Kiel Gillis, JPA Staff  
Alex Soulard, JPA Staff  
Casey Poldino, JPA Staff

**OTHERS PRESENT**

Courtney Scott, San Rafael Fire  
Dan Schwarz, Larkspur  
Peggy Curran, Tiburon  
Nang Hall Bennett, League of Calif. Cities  
Dee Johnson, Novato Sanitary Dist.  
Jennie Pardi, LTF Chair  
Chris Stanmont, Novato  
John Maher, Maher Accountancy  
Michael Maher, Maher Accountancy  
Kathy Wall, Marin Sanitary Svc.  
Dan Eilerman, County of Marin

**Minutes**

1. Approval of Executive Committee Minutes from April 24, 2014  
M/s Frank, Toy to approve the minutes from the April 24, 2014 JPA Executive Committee meeting.  
The motion passed unanimously.

**Consent Calendar**

2. Audit and Financial Statements for Year Ended June 30, 2014
3. Authorization to Release Contingency Funds for Bulb and Battery Program
4. Opposition Letter to AB 45: Household Hazardous Waste Local Government Mandate

No public comments were received. M/s Frank, Toy to accept and file financial statements and auditors report, authorize release of \$25,000 in contingency funds, and to authorize JPA Chair to Tender letter of opposition. The motion passed unanimously.

**Regular Agenda**

5. Introduction of New LTF Chair and Vice-Chair  
Staff introduced the recently appointed JPA Chair and Vice Chair (Pardi, Johnson). The LTF Chair and Vice-Chair made brief statements regarding their background. Board greeted appointees. No public comments were submitted. No action necessary.

6. FY 15/16 Budget Sub-Committee Recommendation and Fee Schedule.

Staff reviewed the proposed Budget Sub-Committee Recommendation and Fee Schedule for FY 15/16. This included a summary of expenditures of the three cost centers: Zero Waste, Administration, and Household Hazardous Waste(HHW). Staff noted expenditures are down in two of the three cost centers, however due to a one-time pay-out of Zero Waste Grant funds there is a 7% increase in hauler assessments. Staff identified 61% of the overall budget (\$1.9M) funds the HHW Program at the HHW facility in San Rafael. 24% of the overall budget (\$768,000) funds Zero Waste programs such as the Zero Waste Grant Program and public outreach campaign executed by JPA contractor O'Rorke, Inc. Staff noted that the HHW and Zero Waste budgets are optional 6.2 Programs and Novato does not participate. 15% of the overall budget (\$471,000) funds administration of the JPA which includes State mandated reporting and disposal tracking, and recycling requirements. Member Frank requested clarification on the budget allocations which fund the Zero Waste Specialist position, Staff reported the staff position is funded in the same allocations as adopted during FY14/15, but is now a full time position. No public comments were submitted. M/s Hymel, Toy to recommend approval of the FY15/16 Budget to the full JPA Board. The motion passed unanimously.

7. Staff Report on Recent and Ongoing Activities

Staff noted a large amount of time has been dedicated to RxSafe Marin and the efforts to develop an Extended Producer Responsibility ordinance for the pharmaceuticals industry. No public comment was submitted. No action was necessary.

8. Next Scheduled JPA Board Meeting is May 28, 2015

No public comment was submitted. No action was necessary.

