Call to Order.

1) Open Time for Public Comment.

2) Approval of the August 13, 2008 JPA Local Task Force Minutes (Action – 5 Minutes).


4) Community Development Agency’s Reuse Grant Program (Informational – 10 Minutes)


6) County of Marin Concrete and Asphalt Reuse Program (Informational – 10 Minutes).

7) Subcommittee Reports (Information – 10 Minutes).

8) Adjourn.

The full agenda including staff reports can be viewed at www.marinrecycles.org/mins_agendas.cfm
MINUTES

MEMBERS PRESENT
Tom Gaffney, Ross Valley Cities
Loretta Figueroa, Almonte Sanitary District
Jon Elam, Tamalpais CSD
Trip Allen, Environmental
Kim Huff, Southern Marin Cities
David Haskell, Environmental
Tania Levy, Unincorporated Area

STAFF PRESENT
Alex Soulard, JPA Staff
Kemplein Robbins, JPA Staff

OTHERS PRESENT
Judy Schriebman, Las Gallinas San Dist.
Ray Holmes, Marin Sanitary Service

MEMBERS ABSENT
Greg Christie, Bay Cities (Alternate)
Tamara Hull, Environmental
Terry Cosgrove, San Rafael
Matt McCarron, Novato
Ramin Khany, Redwood Landfill
Patricia Garbarino, Marin Sanitary

1. **Call to Order.** The Local Task Force (LTF) meeting came to order at 9:05 AM.

2. **Open Time for Public Comment.** No comments were received from the public.

3. **Food Scrap Management Position Paper.** Staff presented the food scrap management position paper that had been edited and reworked by Local Task Force members and members of the Food Scrap Management Subcommittee. Staff asked that the Task Force members analyze the document line by line to provide final edits before presenting the document to the Executive Committee. The group discussed the significance of food scraps as a green house gas emitter, the order of the document, how to prioritize the goals, the role of haulers, the importance of revising franchise agreements, and including agency and regional partnerships as options for treatment and the development of markets. The Task Forced asked that staff make revisions to the position paper, distribute it to the Task Force via email and place it on the agenda of the next Local Task Force meeting as an action item. Staff clarified with the Task Force how the mission statement and bullet points would be reorganized. Judy Schriebman and Tom Gaffney asked that staff make copies of their notes to include in the revision.
4. **Approval of JPA Local Task Force Minutes.** It was stated that David Haskell was not included from the list of members absent and task force members asked to change wording to show the Task Force has rules of procedure. M/s Elam, Huff to approve the July 2, 2008 meeting minutes with changes. Motion approved unanimously.

5. **Redwood Landfill Food Scrap Composting Proposal.** Staff reported that Redwood Landfill had prepared a proposal for a pilot food scrap composting program. The proposal had been put on hold by the Local Enforcement Agency and the California Integrated Waste Management Board while the Landfill’s expansion permit is being reviewed.

6. **Subcommittee Reports.** Jon Elam began discussion of Construction and Demolition Ordinances and how they are managed within Marin. The Task Force discussed the difficulty in regulating the ordinances, the absence of ordinances in many of Marin’s jurisdictions, and the need to deconstruct and reuse materials. The Task Force requested that an expert on construction and demolition diversion from the California Integrated Waste Management Board present at the next meeting.

7. **Adjourn.**
Date: October 1, 2008

To: Local Task Force Members

From: Alex Soulard, Waste Management Specialist

Re: Food Scrap Position Paper

The Food Scrap Management Subcommittee prepared a draft position paper (attached) specifying goals and objectives for the JPA to consider regarding the handling of food scraps in Marin.

At your Task Force's July 2, 2008 and August 13, 2008 meetings drafts of the position paper were presented to the Task Force for comment and editing. Many comments were received at these meetings and staff was asked to make changes to the document and email it to the Local Task Force.

As directed, staff circulated the document to the Local Task Force following after making requested edits. Few comments were received by staff and were incorporated into the document.

Staff requests your committee discuss and provide final edits to this document and approve the document for presentation to the Executive Committee at their October 22, 2008 meeting.

