

MARIN COUNTY HAZARDOUS & SOLID WASTE  
JOINT POWERS AUTHORITY

EXECUTIVE COMMITTEE MEETING

Wednesday, April 15, 2009  
Suite 200-A Conference Room  
65 Mitchell Blvd., San Rafael

2:00 -3:00 PM

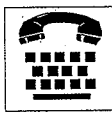
AGENDA

Call to Order.

1. Approval of Executive Committee Minutes from January 21, 2009. (Action)
2. FY 09-10 Budget Process, Budget Sub-Committee Recommendation and Fee Schedule (Action)
3. Contract with Marin Sanitary Service for HHW Facility Grant. (Action)
4. JPA Audit and Financial Statements for year ending June 30, 2008. (Action)
5. Plastic Bag Fee Legislation and LTF Recommendation. (Action)
6. Zero Waste Feasibility Study Presentation. (Information)
7. 2007 Annual Report Submittal. (Information)
8. Open Time.
9. Next Executive Board Meeting to be held on Wednesday, July 15, 2009, 2:00 – 3:00 PM, 65 Mitchell Blvd., San Rafael.  
Next JPA Board Meeting to be held on Thursday, May 28, 2009, 9:00 – 10:00 AM, MMWD, 220 Nellen Avenue, Corte Madera.
10. Adjourn.

**The full agenda including staff reports can be viewed at [www.marinrecycles.org/mins\\_agendas.cfm](http://www.marinrecycles.org/mins_agendas.cfm)**

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Contact the County's Waste Management Division, at 499-6647 for more information



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

Executive Committee  
Wednesday, January 21, 2009  
65 Mitchell Blvd., Suite 200-A  
San Rafael, CA 94903

**MINUTES**

**MEMBERS PRESENT**

Debbie Stutsman, San Anselmo (Chair)  
George Rodericks, Town of Belvedere  
Ken Nordhoff, San Rafael  
Matthew Hymel, County of Marin

**STAFF PRESENT**

Michael Frost, JPA  
Eric Lueder, JPA  
Alex Soulard, JPA  
Kempen Robbins, JPA

**MEMBERS ABSENT**

**OTHERS PRESENT**

Patty Garbarino, Marin Sanitary Service

Call to Order The Executive Committee meeting came to order at 10:05 AM.

1. Approve Executive Committee minutes from April 23, 2008. M/s Nordhoff, Rodericks to approve the October 22, 2008 Executive Committee meeting minutes. The motion was unanimously approved.
2. FY 09-10 Budget Process, Executive Committee Subcommittee. Staff discussed the schedule for fiscal year 2009-2010 budget preparation noting in previous years the JPA's Chair and Vice Chair sit on the Budget Subcommittee. M/s Hymel, Nordhoff approving the FY 09-10 budget preparation schedule and appointing Debbie Stutsman and George Rodericks to the Budget Subcommittee. The motion was unanimously approved.
3. Zero Waste Consultant Status Report. Staff reported on December's kick-off meeting with the zero waste consultant. Items discussed at the kick-off meeting were the work plan, meeting schedule and information requested from staff. The Consultants are continuing to meet with county Haulers and will be giving an update at the April Executive Committee Meeting. Staff also plans to have the consultants meet with the Local Task Force to get any interested parties involved. Staff reported an estimated completion of the first phase by October of 2009.
4. SB 1016 Reporting Requirements Update. Staff reported that in September of 2008 new legislation was passed that would change diversion mandates. This new calculation examines a 4 year period of gross waste generation and runs a new formula to get pounds per person per day. Staff concluded that Marin County's pounds per person per day was within the criteria of meeting the requirement. Staff will continue to show both pounds per person per day and the County diversion percentage in their reports.

Members questioned whether there would be potential for hauler to circumvent the data collection system and if unreported jurisdiction of origin waste was a problem. Staff explained the state will continue to track all disposal and had system of checks and balances using disposal tax reported to the Board of Equalization. Executive Members requested that staff create a fact sheet that describes the state's new diversion compliance formula.

5. California Product Stewardship Council LTF Recommendation. Staff reported that the JPA is a member of the California Product Stewardship Council and explained the purpose of the Council. The Local Task Force suggested that the JPA's member agencies join and adopt a similar resolution. Staff reported the JPA's membership fee covers the cost for all of Marin. Therefore, if member agencies chose to adopt resolutions there would not be any additional financial contributions to the California Product Stewardship Council for membership. M/s Hymel, Rodericks to direct staff to create a template California Product Stewardship Council resolution for member agencies to utilize. The motion was unanimously approved.
6. CIWMB Grant Resolution. Staff reported that the California Integrated Waste Management Board has created a blanket process for grants. That would require grants only go to the JPA for acceptance. Because of the JPA meeting schedule, staff felt this would be a useful tool in applying for future grants. M/s Nordhoff, Rodericks to recommend placing this item on the May meeting for the JPA. The motion was unanimously approved.
7. Open Time. Staff updated members on composting classes being held at the Marin Art and Garden Center and explained that there are adequate funds in the budget to increase the composting program. Staff explained that there is no prohibition on backyard composting and the education component will teach residents to compost in a conscientious way. Members requested staff research and provide information on enforcement and safety on backyard composting to all JPA member agencies.
8. Adjourn.

# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

**Belvedere:**  
George Rodericks

Date: April 15, 2009

**Corte Madera:**  
David Bracken

To: Executive Committee

**County of Marin:**  
Matthew Hymel

From: Michael Frost



Re: Proposed JPA 2009/2010 Budget

**Fairfax:**  
Michael Rock

Enclosed is the proposed FY 09-10 budget for the Hazardous and Solid Waste JPA. The budget has been reviewed and is recommended by your Budget Subcommittee Members Debbie Stutsman and George Rodericks. The proposed budget has two separate budget centers listed below:

**Larkspur:**  
Jean Bonander

- (6.1) The County contract for the JPA's Planning and Administration,
- (6.2) The Household Hazardous Waste Program (HHWP) funded through the San Rafael Fire Department.

**Mill Valley:**  
Anne Montgomery

**Novato:**

As in prior years, budget reserves of 20 percent are targeted as prudent for both budget programs to accommodate cash "dry periods" because the JPA revenue stream is bi-annual. During the past several years, it has been necessary to draw on budget reserves to cover HHWP's costs. It is estimated that FY 08-09 HHWP will not be within budget and will require to draw on reserves to cover costs. This is a departure from HHWP cost leveling-off that began in FY 05-06.

**Ross:**  
Gary Broad

**San Anselmo:**  
Debbie Stutsman

**San Rafael:**  
Ken Nordhoff

Based on the first six months of operation, it is estimated total current year HHW facilities net costs will be \$1,455,672, \$94,317 over the current budgeted amount. Overall, costs have increased in most areas with chief increases in waste disposal (\$65,648) and personnel costs (\$54,760). These increases are due to an increase in waste volume being brought to the facility, a cost of living adjustment increase, and filling two positions that had been vacant.

**Sausalito:**  
Adam Politzer

To accommodate the cost overrun San Rafael Fire Department is requesting a \$94,317 budget adjustment for FY 08-09. This amount represents about one third of Budget Center 6.2 reserves. The proposed FY 09-10 Fee Schedule restores reserves back to 20% of the requested budget.

**Tiburon:**  
Margaret Curran

The proposed FY-09-10 budget includes continuation of the JPA's zero-waste strategy development with funding for a Phase II. The FY 09-10

budget will require a 2% increase in tipping fees to fund the requested budget and have all the costs covered by tipping fees. Please note the following:

1. \$200,000 to fund development of Phase II of the JPA's Zero Waste Strategies for countywide waste reduction program planning and implementation. Currently, the JPA has contracted with R3 to develop Phase I with an estimated completion date of October 2009.
2. The County contract for JPA administration budget (6.1) proposes a \$9,369 three percent (3%) increase from last year's budget, primarily reflected by anticipated County bargaining agreement salary adjustment. Funds budgeted for salaries are fixed contract amounts
3. The HHWP (6.2) includes funding for facility replacement, equipment replacement and facility closure. The funding for these accounts have been previously budgeted, but the expenses were omitted from past Facility invoices. I met with San Rafael Fire staff and Ken Nordhoff in November to propose a solution. It was agreed to charge for half of the necessary funds in current year and budget for the balance in FY 09-10. Please see the enclosed letter from Fire Chief Keith Schoenthal for further details on this item.
4. HHWP budget (6.2) proposes no increase from the current FY 08-09 approved budget. To address the current year trend in Facility costs, the proposed budget recommends a reduction in operating days from six to five and elimination of a \$12,000 pilot pharmaceutical collection program. Bradley Mark's enclosed letter budget outline the other specifics of the HHWP budget request.
5. HHWP budget (6.2) per the Executive Committee's recommendation includes grant revenue \$40,355 for the Novato HHW program. The Novato HHW grant amount is equal to the Novato self-haul fee amount (\$25,352) levied on Redwood Landfill plus \$15,003 for JPA fees in past years. This is the seventh year of the Novato HHW grant.
6. As in previous years, included in the HHWP budget is funding for satellite HHW collection in West Marin. The budget includes \$19,000 for three 40 car-by-appointment-only HHW collection events.
7. The proposed budget is funded by a \$4.26 per ton tipping fee (\$0.85 for program budget 6.1, \$0.50 for zero waste and \$2.93 for program budget 6.2) charged to Marin's solid waste haulers and facility operators. This proposed tipping fee is an increase of \$0.09 per ton from FY 08-09.
8. The JPA fees for FY 09-10 utilize calendar year 2007 tonnage.
9. Pursuant to Section II of the JPA's contract with the County, it is proposed that the existing contract and work program be extended for a one-year period.

It is requested your Committee approve and recommend the FY 09-10 Budget and related documents to JPA Board.

