

MARIN COUNTY HAZARDOUS & SOLID WASTE MANAGEMENT
JOINT POWERS AUTHORITY

Board of Directors Meeting

Thursday, May 24, 2012
Marin Municipal Water District
220 Nellen Avenue, Corte Madera
9:00 -10:00 AM
AGENDA

Call to Order.

Regular Agenda

1. JPA Board Meeting Minutes from January 26, 2012. (Action)
2. JPA Coordination of a Single Use Bag Ordinance Environmental Review. (Action)
3. Audit and Financial Statements for Year Ending June 30, 2011. (Action)
4. FY 12-13 Budget Contract and Fee Schedule Approval. (Action)
5. Approval of JPA Taking Responsibility for Used Oil Payment Program. (Action)

Consent Calendar

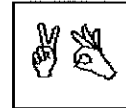
6. Acceptance of CalRecycle Beverage Container Grant. (Action)
7. Bulb and Battery Contract Signature Authority. (Action)
8. Zero Waste Grant Applications. (Action)

End Consent Calendar

9. Staff Report on Recent and Ongoing Activities. (Information)
10. Open Time.
11. The next scheduled JPA Board Meeting is To Be Determined.
12. Adjourn.

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

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

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

Board of Directors Meeting
Thursday January 26, 2012
Marin Municipal Water District.
220 Nellen Avenue, Corte Madera

MINUTES**MEMBERS PRESENT**

Debra Stutsman, San Anselmo (Chair)
George Rodericks, Belvedere
Matthew Hymel, County of Marin
Adam Polizter, Sausalito
Michael Rock, Fairfax
Jim McCann, Mill Valley
Michael Frank, Novato
Margaret Curran, Tiburon
Nancy Mackle, San Rafael

Members Absent

Gary Broad, Ross
Dan Schwarz, Larkspur
David Bracken, Corte Madera

STAFF PRESENT

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

OTHERS PRESENT

Dee Johnson, Novato Sanitary Dist.
Steve McCaffrey, Redwood Empire
James Iavarone, Mill Valley Refuse
Dave Della Zoppa, Mill Valley Refuse
Christine O'Rourke, MCEP
Elise Semonian, Ross
John Lippitt, San Rafael Fire
Courtney Bell, San Rafael Fire
Kerry Mazzoni, Public
Andy Campbell, Renew Computers
Maggie Weems, Grange Debris Box

Call to Order The JPA Board meeting came to order at 9:03 AM.

1. JPA Board Meeting Minutes from June 23, 2011

M/s Frank, Mackle to approve the minutes from the June 23, 2011 JPA Board meeting. The motion passed unanimously.

2. FY 12-13 JPA Budget Process, Executive Committee Subcommittee

Staff provided a review on the Budget process. Staff also shared the JPA Executive Committee's recommendation following protocol to appoint JPA Chair (Mr. Rodericks) and JPA Vice-Chair (Mr. Rock) to the Executive Committee budget subcommittee as well as the recommendation to approve the budget schedule. M/s McCann, Stutsman to approve the appointment and schedule recommendations. The motion passed unanimously.

3. Construction and Demolition Debris Certified Facility List

Staff provided an update regarding Construction & Demolition (C&D), a critical component of the Zero Waste Plan. Staff provided information regarding the development by JPA contractor R3 Consulting Group, of a C&D Certified Facility List which included Marin Resource Recovery Center, Redwood Landfill Recycling Center, as well as a number of smaller administrative facilities within Marin County. No public comment was received. M/s Curran, Rock to approve and adopt the C&D Certified Facility list. The motion passed unanimously.

4. Bulb and Battery Program Contract With Evergreen Environmental

Staff provided an update regarding a (category 6.2) Bulb and Battery Program as a convenient means for residents to safely dispose of select Household Hazardous Waste (HHW) at a number of locations throughout the county. Staff reported roughly 22 miles of florescent tubes, 9,500 CFL bulbs and over 11 tons of batteries had been collected since the program's inception in 2009. Staff identified the Board Approved FY 11-12 Budget allocated funds to operate this program, and a service contract for \$40,000 with Evergreen Environmental was presented for Board approval. Ms. Mackle requested clarification regarding a similar program operating at local fires stations within the county. Staff identified the program in question was similar in concept and operation but geared towards batteries, oil and paints which were then disposed of at the HHW Facility in San Rafael. No public comment was received. M/s Frank, Stutsman to allow the JPA Chair to enter into the contract. The motion passed unanimously.

5. Novato Household Hazardous Waste Grant

Staff provided a brief history on the Novato HHW Grant program which began in 2003 to augment Novato Sanitary District's HHW operation and identified that the funding source for this grant came from a portion of the self-haul fees collected at Redwood Landfill. Staff had drafted a \$38,283 grant contract which had been approved by the Novato City Counsel on January 23, 2012. No public comment was received. M/s Politzer, McCann to allow the JPA Chair to enter into the contract. The motion passed unanimously.

6. JPA Zero Waste Grant Program Parameters

Staff provided an update on the FY 10-11 JPA Zero Waste Grant Program, a review of State legislative changes (AB341), and a review of the proposed FY 11-12 Zero Waste Grant program. Staff also identified the LTF had provided feedback and suggestions to improve this round of grants. Mr. Politzer requested clarification regarding the 'rollover' of funds. Staff identified that those unused funds from the FY 10-11 and 11-12 programs would be available for the FY 12-13 Grant Term. Mr. Rodericks requested Staff identify programs which were awarded during the FY 10-11 Term. Staff reported most grants were awarded to "Primary Program's", which included adoption of C&D, Commercial & Multi-Family Recycling or Zero Waste Ordinances, while "Secondary Program's" awarded included funds for school outreach and education. No public comment was received. M/s Curran, Politzer to allow JPA Executive Director to make discretionary adjustments to the FY 10-11 Zero Waste Grant Program and approve the FY 11-12 Grant Form approval process. The motion passed unanimously.

7. Household Hazardous Waste Contract with City of San Rafael

Staff reported on the progress made regarding the HHW contract and agreement with the City of San Rafael and the Marin Recycling & Resource Recovery Association (MRRA). Staff also notified the board of a proposed door-to-door service which would be subject to JPA Board review and the City's approval and identified the HHW facility would begin invoicing monthly to enable better tracking of costs. George Rodericks requested clarification regarding implementation of the proposed door-to-door service. Staff identified the program would begin as a pilot program within the City of San Rafael, then possibly as a County wide program following JPA approval. No public comment was received. M/s Mackle, Curran to authorize JPA Chair to enter into the proposed Funding Agreement – subject to the final approval of terms by JPA Counsel. The motion passed unanimously.

8. Zero Waste Outreach Contract with Hive Advertising

Staff reviewed the existing Zero Waste Outreach contract awarded to The Hive Advertising in January 2011 following an RFP process which developed multi-media zero waste television advertising, online advertising, and created the ZeroWastemarin.org website. Staff reported working with and receiving feedback from the Local Task Force (LTF) on refining and creating a modified version of a proposed outreach scenario. Staff indicated this outreach scenario, as

recommended by the LTF, would include "Do-It-Yourself" promotional kits and development of tools to gauge results of outreach efforts. Staff addressed questions from the Board regarding the in-market survey and identified this option would more accurately identify if the outreach developed is successful. JPA Board Members noted the use of e-newsletters would be a valuable tool for reaching out and informing the public regarding the Zero Waste Programs, Staff identified Zero Waste Grant funding was available for such items. Mr. Campbell requested this outreach message be extended to local businesses. M/s Politzer, Curran to authorize JPA Chair to enter into the outreach contract with The Hive Advertising. The motion passed unanimously.

9. Conflict of Interest/Form 700 Policy

Staff reported on the role of the Conflict of Interest (COI) code, which has been followed by JPA Board and Staff members. Staff indicated that with the LTF's increasing involvement in defining JPA programs that JPA Counsel suggested a COI policy be put in place. Mr. Elam identified the challenges he faced as LTF Chair regarding the COI Form 700 requirements and noted the loss of two LTF members because of this issue. Mr. Politzer, Mr. Frank, Mr. Rodericks, as well as Ms. Mackle and Ms. Curran noted their support for the policy and identified that all members would be obligated to submit the appropriate COI forms or jeopardize their LTF membership and that such a policy would encourage transparency within the JPA. M/s Politzer, Curran to authorize JPA Chair to execute and adopt the draft Conflict of Interest Policy. The motion passed unanimously.

10. Appointment of David Green to Unincorporated County Seat on JPA Local Task Force

Staff provided an update on the recent appointment of David Green by the Marin County Board of Supervisors at their December 13, 2011 meeting to the Unincorporated County seat on the LTF. Staff noted thanks to Mr. Green for volunteering for the position and looks forward to working with him in the future. No action was necessary.

11. Staff Report on Recent and Ongoing Activities

Staff provided a brief overview of recent and ongoing activities, including an application to CalRecycle for \$31,000 grant funds for procurement of beverage container collection bins, an application (again to CalRecycle) for a tire recycling grant to fund a waste tire collection program later in the year. Staff reported County implementation of the Plastic Bag Ban Ordinance in January as well as advised Board Members of Staff availability to provide assistance to grantees working on the Zero Waste Grant Program.