9. Adjourn

# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:  
Mary Neilan

Date: April 28, 2016

Corte Madera:  
David Bracken

To: JPA Executive Committee

From: Pat Echols, Executive Director

County of Marin:  
Matthew Hymel

Re: FY 16/17 Draft JPA Budget and Disposal Assessments

Fairfax:  
Garrett Toy

Larkspur:  
Dan Schwarz

Mill Valley:  
Jim McCann

Novato:  
Cathy Capriola

Ross:  
Joe Chinn

San Anselmo:  
Debbie Stutsman

San Rafael:  
Jim Schutz

Sausalito:  
Adam Politzer

Tiburon:  
Greg Chanis

Attached are the proposed FY 16/17 budget and hauler/facility fee assessments for the Marin County Hazardous and Solid Waste Management Joint Powers Authority (JPA). Combined expenditures are increased by 10%. The additional expenditures in the JPA Section 6.2 programs primarily are a result of: 1) falling recyclable commodity prices which, decreases revenue to support the Household Hazardous Waste (HHW) facility, and 2) additional expenditures requested in the Zero Waste budget to expand zero waste grants to JPA member agencies and community outreach. The increased revenue assessment to fund the budget comes from Redwood Landfill, which has taken additional disposal tonnage from Sonoma County haulers. As shown on the attached Facility Assessments summary (Attachment A), revenue from Marin County haulers will decrease as their disposal tonnage has decreased. The JPA has three budget centers to manage its operations (Administration, Zero Waste and HHW).

Changes in the three JPA fund centers are shown below:

JPA Expenditures	FY15/16 Budget	FY16/17 Proposed	Change
Zero Waste (70073)	\$ 768,748	\$ 976,664	\$ 207,916
Administration (70070)	\$ 471,935	\$ 476,151	\$ 4,216
HHW (70071)	\$ 1,971,042	\$ 2,081,293	\$ 110,251

Total	\$ 3,211,725	\$ 3,534,107
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The following three fund centers are outlined in this budget:

## 1. ADMINISTRATION

(JPA Section 6.1) *All Members Participate*

The JPA's planning and administration functions are funded through the 6.1 budget center and administered by contract with the County of Marin.

## **2. HOUSEHOLD HAZARDOUS WASTE**

*(JPA Section 6.2) Optional Member Participation*

The HHW program is funded through the JPA Section 6.2 budget center. The San Rafael Fire Department provides facility oversight by a contract with Marin Recycling & Resource Recovery Association (MRRRA). Novato does not participate in this program, but operates its own HHW facility.

## **3. ZERO WASTE**

*(JPA Section 6.2) Optional Member Participation*

The Zero Waste program is funded out of a separate 6.2 budget center and administered by contract with the County of Marin. Novato does not participate in this program.

## **ADMINISTRATION**

Budgeted expenditures for FY 16/17 of \$476,151 are \$4,216 more than the FY 15/16 budget and account for 14% of proposed JPA expenditures. The increase reflects a 3% cost-of-living salary increase for County. This fund center provides resources for disposal tracking and reporting required by State law. This fund center also supports addressing the increased demands from CalRecycle for diversion monitoring and AB 341 (Mandatory Commercial Recycling) and AB 1826 (Mandatory Commercial Organics) compliance.

Contingency funds for the Administration Budget Center are set at 20%.

## **HOUSEHOLD HAZARDOUS WASTE**

58% of the total JPA Expenditure Budget is devoted to the HHW program which collects over 1.6 million pounds of hazardous waste annually. The JPA retains HHW services for the community via a contract with the City of San Rafael Fire Department which in turn contracts with Marin Resource Recovery Association (MRRA). MRRA operates the HHW facility at 565 Jacoby Street in San Rafael. Novato provides and funds a separate service via the Novato Sanitary District.

Proposed budget expenditures for FY 16/17 of \$2,081,293 are \$110,251 higher than the FY 15/16 budget which reflects a 3.2% CPI-U increase and declining recycling/commodities markets. The popular Bulb and Battery Drop-off program budget is proposed to remain the same amount as in FY 15/16 budget (\$100,000). This program has been very successful at coordinating the pickup used fluorescent bulbs and batteries at dropped off at local hardware and convenience stores. The majority of the cost covers waste processing fees.

The City of San Rafael and MRRRA are proposing a 3.2% increase in the HHW facility operating budget. Rising disposal costs over the past several years have been somewhat mitigated by funding from the new "Paint Care" program. Paint Care is a new extended producer responsibility (EPR) program in which users (paint buyers) pay an advanced disposal fee to offset the costs of dealing with leftover paint at the end of its lifecycle. The City of San Rafael is reducing its planned reimbursement for the upcoming fiscal year since

PaintCare is reworking the contracts that they hold with local HHW facilities, mainly to reduce PaintCare's costs. Additionally, the payments have been reduced for recyclable commodities that the facility markets, mostly due to the reduced cost of oil. Additionally \$25,000 that was previously coming from the Oil Payment Program for recycling oil will be devoted to other outreach efforts. Staff costs have also increased slightly and Toxic Away Days in West Marin will be adding staff to handle the increased use of these events.