Enclosures

c: Farhad Mansourian  
Chris Gray  
Bradley Mark

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# DRAFT BUDGET

4/8/2009

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## JPA ADMINISTRATION 2010 96X-CWM BUDGET BY OBJECT COUNTYWIDE WASTE MANAGEMENT JPA

08/09 BUDGET	08/09 EXP THRU 3/9/2009	08/09 TOTAL EST EXPENDITURE	ACCOUNT NAME	OBJECT	09/10 BUDGET REQUEST	NARRATIVE
\$312,303	\$156,151	\$312,303	Salaries and Wages	5110110	\$321,672	Contract staff salaries and wages for 6, 1 Programs.
\$312,303	\$156,151	\$312,303	Salaries and Wages Total		\$321,672	
\$4,000	\$1,225	\$4,000	Legal Expense	5210131	\$4,000	JPA legal counsel.
\$8,000	\$8,250	\$8,250	Outside Acc'y & Audit Fees	5210200	\$8,500	Financial review.
\$17,420	\$16,624	\$16,624	Insurance	5210500	\$17,455	JPA Insurance 5% increase.
\$1,000	\$0	\$500	OFC Equip Rep & Maint.	5210900	\$1,000	Same as previous year.
\$15,904	\$15,904	\$15,904	Rent	5211200	\$15,904	Rent for space used.
\$1,500	\$200	\$1,000	Training	5211300	\$1,500	Training. Same as previous year.
\$600	\$82	\$300	Mileage & Routin Trl Exp	5211400	\$600	Routine travel. Same as previous year.
\$30,000	\$20,189	\$30,000	Outreach	5211500	\$30,000	Compost Bins, Website, Phone Book Recycling Guide & Xmas Tree Advert.
\$200,000	\$63,832	\$150,000	Zero Waste Development	5211510	\$200,000	Phase II zero waste strategy development.
\$1,000	\$0	\$500	Computer Supplies	5220100	\$1,000	Same as previous year.
\$2,500	\$13	\$2,000	Office Supplies	5220110	\$2,500	Same as previous year.
\$2,000	\$0	\$1,000	Document Reprint Costs	5220125	\$2,000	Composting guide and other misc. printing costs.
\$5,850	\$3,413	\$5,850	County Financial Service	5510700	\$5,850	Pro-rate Auditor/Controller's cost plan.
\$289,774	\$129,731	\$235,928	Services & Supplies Total		\$290,309	
\$602,076	\$285,882	\$548,231	JPA 6.1 Program Total	Total	\$611,981	

## 2010 96X-CWM REVENUE BUDGET BY REVENUE SOURCE COUNTYWIDE WASTE MANAGEMENT JPA

08/09 BUDGET	08/09 REV THRU 3/9/2009	08/09 TOTAL EST REVENUE	ACCOUNT NAME	REVENUE SOURCE	09/10 REVENUE REQUEST	
\$1,592	\$1,322	\$1,762	Interest	4410125	\$1,592	JPA funds in interest bearing account.
\$0	\$0	\$0	Other Aid State	4530000	\$0	
\$632,342	\$316,175	\$632,342	Solid Waste Man. Fees	4640910	\$572,927	Solid Waste Disposal Fees
\$0	\$0	\$0	Misc.	4710000	\$0	
\$80,878	\$80,878	\$80,878	Carry-Over		\$166,751	
\$714,812	\$398,374	\$714,982	Total Revenue		\$741,270	
\$112,736			GENERAL CONTINGENCIES General Contingencies	9000010	\$129,290	

21%

# DRAFT BUDGET

4/8/2009

## HOUSEHOLD HAZARDOUS WASTE PROGRAM 2010 96Y-NNNO BUDGET BY OBJECT COUNTYWIDE WASTE MANAGEMENT JPA

08/09 EXP THRU BUDGET	08/09 EXP THRU 3/9/2009	08/09 TOTAL EST EXPENDITURE	ACCOUNT NAME	OBJECT	09/10 BUDGET REQUEST	NARRATIVE
\$34,700	\$17,350	\$34,700	Salaries and Wages	5110110	\$35,741	Contract staff salaries and wages for 6.2 Programs.
\$1,361,355	\$782,940	\$1,435,672	Contract SVC	5210100	\$1,361,371	Countywide HHW and BOP, includes West Mann HHW events, \$25,352 for Novato HHW Grant and \$15,003 (\$150,028/10 yr) for Novato fee reimbursement.
\$1,396,055	\$800,290	\$1,490,372	JPA 6.2 Program Total	Total	\$1,397,112	

## 2009 96Y-NNNO REVENUE BUDGET BY REVENUE SOURCE COUNTYWIDE WASTE MANAGEMENT JPA

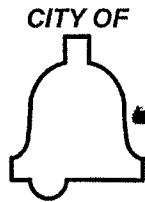
08/09 BUDGET	08/09 REV THRU 3/9/2009	08/09 TOTAL EST REVENUE	ACCOUNT NAME	REVENUE SOURCE	09/10 REVENUE REQUEST	
\$9,052	\$10,522	\$14,029	Interest	4410110	\$9,052	JPA funds in interest bearing account.
\$0	\$0	\$0	Other Aid State	4530000	\$300,000	
\$1,046,427	\$523,213	\$1,046,427	Solid Waste Man. Fees	4640910	\$1,135,567	Fees charged to haulers and facility operators
\$0	\$0	\$0	Misc. Revenue	4710000	\$0	
\$662,258	\$662,258	\$662,258	Carry-Over		\$232,343	
\$1,717,737	\$1,195,993	\$1,722,714	Total Revenue		\$1,676,961	
\$321,682		\$232,343	GENERAL CONTINGENCIES General Contingencies	9000010	\$279,849	20%



# JPA Tipping Fees FY 2009 - 10

Per Ton Disposal Fee							
2007 DISPOSAL (tons)			TOTAL TONS	Zero Waste \$0.50	Administration \$0.85	HHW \$2.93	Total \$4.28
MSW Haulers	MSW & Debris	Self-Haul					
Bay Cities Refuse	8,430	N/A	8,430	\$4,215	\$7,165.27	\$24,699.11	\$36,079.24
Marin Sanitary Service (MSS)	63,777	N/A	63,777	\$31,888	\$54,210.07	\$186,865.29	\$272,963.63
Mill Valley Refuse	28,676	N/A	28,676	\$14,338	\$24,374.75	\$84,021.21	\$122,734.05
Novato (Redwood Empire Disposal)	36,825	N/A	36,825	\$18,412	\$31,301.10	\$0.00	\$49,713.51
Shoreline (Redwood Empire Disposal)	5,423	N/A	5,423	\$2,711	\$4,609.39	\$15,888.83	\$23,209.63
Tam. CSD	2,017	N/A	2,017	\$1,008	\$1,714.25	\$5,909.14	\$8,631.78
Total Franchised Hauler	145,147	N/A	145,147	\$72,573	\$123,374.83	\$317,383.58	\$513,331.84
Landfills							
Redwood	N/A	216,828	216,828	\$108,414	\$184,303.81	\$635,306.07	\$928,023.88
Total Landfills	N/A	216,828	216,828	\$108,414	\$184,303.81	\$635,306.07	\$928,023.88
Non-Disposal Facilities							
MSS Transfer Station	N/A	758	758	\$379	\$644.30	\$2,220.94	\$3,244.24
Marin Resource Recovery	N/A	61,657	61,657	\$30,829	\$52,408.83	\$180,656.33	\$263,893.89
Total Non-Disposal Facilities	N/A	62,415	62,415	\$31,207.73	\$53,053.13	\$182,877.27	\$267,138.13
TOTALS	145,147	279,243	424,390	\$212,195.16	\$360,731.77	\$1,135,566.92	\$1,708,493.85





# San Rafael

Mayor  
Albert J. Boro

Council Members  
Greg Brockbank  
Damon Connolly  
Barbara Heller  
Cyr N. Miller

Fire Chief  
Christopher Gray

April 7, 2009

Michael Frost  
Marin County Hazardous and Solid Waste JPA  
PO Box 4186  
Room 401  
San Rafael, CA 94913-4186

Dear Michael:

This budget is being prepared with the intent to make specific line item (operations) adjustments to have no increase in total program expenditures from the previous (FY 08-09) budget.

During this past year of operation, public and private disposal at the HHW facility has increased. To accommodate demand, the facility is open for collections very similar hours as the transfer station; Monday through Saturday, 8:00 a.m. to 4:00 p.m., including most holidays. Overtime expenses are incurred for all employees during after-regular-work-hour processing of items collected late in the day, operations on the sixth weekly workday and holidays. These costs are estimated by Marin Resource Recovery (MRR) staff to be about \$100,000 annually. The proposed budget has eliminated all overtime expenses. It has been recommended that the facility change to 5 day/week collections, and adjust hours to permit adequate processing before the end of regular work day. Of course, MMR will be allowed to propose a different schedule, as long as they stay within the approved budget.

Regular-time payroll expenses have changed marginally from previous budget year due to contracted merit increases and a pay raises approved during FY 08-09. The proposed budget provides for 0% cost of living adjustment.

The facility expansion, planned and budgeted for in FY08-09, has been rescheduled for construction to January 2010. When completed, land use rental fees will increase from \$3,850/month to \$9,380/month. MRR supervisors note that the new facility will be safer and capable of more efficiently handling and storing of materials.

In addition, this proposed budget has eliminated funding to the pilot Pharmaceutical Collections Program. Expenses above revenue for this waste disposal had been approximately \$12,000. We would recommend continuance of this model program only on a donation funded basis.

During the ensuing year, particularly as we confront other significant changes in the economic climate, it will be important to continue the review of all program plans to ensure we are providing the most economical operational package for the JPA.

Please let us know if you have any further questions. I can be reached at 415-485-3309.