12. Open Time

Staff provided a brief summary of and released a statement from LTF Member Matthew McCarron (Novato seat) regarding the long-term financial structure of the JPA.

13. Next scheduled JPA Board Meeting to be held on Thursday, May 24, 2012. 9:00 – 10:00 AM, MMWD, 220 Nellen Avenue, Corte Madera.

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:
George Rodericks

Date: May 24, 2012

Corte Madera:
David Bracken

To: JPA Board Members



From: Steve Devine, Program Manager

County of Marin:
Matthew Hymel

Re: JPA Coordination of a Single Use Bag Ordinance Environmental Review

Fairfax:
Michael Rock

Larkspur:
Dan Schwarz

Mill Valley:
Jim McCann

Novato:
Michael Frank

Ross:

San Anselmo:
Debbie Stutsman

San Rafael:
Nancy Mackle

Sausalito:
Adam Politzer

Tiburon:
Margaret Curran

At the April 26, 2012 JPA Executive Committee Meeting – the Budget Subcommittee reported on its review of the proposed FY 12-13 JPA Budget and associated fee schedule. As part of its review of the budget, the Subcommittee took into consideration a suggestion by Board Member Mackle (see attached email) – which proposed the JPA Board include an environmental review of a single-use carry-out bag ban ordinance in the JPA FY 12-13 workplan. The Budget Subcommittee reviewed the proposed budget and recommended it for approval with the caveat that the issue of whether or not to include funding for an environmental review of a bag ban, be brought back to the full Executive Committee.

In discussing the issue of a carrying out a bag-ban study, the Executive Committee decided to form a Subcommittee to further explore the issue – and Member Hymel also offered the assistance of the County Counsel's office – specifically David Zaltsman who has worked very closely on the bag ban issue.

The Bag Ban Subcommittee met on May 8, 2012 and discussed various options the JPA could take in regard to helping the JPA Member Cities without bag bans – move forward in the process. Mr. Zaltsman was able to share wealth of information on the matter. The Subcommittee believed it would be a good idea for the Subcommittee to continue to meet on an as needed basis to pursue this issue – should the JPA Board elect to adopt this project as part of the FY 12/13 work plan. Board Member Mackle cannot attend this May 24, 2012 – but has tendered a letter (attached) with her thoughts on the matter.

One unresolved issue in this matter is the issue of which Cities and Towns would want to participate in the program and how to handle that in the fee resolution/structure. One way to address this matter would be to simply refund a proportional amount of the \$50,000 being allocated to

this project to any City, Town or the County that did not want to participate in the project. Mr. Zaltsman from County Counsel's office has been invited to address the JPA Board as part of this Agenda Item and may be able to answer some of the Board's more technical questions on the matter and the potential environmental analysis process.

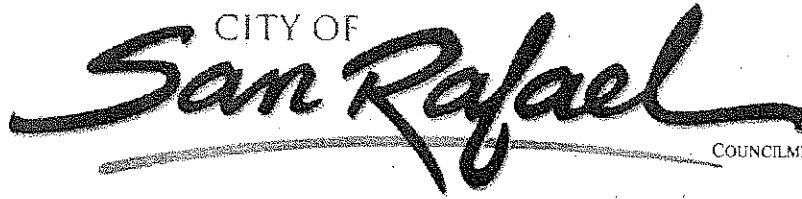
Agenda Item 3 in this Board Packet addresses the FY 12/13 Budget and associated fee schedule – and that Agenda Item contains two budget scenarios for the Board's consideration:

1. A Budget and fee schedule that includes \$50,000 in the Administration Fund to pursue development of an environmental analysis that could be used as an "off the shelf" document for Marin municipalities wishing to use it in support of a single-use bag ordinance.
2. A Budget and fee schedule that does not include \$50,000 in the Administration Fund to pursue development of an environmental analysis for a single-use bag ordinance at this time.

Recommendation

It is recommended that your Board decide whether or not to include a plastic bag ban environmental study in the FY 12/13 JPA work plan along with a \$50,000 allocation to fund the project and whether or not to continue a Bag Ban Subcommittee.

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MAYOR GARY O. PHILLIPS
VICE MAYOR MARC LEVINE
COUNCILMEMBER DAMON CONNOLLY
COUNCILMEMBER BARBARA HELLER
COUNCILMEMBER ANDREW CUYUGAN MCCULLOUGH

CITY MANAGER'S OFFICE
PHONE: 415-485-3070

May 15, 2012

Michael Frost
Deputy Director, Public Works
899 Northgate Drive, Suite 100
San Rafael, CA 94903

Dear Michael:

As you know, I am unable to attend the JPA Board meeting next Thursday. Regarding the budget issue of potential environmental review for Single Use Plastic Bag Bans, my fellow subcommittee member Jim McCann will be reporting out on the findings of our subcommittee meeting with Steve Devine and County Counsel.

I also wanted to take the opportunity to write my sentiments as well so you have them for the record. In San Rafael, we are very interested in an ordinance banning single use plastic bags. Not only is it a part of our Climate Change Action Plan (2009), but it is also a part of our Zero Waste Resolution (2011). Our City Council recently held a Study Session on approaches to eliminating single use plastics.

While we are anxious to get a plastic bag ban ordinance in place, we remain concerned about the litigious atmosphere surrounding such ordinances and the varying methods of environmental review that jurisdictions have employed. In Marin County, the only plastic bag ban by ordinance has been the County of Marin's, except that which was passed by voter approval. That ordinance is currently under review in the Court of Appeals.

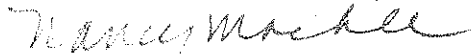
Unfortunately, the picture may not clarify even with a decision in the Marin County case as it could be taken up by the Supreme Court or it may be a jurisdictionally-specific decision. Therefore, jurisdictions interested in a plastic bag ban are left with conducting full environmental review. The JPA seems a good place for the environmental review for several reasons:

- There are multiple JPA members who wish to adopt a plastic bag ban ordinance and this would facilitate their process;
- The JPA's Zero Waste Feasibility Study (2010) identifies plastic bag bans and states that the JPA can assist Member Agencies with "creating a homogeneous approach for expanding or implementing new bans."

- It would allow a structure used effectively in the Green Building Ordinance process where individual jurisdiction benefit from the group but take final actions at their own Councils. In other words, the JPA could contract for environmental work but individual jurisdictions would be the lead agencies for their review process.
- Building the costs into the JPA budget would eliminate the need for interested jurisdictions to use their JPA grants funds or General Funds for this purpose.

I would urge the JPA Board to build in expected costs for such environmental review at this time. Please feel free to contact me if you have any questions on the matter.

Sincerely,



Nancy Mackle
City Manager

Devine, Steve

From: Nancy Mackle <Nancy.Mackle@cityofsanrafael.org>
Sent: Wednesday, March 07, 2012 4:56 PM
To: Frost, Michael
Cc: Jim Schutz; Devine, Steve
Subject: plastic bags

Hi Michael,

This week, the San Rafael City Council reviewed options regarding a plastic bag ban and fee for paper bags. The question of environmental review came up and Alameda County and West Contra Costa County were mentioned as their solid waste JPAs oversaw the environmental review process for their respective bag bans. I understand that you are currently assembling JPA budget recommendations for 2012-13. Since most of the JPA members are also considering bag bans but are awaiting the County lawsuit, I'd like to suggest that the JPA members have a discussion about this and see if we want to follow an environmental review model similar to West Contra Costa or Alameda. I understand our JPA couldn't enact the ultimate ordinance, but could oversee the environmental review process and contract. Please contact Jim or me if any questions.

Thanks.
Nancy

Nancy Mackle
San Rafael City Manager
415-485-3070

A FEW FACTS

Why Ban Plastic?

Both paper and plastic shopping bags have serious environmental costs, but California Law (AB2449) prohibits local jurisdictions from placing a fee on single-use plastic bags. Therefore a coalition of advocates, grocers, and policy makers developed an ordinance to ban plastic bags and put a fee on paper bags. This Marin County ordinance will encourage the use of reusable bags. Less waste leads us to a cleaner community, one bag at a time!



If each of the approximate 100,650 households in Marin County were to use just 1 reusable bag per week, that would lead to 402,600 bags saved each month, or 4,831,200 in one year. Almost 5 million bags a year saved!

Remember to bring your reusable bags.

Plastic Single-Use Bags:

- Escape into the environment and litter communities.
- Are made of polyethylene which is a petroleum product. Generally, petro-plastics don't decompose but tear, abrade, and "photodegrade", becoming smaller and smaller, but not biodegrading.
- Are used for a few minutes, but last indefinitely in the environment.
- Annual use of plastic carry-out bags:
Worldwide 599 billion to 1 trillion
California 19 billion (600 per second)
Marin County estimated 138 million (most of which end up in landfills and waste streams)
- In California, we throw away an estimated 19 billion plastic bags per year.
- According to EPA figures on Municipal Solid Waste, approximately 1% of plastic grocery bags are recycled. This reprocessing is downcycling, as the bags get made into other, non-recycled products.

January 1, 2012 Single-Use Carry-Out Bag Ordinance begins for Marin County



Photo supplied by Teen Turning Green. Thank you!