Attachment
October 1, 2008
Food Scrap Diversion Position Paper

The Local Task Force recommends the JPA assist in the implementation of a food scrap program and development of a management plan consistent with the outline discussed below.

Whereas, the Marin County Board of Supervisors, the Marin County Hazardous and Solid Waste Management Joint Powers Authority (JPA), the Town of Fairfax, and the City of Novato have unanimously adopted the goal of Zero Waste by 2025 in accordance with AB 939; Therefore, the Marin County Hazardous and Solid Waste Management Joint Powers Authority AB939 Local Task Force has prepared this document with the aim of diverting all of the county’s food scraps from our landfills.

- Food scraps and organic materials are a valuable resource, not a waste.
- Food scraps, green material, and combined organics can be diverted to produce: vermicompost, compost, food chemicals, biofuels and bioenergy.
- Proper food scrap management will reduce greenhouse gas emissions, sequesters carbon, reduces vector presence at the landfill, maximize production of green energy, and generate a valuable soil amendment.
- Ideally, food scraps should be managed starting from the most localized process and expanded to where it can most efficiently be collected, hauled and utilized for its highest and best purposes.
- Marin County has the infrastructure for collection and hauling of food scraps but does not have regional facilities for food composting, other than a pilot program at the Marin Resource Recovery Center.
- Organic materials comprise over 30 percent of the waste stream disposed in California landfills. (CIWMB 6/17/08 Agenda Item 11: Discussion of Potential Options for the Organic Diversion Facilities Project)
- The CIWMB has identified that food scraps comprises 16% of all disposed materials going into landfills from California businesses, residents, and institutions such as schools and prisons.
- Although green material collection programs have been implemented in Marin County, management of food scraps provides an additional opportunity to help meet diversion goals as well as provide greater uses for this resource.
- A suggested order for food scrap management is to (1) prevent food waste, (2) use prepared pre-consumer food to directly feed people, (3) use post-consumer food and food scraps to directly feed animals (4) divert food scraps using composting, rendering, vermicomposting, anaerobic digestion, gasification, hydrolysis, and other conversion technologies.
- For purposes of this document, the Local Task Force is focused on supporting our local municipalities with diversion through composting. Our research has found that most businesses and farms have been resourceful in preventing food waste,
reducing food waste by feeding people and animals, and diverting food scraps through rendering.

- Many food service establishments participate in Fats, Oils, and Grease (FOG) Programs that collect these materials for possible diversion. The residential sector waste stream and remainder of the commercial sector waste stream do not collect these materials separately for possible diversion.
- Residential on-site composting and vermicomposting of food scraps, green material, and combined organics currently exists in Marin County.
- Anaerobic digestion versus aerobic digestion is an attractive option for stabilization of organic wastes and conversion of energy crops and organic wastes to methane (biogas) and compost. Biogas is a desirable energy product which can be used directly or upgraded by removal of carbon dioxide and hydrogen sulfide. Aerobic digestion (most widely used for current organics recycling) is great for compost production but does not yield energy.

LIMITATIONS:
Listed below are some of the current limitations that our committee has identified:

- Difficulty of siting permits for organic diversion facilities. This includes compost, conversion technology, chipping and grinding, and transfer stations. (CIWMB 6/17/08 Agenda Item 11: Discussion of Potential Options for the Organic Diversion Facilities Project)
- Inconsistencies and lack of performance incentives in franchise agreements held by various franchise agencies.
- Air Resources Board (CARB) tight restrictions for organic diversion operations
- Property tax reduction to municipalities that site compost facilities over residential/commercial development
- Aesthetics / NIMBYISM
- Evergreen contracts that restrict collection and hauling to franchise haulers exclusively
- Additional expenses to communities for separate food scraps collection and hauling and capital expenditures on composting equipment and labor.
- Traffic increases to organic diversion facilities because of separate collection and hauling requirements.
- Public perception that food scraps are not a valuable resource
- Potential for issues such as vectors, noise, odors, litter and air-borne particulates at organic diversion facilities if not well managed.
- Limited knowledge of the current waste characterization of the commercial sector, residential sector and self-haul sector waste streams in Marin County.