Sincerely,

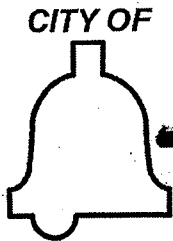
Bradley R. Mark, Captain Specialist



# Household Hazardous Waste Disposal FY 09-10 Budget Proposal

ITEM	FY 08-09 Approved Budget	FY 09-10 Proposed Budget	Change	Percentage Change
<b><u>EXPENSES</u></b>				
<b>Personnel</b>				
Salaries	233,351	<b>267,701</b>	34,350	14.7%
Overtime	85,000	-	(85,000)	-100.0%
Benefits (Med, WC, Retirement, Vacation Pay Out)	89,500	<b>85,847</b>	(3,653)	-4.1%
Taxes	22,500	<b>19,046</b>	(3,454)	-15.4%
<i>Subtotal - Personnel Expenses</i>	<i>430,351</i>	<i><b>372,594</b></i>	<i>(57,757)</i>	<i>-13.4%</i>
<b>Non-Personnel</b>				
Fees, Travel, Training, Subscriptions	7,703	<b>7,133</b>	(570)	-7.4%
Printing	3,160	<b>5,500</b>	2,340	74.1%
Land Rental	97,816	<b>79,380</b>	(18,436)	-18.8%
Equipment Rental	1,291	<b>2,124</b>	833	64.5%
Insurance	4,097	<b>4,100</b>	3	
Contractual Services	20,654	<b>8,000</b>	(12,654)	-61.3%
Advertising	1,000	<b>4,000</b>	3,000	300.0%
Waste Disposal	541,866	<b>567,266</b>	25,400	4.7%
Supplies	156,165	<b>157,806</b>	1,641	1.1%
Admin Allocation	45,000	<b>45,500</b>	500	1.1%
Equipment Replacement Fund	1,000	<b>2,429</b>	1,429	142.9%
Building & Structure Replacement Fund	-	<b>22,500</b>	22,500	
Facility Closure Fund	-	<b>22,500</b>	22,500	
<i>Subtotal - Non-Personnel Expenses</i>	<i>879,752</i>	<i><b>928,238</b></i>	<i>48,486</i>	<i>5.5%</i>
<b>TOTAL OPERATING EXPENSES</b>	<b>1,310,103</b>	<b>1,300,832</b>	(9,271)	-0.7%
<b>Operating Ratio (MRR Profit Calculation)</b>	<b>125,099</b>	<b>122,800</b>	(2,299)	-1.8%
<b>GRAND TOTAL - ALL EXPENSES</b>	<b>1,435,202</b>	<b>1,423,632</b>	(11,570)	-0.8%
<b><u>REVENUE</u></b>				
BOP Grand Monies	(17,340)	<b>(17,340)</b>	-	
Estimated SQG Monies	(90,000)	<b>(80,000)</b>	10,000	-11.1%
<b>NET AMOUNT - TO BE FUNDED</b>	<b>1,327,862</b>	<b>1,326,292</b>	(1,570)	-0.1%





# San Rafael

Mayor  
Albert J. Boro

**Council Members**  
Greg Brockbank  
Damon Connolly  
Barbara Heller  
Cyr N. Miller

Fire Chief  
Christopher Gray

November 17, 2008

Mr. Michael Frost, Executive Director  
Marin County Hazardous and Solid Waste Management JPA  
Marin County Department of Public Works  
PO Box 4186  
San Rafael, CA 94913-4186

RE: Sinking Funds for Equipment Replacement, Building Replacement, and Facility Closure

Dear Mr. Frost;

Thank you for meeting with City Manager Ken Nordhoff, Captain Specialist Bradley Mark, and myself last Monday. While at the meeting, we generally discussed the interaction of the City Budget with that of the Household Hazardous Waste Facility managed for the JPA by the San Rafael Fire Department. The primary focus on our discussion had to do with three sinking funds to meet the needs of the future of the HHW site. These sinking funds were 1) Equipment Replacement (primarily the forklift, but there are some other minor items, that would be purchased in the future from this fund); 2) Building Replacement Fund (this is not for the new facility, but for additional expansion or replacement storage containers, if the need were to arise); 3) Facility Closure (for compliance testing if the site were to close in the future).

At this time the funds for these sinking funds have not been maintained. At the meeting we discussed three options. I had proposed two of the options; a two year or three year roll up to the fund balances desired for the Building Replacement and Facility Closure, and a continuance of the existing method for Equipment Replacement with an increase in that amount in next year's JPA Budget. At the meeting I believe that Ken Nordhoff suggested, and we all agreed, that a third option of the JPA paying 1/2 of the fund balance in January 2009, followed by the other 1/2 in the new budget year in July 2009. Even with this option, we will continue billing \$83.33 per month for Equipment Replacement and will increase that to \$202.38 in the fy '09-'10 budget through fy '15-'16.

The amounts that Captain Specialist Mark and myself had agreed to and presented to you and Ken Nordhoff were \$40,000 for the Building Replacement and \$50,000 for the Facility Closure funds. If there are no objections, the San Rafael Fire Department will be billing the JPA for \$45,000 in January with our customary bill for our services and the pass through of the Marin Resource billing to us.

You can also rest assured that we have become more diligent toward the budget and the coordination of the City and the JPA budgets.

If you have any questions, please feel free to contact me directly at 415.485.3138 or Keith.Schoenthal@ci.san-rafael.ca.us or Capt. Mark.

Sincerely,



Keith J. Schoenthal  
Division Chief  
SNR Fire, Support Services Division

CC: Ken Nordhoff, City Manager  
Cindy Mosser, Finance Director  
Chris Gray, Fire Chief  
Bradley Mark, Captain Specialist



# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

**Belvedere:**  
George Rodericks

April 15, 2009

**Corte Madera:**  
David Bracken

To: JPA Executive Committee

**County of Marin:**  
Matthew Hymel

From: Michael Frost

**Fairfax:**  
Michael Rock

Re: Household Hazardous Waste Facility (HWW) Grant Contract with  
Marin Sanitary Service

**Larkspur:**  
Jean Bonander

**Mill Valley:**  
Anne Montgomery

**Novato:**

Last year the JPA accepted a \$300,000 grant from the California Integrated Waste Management Board (CIWMB) to expand the HHW facility located on Marin sanitary Service's (MSS) property. Staff has been working with JPA Legal Counsel, CIWMB staff and MSS to prepare a contract to expand the facility and spend the grant.

**Ross:**  
Gary Broad

Difficulties have arisen regarding technical grant language requiring the JPA to take title to the facility. JPA title was never intended in the grant work program, and staff is working with all involved to resolve the issues.

**San Anselmo:**  
Debbie Stutsman

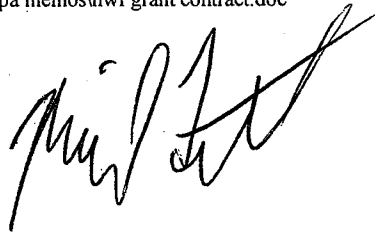
**San Rafael:**  
Ken Nordhoff

We are optimistic a solution can be reached, but it may take a few more weeks. Therefore, it is requested that your Committee authorize Michael Frost to sign a contract with MSS to expend this grant after the technical issues are resolved, and the contract is approved by JPA legal counsel.

**Sausalito:**  
Adam Politzer

**Tiburon:**  
Margaret Curran

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# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

**Belvedere:**  
George Rodericks

Date: April 15, 2009

**Corte Madera:**  
David Bracken

To: Executive Committee

**County of Marin:**  
Matthew Hymel

From: Michael Frost

**Fairfax:**  
Michael Rock

Re: 2008 Financial Statements and Auditors Report

**Larkspur:**  
Jean Bonander

Attached for your Committee's review are the JPA's Financial Statement and Auditor's Report for the year ending June 30, 2008. Also attached is a letter from John Maher's CPA management firm for year ending June 30, 2008. No exceptions are noted in Mr. Maher's Audit and Management letter.

**Mill Valley:**  
Anne Montgomery

**Novato:**

It is requested you recommend the full JPA Board accept the attached financial statements and auditor's report for the year ending June 30, 2008 at their May meeting.

**Ross:**  
Gary Broad

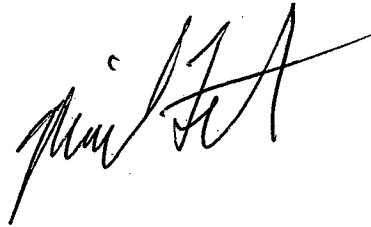
Attachments

**San Anselmo:**  
Debbie Stutsman

**San Rafael:**  
Ken Nordhoff

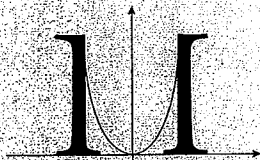
**Sausalito:**  
Adam Politzer

**Tiburon:**  
Margaret Curran



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MAHER ACCOUNTANCY 1101 FIFTH AVENUE • SUITE 200 • SAN RAFAEL, CA 94901

January 19, 2009

To the Board of Directors  
Marin County Hazardous & Solid Waste Management Authority

We have audited the financial statements of the Marin County Hazardous & Solid Waste Management Authority for the year ended June 30, 2008, and have issued our report thereon January 19, 2009. Professional standards require that we provide you with the following information related to our audit.

### **Our Responsibility under U.S. Generally Accepted Auditing Standards**

As stated in our engagement letter dated August 23, 2008, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

### **Significant Audit Findings**

#### ***Qualitative Aspects of Accounting Practices***

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by Marin County Hazardous & Solid Waste Management Authority are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during year. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. There are no significant transactions that have been recognized in the financial statements in a different period than when the transaction occurred.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. There are no significant estimates used in preparing the financial statements.

#### ***Difficulties Encountered in Performing the Audit***

We encountered no significant difficulties in dealing with management in performing and completing our audit.

#### ***Corrected and Uncorrected Misstatements***

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. Because the

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FAX 415.459.5406  
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Authority's general ledger is maintained for each fund according to the modified accrual basis of accounting, we recommended adjustment to allow for the presentation of the government-wide financial statements on the full accrual basis since generally accepted accounting principles require that both presentations be made in the financial statements. Management made a reasonable estimate of the accrued expenditures for services provided by San Rafael Fire Department based on information available at year end. At the time of our audit work additional information was available. Accordingly, we recommended and management accepted adjustment to reduce the estimated expenditure by approximately \$65,000. Any other misstatements detected as a result of audit procedures and corrected by management were immaterial, either individually or in the aggregate, to the financial statements taken as a whole.