USEFUL LINKS

Marin County Department of Agriculture,

Weights & Measures

www.marincounty.org/ag

Marin Hazardous & Solid Waste JPA

www.marinrecycles.org

Californians Against Waste

www.cawrecycles.org

Bring Your Own (BYO) Bag Marin

www.byobagmarin.org

Save The Bay

www.savingthebay.org

Heal The Bay

www.healthebay.org

Green Cities California

greencitiescalifornia.org

SHIFTING TO REUSABLE BAGS

Guidelines for Businesses



*Marin County Department of Agriculture
Weights and Measures*

1682 Novato Blvd, Suite 150A

Novato, CA 94947

Phone: (415) 473-6700 Fax: (415) 473-7543

www.marincounty.org/ag

Effective January 1, 2012

Single-Use Carry-Out Bag Ban Ordinance

Marin Unincorporated Business Guidelines

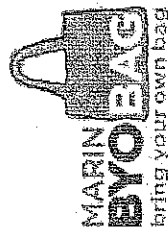


Photo supplied by BYOB of Marin. Thank you!

Summary of Ordinance

- Marin County retail establishments in unincorporated areas must use either an approved post-consumable paper or a reusable bag for customers at the point-of-sale.
- As of January 1, 2012, this ordinance only affects the unincorporated areas of the county.

- This ordinance will **prohibit the use of single-use carryout plastic bags** and require stores to charge a fee for recyclable single-use carryout bags.

What type of retailers does this ordinance affect?

Retail establishments located within unincorporated areas of the county who fulfill any of these descriptions:

- Full-line, self service retail store with gross annual sales of \$2,000,000 or more, that sells a line of dry grocery, canned goods, or nonfood items and some perishable items; or,
- At least 10,000 square feet of space that generates sales or use tax pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law and that has a pharmacy licensed pursuant to Chapter 9 of Div. 2 of the Business and Professions Code; or,
- Drug store, pharmacy, supermarket, grocery store, convenience food store, foodmart, or other entity engaged in the retail sale of a limited line of goods that includes milk, bread, soda, and snack foods, including those stores with a type 20 or 21 license issued by the Department of Alcoholic Beverage Control.

Who establishes and keeps the bag fees?

Retail establishments set and keep their point-of-sale bag fees! Fees per bag must be a **minimum of 5 cents**, but may be more in order to cover bag cost.

Are there any customers who do not have to pay for reusable bags? Yes!

At the point-of-sale, the store shall provide customers who are participants in either the California Women, Infants, and Children (WIC) program or the California Welfare and Institutions' Supplemental Food Program with either a recyclable paper or reusable bag at no cost.

Acceptable Bags

"Reusable" must meet current requirements of Section 5.46.030 of the Marin County Code.

Current Standard:

- A bag with handles that is specifically designed and manufactured for multiple reuses; minimum of 125 uses (which means carrying a minimum of 22 pounds 125 times over a distance of at least 125 feet)
- Made of a material that can be cleaned and disinfected
- Has printed on the bag, or on a tag that is permanently affixed to the bag, the name of the manufacturer, the location (country) where the bag was manufactured, and the minimum % of post-consumer recycled content
- Does not contain lead, cadmium, or any other heavy metal in toxic amounts
- If made of durable plastic, is a minimum of 2.5 mils thick

"Recycled Paper Bag":

- Contains a minimum of 40% post-consumer recycled materials
- Accepted for curbside recycling programs in most neighborhoods.
- Capable of composting, consistent with the timeline and specification of the ASTM (American Society of Testing & Materials) Standards D6400.
- Clearly labeled with bag manufacturer name, location (country) where the bag was manufactured, and minimum % of post-consumer recycled content
- An 8 pound or smaller recycled paper bag contains a minimum of 20 % post-consumer recycled materials

What are "Post-consumer recycled materials"?

Material that would otherwise be destined for solid waste disposal, having completed their intended end use and product life cycle. Post-consumer recycled material does not include materials and byproducts generated from, and commonly reused within, an original manufacturing and fabrication process.

Unacceptable Bags

"Single-use carry-out bags" that are made of plastic, paper, or other material(s), that are provided by a store to a customer at the point-of-sale and do not meet the requirements of Section 5.46.030.

The following bags are still allowed:

- A bag provided by a pharmacy pursuant to Chapter 9 of Division 2 of the California Business and Professions Code to a customer purchasing a prescription medication.
- A non-handling bag used to protect a purchased item from damaging or contaminating other purchased items when placed in a recycled paper bag or reusable bag.

Who will enforce this ordinance?

The Marin County Department of Agriculture, Weights & Measures will be regulating this ordinance.

For stores out of compliance:

Agriculture, Weights & Measures' general enforcement approach is to provide the retailer ample opportunity to comply. If retailers fail or refuse to comply, enforcement actions may escalate, which include warning notices, fines and even civil penalties. See penalty chart below.

Violations	Scanner Number			
	1-3	4-9	10 or more	
First	Educational Information & Written Warning Notice			
Second	\$135.00	\$200.00	\$220.00	
Third	\$185.00	\$250.00	\$270.00	
Fourth	\$270.00	\$400.00	\$440.00	
Fifth	Administrative civil penalty or referral to District Attorney			



Chapter 5.46 - DISPOSABLE BAG REDUCTION ORDINANCE

Marin County, California, Code of Ordinances >> Title 5 - BUSINESS REGULATIONS AND LICENSES* >>
Chapter 5.46 - DISPOSABLE BAG REDUCTION ORDINANCE >>

Chapter 5.46 - DISPOSABLE BAG REDUCTION ORDINANCE

Sections:

5.46.010 - Definitions.

5.46.020 - Carry-out bag regulation.

5.46.030 - Reusable grocery bags.

5.46.040 - Recognition of state-wide importance.

5.46.050 - Enforcement and notice of violations.

5.46.060 - Penalties for violations.

5.46.010 - Definitions.

For purposes of this chapter, the following definitions shall apply:

- (a) *"Director"* means the Marin County Agricultural Commissioner, or his/her designee.
- (b) *"Postconsumer recycled material"* means a material that would otherwise be destined for solid waste disposal, having completed its intended end use and product life cycle. Postconsumer recycled material does not include materials and byproducts generated from, and commonly reused within, an original manufacturing and fabrication process.
- (c) *"Recycled paper bag"* means a paper carry-out bag provided by a store to a customer at the point of sale that meets all of the following requirements:
 - (1) (A) Except as provided in Subsection (B), the paper carry-out bag contains a minimum of forty percent postconsumer recycled materials.
 - (B) An eight pound or smaller recycled paper bag shall contain a minimum of 20 percent postconsumer recycled material.
 - (2) Is accepted for recycling in curbside programs in a majority of households that have access to curbside recycling programs in the state.
 - (3) Is capable of composting, consistent with the timeline and specifications of the American Society of Testing and Materials (ASTM) Standard D6400.
 - (4) Has printed on the bag the name of the manufacturer, the location (country) where the bag was manufactured, and the minimum percentage of post-consumer content.
- (d) *"Reusable grocery bag"* on and after January 1, 2012, means a bag that meets the requirements of Section 5.46.030
- (e) (1) *"Single-use carry-out bag"* means a bag made of plastic, paper, or other material, that is provided by a store to a customer at the point of sale and that is not a reusable grocery bag that meets the requirements of Section 5.46.030
- (2) A single-use carry-out bag does not include either of the following:
 - (A) A bag provided by a pharmacy pursuant to Chapter 9 (commencing with Section 4000) of Division 2 of the California Business and Professions Code to a customer purchasing a prescription medication.
 - (B) A nonhandled bag used to protect a purchased item from damaging or contaminating other purchased items when placed in a recycled paper bag or reusable bag.
- (f) *"Store"* means any of the following retail establishments located within the unincorporated area of the county:
 - (1)

Chapter 5.46 - DISPOSABLE BAG REDUCTION ORDINANCE

A full-line, self-service retail store with gross annual sales of two million dollars, or more, that sells a line of dry grocery, canned goods, or nonfood items and some perishable items;

- (2) A store of at least ten thousand square feet of retail space that generates sales or use tax pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law (Part 1.5 (commencing with Section 7200) of Division 2 of the Revenue and Taxation Code) and that has a pharmacy licensed pursuant to Chapter 9 (commencing with Section 4000) of Division 2 of the Business and Professions Code; or
- (3) A drug store, pharmacy, supermarket, grocery store, convenience food store, foodmart, or other entity engaged in the retail sale of a limited line of goods that includes milk, bread, soda, and snack foods, including those stores with a Type 20 or 21 license issued by the Department of Alcoholic Beverage Control.

(Ord. No. 3553, § 2, 2011)

5.46.020 - Carry-out bag regulation.

- (a) On and after January 1, 2012, a store shall not provide a single-use carry-out bag to a customer at the point of sale, except as provided in this section.
- (b) (1) A store shall make reusable bags available for purchase by a customer.
- (2) (A) A store may provide reusable bags to customers at no cost, until December 31, 2012.
- (B) On and after January 1, 2013, a store may provide reusable bags to customers at no cost only when combined with a time-limited store promotional program.
- (C) Notwithstanding any other law, on and after January 1, 2012, a store shall provide a customer participating in the California Special Supplemental Food Program for Women, Infants, and Children pursuant to Article 2 (commencing with Section 123275) of Chapter 1 of Part 2 of Division 106 of the California Health and Safety Code and a customer participating in the Supplemental Food Program pursuant to Chapter 10 (commencing with Section 15500) of Part 3 of Division 9 of the California Welfare and Institutions Code, with a reusable bag or a recycled paper bag at no cost at the point of sale.
- (D) On and after January 1, 2012, a store may provide to a customer a recycled paper bag upon request but shall charge the consumer, except as provided in Subsection (b)(2) (C), a reasonable cost, but not less than five cents.