Also included in this budget is an estimated \$32,757 for the fourteenth year of a grant to supplement Novato's HHW Program. The grant is equal to the Novato self-haul fee amount levied on Redwood Landfill for the HHW Fund.

The JPA also took over administration of Marin's Oil Payment Program in FY 13/14 and will continue to operate this successful program with State grant funds.

Lastly, the JPA also helps fund sharps and pharmaceuticals collection programs operated by the County's Environmental Health Division. There are 21 sharps sites in the County and 15 pharmaceutical sites.

Contingency funds for the HHW Budget Center are set at 20% for FY 16/17.

## **ZERO WASTE**

Marin's diversion rate has remained at 75% for the last few years, and while that is well above the State mandated 50% diversion rate, it is not on pace to meet the JPA's Goal of Zero Waste by 2025. The overall budget includes three notable items aimed at increasing the diversion rate:

- Expanded outreach to schools is a significant tool to increase diversion based on the findings from a research project being conducted on behalf of the JPA by Environmental Science Associates (ESA). Studies have shown that by working through schools, the JPA will be reaching nearly 40% of Marin's residents. The amount of the program has been increased from \$50,000 to \$150,000. These funds will pay for outreach materials, education, collection bins, or items/services to develop sustainable waste reduction programs at schools. The increased funding will be used to retaining a contractor to implement the program
- Continued operation and streamlining of the Zero Waste Grant program to a "block grant" style program utilizing a certification style application process. The amount of the grant program has increased from \$250,000 to \$350,000 to help cities fund actions that focus on Zero Waste and discourage activities which generate waste for the landfill. This program has been popular and grants totaling over \$200,000 have already been approved this year.
- The Public Education component of this budget remains stable at \$200,000 to provide outreach to Marin citizens through various media sources (including television, Internet, in-person "Green Teas" and farmers markets).

## **BACKGROUND**

The JPA Board Budget Subcommittee (Members Hymel & Toy) met on April 20, to review the draft FY16/17 budget and provided feedback to staff which is incorporated in the budget presented herein.

## **RECOMMENDATION**

Adopt a motion recommending the attached FY 16/17 budget and disposal assessments.

## **Attachments**

*J:\Waste\JPA\Budget\FY 16-17 - Copy\JPA Exec Comm 16-17 Budget Staff Report 4-28-16.doc*