***Disagreements with Management***

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

***Management Representations***

We have requested certain representations from management that are included in the management representation letter dated January 19, 2009.

***Management Consultations with Other Independent Accountants***

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the governmental unit's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

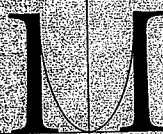
***Other Audit Findings or Issues***

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the governmental unit's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

This information is intended solely for the use of Board of Directors and management of Marin County Hazardous & Solid Waste Management Authority and is not intended to be and should not be used by anyone other than these specified parties.

Very truly yours,

*Maher Accountancy*



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## MARIN COUNTY HAZARDOUS & SOLID WASTE MANAGEMENT AUTHORITY

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### FINANCIAL STATEMENTS AND AUDITORS' REPORT YEAR ENDED JUNE 30, 2008

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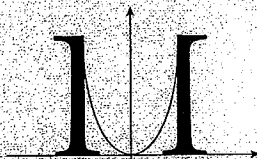




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## INDEPENDENT AUDITORS' REPORT

To the Board of Directors  
Marin County Hazardous & Solid Waste  
Management Authority

We have audited the accompanying basic financial statements of the Marin County Hazardous & Solid Waste Management Authority as of and for the year ended June 30, 2008, as listed in the table of contents. These financial statements are the responsibility of the management of the Authority. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted the audit in accordance with auditing standards generally accepted in the United States of America and the California State Controller's *Minimum Audit Requirements for California Special Districts*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Marin County Hazardous & Solid Waste Management Authority as of June 30, 2008, and the results of its operations for the year then ended, in conformity with accounting principles generally accepted in the United States of America as well as accounting systems prescribed by the State Controller's Office and state regulations governing special districts.

The management's discussion and analysis on pages 2 through 4 and required supplemental information on pages 15 and 16 are not a required part of the basic financial statements, but are supplementary information required by accounting principles generally accepted in the United States of America. We applied limited procedures, consisting principally of inquiries of management regarding the methods of measurement and presentation of the supplementary information. We did not audit the information and express no opinion on it.

*Maher Accountancy*

January 19, 2009

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FAX 415.459.5406  
WEB [www.mahercpa.com](http://www.mahercpa.com)

**Marin County Hazardous & Solid Waste  
Management Authority  
P.O. Box 4186  
San Rafael, CA 94913**

**MANAGEMENT'S DISCUSSION AND ANALYSIS**

The Management's Discussion and Analysis provides an overview of the Marin County Hazardous & Solid Waste Management Authority (Authority) financial activities for the fiscal year ended June 30, 2008. Please read it along with the Authority's financial statements, which begin on page 5.

**FINANCIAL HIGHLIGHTS**

The Authority's net assets are \$739,911, a decrease of \$38,103 over the prior year. Total revenues decreased by \$15,532 and total expenses increased by \$178,751.

Budgetary comparison schedules are found starting on page 15. Those schedules indicate we had a favorable variance of \$6,402 in Countywide Waste Management and a favorable variance of \$72,602 in Household Hazardous Waste Management when comparing actual activity with budgeted.

**USING THIS ANNUAL REPORT**

This annual report consists of financial statements for the Authority as a whole. The statement of net assets and the statement of activities provide information about the activities of the Authority as a whole and presents a long-term view of the Authority's finances. The fund financial statements present a short-term view of the Authority's activities (they include only current assets expected to be collected in the very near future and liabilities expected to be paid in the very near future). Presently, the Authority does not have any differences between the basic financial statements (statement of net assets and statement of activities) and the fund financial statements (balance sheet and statement of revenues, expenditures and changes in fund balance).

**THE AUTHORITY AS A WHOLE**

One important question asked about the Authority's finances is, "Is the Authority better or worse off as a result of the year's activities?" The information in the government-wide financial statements helps answer this question. These statements include *all* assets and liabilities using the *accrual basis of accounting*, which is similar to the basis of accounting used by most private-sector companies.

The change in *net assets* (the difference between total assets and total liabilities) over time is one indicator of whether the Authority's financial health is improving or deteriorating. However, one must consider other nonfinancial factors in making an assessment of the Authority's health, such as changes in the economy and changes in the Authority's boundaries, etc. to assess the *overall* health of the Authority.

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

Changes in the Authority's net assets were as follows:

	<u>2008</u>	<u>2007</u>	<u>Increase (decrease)</u>
Total assets	\$ 1,058,351	\$ 1,615,251	\$ (556,900)
Total liabilities	318,440	837,237	(518,797)
Net assets:			
Designated	662,258	694,545	(32,287)
Undesignated	77,653	83,469	(5,816)
Total net assets	<u>\$ 739,911</u>	<u>\$ 778,014</u>	<u>\$ (38,103)</u>

The Authority's total assets and liabilities decreased as a result of a larger amount of expenses paid during 07-08 for the prior year compared to the amount of expenses paid in 08-09 for this year.

Changes in the Authority's revenues were as follows:

	<u>2008</u>	<u>2007</u>	<u>Increase (decrease)</u>
General revenues:			
Investment earnings	\$ 10,330	\$ 9,836	\$ 494
Program revenues:			
Solid waste management fees	1,518,380	1,534,690	(16,310)
Grant revenue	5,508	1,492	4,016
Investment earnings	43,876	47,608	(3,732)
Total program revenue	<u>1,567,764</u>	<u>1,583,790</u>	<u>(16,026)</u>
Total revenues	<u>\$ 1,578,094</u>	<u>\$ 1,593,626</u>	<u>\$ (15,532)</u>

Solid waste management fees decreased as indicated in our budget.

Changes in the Authority's expenses and net assets were as follows:

	<u>2008</u>	<u>2007</u>	<u>Increase (decrease)</u>
Contract staff and support	\$ 257,636	\$ 250,775	\$ 6,861
Services and supplies	1,358,561	1,186,671	171,890
Total expenses	1,616,197	1,437,446	178,751
Less program revenues	1,567,764	1,583,790	(16,026)
Net revenue (expenses)	(48,433)	146,344	(194,777)
General revenues	10,330	9,836	494
Change in net assets	<u>\$ (38,103)</u>	<u>\$ 156,180</u>	<u>\$ (194,283)</u>

## MARIN COUNTY HAZARDOUS & SOLID WASTE MANAGEMENT AUTHORITY

### FUND FINANCIAL STATEMENTS

The fund financial statements provide detailed information about the Authority's funds - the general fund and special revenue fund.

The fund financial statements provide a short-term view of the Authority's operations. They are reported using an accounting basis called *modified accrual* which measures amounts using only cash and other short-term assets and liabilities (receivables and payables) that will soon be converted to cash or will soon be paid with cash.

Total governmental fund balance decreased by \$38,103, as shown on page 8.

### CAPITAL ASSET AND DEBT ADMINISTRATION

The Authority does not own any capital assets, nor does it have any debt. The Authority shares office space with other county government departments. It does not incur debt, because it has no need to finance capital or to use financing for any other purpose.

### THE FUTURE OF THE AUTHORITY

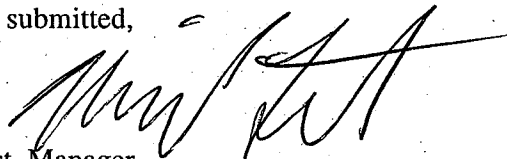
The public's participation in solid and hazardous waste reduction efforts has grown substantially over the last many years. While the demand for household hazardous waste services has continued to stabilize, the expanding definition of what is hazardous could lead to additional growth in demand for future services. Further, the growing pursuit of "zero waste" is expected to increase the need for the Authorities services.

### REQUESTS FOR INFORMATION

This financial report is designed to provide our citizens, taxpayers and creditors with a general overview of the Authority's finances and to demonstrate the Authority's accountability for the funds under its stewardship.

Please address any questions about this report or requests for additional financial information to the address on our letterhead.

Respectively submitted,



Michael Frost, Manager

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

**STATEMENT OF NET ASSETS  
AS OF JUNE 30, 2008**

<b>ASSETS</b>	
Cash	\$ 1,058,351
<b>LIABILITIES</b>	
Accounts payable and accrued expenses	<u>318,440</u>
<b>NET ASSETS</b>	
Restricted for household hazardous waste disposal	662,258
Unrestricted	<u>77,653</u>
Total net assets	<u><u>\$ 739,911</u></u>

The accompanying notes are an integral part of these financial statements.

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

**STATEMENT OF ACTIVITIES  
YEAR ENDED JUNE 30, 2008**

	Countywide Waste Management (General Fund)	Hazardous Waste (Special Revenue Fund)	Total
<b>EXPENDITURES:</b>			
Contract staff and support	\$ 249,907	\$ 7,729	\$ 257,636
Services and supplies	89,190	1,269,371	1,358,561
Total expenditures/expenses	<u>339,097</u>	<u>1,277,100</u>	<u>1,616,197</u>
<b>PROGRAM REVENUES:</b>			
Waste management fees	317,443	1,200,937	1,518,380
Operating grant - State of California	5,508	-	5,508
Investment earnings	<u>43,876</u>	<u>43,876</u>	<u>43,876</u>
Total program revenue	<u>322,951</u>	<u>1,244,813</u>	<u>1,567,764</u>
Net program revenue (expense)	<u>\$ (16,146)</u>	<u>\$ (32,287)</u>	<u>(48,433)</u>
<b>GENERAL REVENUES:</b>			
Investment earnings			<u>10,330</u>
Excess (deficiency) of revenues over expenses			(38,103)
<b>NET ASSETS:</b>			
Net Assets at June 30, 2007			<u>778,014</u>
Net Assets at June 30, 2008			<u>\$ 739,911</u>

The accompanying notes are an integral part of these financial statements.