(Ord. No. 3553, § 2, 2011)

5.46.030 - Reusable grocery bags.

- (a) On and after January 1, 2012, a reusable grocery bag provided by a store shall meet all of the following requirements:
 - (1) Be designed and manufactured to withstand repeated uses over a period of time.
 - (2) Be made from a material that can be cleaned and disinfected.
 - (3) Shall not contain lead, cadmium, or any other heavy metal in toxic amounts.

(Ord. No. 3553, § 2, 2011)

5.46.040 - Recognition of state-wide importance.

The County of Marin recognizes carry-out bag regulation as a matter of state-wide interest and concern and is best applied uniformly throughout the state. In the absence of state-wide regulation the County of Marin believes it is in the best interest of the County of Marin to regulate carry-out bags.

(Ord. No. 3553, § 2, 2011)

Chapter 5.46 - DISPOSABLE BAG REDUCTION ORDINANCE

5.46.050 - Enforcement and notice of violations.

- (a) The agricultural commissioner, or his or her designee, shall have primary responsibility for enforcement of this chapter. The agricultural commissioner is authorized to establish regulations and to take any and all actions reasonable and necessary to obtain compliance with this chapter, including, but not limited to, inspecting any store's premises to verify compliance.
- (b) Anyone violating or failing to comply with any of the requirements of this chapter shall be guilty of an infraction.
- (c) The county may seek legal, injunctive, or other equitable relief to enforce this chapter.
- (d) The remedies and penalties provided in this section are cumulative and not exclusive, and nothing in this chapter shall preclude any person from pursuing any other remedies provided by law.

(Ord. No. 3553, § 2, 2011)

5.46.060 - Penalties for violations.

- (a) Violations of this chapter shall be punishable as follows:

Violations	Scanner Number		
	1-3	4-9	10 or more
First	Written Warning Notice		
Second	\$135.00	\$200.00	\$220.00
Third	\$185.00	\$250.00	\$270.00
Fourth	\$270.00	\$400.00	\$440.00
Fifth	Administrative Civil Penalty or Referral to DA		

- (b) Each violation of this chapter shall be considered a separate offense.

(Ord. No. 3553, § 2, 2011)



Agenda Report

Date: January 12, 2012
To: West Contra Costa Integrated Waste Management Authority Board
From: Chris Lehon, Executive Director
Subject: Single-Use Bag Ban Draft Ordinance Environmental Consultant Service Agreement

ACTION REQUESTED

Consideration of ADOPTION OF A MOTION authorizing the Executive Director to enter a professional service agreement for California Environmental Quality Act (CEQA) consulting services with David J Powers and Associates (DJP). Contract not to exceed \$44,999.

BACKGROUND

The Board of Directors (BOD) requested staff to develop a single-use bag reduction model ordinance and it is currently in its second draft. A key issue in considering a single-use bag ban ordinance is compliance with the requirements of the California Environmental Quality Act (CEQA). Jurisdictions that successfully implemented bag ban laws completed an Environmental Impact Report (EIR). The California Supreme Court ruled that a Negative Declaration (ND) was sufficient environmental review instead of an EIR in the case of *Save the Plastic Bag Coalition v. City of Manhattan Beach* (2011). RecycleMore will not know if a ND or EIR is appropriate for the region until the CEQA Initial Study is completed.

RecycleMore will assist the Member Agencies in conducting the CEQA review for the bag ban without acting as a lead agency. RecycleMore would contract and pay for the preparation of a CEQA document by a consultant. Then, the Members could use the CEQA document in enacting a single-use bag ban ordinance. Under this option, each Member would need to comply with all CEQA steps in approving the ban:

- Each Member would need to circulate the CEQA document for public review.
- Each Member would approve the CEQA document as part of its adoption of the ban.
- Each Member may be subject to separate lawsuits challenging their CEQA compliance.

So, under this option, RecycleMore would prepare the analysis and pay the costs for the CEQA document, but it would not take any formal action on the document or assume any legal liability on the adequacy of the document (i.e., it would not be subject to any CEQA litigation over the document). RecycleMore would still take the primary staff responsibility for generating the CEQA documentation and drafting a regional ordinance. However, the legal

Agenda Item No. 6.1

responsibility for undertaking the proper CEQA procedures and adopting the ordinance would remain with each city and the County.

A Request for Proposal (RFP) for CEQA services was released in order to secure a consultant to perform the CEQA work. The RFP requested a scope of work for completing an "Initial Study," "Negative Declaration (ND-Mitigated)," and/or complete EIR depending upon the appropriate course of action. Three proposals were received and reviewed by a committee of various Member Agency staff. The proposal submitted by David J Powers and Associates was the highest ranked and also the lowest bid. The other proposals were from Rincon Consultants and Sapphos Environmental. Depending upon the level of environmental review, the total cost will not exceed \$44,999 and may be less if only a ND is required (see table below).

Task	Cost
Initial Study	\$ 17,580
Categorical Exemption	\$ 19,220
Negative Declaration	\$ 25,884
Mitigated Negative Declaration	\$ 27,419
EIR	\$ 44,999

A single-use bag ban ordinance is not only a solid waste issue – it is also a water quality issue. The San Francisco Bay Regional Water Quality Control Board is currently determining the credit points (by percentage) that can be applied to municipal storm sewer system litter reduction requirements (40% by 2014). The Water Board plans on making the credits awarded substantial in an effort to support passage of local jurisdictional bag ordinances. For example, the City of San Pablo would receive the following credit points for a implementing a single-use bag reduction ordinance: 6% for large retail, 8% for most retail locations and 10% for all retail locations.

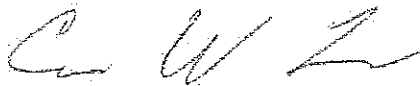
FISCAL IMPACT

If the BOD approves to amend the Fiscal Year 2011-12 budget, this expense would not increase rates because there are funds available in the Agency's Operating Fund balance. The expense will not exceed \$44,999 for a complete EIR and less than \$30,000 for a ND. This is significantly less than the estimated \$100,000 that other jurisdictions paid to complete EIRs prior to the court ruling.

RECOMMENDED ACTION

ADOPTION OF A MOTION authorizing the Executive Director to enter into a professional service agreement with David J Powers and Associates, not to exceed \$44,999.

Submitted by:



Chris Lehon
Executive Director

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:
George Rodericks

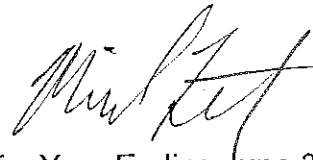
Date: May 24, 2012

Corte Madera:
David Bracken

To: JPA Board Members

County of Marin:
Matthew Hymel

From: Michael Frost, Executive Officer



Re: Audit and Financial Statements for Year Ending June 30, 2011

Fairfax:
Michael Rock

Attached for your review are the JPA's Financial Statement and Auditor's Report for the year ending June 30, 2011. Also attached is a letter from John Maher's CPA management firm for year ending June 30, 2011.

Larkspur:
Dan Schwarz

Mill Valley:
Jim McCann

Mr. Maher's audit findings include that the HHW Program Special Reserve Fund has a year end fund balance deficit (as of June 30, 2011). This deficit has since been cleared via the fund repayments that were budgeted in the current FY 11-12 budget.

Novato:
Michael Frank

Ross:

Mr. Maher has also noted that the JPA should update the 1996 Staffing Contract between the JPA and County. Staff agrees with this assessment and will take on that project in FY 12-13.

San Anselmo:
Debbie Stutsman

San Rafael:
Jim Schutz

Lastly, Mr. Maher notes on page 16 of his report that the Joint Powers Authority is still awaiting for a formal response from the Department of Resources Recycling and Recovery (CalRecycle) on the State's assertion that the Final Report for a \$300,000 Household Hazardous Waste Infrastructure Grant was submitted late. JPA Management continues to assert that the State had granted an extension to the request for reimbursement and believes that it will not be required to return the funds to the State.

Sausalito:
Adam Politzer

Tiburon:
Margaret Curran

Recommendation

At their April 26, 2012 meeting the Executive Committee recommended your Board accept the attached financial statements and auditor's report for the year ending June 30, 2011.

Attachments

F:\Waste\JPA\JPA Agenda Items\JPA 120524\2011 JPA Audit.doc



March 30, 2012

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, 2011, and have issued our report thereon March 30, 2012. 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 June 24, 2011, 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 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. The significant adjustments recommended for fiscal 2010-11 involved (a) recording a liability to Novato Sanitary as of June 2011 and the related expenditure (\$32,000) (b) adjusting for \$249,000 of revenue for the Zero Waste Fund to the General Fund (CWM fund 70) and (c) various reclassifications between expenditure accounts.

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 March 30, 2012.

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 noted that the Household Hazardous Waste Program Special Revenue Fund (NNO) had a year end fund balance deficit of \$200,587. We recommend considering transfers of funds or other methods that will remediate the negative fund balance.