## Attachment A

## JPA Hauler, Landfill &amp; Non-Disposal Facility Assessments

FY 2016 - 17

MSW Haulers	2015 DISPOSAL (tons)			TOTAL TONS	FY 15/16 Assessments	Per Ton Disposal Equivalent			
	MSW & Debris	Self-Haul				Zero Waste	Administration	HHW	Total
Bay Cities Refuse	6,043	N/A		6,043	\$97,030.67	\$26,105.76	\$10,998.26	\$50,761.20	\$87,865.22
Marin Sanitary Service (MSS)	41,715	N/A		41,715	\$752,749.07	\$180,208.80	\$75,921.30	\$350,406.00	\$606,536.10
Mill Valley Refuse	21,608	N/A		21,608	\$315,438.62	\$93,346.56	\$39,326.56	\$181,507.20	\$314,180.32
Novato (Redwood Empire Disposal)	26,423	N/A		26,423	\$54,439.08	\$0.00	\$48,089.86	\$0.00	\$48,089.86
Shoreline (Redwood Empire Disposal)	4,375	N/A		4,375	\$66,255.87	\$18,900.00	\$7,962.50	\$36,750.00	\$63,612.50
Tam. CSD	1,553	N/A		1,553	\$22,267.08	\$6,708.96	\$2,826.46	\$13,045.20	\$22,580.62
<b>Total Franchised Hauler</b>	<b>101,717</b>	<b>N/A</b>		<b>101,717</b>	<b>\$1,308,180.39</b>	<b>\$325,270.08</b>	<b>\$185,124.94</b>	<b>\$632,469.60</b>	<b>\$1,142,864.62</b>
<b>Landfills</b>									
Redwood	N/A								
<b>Total Landfills</b>	<b>N/A</b>	<b>102,725</b>	<b>102,725</b>	<b>102,725</b>	<b>\$1,141,771.86</b>	<b>\$443,772.00</b>	<b>\$186,959.50</b>	<b>\$862,890.00</b>	<b>\$1,493,621.50</b>
<b>Non-Disposal Facilities</b>									
MSS Transfer Station	N/A	3,248		3,248	\$26,788.32	\$14,031.36	\$5,911.36	\$27,283.20	\$47,225.92
Marin Resource Recovery	N/A	46,263		46,263	\$601,304.20	\$199,856.16	\$84,198.66	\$388,609.20	\$672,664.02
<b>Total Non-Disposal Facilities</b>	<b>N/A</b>	<b>49,511</b>	<b>49,511</b>	<b>49,511</b>	<b>\$628,092.52</b>	<b>\$213,887.52</b>	<b>\$90,110.02</b>	<b>\$415,892.40</b>	<b>\$719,889.94</b>
<b>TOTALS</b>	<b>101,717</b>	<b>152,236</b>	<b>253,953</b>	<b>253,953</b>	<b>\$3,078,044.77</b>	<b>\$982,929.60</b>	<b>\$462,194.46</b>	<b>\$1,911,252.00</b>	<b>\$3,356,376.06</b>



# DRAFT BUDGET

JPA ZERO WASTE PROGRAMS					
2017 (70073) ZERO WASTE EXPENSE BUDGET BY OBJECT COUNTYWIDE WASTE MANAGEMENT JPA					
15/16 BUDGET	15/16 EXP THRU 3/14/2016	15/16 TOTAL EST EXPENDITURE	ACCOUNT NAME	OBJECT	16/17 BUDGET REQUEST
			<b>Zero Waste Operational</b>		
\$226,748	\$113,374.00	\$226,748	Salaries and Wages	5110110	\$234,664
\$2,000	\$0	\$2,000	Legal Expense	5210100	\$2,000
\$40,000	\$40,000	\$40,000	Zero Waste Development	5211500	\$40,000
\$50,000	\$18,016	\$50,000	School Programs	5211500	\$150,000
			<b>Zero Waste Outreach</b>		
\$200,000	\$200,000	\$200,000	Operational Budget Subtotal	5211500	\$200,000
<b>\$518,748</b>	<b>\$371,390</b>	<b>\$518,748</b>			<b>\$626,664</b>
			<b>Zero Waste Grant Funding</b>		
			Zero Waste Grant FY15/16 (Cycle 5)	5211500	\$0
\$250,000	\$208,864	\$208,864	Zero Waste Grant FY16/17 (Cycle 6)	5211500	\$350,000
\$0	\$0	\$0	Zero Waste Grants Subtotal		\$350,000
<b>\$768,748</b>	<b>\$580,254</b>	<b>\$727,612</b>	JPA 6.2 Zero Waste Total	Total	\$976,664

**Fund Center 6180012000**  
Contract staff salaries and wages for Zero Waste Programs  
JPA legal counsel.  
Zero waste development. (\$15K for Zero Waste Elementary School Program and \$20K for Consultant for C and D Facility Certification Municipality Outreach)  
School outreach and education: 2 school Pilot program successful.  
Now to expand to multiple schools with help of contractor.

Public education (Media expert to develop and implement PSA)

Multiple Fund Center

Fifth Cycle of Zero Waste Grant Program - Fund 618099003  
Sixth Cycle of Zero Waste Grant Program - Fund 6180012000