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

**BALANCE SHEET  
YEAR ENDED JUNE 30, 2008**

	Countywide Waste Management (General Fund)	Household Hazardous Waste (Special Revenue Fund)	Total
<b>ASSETS</b>			
Cash	\$ 80,717	\$ 977,634	\$ 1,058,351
<b>LIABILITIES</b>			
Accounts payable and accrued expenses	\$ 3,064	\$ 315,376	\$ 318,440
<b>FUND BALANCES</b>			
Fund balances:			
Designated for household hazardous waste disposal		662,258	662,258
Undesignated	77,653		77,653
Total fund balance	77,653	662,258	739,911
Total liabilities and fund balances	\$ 80,717	\$ 977,634	\$ 1,058,351

The accompanying notes are an integral part of these financial statements.

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

**STATEMENT OF REVENUES, EXPENDITURES AND  
CHANGES IN FUND BALANCES  
YEAR ENDED JUNE 30, 2008**

	Countywide Waste Management (General Fund)	Hazardous Waste (Special Revenue Fund)	Total
<b>REVENUES:</b>			
Solid waste management fees	\$ 317,443	\$ 1,200,937	\$ 1,518,380
Operating grant - State of California	5,508	-	5,508
Investment earnings	10,330	43,876	54,206
	<hr/>	<hr/>	<hr/>
Total revenues	333,281	1,244,813	1,578,094
<b>EXPENDITURES:</b>			
Contract staff and support	249,907	7,729	257,636
Services and supplies:			
Rent	15,147		15,147
Business meals	68		68
Contract services	-	1,269,371	1,269,371
Accounting and audit fees	8,250		8,250
Marketing services	32,731		32,731
Miscellaneous services	9,287		9,287
Insurance	17,857		17,857
Indirect county fees	5,850		5,850
	<hr/>	<hr/>	<hr/>
Total services and supplies	89,190	1,269,371	1,358,561
	<hr/>	<hr/>	<hr/>
Total expenditures	339,097	1,277,100	1,616,197
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>			
	(5,816)	(32,287)	(38,103)
<b>Fund balance at June 30, 2007</b>	<hr/>	<hr/>	<hr/>
	83,469	694,545	778,014
<b>Fund balance at June 30, 2008</b>	<hr/>	<hr/>	<hr/>
	\$ 77,653	\$ 662,258	\$ 739,911

The accompanying notes are an integral part of these financial statements.

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

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2008**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

**REPORTING ENTITY**

The Marin County Hazardous & Solid Waste Management Authority was formed under a joint powers agreement between the County of Marin and eleven cities and towns within Marin County. The purpose of Authority is to administer and enforce hazardous waste and solid waste management plans, as mandated by State Law.

The governing board of the Authority consists of one appointed official from each of the member agencies. The Authority has contracted with Marin County Department of Public Works for administrative services and the City of San Rafael for Hazardous Waste management services.

**INTRODUCTION**

The Authority's financial statements are prepared in accordance with generally accepted accounting principals (GAAP). The Governmental Accounting Standards Board (GASB) is responsible for establishing GAAP for state and local governments through its pronouncements (Statements and Interpretations.). Governments are also required to follow the pronouncements of the Financial Accounting Standards Board (FASB) issued through November 30, 1989 (when applicable) that do not conflict with or contradict GASB pronouncements.

**BASIC FINANCIAL STATEMENTS  
GOVERNMENT-WIDE STATEMENTS**

The Authority's basic financial statements include both government-wide (reporting the Authority as a whole) and fund financial statements (reporting the Authority's major funds).

In the government-wide Statement of Net Assets, the Authority's activities are reported on a full accrual, economic resource basis, which recognizes all long-term assets and receivables as well as long-term debt and obligations. The Authority's net assets are reported in two parts: (1) invested in capital assets, net of related debt, and (2) unrestricted net assets. Since the Authority does not own any capital assets and there is no debt, only unrestricted assets are shown.

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

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2008**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**BASIC FINANCIAL STATEMENTS**

**GOVERNMENT-WIDE STATEMENTS (Continued)**

The government-wide Statement of Activities reports both the gross and net cost of the Authority's function. The function is supported by general government revenues. The Statement of Activities reduces gross expenses by related program revenues.

The net costs (by function) are normally covered by general revenues.

The government-wide focus is more on the sustainability of the Authority as an entity and the change in the Authority's net assets resulting from the current year's activities.

**FUND FINANCIAL STATEMENTS**

The financial transactions of the Authority are reported in individual funds in the fund balancing accounts that comprise its assets, liabilities, reserves, fund equity, revenues and expenditures.

The Authority uses the following fund type:

**Governmental fund:**

The focus of the governmental funds' measurement (in the fund statements) is upon determination of financial position and changes in financial positions (sources, uses, and balances of financial resources) rather than upon net income. The following is a description of the governmental funds of the Authority:

**General fund** accounts for the Authority's general operations.

**Special revenue fund** accounts for hazardous waste disposal to households through a contract with the City of San Rafael Fire Department and Novato Sanitary District.

**BASIS OF ACCOUNTING**

Basis of accounting refers to the point at which revenues or expenditures/expenses are recognized in the accounts and reported in the financial statements. It relates to the timing of the measurement made regardless of the measurement focus applied.

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

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2008**

**1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)**

**ACCRUAL:**

The governmental activities in the governmental-wide financial statements are presented on the accrual basis of accounting. Revenues are recognized when earned and expenses are recognized when incurred.

**MODIFIED ACCRUAL:**

The government fund financial statements are presented on the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual; i.e., both measurable and available. "Available" means collectible within the current period or within 60 days after year-end. Expenditures are generally recognized when the related liability is incurred. The exception to this general rule is that principal and interest on general obligation long-term debt, if any, is recognized when due.

There were no differences between the two bases of accounting for the year ended June 30, 2008.

**FINANCIAL STATEMENT AMOUNTS**

**CASH AND CASH EQUIVALENTS:**

The Authority has defined cash and cash equivalents to include cash on hand, demand deposits, and short-term investments with fiscal agent (County of Marin).

**Equipment and infrastructure**

It is the Authority's policy to record purchases of items of furniture and equipment costing \$1,000 or less as office supplies. Items in excess of \$1,000 are classified as capital outlay or capitalized. As of June 30, 2008, no equipment purchases have met the capitalization criteria.

**BUDGET**

Both the original budget and the final budget (if changes were adopted) are included in these financial statements as approved by the Board of Directors. The budgetary basis is the modified accrual basis of accounting.

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

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2008**

**2. CASH**

The Authority maintains all of its cash in the County of Marin pooled investment fund for the purpose of increasing interest earnings through pooled investment activities. Interest earned on the investment pool is allocated quarterly to the participating funds using the daily cash balance of each fund. This pool, which is available for use by all funds, is displayed in the financial statements as "Cash."

The County Pool includes both voluntary and involuntary participation from external entities. The State of California statutes require certain special districts and other governmental entities to maintain their cash surplus with the County Treasurer.

The County's investment pool is not registered with the Securities and Exchange Commission as an investment company. Investments made by the Treasurer are regulated by the California Government Code and by the County's investment policy. The objectives of the policy are in order of priority, safety, liquidity, yield, and public trust. The County has established a treasury oversight committee to monitor and review the management of public funds maintained in the investment pool in accordance with Article 6 Section 27131 of the California Government Code. The oversight committee and the Board of Supervisors review and approve the investment policy annually. The County Treasurer prepares and submits a comprehensive investment report to the members of the oversight committee and the investment pool participants every month. The report covers the types of investments in the pool, maturity dates, par value, actual costs and fair value.

**INTEREST RATE RISK**

In accordance with its investment policy, the County manages its exposure to declines in fair values by limiting the weighted average maturity of its investment pool to 540 days, or 1.5 years. At June 30, 2008, the County's investment pool had a weighted average maturity of 218 days.

For purposes of computing weighted average maturity, the maturity date of variable rate notes is the length of time until the next reset date rather than the stated maturity date.

**CREDIT RISK**

State law and the County's Investment Policy limits investments in commercial paper, corporate bonds, and medium term notes to the rating of "A" or higher as provided by Moody's Investors Service or Standard & Poor's Corporation. The County's Investment Policy limits investments purchased by Financial Institution Investment Accounts, a type of mutual fund, to United States Treasury and Agency obligations with a credit quality rating of "AAA."

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

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2008**

**2. CASH (continued)**

**CONCENTRATION OF CREDIT RISK**

The following is a summary of the concentration of credit risk by investment type as a percentage of each pool's fair value at June 30, 2008.

<b>Investments in Investment Pool</b>	<b><u>Percent of Portfolio</u></b>
U.S. Agency	65%
U.S. Treasury	11%
Local Agency Investment Fund	2%
Money market funds	6%
Certificates of deposits	11%
Bankers acceptances	4%
Commercial paper	1%
	<u>100%</u>

**CUSTODIAL CREDIT RISK**

For investments and deposits held with safekeeping agents, custodial credit risk is the risk that, in the event of the failure of the counterparty, the County will not be able to recover the value of its investments or deposits that are in the possession of an outside party. At year end, the County's investment pool had no securities exposed to custodial credit risk.

**LOCAL AGENCY INVESTMENT FUND**

The County Treasurer's Pool maintains an investment in the State of California Local Agency Investment Fund (LAIF), managed by the State Treasurer. This fund is not registered with the Securities and Exchange Commission as an investment company, but is required to invest according to California State Code. Participants in the pool include voluntary and involuntary participants, such as special districts and school districts for which there are legal provisions regarding their investments. The Local Investment Advisor Board (Board) has oversight responsibility for LAIF. The Board consists of five members as designated by State statute.

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

**NOTES TO THE FINANCIAL STATEMENTS  
YEAR ENDED JUNE 30, 2008**

**3. RISK MANAGEMENT**

The Authority is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; and errors and omissions. During the year, the Authority purchased liability insurance with limits of \$2,000,000 and a deductible of \$1,000.

**4. RELATED PARTY TRANSACTIONS**

The County of Marin is a member of the Authority. The County Public Works Department provided staffing for the Authority for a fee of \$257,636 for the year. Additionally, the Authority paid the County of Marin \$15,147 for rent and \$5,850 for indirect overhead.