Board of Directors

March 30, 2012

Page 3 of 3

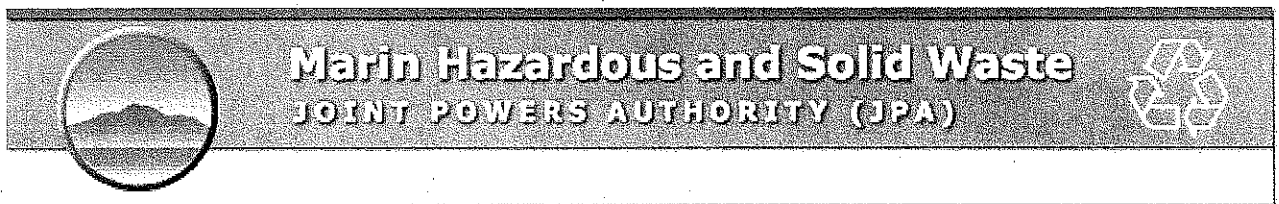
The JPA arranges for staffing and support services through an arrangement with the County of Marin. We recommend that a new contract be executed to reflect the current agreement between the parties.

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,

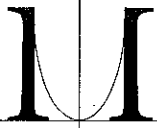
Maier Accountancy



FINANCIAL STATEMENTS AND AUDITORS' REPORT
YEAR ENDED JUNE 30, 2011

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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, 2011, 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, 2011, 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 5 and required supplemental information on pages 17 through 19 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

March 30, 2012

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, 2011. Please read it along with the Authority's financial statements, which begin on page 6.

FINANCIAL HIGHLIGHTS

The Authority's net assets are \$269,402, an increase of \$125,217 over the prior year. Total revenues increased by \$215,472 and total expenses decreased by \$245,330.

Budgetary comparison schedules are found starting on page 17. When comparing actual activity with budgeted, those schedules indicate we had a negative variance of \$5,863 in the Countywide Waste Management (general) fund, after deducting the unbudgeted transfers of \$388,830 of resources related to our Zero Waste Program to a separate fund. The Household Hazardous Waste Management fund showed positive variances of \$35,098 for the year. The Zero Waste Fund ended its first short-year with a favorable variance of \$761,257, including a transfer from the Authorities general fund.

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 present 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>2011</u>	<u>2010</u>	<u>Increase (decrease)</u>
Total assets	\$ 443,148	\$ 437,958	\$ 5,190
Total liabilities	<u>173,746</u>	<u>293,773</u>	<u>(120,027)</u>
Net assets:			
Restricted	441,022	(189,233)	630,255
Unrestricted	<u>(171,620)</u>	<u>333,418</u>	<u>(505,038)</u>
Total net assets	<u>\$ 269,402</u>	<u>\$ 144,185</u>	<u>\$ 125,217</u>

The Authority's total assets increased primarily as a result of increased waste management planning revenues coupled with a decrease in hazardous waste disposal expenses. Liabilities at year-end decreased because of lower than usual expenses for hazardous waste disposal services.

Changes in the Authority's revenues were as follows:

	<u>2011</u>	<u>2010</u>	<u>Increase (decrease)</u>
General revenues:			
Investment earnings	\$ 2,302	\$ 2,381	\$ (79)
Program revenues:			
Solid waste management fees	2,225,581	1,708,493	517,088
Grant revenue	-	300,000	(300,000)
Miscellaneous	1,200	1,325	(125)
Investment earnings	406	1,818	(1,412)
Total program revenue	<u>2,227,187</u>	<u>2,011,636</u>	<u>215,551</u>
Total revenues	<u>\$ 2,229,489</u>	<u>\$ 2,014,017</u>	<u>\$ 215,472</u>

Fee revenue increased as a result of significant rise in charges for waste management planning fees. Grant revenue for 2009-10 included a one-time grant that did not recur in 2010-11.

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

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

	<u>2011</u>	<u>2010</u>	<u>Increase (decrease)</u>
Contract staff and support	\$ 565,272	\$ 357,413	\$ 207,859
Services and supplies	1,539,000	1,992,189	(453,189)
Total expenses	2,104,272	2,349,602	(245,330)
Less program revenues	2,227,187	2,011,636	215,551
Net revenue (expenses)	122,915	(337,966)	460,881
General revenues	2,302	2,381	(79)
Change in net assets	<u>\$ 125,217</u>	<u>\$ (335,585)</u>	<u>\$ 460,802</u>

Expenses decreased as a result a significant decline in hazardous waste disposal services.

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.

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 the Marin County Public Works Department.

MARIN COUNTY HAZARDOUS & SOLID WASTE MANAGEMENT AUTHORITY

THE FUTURE OF THE AUTHORITY

With a growing awareness of our society's environmental impacts, the public has shown an increasing interest in recycling, reuse, waste reduction and hazardous materials programs. The incremental increase in products that are legislatively banned from landfill disposal and public requests for expansion of green programs demonstrates the growing demand for a greater scope of environmental services in the future. The JPA's goal of 80 percent diversion by 2012 and Zero Waste by 2025 will require substantial coordination and uniformity of solid waste services, outreach programs, infrastructure, and regulation in the future.

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,

Steve Devine

Steve Devine, Manager

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

**STATEMENT OF NET ASSETS
AS OF JUNE 30, 2011**

ASSETS

Cash	<u>\$ 443,148</u>
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LIABILITIES

Accounts payable and accrued expenses	<u>173,746</u>
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NET ASSETS

Restricted for zero waste program	441,022
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Unrestricted	<u>(171,620)</u>
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Total net assets	<u><u>\$ 269,402</u></u>
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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, 2011**

	Geneal	Household Hazardous Waste Program	Zero Waste Program	Total
EXPENSES				
Contract staff and support	\$ 355,152	\$ 41,718	\$ 168,402	\$ 565,272
Services and supplies	52,091	1,266,942	219,967	1,539,000
Total expenditures/expenses	<u>407,243</u>	<u>1,308,660</u>	<u>388,369</u>	<u>2,104,272</u>
PROGRAM REVENUES				
Waste management fees	392,721	1,297,306	535,554	2,225,581
Miscellaneous income	1,200	-	-	1,200
Investment earnings	-	-	406	406
Total program revenue	<u>393,921</u>	<u>1,297,306</u>	<u>535,960</u>	<u>2,227,187</u>
Net program revenue (expense)	<u>\$ (13,322)</u>	<u>\$ (11,354)</u>	<u>\$ 147,591</u>	122,915
GENERAL REVENUES				
Investment earnings				<u>2,302</u>
Excess (deficiency) of revenues over expenses				125,217
NET ASSETS:				
Net Assets at June 30, 2010				<u>144,185</u>
Net Assets at June 30, 2011				<u>\$ 269,402</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, 2011**

	Countywide Waste Management (General Fund)	Household Hazardous Waste (Special Revenue Fund)	Zero Waste (Special Revenue Fund)	Total
ASSETS				
Cash	\$ 87,159	\$ 111,587	\$ 244,402	\$ 443,148
Due from other funds			244,120	244,120
Total assets	<u>\$ 87,159</u>	<u>\$ 111,587</u>	<u>\$ 488,522</u>	<u>\$ 687,268</u>
LIABILITIES				
Accounts payable and accrued expenses	\$ 5,181	\$ 121,065	\$ 47,500	\$ 173,746
Due to other funds	<u>53,011</u>	<u>191,109</u>		<u>244,120</u>
Total liabilities	58,192	312,174	47,500	417,866
FUND BALANCES				
Fund balances:				
Restricted			441,022	441,022
Unassigned	<u>28,967</u>	<u>(200,587)</u>		<u>(171,620)</u>
Total fund balance	<u>28,967</u>	<u>(200,587)</u>	441,022	269,402
Total liabilities and fund balances	<u>\$ 87,159</u>	<u>\$ 111,587</u>	<u>\$ 488,522</u>	<u>\$ 687,268</u>

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

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

**STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCES
YEAR ENDED JUNE 30, 2011**

	Countywide Waste Management (General Fund)	Household Hazardous Waste (Special Revenue Fund)	Zero Waste (Special Revenue Fund)	Total
REVENUES				
Solid waste management fees	\$ 660,498	\$ 1,297,306	\$ 267,777	\$ 2,225,581
Miscellaneous income	1,200	-	-	1,200
Investment earnings	2,302	-	406	2,708
Total revenues	664,000	1,297,306	268,183	2,229,489
EXPENDITURES				
Contract staff and support	439,353	41,718	84,201	565,272
Services and supplies:				
Legal	5,035	2,048	-	7,083
Accounting and audit fees	8,500	-	-	8,500
Insurance	16,226	-	-	16,226
Rent	15,904	-	-	15,904
Mileage and routine travel	35	-	-	35
Outreach	6,765	-	-	6,765
Contract services	77,968	1,264,894	131,790	1,474,652
Document reproduction	3,444	-	-	3,444
County financial service	6,391	-	-	6,391
Total services and supplies	140,268	1,266,942	131,790	1,539,000
Total expenditures	579,621	1,308,660	215,991	2,104,272
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES				
	84,379	(11,354)	52,192	125,217
OTHER FINANCING SOURCES (USES)				
Transfers in	-	-	388,830	388,830
Transfers out	(388,830)	-	-	(388,830)
Total other financing sources and uses	(388,830)	-	388,830	-
Net change in fund balances	(304,451)	(11,354)	441,022	125,217
Fund balance at June 30, 2010	333,418	(189,233)	-	144,185
Fund balance at June 30, 2011	\$ 28,967	\$ (200,587)	\$ 441,022	\$ 269,402

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, 2011**

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 principles (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, 2011**

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.