## 2017 (70073) ZERO WASTE REVENUE BUDGET BY REVENUE SOURCE COUNTYWIDE WASTE MANAGEMENT JPA

15/16 BUDGET	15/16 EXP THRU REV THRU 3/14/2016	15/16 TOTAL EST REVENUE	ACCOUNT NAME	REVENUE SOURCE	16/17 BUDGET REVENUE REQUEST
\$500	\$190	\$250	Interest	4410125	\$500
\$0	\$0	\$0	Other Aid State	4530527	\$0
\$859,963	\$429,982	\$859,963	Solid Waste Management	4640910	\$982,930
\$0	\$0	\$0	Misc.	4710642	\$0
-\$16,061	\$55,659	\$55,659	Carry-Over		\$188,260
<b>\$844,402</b>	<b>\$485,831</b>	<b>\$915,872</b>	Total Revenue		<b>\$1,171,690</b>
			<b>GENERAL CONTINGENCIES</b>		
		\$188,260	General Contingencies	9000010	\$195,026
					20%

JPA funds in interest bearing account.

Solid Waste Disposal Assessments

# DRAFT BUDGET

## JPA ADMINISTRATION 2017 (70070) 96X-CWM EXPENSE BUDGET BY OBJECT COUNTYWIDE WASTE MANAGEMENT JPA

15/16 BUDGET	15/16 EXP THRU 3/14/2016	15/16 TOTAL EST EXPENDITURE	ACCOUNT NAME	OBJECT	16/17 BUDGET REQUEST	NARRATIVE
\$364,294	\$182,147	\$364,294	Salaries and Wages	5110110	\$361,010	Contract staff salaries and wages for 6.1 Programs.
\$364,294	\$182,147	\$364,294	Salaries and Wages Total		\$361,010	
\$7,500	\$0	\$7,500	Legal Expense	5210100	\$7,500	JPA legal counsel. Financial review.
\$13,500	\$0	\$13,500	Outside Acctg & Audit Fees	5210200	\$13,500	
\$18,000	\$16,863	\$16,863	Insurance	5210500	\$18,000	JPA insurance. Same as previous year. Rent for space used. Training, Memberships Same as previous year. Routine travel. Same as previous year. Mandatory Commercial Organics Recycling (AB 1826) Implementation at large facilities (Grocery stores, etc) to provide outreach & education materials Compost Bins, Reusable Bags, JPA Group Memberships, Sponsorships, General Same as previous year. Pro-rate County Department of Finance's cost plan.
\$1,000	\$1,000	\$1,000	OFC Equip Rep & Maint.	5210900	\$1,000	
\$16,941	\$16,941	\$16,941	Rent	5211200	\$16,941	
\$1,500	\$200	\$1,500	Training	5211300	\$1,500	
\$600	\$305	\$600	Mileage & Routn Trvl Exp	5211400	\$600	
\$0	\$0	\$0	New State Reporting	5211500	\$7,500	
\$37,250	\$13,062	\$37,250	Outreach	5211500	\$37,250	
\$5,500	\$0	\$5,500	Supplies & Reproduction	5220100	\$5,500	
\$5,850	\$4,428	\$5,850	County Financial Service	5210200	\$5,850	
\$107,641	\$51,799	\$106,504	Services & Supplies Total		\$115,141	
\$471,935	\$233,946	\$470,798	JPA 6.1 Program Total	Total	\$476,151	

## 2017 (70070) 96X-CWM REVENUE BUDGET BY REVENUE SOURCE COUNTYWIDE WASTE MANAGEMENT JPA

15/16 BUDGET	15/16 REV THRU 3/14/2016	15/16 TOTAL EST REVENUE	ACCOUNT NAME	REVENUE SOURCE	16/17 REVENUE REQUEST	
\$1,500	\$421	\$800	Interest	4410125	\$1,500	JPA funds in interest bearing account. Beverage Container Recycling Grant Reimbursement in FY 13/14 Solid Waste Disposal Assessments
\$0	\$249,078	\$0	Other Aid State	4530527	\$0	
\$488,155	\$310	\$498,155	Solid Waste Management	4640910	\$462,194	
\$0	\$310	\$310	Misc.	4710642	\$0	
\$64,503	\$80,959	\$80,959	Carry-Over		\$109,426	
\$564,158	\$330,767	\$580,224	Total Revenue		\$573,121	
			GENERAL CONTINGENCIES			
		\$109,426	General Contingencies	9000010	\$96,970	
					20%	