The Authority incurred expenditures of \$1,203,781 under a contract with the City of San Rafael (a member government) to operate its household waste program. As of June 30, 2008, accrued expenses to the City of San Rafael amounted to \$315,376. The Authority has budgeted \$1,360,000 for these services for the 2008-09 fiscal year.

**5. STATE GRANT**

The Authority was the recipient of two grants from the State of California. One grant, for \$7,000, was used to create region-wide programs for dealing with universal waste issues. The amount recognized as income during 07-08 was \$5,508, the balance of the grant was earned in 06-07. The other grant, for \$300,000, is to provide funding for the expansion of the San Rafael Household Hazardous Waste facility. None of this grant funding was earned during 07-08.



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

**BUDGET COMPARISON SCHEDULE  
COUNTYWIDE WASTE MANAGEMENT PROGRAM  
GENERAL FUND (CWM)  
YEAR ENDED JUNE 30, 2008**

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
<b>REVENUES:</b>				
Waste management fees	\$ 317,443	\$ 317,443	\$ 317,443	\$ -
Operating grant - State of California	-	7,000	5,508	(1,492)
Investment earnings	1,592	1,592	10,330	8,738
Total revenues	319,035	326,035	333,281	7,246
<b>EXPENDITURES:</b>				
Contract staff and support	249,907	249,907	249,907	-
Services and supplies:				
Equipment repairs & maintenance	1,000	1,000	-	1,000
Document reproduction	2,000	2,000	-	2,000
Computer supplies	1,000	1,000	-	1,000
Outreach	22,000	22,000	32,731	(10,731)
Rent	15,147	15,147	15,147	-
Training	1,500	1,500	-	1,500
Office supplies	2,500	2,500	-	2,500
Business meals	-	-	68	(68)
Mileage and routine travel	600	600	-	600
Legal	4,000	4,000	-	4,000
Accounting and audit fees	7,500	7,500	8,250	(750)
Miscellaneous services	-	7,000	9,287	(2,287)
Insurance	18,249	18,249	17,857	392
Indirect county fees	5,850	5,850	5,850	-
Total services and supplies	81,346	88,346	89,190	(844)
Total expenditures	331,253	338,253	339,097	(844)
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<u>\$ (12,218)</u>	<u>(12,218)</u>	(5,816)	<u>\$ 6,402</u>
Fund balance as of June 30, 2007			83,469	
Fund balance as of June 30, 2008			<u>\$ 77,653</u>	

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

**BUDGET COMPARISON SCHEDULE  
HOUSEHOLD HAZARDOUS WASTE PROGRAM (NNO)  
SPECIAL REVENUE FUND  
YEAR ENDED JUNE 30, 2008**

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
<b>REVENUES:</b>				
Solid waste management fees	\$ 1,200,937	1,200,937	1,200,937	\$ -
Operating grant - State of California		300,000		(300,000)
Investment earnings	9,052	9,052	43,876	34,824
Total revenues	1,209,989	1,509,989	1,244,813	(265,176)
<b>EXPENDITURES:</b>				
Contract services and support	7,729	7,729	7,729	-
Contract services	1,307,149	1,607,149	1,269,371	337,778
Total expenditures	1,314,878	1,614,878	1,277,100	337,778
<b>EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES</b>	<b>\$ (104,889)</b>	<b>(104,889)</b>	<b>(32,287)</b>	<b>\$ 72,602</b>
<b>Fund balance June 30, 2007</b>			694,545	
<b>Fund balance June 30, 2008</b>			<u>\$ 662,258</u>	

# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

**Belvedere:**  
George Rodericks

April 15, 2009

**Corte Madera:**  
David Bracken

To: Executive Committee Members

From: Michael Frost



**County of Marin:**  
Matthew Hymel

Re: Plastic Bag Fee Legislation and LTF Recommendation

**Fairfax:**  
Michael Rock

At their December 3, 2008 meeting the Local Task Force recommended that the JPA support a countywide initiative to put a fee on single use carryout bags and support state legislation for the same purpose. Current legislation prohibits public agencies from imposing a plastic carryout bag fee on stores until 2013. Two new bills have been introduced to the California State Assembly that if passed, would impose a bag fee.

**Larkspur:**  
Jean Bonander

**Mill Valley:**  
Ann Montgomery

Both bills charge a 25 cent fee on all single use bags, make exemptions for low income customers, and do not grant funds to agencies with single use bag bans, as they do not contribute. Although very similar staff has analyzed both bills and highlighted differences between the bills.

**Novato:**

**Ross:**  
Gary Broad

## Assembly Bill 68

**San Anselmo:**  
Debbie Stutsman

- The 25 cent bag fee will start July 1, 2011. The store will keep \$0.05 per single use bag and \$0.10 per biodegradable bag to reimburse costs of educational materials, providing reusable bags, and costs associated with use of single use bags.
- 80 percent of funds will go to grants for cities and counties on a per capita basis for litter cleanup, zero waste programs, litter prevention, stormwater programs, and reusable bag giveaways. The remainder of funds will go to the Natural Resources Agency, the CIWMB and Cal EPA for administration and bag related programs

**San Rafael:**  
Ken Nordhoff

**Sausalito:**  
Adam Politzer

**Tiburon:**  
Margaret Curran

## Assembly Bill 87

- The 25 cent bag fee will start July 1, 2010. Of this amount the store can keep up to \$0.05 per single use bag and \$0.07 per biodegradable bag.
- Approximately 92% of the funds will be granted back to local governments for programs similar to those listed in AB68. Remaining funds will be allocated by the CIWMB to pay for administration costs and bag related programs.

Attached are letters of support for AB87 and AB68. It is recommended you authorize your Chair to sign both letters on behalf of the JPA.

## Attachments

F:\Waste\JPA\JPA Agenda Items\ExCom 090415\Plastic Bag Fees.doc



# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:

George Rodericks

April 15, 2009

Corte Madera:

David Bracken

To: Honorable Julia Brownley  
California State Assembly, District 41  
State Capitol, Room 2163  
Sacramento, CA 95814

County of Marin:

Matthew Hymel

Fairfax:

Michael Rock

Re: Support for Assembly Bill 68 – Single-use Carryout Bags

Larkspur:

Jean Bonander

Dear Assembly Member Brownley:

Mill Valley:

Anne Montgomery

On behalf of the Marin County Hazardous and Solid Waste Management Joint Powers Authority, I would like to express our **support** for AB 68, which would prohibit, on and after July 1, 2011, a store, as defined, from providing any single-use carryout bags to a customer unless the store charges a \$0.25 per bag fee at the point of sale.

Novato:

Ross:

Gary Broad

The JPA supports efforts that increases plastic and paper bag recycling and reduces the use of single use carryout bags. Each year, approximately 19 billion plastic carryout bags are consumed in California. At the same time less than 5 percent of those bags are recycled, with the remainder disposed in landfills or ending up littered on our beaches, waterways, parks and roads. As a result, local and state governments are left financially responsible for litter prevention, cleanup, and enforcement activities. Communities throughout California are grappling with this issue and are searching for ways to reduce the impact that littered bags have on their quality of life.

San Anselmo:

Debbie Stutsman

San Rafael:

Ken Nordhoff

Sausalito:

Adam Politzer

Tiburon:

Margaret Curran

Experience has shown that imposing a fee at the point of sale on single-use bags can significantly reduce the consumption of these bags. AB 68 would help reduce environmental impacts at the source, while providing local governments with additional resources to further mitigate the impacts of this issue.

Sincerely,

Debbie Stutsman  
JPA Chair

Cc: JPA Board Members  
Assembly Member Jared Huffman

F:\Waste\JPA\JPA Agenda Items\ExCom 090415\AB68 Support Letter.doc



# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:  
George Rodericks

April 15, 2009

Corte Madera:  
David Bracken

To: The Honorable Mike Davis  
State Capitol Room 2160  
Sacramento, CA 94249-0064

County of Marin:  
Matthew Hymel

Re: Support for Assembly Bill 87 – Single-use Carryout Bags

Fairfax:  
Michael Rock

Dear Assembly Member Davis:

Larkspur:  
Jean Bonander

Mill Valley:  
Anne Montgomery

Novato:

On behalf of the Marin County Hazardous and Solid Waste Management Joint Powers Authority, I would like to express our **support** for AB 87, which would prohibit, on and after July 1, 2010, a store, as defined, from providing any single-use carryout bags to a customer unless the store charges a \$0.25 per bag fee at the point of sale.

Ross:  
Gary Broad

San Anselmo:  
Debbie Stutsman

San Rafael:  
Ken Nordhoff

Sausalito:  
Adam Politzer

The JPA supports efforts that increases plastic and paper bag recycling and reduces the use of single use carryout bags. Each year, approximately 19 billion plastic carryout bags are consumed in California. At the same time less than 5 percent of those bags are recycled, with the remainder disposed in landfills or ending up littered on our beaches, waterways, parks and roads. As a result, local and state governments are left financially responsible for litter prevention, cleanup, and enforcement activities. Communities throughout California are grappling with this issue and are searching for ways to reduce the impact that littered bags have on their quality of life.

Tiburon:  
Margaret Curran

Experience has shown that imposing a fee at the point of sale on single-use bags can significantly reduce the consumption of these bags. AB 87 would help reduce environmental impacts at the source, while providing local governments with additional resources to further mitigate the impacts of this issue.