All the Authority's funds are government fund types. 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 funds:

Household Hazardous Waste fund - accounts for hazardous waste disposal for households through a contract with the City of San Rafael Fire Department and Novato Sanitary District.

Zero Waste fund - created March 25, 2011 and accounts for the program to reduce and eliminate waste and obtains its resources from JPA tipping fees.

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, 2011**

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, 2011.

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, 2011, 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, 2011**

SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

FUND BALANCE:

In the fund financial statements, fund balance for governmental funds is reported in classifications that comprise a hierarchy based primarily on the extent to which the Authority is bound to honor constraints on the specific purpose for which amounts in the funds can be spent. Fund balance is reported in five components – nonspendable, restricted, committed, assigned and unassigned. Following is a description of the components applicable to the Authority:

Restricted – This component consists of amounts that have constraints placed on them either externally by third-parties (creditors, grantors, contributors, or laws or regulations of other governments) or by laws through constitutional provisions or enabling legislations.

Unassigned – This classification represents amounts that have not been restricted, committed or assigned to specific purposes within the general fund

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.

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

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2011**

2. CASH (continued)

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, 2011, the latest available information, the County's investment pool had a weighted average maturity of 281 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."

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, 2011.

Investments in Investment Pool	<u>Percent of Portfolio</u>
Federal agency - discount	75%
Federal agency - coupon	23%
Money market funds	<u>2%</u>
	<u>100%</u>

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

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2011**

2. CASH (continued)

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.

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.

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

**NOTES TO THE FINANCIAL STATEMENTS
YEAR ENDED JUNE 30, 2011**

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 \$563,015 for the year. Additionally, the Authority paid the County of Marin \$15,904 for rent and \$6,391 for indirect overhead.

The Authority incurred expenditures of \$1,232,429 under a contract with the City of San Rafael (a member government) to operate its household waste program. As of June 30, 2011, accrued expenses to the City of San Rafael amounted to \$88,602.

5. SUBSEQUENT EVENT

In fiscal year 2009-10 the Authority received \$300,000 from the California Integrated Waste Management Board (the Board) for the 2007-08 HD16F Household Hazardous Waste Infrastructure Grant. The Board subsequently asserted that the application for reimbursement under the grant was not submitted timely and requested that the grant be refunded to the State. Management asserts that the State had granted an extension to request reimbursement and believes that it will not be required to return the funds to the State.

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

**BUDGET COMPARISON SCHEDULE
COUNTYWIDE WASTE MANAGEMENT PROGRAM
GENERAL FUND (CWM)
YEAR ENDED JUNE 30, 2011**

	Original Budget	Final Budget	Actual	Variance Positive (Negative)
REVENUES:				
Waste management fees	\$ 978,164	\$ 928,275	\$ 660,498	\$ (267,777)
Miscellaneous income			1,200	1,200
Investment earnings	2,000	2,000	2,302	302
Total revenues	980,164	930,275	664,000	(266,275)
EXPENDITURES:				
Contract staff and support	523,554	523,554	439,353	84,201
Services and supplies:				
Legal	4,000	4,000	5,035	(1,035)
Accounting and audit fees	8,500	8,500	8,500	-
Insurance	17,455	17,455	16,226	1,229
Equipment repairs & maintenance	1,000	1,000	-	1,000
Rent	15,904	15,904	15,904	-
Training	1,500	1,500	-	1,500
Mileage and routine travel	600	600	35	565
Outreach	30,000	30,000	6,765	23,235
Zero waste development	100,000	100,000	50,668	49,332
Zero waste PSA	200,000	200,000	27,300	172,700
Zero waste implementation	300,000	315,000	-	315,000
Office supplies	5,500	5,500	3,444	2,056
County financial service	5,850	5,850	6,391	(541)
Total services and supplies	690,309	705,309	140,268	565,041
Total expenditures	1,213,863	1,228,863	579,621	649,242
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	(233,699)	(298,588)	84,379	382,967
OTHER FINANCING USES				
Transfers out	-	-	(388,830)	(388,830)
Net change in fund balance	<u>\$ (233,699)</u>	<u>\$ (298,588)</u>	<u>(304,451)</u>	<u>\$ (5,863)</u>
Fund balance as of June 30, 2010			333,418	
Fund balance as of June 30, 2011			<u>\$ 28,967</u>	

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

**BUDGET COMPARISON SCHEDULE
HOUSEHOLD HAZARDOUS WASTE PROGRAM (NNO)
SPECIAL REVENUE FUND
YEAR ENDED JUNE 30, 2011**

	Original and Final Budget	Actual	Variance Positive (Negative)
REVENUES:			
Solid waste management fees	\$ 1,297,306	\$ 1,297,306	\$ -
Investment earnings	3,000	-	(3,000)
Total revenues	1,300,306	1,297,306	(3,000)
EXPENDITURES:			
Salaries and wages	39,461	41,718	(2,257)
Contract services	1,302,297	1,264,894	37,403
Legal	5,000	2,048	2,952
Total expenditures	1,346,758	1,308,660	38,098
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES	<u>\$ (46,452)</u>	(11,354)	<u>\$ 35,098</u>
Fund balance June 30, 2010		(189,233)	
Fund balance June 30, 2011		<u>\$ (200,587)</u>	

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

**BUDGET COMPARISON SCHEDULE
ZERO WASTE PROGRAM
SPECIAL REVENUE FUND
MARCH 25 THROUGH JUNE 30, 2011**

	Original and Final Budget	Actual	Variance Positive (Negative)
REVENUES:			
Waste management fees	\$ 248,957	\$ 267,777	\$ 18,820
Investment earnings	100	406	306
Total revenues	<u>249,057</u>	<u>268,183</u>	<u>19,126</u>
EXPENDITURES:			
Contract staff and support	84,201	84,201	-
Services and supplies:			
Zero waste development	59,980	-	59,980
Zero waste PSA	175,000	106,790	68,210
Zero waste implementation	250,111	25,000	225,111
Total services and supplies	<u>485,091</u>	<u>131,790</u>	<u>353,301</u>
Total expenditures	<u>569,292</u>	<u>215,991</u>	<u>353,301</u>
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENDITURES			
	(320,235)	52,192	372,427
OTHER FINANCING SOURCES			
Transfers in	-	388,830	388,830
Net change in fund balance	<u>\$ (320,235)</u>	441,022	<u>\$ 761,257</u>
Fund balance as of June 30, 2010		<u>-</u>	
Fund balance as of June 30, 2011		<u>\$ 441,022</u>	

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:
George Rodericks

Date: May 24, 2012

Corte Madera:
David Bracken

To: JPA Board Members

County of Marin:
Matthew Hymel

From: Michael Frost, Executive Officer



Re: FY 12-13 Budget Contract and Fee Schedule Approval.

Fairfax:
Michael Rock

Following is the budget and associated fee schedule proposed by your Budget Subcommittee and recommended by your Executive Committee, and an amended budget for FY 11-12 to accommodate two fund transfers recommended in the JPA Audit.

Larkspur:
Dan Schwarz

Mill Valley:
Jim McCann

Included in the budget calculations is a \$50,000 allocation in the Administration budget category for an environmental analysis/CEQA review of a plastic bag ban/paper bag fee that could be used by various JPA member jurisdictions. Determination of whether to include funding for this program was addressed in the previous agenda item. An alternate version of the budget has been attached without the \$50,000 allocation, and is hereby referred to as Budget Option B.

Novato:
Michael Frank

Ross:

San Anselmo:
Debbie Stutsman

This proposed budget reduces expenditures by \$468,000 (\$418,000 under option B) from last year. However, the most significant change or issue impacting this budget concerns reduced tonnage from out of County waste at Redwood Landfill. JPA fees are calculated and charged by tons of waste disposed. The JPA agreement specifies the tonnage will be updated every two years. In 2009 Redwood Landfill disposed of 199,160 tons, but for 2011 Redwood Landfill disposed of only 77,373 tons. This 61% reduction is mostly the result of Sonoma County waste being disposed elsewhere.

San Rafael:
Nancy Mackle

Sausalito:
Adam Politzer

Tiburon:
Margaret Curran

The net result is that even with a reduced budget, the cost to most local haulers will increase as the tipping fee per ton is increased from \$10.02 to \$12.11 (\$11.86 under option B), or 20.8%.

The following three budget centers are outlined in this budget:

1. ADMINISTRATION

(JPA Section 6.1) All Members Participate

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

2. HOUSEHOLD HAZARDOUS WASTE

(JPA Section 6.2) Optional Member Participation

The Household Hazardous Waste program is funded through the 6.2 budget center. The San Rafael Fire Department provides facility oversight by a contract with Marin Recycling & Resource Recovery Association. Novato does not participate in this program – but operates its own HHW facility and services.

3. ZERO WASTE

(JPA Section 6.2) Optional Member Participation

The Zero Waste program is funded out of a separate 6.2 budget center and administered by a contract with the County of Marin.