SECTORS:
There are several sectors for managing food scraps diversion; whether on-site or for collection and transport to a regional organic diversion facility. We’ve identified four primary sectors listed below. Each sector has different considerations and approaches to organic diversion whether on-site or taken to a regional organic diversion facility and therefore requires different approaches for incentives, expenses and promotion.
- Residential on-site and collection
- Commercial/business on-site and collection
- Community events on-site and collection
- Agricultural on-site and collection

IMPLEMENTATION RECOMMENDATIONS:
Below are some suggestions and recommendations that we have identified to help reduce or eliminate some of the limitations we've listed above as well as to promote and incentivize more on-site organic diversion.

STATE LEGISLATION
At the State level, we suggest that the JPA and BOS:
- Work with Air Resource Board (CARB) to foster and promote food scraps/green materials diversion over landfilling.
- Work with Jared Huffman's office, et al, to promote state legislation to have food scraps diversion added to the General Plan that includes financial incentives and/or fines for non-compliance. Fines will be enforced if goals are not met by local agencies. This will aid local agencies with siting/permitting issues.
- Work with CIWMB and the San Francisco Regional Water Quality Control Board (SFRQCB) to support legislation that allows landfill(s) to be permitted for a compost facility separate from their current waste management business operations that could allow for other businesses to operate the compost facility at the landfill. The SFRQCB should provide engineering standards and waste discharge requirements.

REGIONAL ACTIONS
Many Bay Area counties such as San Francisco, Alameda and Santa Cruz have excellent food scraps diversion programs. We can make use of what they have learned and model our programs on theirs to save time and money where appropriate. In addition, these are some of our thoughts and suggestions at the regional level:

- Develop an RFP for a study to determine methods for collection and processing of food scraps for local and regional solutions.
- Site at least one scraps facility along the Highway 101 corridor for East Marin and a second in West Marin.
- The JPA and each municipality create a way to ease the permitting process for siting organic diversion facilities and develop mitigation measures for obstacles.
- Institutions and commercial businesses that produce larger amounts of food scraps are encouraged to do on-site diversion. This has the potential incentive of reducing refuse collection costs.
- Utilize the Association of Bay Area Governments (ABAG) to develop regional markets for compost and additional location for composting facilities.

FRANCHISE HAULERS
We suggest that the county support the following measures for our franchise haulers:
• The JPA review franchise agreements for all franchising agencies within Marin to develop recommended language to include performance incentives, provide uniform service, and target Zero Waste.
• Franchise haulers for each community should be required to collect and haul the combined organics in the green material bins currently being used for residential collection.
• When possible, trucks hauling organic material to organic conversion facilities should reverse haul products for distribution to the community. (This program already exists in Berkeley.)

EDUCATION AND COMMUNITY PROMOTION
• Marin Art and Garden Center would like to offer home composting and worm bins at subsidized prices to people who take their Master Composter Program. They also have an active compost demonstration area open to the public. As partners in education, their program would greatly support residential on-site composting. (See Attachment 4 for more details.)
• Marin County Solid Waste JPA has budgeted $5,000 for an organics (food scraps?) management program yet to be earmarked. This money could be used to support MAGC program mentioned above.
• Community outreach should be initiated to engage residents and businesses in the proposed facility(ies) to address local concerns and develop community support; Marin’s active environmental community can be approached as partners in this outreach.
• Community events should be considered for on-site organic diversion and educational opportunities.

FINANCIALS
We suggest the following fees and incentives to help with food scraps diversion.

• Collect additional waste collection fees/tipping fees for food scraps management.
• Research innovative financing for capital expenditures for organic diversion facilities.
• Evaluate costs of going to weekly green waste residential collection (vs. every other week) as a transition to then reducing trash (black can) pick up to bi-weekly.
• Municipalities who participate in easing the permit process for organic diversion facilities should be incentivized through additional collection funds.