# DRAFT BUDGET

## HOUSEHOLD HAZARDOUS WASTE PROGRAM 2017 (70071) 96Y-NNO EXPENSE BUDGET BY OBJECT COUNTYWIDE WASTE MANAGEMENT JPA

15/16 BUDGET	15/16 EXP THRU 3/14/2016	15/16 TOTAL EST EXPENDITURE	ACCOUNT NAME	OBJECT	16/17 BUDGET REQUEST	NARRATIVE
\$148,252	\$74,126	\$148,252	HHW Operational	5110110	\$157,412	Fund Center 6180011000
\$149,724	\$68,529	\$149,724	Salaries and Wages	5210100	\$156,515	Contract staff salaries and wages for 6.2 Programs
\$27,838	\$0	\$27,838	HHW Oversight	5210100	\$32,575	City of San Rafael HHW Oversight including West Marin HHW events.
\$100,000	\$100,000	\$100,000	Novato HHW Grant	5210100	\$100,000	Novato HHW Grant fee reimbursement.
			Bulb and Battery Program	5210100		Program for Drop-off of Fluorescent Bulbs and Batteries at convenient locations
\$1,355,902	\$774,452	\$1,355,902	Contract Services	5210100	\$1,474,291	MRRRA contract (net cost offset by SQG funds & recovery revenue)
\$2,500	\$0	\$2,500	JPA legal counsel	5210131	\$2,500	JPA legal counsel work on HHW contracts and HHW Grant Agreements.
\$76,000	\$41,800	\$76,000	Sharps & Pharma Program	5211500	\$76,000	JPA sharps and pharma disposal service, except Novato.
<b>\$1,860,216</b>	<b>\$1,058,907</b>	<b>\$1,860,216</b>	<b>Operational Budget Subtotal</b>		<b>\$1,999,293</b>	

\$30,413	\$27,411	\$30,413	Oil Payment Program - Cycle 5	5211500	\$0	Fund Centers 6180990006-8
\$80,413	\$80,413	\$80,413	Oil Payment Program - Cycle 6	5211500	\$0	CalRecycle Oil Payment Program - Cycle 5 - 6180990006
\$0	\$0	\$0	Oil Payment Program - Cycle 7	5211500	\$82,000	CalRecycle Oil Payment Program - Cycle 6 - 6180990007
<b>\$110,826</b>	<b>\$107,824</b>	<b>\$110,826</b>	<b>Oil Payment Program Subtotal</b>		<b>\$82,000</b>	CalRecycle Oil Payment Program - Cycle 7 - 6180990008 Oil, Filter recycling & Exchanges
<b>\$1,971,042</b>	<b>\$1,166,731</b>	<b>\$1,971,042</b>	<b>JPA 6.2 Program Total</b>	<b>Total</b>	<b>\$2,081,293</b>	

## 2017 (70071) 96Y-NNO REVENUE BUDGET BY REVENUE SOURCE COUNTYWIDE WASTE MANAGEMENT JPA

15/16 BUDGET	15/16 REV THRU 3/14/2016	15/16 TOTAL EST REVENUE	ACCOUNT NAME	REVENUE SOURCE	16/17 REVENUE REQUEST	
\$500	\$276	\$400	Interest	4410125	\$500	JPA funds in interest bearing account.
\$80,413	\$0	\$80,413	Other Aid State	4530527	\$0	CalRecycle Funds for OPP Cycle 6 - 6180990007
\$0	\$0	\$0	Other Aid State	4530527	\$82,000	CalRecycle Funds for OPP Cycle 7 - 6180990008
\$1,719,927	\$859,964	\$1,719,927	Solid Waste Management	4640910	\$1,911,262	Solid Waste Disposal Assessments
\$554,697	\$676,227	\$676,227	Carry-Over		\$505,925	
<b>\$2,355,537</b>	<b>\$1,536,467</b>	<b>\$2,476,967</b>	<b>Total Revenue</b>		<b>\$2,499,677</b>	
		\$505,925	GENERAL CONTINGENCIES	9000010	\$418,384	
			General Contingencies			20%