Sincerely,

Debbie Stutsman  
JPA Chair

Cc: JPA Board Members  
Assembly Member Jared Huffman

F:\Waste\JPA\JPA Agenda Items\ExCom 090415\AB87 Support Letter.doc





# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:  
George Rodericks

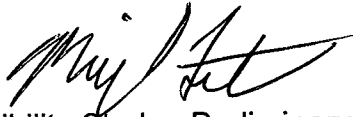
April 15, 2009

Corte Madera:  
David Bracken

To: JPA Executive Committee

County of Marin:  
Matthew Hymel

From: Michael Frost



Fairfax:  
Michael Rock

Re: Zero Waste Feasibility Study - Preliminary Status Report

Larkspur:  
Jean Bonander

Mill Valley:  
Anne Montgomery

Novato:

Ross:  
Gary Broad

San Anselmo:  
Debbie Stutsman

San Rafael:  
Ken Nordhoff

Sausalito:  
Adam Politzer

Tiburon:  
Margaret Curran

R3 Consulting Group is on your agenda today to provide you with a brief power point status report of this study, and to solicit your comments and feedback. R3 met with all of Marin's haulers and facility operators, and earlier this month they met with Marin's AB 939 Local Task. R3 has some preliminary ideas they will identify today that will reduce landfill disposal. Feedback from some members of the AB 939 Task Force was the study needed less emphasis on targeting Marin's disposed material, and more emphasis on pre-disposal changes including behavioral/cultural change in consumer buying habits, and additional public education.

As this study progresses, it is anticipated R3 will make additional public presentations, including the next full JPA Board meeting, and hold at least one evening meeting to solicit community comments.

Preliminary data indicates that to obtain further reduction in disposal and/or increased diversion in Marin County will likely require amendments to local waste hauler franchise agreements to include new programs, ordinances to promote reuse and diversion of material and product bans, and public education campaigns to inform and promote the public to change habits to reduce waste generation.

cc: R3, Myriam Arce  
Richard Tagore-Erwin

JR:\pacF:\Waste\JPA\JPA Agenda Items\LTF 090401\April 1 R3 task force JPA.doc



# MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

**Belvedere:**  
George Rodericks

April 15, 2009

**Corte Madera:**  
David Bracken

To: Executive Committee Members

**County of Marin:**  
Matthew Hymel

From: Michael Frost



Re: 2007 Annual Report Submittal

**Fairfax:**  
Michael Rock

**Larkspur:**  
Jean Bonander

**Mill Valley:**  
Anne Montgomery

**Novato:**

Attached is the summary of the 2007 AB939 Annual Report that was submitted last month to the California Integrated Waste Management Board. The report is in a new format due to regulatory changes that were imposed by SB1016. Although this JPA tracks both diversion and disposal, the reporting system is now solely based on disposal amounts for the reporting year. Disposal is compared with historic data to determine if the 50 % diversion requirement is met. Attached to this report is a summary comparing the "old" and "new" systems that was previously sent to you.

**Ross:**  
Gary Broad

In 2007 the JPA reported a disposal rate of 4.9 pounds per person per day. The target rate for 50% diversion is 7.6 pounds per person per day. The JPA must remain below the 7.6 pound target for all jurisdictions remain in compliance, and at 4.9 pounds per person Marin is clearly in compliance.

**San Anselmo:**  
Debbie Stutsman

**San Rafael:**  
Ken Nordhoff

For basis of comparison, using the "old" reporting method Marin would be at 65 percent diversion for 2007. This is lower than the previous few years due to a reduction of nearly 135,000 tons of inert material and half of the Biomass that was generated in 2006.

**Sausalito:**  
Adam Politzer

**Tiburon:**  
Margaret Curran

The JPA is on target in limiting disposal. However, inert material that was traditionally diverted at the landfill or in local public works projects as road base, slope stabilization, and levee material has been reduced.

Staff is active in working with local municipalities to collect a greater amount of the diversion data to increase the traditional diversion rate for 2008 and accurately characterize all waste diversion activities.

## Attachments

F:\Waste\ASoulard\Disposal Data\2007 Annual Report\Submittal.doc



## **Marin County Waste Diversion Rate changes due to Disposal Measurement System Act of 2008, SB 1016 (Wiggins)**

SB 1016 changed annual waste reporting in the State of California effective January 1, 2009. The new requirements will no longer measure annual diversion/recycling data, but only disposal as measured by weight. The legislation continues the fifty (50%) percent diversion requirement placed on all waste under the California Integrated Waste Management Act (AB 939). Each municipality in the State has its own unique waste characterization because of demographics and industrial base. Therefore, the 50% diversion and disposal requirement will be measured against each municipalities reported average waste generated and disposed for the years 2003 through 2007.

Following passage of AB 939 in 1990, all municipalities in California were required to conduct a detailed base year analysis of waste generation and disposal. This base year analysis became the benchmark for measuring the mandated 50% decreased landfill disposal. Adjustment factors including changes to employment, taxable sales, population, and CPI were considered. For Marin this initial method was unworkable as the base year data analysis was flawed, and the high cost to report for each city. To correct the problem, Marin's municipalities chose to collectively report their data (as opposed to each city individually reporting diversion) and report data to the State as a Regional Agency. As a Regional Agency, Marin also reported actual tonnage data for diversion and disposal using the alternate generation based method, which more accurately characterized Marin's waste stream and improved the diversion rate. The alternate generation based method calculated the total waste generated, and divided the percent disposed verses the percent diverted.

The new SB 1016 reporting system will rely on two primary factors: Marin's population and the reported waste disposed. The result will be a per capita disposal rate with the objective being a less than 50% per capita equivalent *disposal* target. This is a departure from the old system objective of a 50% or higher *diversion* rate. Although waste diversion has increased statewide there has also been an increase in overall waste disposal quantities. Here in Marin even though recycling is very high (averaging 75% in recent years); the amounts going to the landfill have actually increased. Much of the increased disposal can be explained by a strong economy in Marin and the rest of the State with more goods purchased to later dispose. SB 1016 shifts the emphasis from waste diversion to waste prevention and reducing generation upstream by supporting products that contain more recyclable components.

Disposal quantities will be tracked as pounds per day (PPD). The PPD will be compared with historical generation quantities (disposal and diversion data from 2003-2006). The PPD and the jurisdiction's population produce the per capita disposal rate. The goal is to be at less than half of the average per person generation to meet the AB 939 50% diversion requirement.

While there are some new challenges associated with SB1016, the JPA will continue to be in compliance with the California Integrated Waste Management Act. Although the JPA will still track the diversion and disposal tonnages for waste stream characterization, the new system is designed so municipalities will focus more resources on program implementation and public education.



## Annual Report Summary: Marin County Hazardous and Solid Waste Management Authority (2007)

This Annual Report Summary is an official record of your CIWMB Electronic Annual Report submission, except for your Venue/Event section information, which is contained in a separate report. You may reach that section from the Electronic Annual Report's left navigation bar.

Before submitting your report to the Board, please take the time to review everything on this page to confirm it is complete and correct. If you need to modify some information, close this window to return to the Electronic Annual Report to make your corrections. Then, preview the report again.

<b>Summary</b>  <b>Jurisdiction:</b> Marin County Hazardous and Solid Waste Management Authority  <b>Report Year Filed:</b> 2007 <b>Report Status:</b> Submitted <b>Date Report Submitted:</b> Sunday, March 15, 2009 at 6:01 PM <b>Report Submitted By:</b> Michael Frost (mfrost@co.marin.ca.us) <b>Summary Generated On:</b> Sunday, March 15, 2009 at 6:01 PM	<b>Jurisdiction Contact</b>  <b>Jurisdiction Contact:</b> <b>Address:</b> , <b>Phone Number:</b> <b>Fax Number:</b> <b>Email Address:</b> <b>Contact Information Outdated:</b> <a href="http://www.ciwmb.ca.gov/ola/ContactChg.html">http://www.ciwmb.ca.gov/ola/ContactChg.html</a>
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### Calculated Diversion Rate

<b>Reporting-Year Disposal Amount (tons):</b>	229,272
<b>Disposal Reduction Credits (Reported):</b>	
Disaster Waste (tons):	0.00
Medical Waste (tons):	0.00
Regional Diversion Facility Residual Waste (tons):	0.00
Out-of-State Export (Diverted) (tons):	0.00
Other Disposal Amount (tons):	0.00
<b>Total Disposal Reduction Credit Amount (tons):</b>	0
<b>Total Adjusted Reporting-Year Disposal Amount (tons):</b>	229,272
<b>Reporting-Year Transformation Waste (tons):</b>	0.42
<b>Reporting-Year Population:</b>	255,080
<b>Reporting-Year Employment:</b>	107,153

#### Reporting-Year Calculation Results (Per Capita)

	Population		Employment	
	Target	Annual	Target	Annual
Disposal Rate without Transformation (pounds/person/day):	4.9		11.7	
Transformation Rate (pounds/person/day):	1.5	0.0	3.4	0.0
<b>The Calculated Disposal Rate (pounds/person/day):</b>	7.6	4.9	17.2	11.7

If any boxes are checked, please complete, and sign the [Reporting Year Disposal Modification Certification Sheet](#) and mail, e-mail or FAX to the CIWMB within 7 business days of submitting your report. If you are only claiming report-year disposal deductions for waste transported to a board-certified Transformation facility, you do not need to fill out the certification request.

Although you will be able to submit your electronic Annual Report without completing this sheet, your Annual Report will not be deemed complete until this sheet is completed and received by CIWMB. Contact your [LAMD representative](#) for details.

- ☐ Alternative disposal tonnage  
☐ Deductions to DRS disposal tonnage

Questions and Answers
-----------------------

Newly Incorporated Cities
---------------------------

**New City**

- 1. Question:** Since the date of your last Annual Report, are there any newly incorporated cities within your county/regional agency?

**Response:** No.

**Rural Petition for Reduction in Requirements****Rural Petition For Reduction**

- 1. Question:** Was your jurisdiction granted a rural Petition for Reduction by the CIWMB?  
For more information regarding Rural Petition For Reduction, go to [Rural Solid Waste Diversion Home Page](#).

**Response:** No.

**Planning Documents Assessment****Source Reduction and Recycling Element (SRRE)**

- 1. Question:** Does the SRRE need to be revised?

**Response:** No.

**Household Hazardous Waste Element (HHWE)**

- 2. Question:** Does the HHWE need to be revised?