COMPOST PRODUCT RESOURCES
Below are links to diversion products that Alameda and Santa Cruz counties offer to their residents at cost:
http://www.stopwaste.org/home/index.asp?page=175
http://composters.com/santacruz/santacruz.shtml

OTHER RESOURCES:
http://www.recyclemore.org/services_work.asp?servicekey=8&servicetype=greenwaste
http://www.newdream.org/lgbym/2008/06/how-i-discovered-vermicomposting/
http://www.wormwoman.com/acatalog/index.html
http://www.gmt-organic.com/EarthTub/faq.php
http://www.ciwmb.ca.gov/FoodWaste/
http://www.ciwmb.ca.gov/FoodWaste/Compost/

ATTACHMENTS:
1. Marin County Zero Waste Resolution
2. Novato/Fairfax/San Anselmo/Marin JPA—links to their zero waste resolutions
3. Groups working for Sustainability/Zero Waste
4. Marin Art and Garden Proposal for Compost Education/Bin support program
Attachment 1:
MARIN COUNTY ZERO WASTE RESOLUTION
RESOLUTION NO. 2007-____
RESOLUTION OF THE MARIN COUNTY BOARD OF SUPERVISORS
ADOPTING THE GOAL OF ZERO WASTE BY 2025

WHEREAS, the California Integrated Waste Management Act of 1989 (AB 939) required all California jurisdictions to achieve a landfill diversion rate of 50% by the year 2000, and to reduce, reuse, recycle; and to compost all discarded materials to the maximum extent feasible before any landfiling or other destructive disposal method is used; and

WHEREAS, the County of Marin has established itself as a state leader in waste diversion and sustainability practices by exceeding the requirements of AB 939 to achieve a 77% diversion rate in 2004 and is constantly looking for innovative ways to decrease waste; and

WHEREAS, in 2001 the California Integrated Waste Management Board set a goal of Zero Waste in its strategic plan for the state; and cities, councils, counties, and states worldwide have adopted a goal of achieving zero waste, including the counties of San Francisco, Santa Cruz, San Luis Obispo, and Del Norte in California; the cities of Palo Alto, Oakland and Berkeley in California, Seattle in Washington, Toronto in Canada, and Canberra in Australia; and the state of New South Wales in Australia; and 45% of New Zealand's local government councils; and

WHEREAS, strategies to reach zero waste can help to promote the over-arching goal of each generation leaving less of an ecological footprint on the earth; and

WHEREAS, on February 14, 2006 the Marin County Board of Supervisors signed the United Nations World Environment Day Urban Environmental Accords, pledging that the County of Marin would implement 21 action steps toward sustainability in the areas of energy, waste reduction, urban design, transportation, environmental health, and water including: Establish a policy to achieve zero waste; and

WHEREAS, the Marin County Hazardous and Solid Waste Management Joint Powers Authority passed a Zero Waste resolution on November 9TH 2006.

NOW, THEREFORE, BE IT RESOLVED, that the County of Marin joins the Marin County Hazardous and Solid Waste Management Joint Powers Authority ("JPA") representing the eleven cities and towns of Marin and the County of Marin, and hereby adopts the goal of 80% landfill
diversion by 2012 and a Zero Waste Goal by 2025.

BE IT FURTHER RESOLVED, that the County of Marin, through the JPA, will support the review of the Regional Integrated Waste Management Plan and the development of a Strategic Plan that will provide guidance in the planning and decision-making process to achieve the County's Zero Waste Goal.

BE IT FURTHER RESOLVED, that the County of Marin will partner with regional and international communities to actively pursue strategies that will go beyond reuse and recycling to eliminate waste upstream.

PASSED AND ADOPTED at a regular meeting of the Board of Supervisors of the County of Marin held on this 17th day of April, 2007, by the following vote:
(Unanimously adopted by the Board of Supervisors)
Attachment 2:
Novato City Council Zero Waste Ordinance of 2007:
http://www.ci.novato.ca.us/agendas/pdfstaffreports/cc07_099.pdf

Fairfax Zero Waste Ordinance:
http://www.greenpolicy.us/Fairfax%2C_CA_Adoption_of_Zero_Waste_as_a_Goal