ADMINISTRATION

This budget is reduced by \$55,000 (\$105,000 under option B) or 9.8%. The JPA's contract with the County remains stable with no increases in staff costs or rent. The contract with the County is for a fixed dollar amount. Program reductions are in contract services as the JPA's website update was completed in FY 11-12, and the siting element contract was funded in FY 11-12 and with future activity being re-evaluated in light of Redwood Landfill's disposal reductions. Included in this budget is the County staffing contract for administration and data reporting, JPA insurance, audit and a minimal amount of outreach. Enclosed is correspondence from Nancy Mackle that proposes the Board consider coordinating and conducting an environmental analysis/CEQA work for a possible standardized document that could be used by the member cities to support implementing plastic bag bans. This item is budgeted at \$50,000 based on similar work being performed for the West Contra Costa Integrated Waste Management Authority. Budget Option B does not include this line item and the fees have been adjusted accordingly.

In FY 2011-2012, \$53,011 needs to be transferred to the Zero Waste Fund as shown in the estimated expenditures. This money was an accumulation of excess zero waste funds that previously has not been transferred as described in the JPA's FY 10-11 audit.

HOUSEHOLD HAZARDOUS WASTE

This budget accounts for 57% of the JPA expenses, and 64% of the tipping fees. The City of San Rafael administers the Household Hazardous Waste Program via a contract with Marin Recycling & Resource Recovery Association (MRRA). In the last few months a new funding agreement between the JPA and the City of San Rafael was approved – coinciding with the City entering into an updated agreement with MRRA for operation of the Permanent San Rafael HHW facility (HHWF). These new agreements specify that the level of service at the facility will be at a level approved in the JPA budget. In recent years the HHWF has experienced over runs which in turn created a cash flow issue that temporarily required a significant reduction in the facility's operating hours in the latter part of FY 10-11. For the current fiscal year (FY 11-12) the facility is operating within its budget and operating five days a week from 8:00 am to 3:30 pm. Historically the facility was open six days a week, but the operation was reduced to contain costs.

The City of San Rafael and Marin Resource Recovery Association are proposing no increase in the HHWF operating budget. Increases in HHW technician's salaries and associated benefits, along with some higher disposal costs are being offset by the mid-year kick-off the State's new "Paint Care" program. Paint Care is a new extended producer responsibility (EPR) program in which users (paint buyers) pay an advanced disposal fee to offset the costs of dealing with leftover paint at the end of its lifecycle. The City is also proposing initiating a new pilot program to pick up hazardous waste at households in San Rafael which is to be self supporting through user fees. The City's management fee and costs for operating the West Marin drop-off events is being reduced 10% due a reduction in the number of West Marin drop-off events from three to two based on reduced participation in recent events – and a reduction in staff costs.

Also included in this budget is \$50,639 for the tenth year of a grant to supplement Novato's Household Hazardous Waste Program. The grant is equal to the Novato self-haul fee amount (\$35,636) levied on Redwood Landfill, plus the tenth and final grant of \$15,003 for JPA fees charged in past years.

Other program components remain relatively stable with \$68,600 budgeted to pickup used needles at participating pharmacies (Sharps Program) and \$40,000 to pickup used fluorescent bulbs and batteries at participating locations.

ZERO WASTE

The Zero Waste budget center reduces contract funding by \$20,000. Both school assemblies, and Construction and Demolition facility certification are reduced from \$25,000 to \$15,000 each.

The major components of this budget are \$200,000 to continue the public outreach campaign and \$250,000 in grant funding for member agencies to develop zero waste initiatives for their communities. Fiscal year 2010-11 was the first year of the grant program with final reports due May 31, 2012. For the first year of the grant cycle the cities of San Rafael, Larkspur, Fairfax, San Anselmo, Ross and the County of Marin developed programs. Recent communication with the grantees indicates they are all moving ahead with their programs and desire to accept future grants to work on zero waste initiatives. For the member agencies that have not yet applied for these grants, the funding designated for their community is banked and will roll forward as they desire to pursue future and perhaps larger projects.

Pursuant to the JPA's FY 10-11 audit, it is recommended that \$59,002 be transferred to the Household Hazardous Waste Fund. For FY 2011-2012, \$250,111 in revenue was budgeted to repay a loan the HHW received from the Zero Waste Fund in FY 2010-2011. Per the JPA audit, the loan was only \$191,109 and the \$59,002 difference belongs with the HHW Fund.

SUMMARY

Overall for FY 12-13 the proposed budget expenditures are reduced, with the exception of the cost in the Administration budget for a potential environmental analysis of a plastic bag ban (Included in Budget Option A, but not Option B). The only other new program is a pilot, pick-up program of certain hazardous waste for households in San Rafael – which is proposed as a full cost recovery service.

In the current fiscal year (FY 11-12) general contingencies were reduced from their historical level of 20% to 10% or less. It is recommended as prudent that this budget restore contingencies to 20%. Restoring the contingencies is deemed particularly important because the largest expenditure for the JPA is the HHWF and in previous years this program has had a negative carryover and restoring the contingency is recommended.

RECOMMENDATION

The Executive Committee recommend to your Board approve the attached FY 12-13 budget, County contract, fee schedule and authorize your Chair to sign the budget resolution 2012-2 – selecting Budget Option A if the Plastic Bag EIR is to be funded and Budget Option B if not. It is also requested that FY 11-12 budget adjustments described above, and outlined in the Audit, be forwarded for approval. These adjustments are equity transfers (as noted on Page 8 of the Audit) of \$53,011 from Administration to the Zero Waste Fund, and \$59,002 from Zero Waste to the Household Hazardous Waste Fund.

Attachments

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT
JOINT POWERS AUTHORITY

RESOLUTION NO. 2012-2

A RESOLUTION ESTABLISHING FEES FOR INTERGRATED WASTE MANAGEMENT
PLANNING AND IMPLEMENTATION OF PROGRAMS FOR FY 2012-13

WHEREAS, the Marin County Hazardous and Solid Waste Management Joint Powers Authority (Authority) was established to prepare, adopt, and administer hazardous and solid waste plans; and

WHEREAS, the Authority may impose fees based on the types and amounts of solid waste for costs related to the preparation and adoption of a Regional Integrated Waste Management Plan (AB 939); and

WHEREAS, the Authority established the Integrated Waste Management Planning Fees at regular meeting on May 24, 2012; and

WHEREAS, the following fee amounts include only those costs directly related to preparing, adopting, and administering the Regional Integrated Waste Management Plan; and

WHEREAS, these fees are set and imposed for FY 2012/13 only; and

WHEREAS, the City of Novato is not participating in the Authority's household hazardous waste collection program or zero waste programs; the City, in conjunction with Novato Disposal, will offer its own household hazardous waste collection program and zero waste programs;

NOW, THEREFORE, BE IT RESOLVED that the following fees are imposed for FY 2012/13 and shall be collected from the organization specified herein;

Redwood Landfill	\$1,360,798.16	(of this total amount, \$423,808.10 shall be assessed on waste disposed from Marin Resource Recovery)
Marin Sanitary Transfer Station	\$2,422.00	
Bay Cities Refuse	\$86,987.70	
Marin Sanitary Service	\$742,470.76	
Mill Valley Refuse	\$261,768.79	
Novato Disposal	\$70,407.50	
Shoreline Disposal	\$54,130.61	
Tamalpais Community Service District	\$20,290.31	
TOTAL	\$2,599,275.83	

BE IT FURTHER RESOLVED that collection of fees shall be as follows:

1. Annual fees are based upon the tons of material collected and disposed during 2011, which was provided by the haulers, landfills, and recovery center (Attachment A).
2. Fee payment shall be made in two installments – half amount shall be due and payable on December 1, 2012; the remaining half shall be due and payable on May 1, 2013.
3. Fees shall be due and payable to the "Marin County Treasurer – Tax Collector", Administration Bldg., Civic Center, P.O. Box 4220, San Rafael, CA 94913-4220.

AND BE IT FURTHER RESOLVED that the Chair is authorized to enter into a staffing contract with the County and any related revisions or amendments pursuant to the Auditor's recommendation.