**Response:** No.

**Non-Disposal Facility Element (NDFE)**

- 3. Question:** Describe below any changes in the use of nondisposal facilities, both existing and planned (e.g., is the jurisdiction using a different facility within or outside of the jurisdiction, has a facility closed, is a new one being planned).

**Response:** The Composting Facility at Redwood Landfill is not identified in the current NDFE. The facility was under a temporary permit for operation for the past several years, but recently was added to the ammended Solid Waste Facilities Permit for Redwood Landfill. Staff is in the process of amending the NDFE with an estimated completion date of August 2009.

**Non-Disposal Facility Element (NDFE)**

- 4. Question:** Are there currently any nondisposal facilities that require a solid waste facility permit located (or planned to be sited) in your jurisdiction that are not identified in your NDFE?

**Response:** Yes. The Redwood Landfill recently had its permit ammended for a new capacity, which also changed the designation of their composting facility to be held under the same permit. Staff is in the process of ammending and estimated to have the revised NDFE prepared in time for the scheduled 2008 Annual Report Due Date in August 2009.

**Summary Plan Assessment****Summary Plan**

- 1. Question:** Does the Summary Plan need to be revised?

**Response:** No.

**Siting Element Assessment****Total County or Agency Wide Disposal Capacity**

- 1. Question:** Based on the best available estimates of current and future disposal, how many years of disposal capacity does your county or regional agency have?

**Response:** 17



**Total County or Agency Wide Disposal Capacity**

**2. Question:** If you do not currently have 15 years of disposal capacity, describe your strategy for obtaining 15 years of capacity.

**Response:** No response has been entered

**Siting Element Adequacy**

**3. Question:** Does the Siting Element need to be revised? The Siting Element will need to be revised if you have less than 15 years disposal capacity and have not described a strategy for obtaining 15 years disposal capacity.

**Response:** No.

**Areas of Concern / Conditional Approvals****Areas of concern**

**1. Question:** Did the Board require your jurisdiction to address any areas of concern when determining the adequacy of your solid waste planning documents, or any of their elements?

**Response:** No.

**Conditional approvals**

**2. Question:** Did the Board give conditional approval to any of your solid waste planning documents, or any of their elements?

**Response:** No.

**Additional Information****Additional Information**

**1. Question:** Is there anything else you would like to tell the CIWMB about unique or innovative efforts by your jurisdiction to reduce waste generation and increase diversion, about your jurisdiction's public education efforts, or about specific obstacles to reaching your jurisdiction's diversion goal? If you wish to attach additional information to your annual report, please send those items or electronic files to your LAMD representative and include a brief description of those files below.

**Response:** Yes. The Marin County Hazardous and Solid Waste Management JPA is currently working with a contractor to evaluate our programs and solid waste infrastructure to develop a Zero Waste Feasibility Study. The determinations of this study will be incorporated into any future Siting Element and RAIWMP revisions and new program implementation.

**Disposal Rate Accuracy****Disposal Rate Accuracy**

**1. Question:** Are there extenuating circumstances pertaining to your jurisdiction's disposal rate that the Board should consider, as authorized by the Public Resources Code Section 41821(c)? If you wish to attach additional information to your annual report, please send those items or electronic files to your LAMD representative; include a brief description of those files below. If so, please use the space below to tell the Board.

**Response:** No.

**Diversion Programs**

PROGRAM CODE	PROGRAM NAME	EXISTING	SELECTED	OWNED OR OPERATED	START YEAR	DIVERSION TONS	STATUS	NOTES
1000-SR-XGC	Xeriscaping/Grasscycling	No	Yes		1992	0.00	SO - Selected and Ongoing	
1010-SR-BCM	Backyard and On-Site Composting/Mulching	No	Yes		1993	0.00	SO - Selected and Ongoing	
1020-SR-	Business Waste Reduction	Yes	Yes		1990	0.00	SO -	

BWR	Program						Selected and Ongoing	
1030-SR-PMT	Procurement	Yes	Yes	*	1992	0.00	SO - Selected and Ongoing	The JPA offices use recycled content products. As more items become less expensive and more available the offices incorporate them into operations. The JPA is also in support of Extended Producer Responsibility legislation.
1040-SR-SCH	School Source Reduction Programs	No	No	*	2000	0.00	AO - Alternative and Ongoing	
1050-SR-GOV	Government Source Reduction Programs	Yes	Yes	*	1990	0.00	SO - Selected and Ongoing	
1060-SR-MTE	Material Exchange, Thrift Shops	Yes	Yes		1990	1.10	SO - Selected and Ongoing	
2000-RC-CRB	Residential Curbside	Yes	Yes		1982	47160.27	SO - Selected and Ongoing	
2010-RC-DRP	Residential Drop-Off	Yes	Yes		1992	0.00	SO - Selected and Ongoing	
2020-RC-BYB	Residential Buy-Back	Yes	Yes		1982	6480.89	SO - Selected and Ongoing	
2030-RC-OSP	Commercial On-Site Pickup	Yes	Yes		1992	0.00	SO - Selected and Ongoing	
2050-RC-SCH	School Recycling Programs	No	Yes		1992	0.00	SO - Selected and Ongoing	
2060-RC-GOV	Government Recycling Programs	Yes	Yes		1990	2963.75	SO - Selected and Ongoing	
2070-RC-SNL	Special Collection Seasonal (regular)	No	No		1988	0.00	AO - Alternative and Ongoing	
2080-RC-SPE	Special Collection Events	No	Yes	*	1994	0.00	SO - Selected and Ongoing	The largest Special Events are described and quantified in the Venues and Events section of this report.
3000-CM-RCG	Residential Curbside Greenwaste Collection	No	Yes		1993	12959.31	SO - Selected and Ongoing	
3010-CM-RSG	Residential Self-haul Greenwaste	No	Yes		1993	4631.84	SO - Selected and	

							Ongoing	
3030-CM-CSG	Commercial Self-Haul Greenwaste	No	Yes		1993	0.00	SO - Selected and Ongoing	
3050-CM-SCH	School Composting Programs	No	No		2000	0.00	AO - Alternative and Ongoing	
4010-SP-SLG	Sludge (sewage/industrial)	No	Yes		1995	6107.49	SO - Selected and Ongoing	
4020-SP-TRS	Tires	Yes	Yes		1990	0.00	SO - Selected and Ongoing	Two week long free tire recycling events are hosted in Marin annually, with the support of CIWMB grants.
4030-SP-WHG	White Goods	No	No		1996	46.01	AO - Alternative and Ongoing	
4040-SP-SCM	Scrap Metal	Yes	Yes	*	1989	324.88	SO - Selected and Ongoing	
4050-SP-WDW	Wood Waste	Yes	Yes		1993	1531.82	SO - Selected and Ongoing	
4060-SP-CAR	Concrete/Asphalt/Rubble	Yes	Yes		1990	108248.03	SO - Selected and Ongoing	
4090-SP-RND	Rendering	No	Yes		1990	0.00	SO - Selected and Ongoing	
5000-ED-ELC	Electronic (radio ,TV, web, hotlines)	No	Yes	*	1994	0.00	SO - Selected and Ongoing	West Marin radio program is ongoing. All other electronic outreach is provided through online media. Press releases for special events and websites are provided to media outlets.
5010-ED-PRN	Print (brochures, flyers, guides, news articles)	Yes	Yes		1992	0.00	SO - Selected and Ongoing	Advertising is developed for all special events. JPA contributes to hauler newsletters and sends out press releases to promote programs.
5020-ED-OUT	Outreach (tech assistance, presentations, awards, fairs, field trips)	Yes	Yes	*	1994	0.00	SO - Selected and Ongoing	Staff is present at many farmers markets and public events handing out reusable bags and distributing educational materials.
5030-ED-SCH	Schools (education and curriculum)	Yes	Yes		1993	0.00	SO - Selected and Ongoing	Education is provided by the JPA's West Marin Contractor and other areas are provided outreach by

								the local haulers.
6010-PI-EIN	Economic Incentives	No	Yes		1993	0.00	SO - Selected and Ongoing	
6020-PI-ORD	Ordinances	No	No	*	2000	0.00	AO - Alternative and Ongoing	Sausalito has also adopted a C&D Ordinance. The JPA has adopted a Extended Producer Responsibility Ordinance. The JPA, Novato, and San Anselmo have adopted Zero Waste Ordinances.
7000-FR-MRF	MRF	Yes	Yes		1993	136436.41	SO - Selected and Ongoing	
7010-FR-LAN	Landfill	No	No		1996	124250.17	AO - Alternative and Ongoing	
7020-FR-TST	Transfer Station	Yes	Yes		1990	0.00	SO - Selected and Ongoing	
7030-FR-CMF	Composting Facility	Yes	Yes		1990	6005.24	SO - Selected and Ongoing	
7040-FR-ADC	Alternative Daily Cover	No	No		1995	51485.26	AO - Alternative and Ongoing	
8010-TR-BIO	Biomass	Yes	Yes		1990	22639.74	SO - Selected and Ongoing	Biomass is sent to Woodland Bio-Mass Power Limited in Woodland ,CA.
8020-TR-TRS	Tires	No	No		1999	0.00	AO - Alternative and Ongoing	Annual Free Tire Recycling Grants are implemented to host a week long event at two locations in Marin.
9000-HH-PMF	Permanent Facility	Yes	Yes	*	1993	0.00	SO - Selected and Ongoing	
9010-HH-MPC	Mobile or Periodic Collection	Yes	Yes	*	1986	0.00	SO - Selected and Ongoing	The 4 mobile events are operated by appointment for 40 cars each in rural areas.
9020-HH-CSC	Curbside Collection	No	Yes		1992	0.00	SO - Selected and Ongoing	
9040-HH-EDP	Education Programs	Yes	Yes	*	1991	0.00	SO - Selected and Ongoing	
9045-HH-EWA	Electronic Waste	No	No		1995	0.00	SO - Selected and Ongoing	Since the adoption of SB20 there are many electronic recyclers hosting events and operating local

								collection sites. The HHW facility continues to accept E-Waste free of charge.
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