MAYOR GARY O. PHILLIPS  
VICE MAYOR KATE COLIN  
COUNCILMEMBER MARIBETH BUSHEY  
COUNCILMEMBER ANDREW CUYUGAN McCULLOUGH  
COUNCILMEMBER JOHN GAMBLIN

April 25, 2016

FIRE DEPARTMENT  
FIRE CHIEF, CHRISTOPHER GRAY  
PHONE: (415) 485-3304  
FAX: (415) 453-1627

Marin County Hazardous and Solid Waste Management Joint Powers Authority  
c/o Marin County Department of Public Works  
1600 Los Gatos Drive, Ste. 210  
San Rafael, CA 94903

**RE: Fiscal Year 2016/17 Budget Proposal**

Dear Pat,

Please accept this letter as the Fiscal Year 2016/17 budget proposal for the Marin Household Hazardous Waste (HHW) Program. The allocation amounts for the City of San Rafael (City) management oversight and for Marin Recycling and Resource Recovery Association (MRRRA) contractual services are provided herein.

The HHW Program budget for FY 2015/16 was \$1,505,626 which included a 2.7% CPI increase from the previous year for both MRRRA and the City. In addition, the Marin Household Hazardous Waste Program FY 2014/15 Annual Report is now available.

**HHW Program budget proposal summary:**

For FY 2016/17, the budget proposal for the City of San Rafael management oversight is \$156,515 which includes a 3.2% CPI-U increase from the previous year as well as an extra \$2,000 to increase participation of the Toxic Away Days from 40 appointments to 60 appointments. The last three Toxic Away Days have drawn an average of 61 participants and the West Marin community has shown great interest in the events.

We are proposing a total MRRRA contractual services budget of \$1,474,291. This allows for a 3.2% CPI-U increase from last year, a \$50,000 cushion for a declining recycling market, and \$25,000 to replace oil grant funding. The oil grant, which was traditionally administered by MCSTOPPP, is now managed by Zero Waste Marin. The \$25,000 will stay with Zero Waste Marin instead of being transferred to the HHW Facility, eliminating unnecessary reporting and allowing the grant to be used elsewhere. Additionally, the HHW commodity market is drastically declining; particularly in regards to oil and e-waste. HHW Facilities across the state are experiencing higher disposal costs, added fees, and reduced commodity sales. Our recent added fees in e-waste sales alone will cost the program at least \$11,000. Similarly, the cost of a barrel of oil has dropped 70% since June 2014 and we are no longer being paid for our used motor oil. We will continue to look for vendors who can work with our budget.

(See tables on the next page.)

**Proposed Marin HHW Program Operating Budget FY 2016/17**

MRRRA

Personnel	\$ 598,655
Non-personnel	\$ 875,564

**Total HHW Facility Operating Contractual Services: \$ 1,474,291**

CITY

Personnel	\$ 111,456
Non-personnel	\$ 45,059

**Total City Management Oversight: \$ 156,515**

**Total Marin HHW Program FY 2016/17 Budget: \$ 1,630,806**

**Marin HHW Program Operating Costs FY 2015/16 YTD (75%)**

MRRRA

	<u>FY 15/16 Budget</u>	<u>YTD Actual</u>
Personnel	\$ 580,092	\$ 432,111
Non-personnel	\$ 906,907	\$ 629,918
Outside Funding	(\$ 131,097)	(\$ 83,655)

**Total HHW Facility Operating Contractual Services: \$ 1,355,902 \$ 978,374**

CITY

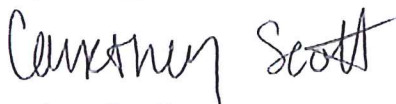
Personnel	\$ 97,051	\$ 84,858
Non-personnel	\$ 52,673	\$ 26,069

**Total City Management Oversight: \$ 149,724 \$ 110,927**

**Total Marin HHW Program FY 2015/16 Budget: \$ 1,505,626**

Should you need further information, please call me at the number below.

Respectfully,



Courtney Scott  
Environmental Management Coordinator  
San Rafael Fire Department  
1039 C Street  
San Rafael, CA 94901  
(415) 485-3309

*"Our Mission...is to help"*