JPA Zero Waste Resolution passed on Nov. 9th, 2006
http://marinrecycles.org/Minutes/06-11-09.doc
Attachment 3:
Groups working for Sustainability/Zero Waste
Sustainable Novato:
   http://www.sustainablenovato.org/success.html
Green Sangha
   http://www.greensangha.org/
Sustainable Marin
   http://www.sustainablemarin.org/
Sustainable San Rafael
   http://www.sustainablesanrafael.org/
Sustainable Fairfax
   http://www.sustainablefairfax.org
Grassroots Recycling Network
   http://www.grrn.org/
Zero Waste International Alliance
   http://zwia.org/membership.html
Attachment 4:

**Marin Art & Garden Center**

**Marin Home Composting Center Proposal**

**Background**

The Marin Art & Garden Center is an 11 acre community center established in 1945. The grounds were certified in 2006 by the National Wildlife Federation as a habitat sanctuary. The gardens are maintained using ‘Bay Friendly’ methods; much of our yard waste is composted and utilized as the preferred method of fertilization for lawns, shrub borders and flower beds. The Center gardens, including our composting demonstration site, are always open to the public. County Waste Management provides for an ad in the Marin Yellow Pages listing MAGC as the resource for information on home composting.

Many Bay Area counties currently provide subsidies for composting bins to homeowners who wish to engage in the practice of composting at home; Marin County does not at this point.

Charlotte Torgovitsky, director of education at the Marin Art & Garden Center, has utilized the Center’s composting demonstration site to teach hands-on workshops on home composting for UCCE Marin Master Gardeners, as well as offering comprehensive composting classes to the public through the College of Marin’s Adult Community Education.

In addition, the Marin Art & Garden Center is entering into a partnership with Marin Municipal Water District and MCSTOPPP to provide Bay-Friendly Gardening classes to Marin residents. These classes have been developed by the Watershed Project and StopWaste in Alameda County, and are very popular and effective in teaching gardening practices in tune with our local ecology.

The emphasis of all Bay-Friendly classes is that of a sustainable, organic, resource conscious approach to home gardening. One of the classes in the series teaches and demonstrates several methods of home composting. Another class in the series focuses on Composting with Worms.

Four classes were offered at MAGC in July, 2008, to pilot the program in Marin. Three classes in the series of seven are being offered again this fall at MAGC.

**Concept – What will this Program do?**

By establishing an on-going educational program, to be headquartered at the Marin Art & Garden Center, we will educate, motivate and encourage more Marin County residents to compost at home.
By providing a subsidy for compost bins at a reduced price we will also be providing a financial incentive for home composting.

More residents composting at home will help the county achieve sustainability goals by reducing the waste stream to our landfill. Various groups and clubs interested in achieving ‘zero waste’ at their functions can be encouraged to participate in the composting efforts at MAGC.

High school students, either through their schools or special interest groups (such as the Drake High Mountain Biking Team) or through affiliation with the Marin Conservation Corps, can participate in the composting process at MAGC, and can be encouraged to become part of the educational efforts.

Establish a partnership among relevant organizations within the county to guide and support this effort.

*Program Elements & Potential Program Partners*

**Marin Art & Garden Center**

- would provide the Composting Demonstration Site for hands-on workshops and as a permanent self-guided informational site
- would offer classes geared to trainers to help develop a ‘Marin Master Composters Corps’
- would offer regularly scheduled classes to the public (classes could be targeted to adults, families, children and other specific audiences) and could be offered at a minimal fee, or at no charge, depending on funding provided
- would help promote and market composting classes by incorporating these efforts into public relations for Center educational efforts
- Charlotte Torgovitsky is a judge at County Fair for Best Compost and will be offering a worm composting demonstration – this opportunity will be leveraged to announce program

**Marin County Hazardous and Solid Waste Management JPA**

- would continue to include MAGC in Yellow Page advertising, specifically mentioning county-wide composting education program
- would help off-set cost of teacher training
- would create a municipal partnership with a compost bin manufacturer (or retailer) in order to provide bins at a reduced cost to residents completing a ‘home composting course’ at MAGC
- would off-set cost of part-time internship for compost site manager
- would help with promotion of program in on-going communications

**MCSTOPPP**
• would help develop subsidy program for composting bins either through a municipal partnership with a manufacturer a partnering retailer
• would help provide educational materials to be used for instruction
• would help in promotion of program in on-going communications

**Marin Sanitary District**

• would help with development of composting bin subsidy program
  would help with promotion of program in on-going communications including monthly billing would sponsor a paid internship student internship to over-see and manage the MAGC Composting Demonstration Site
• would contribute to production and distribution costs for Marin County Composting Guide.

**Marin Municipal Water District**

• would help with promotion of program in on-going communications including monthly billing.

**UCCE Marin Master Gardeners**

A potential source of composting instructors

**Request for Support**

Marin Art & Garden Center is requesting that a collaborative effort be initiated, including all of the groups noted above and others deemed relevant, to enable initiation of a program regularly recurring classes, taught in a hands-on workshop fashion, utilizing the Composting Demonstration Site at MAGC.

‘Home Composting made Easy’, at a fee of $35, with Charlotte Torgovitsky as instructor and registration is through the College of Marin, Adult Community Ed, was most recently offered on July 19th.

The primary elements necessary to be able to begin are agreement from partners to help MAGC off-set costs of program materials (estimated to be no more than $5k), the cost of hiring a high school intern as part-time site manager (estimated at $7-10k) as well as identifying the specifics of a subsidy program for bins.

MAGC would like to suggest the following expenditures;
$500 ear-marked to develop self-guided educational signage for the Composting Demonstration Site, as well as creating a simple facility to dispense educational brochures to Marin residents utilizing the site.
$2,500 should be allocated to training a core group of ‘Master Composters’; as well as providing a stipend for trained teachers to teach the pilot programs.
$2,000 allocated to providing Compost Bins at a subsidized price to Marin County residents who have completed the composting class.

Once we have established a core of trained teachers (to teach what we hope will be a greatly expanded schedule of classes) we would also hope to be able to raise the dollars necessary to reimburse them for their time.

We recognize that we are asking for coordination between a number of groups on a fairly rapid timetable. However, we believe that the need is significant for this program – and that MAGC has most of the elements already in place.

We would like to suggest that a preliminary meeting to discuss potential and process be scheduled as soon as possible. We will be contacting you the week of April 29th to discuss setting up such a meeting.
Date: October 1, 2008

To: Local Task Force Members

From: Alex Soulard, Waste Management Specialist

Re: Community Development Agency's Reuse Grant Program

Jon Elam requested that the Local Task Force receive a report on the Marin County Community Development Agency's (CDA) Reuse Grant from the California Integrated Waste Management Board (CIWMB). The CDA's grant program aims to establish a Construction and Demolition materials reuse facility and develop deconstruction services in Marin that would be available to contractors, businesses and homeowners. The grant also has an education element to conduct training programs and provide pamphlets to the local building industry and provide policy implementation assistance to local municipalities.

The CDA is working on teaming up with a contractor who is in the process of establishing a local construction materials reuse facility called The Away Station. The Away Station contractor is in the process of establishing all the appropriate licenses and permits needed to establish deconstruction services. However, an appropriate location in Marin that is truck accessible, near HWY 101, with an appropriate structure in place has yet to be selected to site the facility.
At your August 13, 2008 meeting the Local Task Force requested that staff organize a presentation by the California Integrated Waste Management Board (CIWMB) on Construction and Demolition materials. Staff has spoken with CIWMB staff to organize a date for presentation and list of topics to cover. CIWMB staff was unable to attend today’s meeting. However, the Construction and Demolition specialists at the CIWMB are currently developing a presentation that they should be able to present at the November 5, 2008 Local Task Force meeting. This presentation will be on the topics of ordinance language, options for increasing performance, reporting regulation, tracking materials, and facility siting.

Staff requests that the Local Task Force select specific issues regarding Construction and Demolitions materials they would find valuable. Staff can coordinate to have CIWMB staff include new topics in the presentation.
Local Task Force members requested that staff report on the County of Marin’s use of recycled concrete and asphalt products. The County Road Crews do use asphalt and aggregate base with recycled base on their own accord. Additionally the crews reuse dirt, grind concrete and asphalt on site as shoulder material, chip materials for mulch applications, and send excess materials to recycling facilities.

The County’s road crews have used recycled materials and participated in diversion programs for many years. There is no requirement written into County Code mandating the reuse of these materials, but it is seen as the practical action to take.