PASSED AND ADOPTED at a regular meeting of the Marin County Hazardous and Solid Waste Management Joint Powers Authority held this 24th day of May, 2012 by the following vote:

AYES:

NOES:

ABSENT:

Chair

ATTEST: _____

JPA Tipping Fees
FY 2012 - 13

	2011 DISPOSAL (tons)	TOTAL TONS	Per Ton Disposal Fee					Total
			MSW & Debris	Self-Haul	Zero Waste	Administration	HHW	HHW 10/11
MSW Haulers					\$1.75	\$2.40	\$7.96	\$12.11
Bay Cities Refuse	7,183	N/A	7,183	N/A	\$12,570.48	\$17,239.51	\$57,177.71	\$86,987.70
Marin Sanitary Service (MSS)	61,311	N/A	61,311	N/A	\$107,293.46	\$147,145.32	\$488,031.98	\$742,470.76
Mill Valley Refuse	21,616	N/A	21,616	N/A	\$37,827.86	\$51,878.21	\$172,062.72	\$261,768.79
Novato (Redwood Empire Disposal)	29,336	N/A	29,336	N/A	\$0.00	\$70,407.50	\$0.00	\$70,407.50
Shoreline (Redwood Empire Disposal)	4,470	N/A	4,470	N/A	\$7,822.34	\$10,727.78	\$35,580.48	\$54,130.61
Tam. CSD	1,676	N/A	1,676	N/A	\$2,932.13	\$4,021.20	\$13,336.98	\$20,290.31
Total Franchised Hauler	125,591	N/A	125,591	N/A	\$168,446.27	\$301,419.53	\$766,189.88	\$1,236,055.68
Landfills								
Redwood	N/A	77,373	77,373	77,373	\$135,403.19	\$185,695.80	\$615,891.07	\$936,990.06
Total Landfills	N/A	77,373	77,373	77,373	\$135,403.19	\$185,695.80	\$615,891.07	\$936,990.06
Non-Disposal Facilities								
MSS Transfer Station	N/A	200	200	200	\$350.00	\$480.00	\$1,592.00	\$2,422.00
Marin Resource Recovery ¹		52,137	52,137	52,137				
MSS		16,486	16,486	16,486				
MVR		654	654	654				
BCR		0	0	0				
		17,140	17,140	17,140				
Marin Resource Recovery	N/A	34,997	34,997	34,997	\$61,243.95	\$83,991.70	\$278,572.46	\$423,808.10
Total Non-Disposal Facilities	N/A	35,197	35,197	35,197	\$61,593.95	\$84,471.70	\$280,164.46	\$426,230.10
TOTALS	125,591	112,570	238,161	112,570	\$365,443.40	\$571,587.02	\$1,662,245.41	\$2,599,275.83

PROPOSED BUDGET

2013 (70070) 96X-CWM EXPENSE BUDGET BY OBJECT COUNTYWIDE WASTE MANAGEMENT JPA

JPA ADMINISTRATION

11/12 BUDGET	11/12 EXP THRU 2/28/2012	11/12 TOTAL EST EXPENDITURE	ACCOUNT NAME	OBJECT	12/13 BUDGET REQUEST	NARRATIVE
\$355,153	\$177,577	\$355,153	Salaries and Wages	5110110	\$355,153	Contract staff salaries and wages for 6.1 Programs.
\$355,153	\$177,577	\$355,153	Salaries and Wages Total		\$355,153	
\$4,000	\$3,596	\$4,000	Legal Expense	5210100	\$4,000	JPA legal counsel.
\$8,500	\$10,250	\$10,250	Outside Acctg & Audit Fees	5210200	\$11,000	Financial review.
\$17,455	\$16,177	\$16,177	Insurance	5210500	\$18,000	JPA Insurance.
\$1,000	\$0	\$1,000	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.
\$0	\$0	\$0	Bag Ban CEQA	5211510	\$50,000	Joint project for Member Cities to coordinate bag ban environmental review
\$1,500	\$200	\$1,500	Training	5211300	\$1,500	Training, Memberships Same as previous year.
\$600	\$30	\$600	Mileage & Routin Trvl Exp	5211400	\$600	Routine travel. Same as previous year.
\$18,000	\$8,301	\$18,000	Outreach	5211500	\$25,000	Compost Bins, Reusable Bags, General Outreach & Xmas Tree Advert.
\$50,000	\$49,880	\$49,880	Siting Element Revision	5211510	\$0	Siting Element Revision (Consultant to develop document to address 15-year disposal
\$75,000	\$75,000	\$75,000	Website Update	5211520	\$10,000	Planning mandate.)
\$5,500	\$0	\$5,500	Supplies & Reproduction	5220100	\$5,500	Website updates and ongoing maintenance.
\$5,850	\$2,952	\$5,850	County Financial Service	5210200	\$5,850	Same as previous year.
\$203,309	\$182,290	\$203,861	Services & Supplies Total		\$148,354	Pro-rate County Department of Finance's cost plan.
\$558,462	\$369,867	\$558,814	JPA 6.1 Program Total	Total	\$503,507	

2013 (70070) 96X-CWM REVENUE BUDGET BY REVENUE SOURCE COUNTYWIDE WASTE MANAGEMENT JPA

11/12 BUDGET	11/12 REV THRU 2/28/2012	11/12 TOTAL EST REVENUE	ACCOUNT NAME	REVENUE SOURCE	12/13 REVENUE REQUEST	NARRATIVE
\$1,500	\$158	\$1,500	Interest	4410125	\$1,500	JPA funds in interest bearing account.
\$0	\$0	\$0	Other Aid State	4530527	\$0	
\$610,898	\$241,038	\$610,898	Solid Waste Man. Fees	4640910	\$671,587	Solid Waste Disposal Fees
\$0	\$0	\$0	Misc.	4710642	\$0	
\$0	\$0	(\$53,011)	Equity Transfer to Zero Waste Per Audit			
\$1,824	\$28,967	\$28,967	Carry-Over		\$29,540	
\$614,222	\$270,163	\$688,354	Total Revenue		\$602,627	
\$55,760		\$29,540	GENERAL CONTINGENCIES General Contingencies	9000010	\$99,120	20%

PROPOSED BUDGET

HOUSEHOLD HAZARDOUS WASTE PROGRAM 2013 (70071) 96Y-NNO EXPENSE BUDGET BY OBJECT COUNTYWIDE WASTE MANAGEMENT JPA

11/12 BUDGET	11/12 EXP THRU 2/28/2012	11/12 TOTAL EST EXPENDITURE	ACCOUNT NAME	OBJECT	12/13 BUDGET REQUEST	NARRATIVE
\$39,461	\$19,731	\$39,461	Salaries and Wages	5110110	\$39,461	Contract staff salaries and wages for 6.2 Programs.
\$158,500	\$79,250	\$158,500	HHW Oversight	5210100	\$142,650	City of San Rafael HHW Oversight including West Marin HHW events.
\$38,283	\$38,283	\$38,283	Novato HHW Grant	5210100	\$50,639	Novato HHW Grant and \$15,003 (\$150,026/10 yr) for Novato fee reimbursement.
\$40,000	\$40,000	\$40,000	Bulb and Battery Program	5210100	\$40,000	Program for Drop-off of Fluorescent Bulbs and Batteries at convenient locations
\$1,228,518	\$604,178	\$1,228,518	Contract SVC	5210100	\$1,228,518	HHW Contract (offset with SQG and BOP Grant funds).
\$141,706	\$141,706	\$141,706	Deferred HHW Costs	5210100	\$0	FY 10/11 deferred disposal and transportation
\$2,500	\$8,608	\$8,608	JPA legal counsel	5210131	\$2,500	JPA legal counsel work on HHW contracts and HHW Grant Agreements.
\$66,000	\$33,000	\$66,000	Sharps Program	5211500	\$88,600	JPA sharps container and disposal service, except Novato.
\$1,714,988	\$964,755	\$1,721,076	JPA 6.2 Program Total	Total	\$1,572,368	

2013 (70071) 96Y-NNO REVENUE BUDGET BY REVENUE SOURCE COUNTYWIDE WASTE MANAGEMENT JPA

11/12 BUDGET	11/12 REV THRU 2/28/2012	11/12 TOTAL EST REVENUE	ACCOUNT NAME	REVENUE SOURCE	12/13 REVENUE REQUEST	NARRATIVE
\$3,000	\$339	\$600	Interest	4410125	\$3,000	JPA funds in interest bearing account.
\$0	\$0	\$0	Other Aid State	4530527	\$0	
\$1,729,741	\$910,460	\$1,729,741	HHW Man. Fees	4640910	\$1,662,245	Fees charged to haulers and facility operators
\$145,734	\$145,734	\$145,734	HHW 10/11	4640910	\$0	Prior year HHW 10/11 Revenue (\$395,845 total minus \$250,111 ZW Loan Repayment)
\$0	\$0	\$0	Misc. Revenue	4710642	\$0	HHW 10/11 deferral.
\$0	\$0	\$59,002	Equity Transfer From Zero			
\$0	\$0	\$0	Waste Per Audit			
\$0	\$0	\$0	Carry-Over		\$214,002	
\$1,878,475	\$1,056,533	\$1,935,077	Total Revenue		\$1,879,247	
\$163,507		\$214,002	GENERAL CONTINGENCIES	9000010	\$306,878	20%
			General Contingencies			

PROPOSED BUDGET

JPA ZERO WASTE PROGRAMS
2013 (70073) ZERO WASTE EXPENSE BUDGET BY OBJECT COUNTYWIDE WASTE MANAGEMENT JPA

11/12 BUDGET	11/12 EXP THRU 2/28/2012	11/12 TOTAL EST EXPENDITURE	ACCOUNT NAME	OBJECT	12/13 BUDGET REQUEST	NARRATIVE
\$168,401	\$84,201	\$168,401	Salaries and Wages	5110110	\$168,401	Contract staff salaries and wages for Zero Waste Programs
\$168,401	\$84,201	\$168,401	Salaries and Wages Total		\$168,401	
\$4,000	\$0	\$2,000	Legal Expense	5210100	\$4,000	JPA legal counsel.
\$50,000	\$47,500	\$50,000	Zero Waste Development	5211500	\$30,000	Zero waste development. (\$15K for Zero Waste Elementary School Program and \$15K for Consultant for C and D Facility Certification and Staff Training)
\$200,000	\$200,000	\$200,000	Zero Waste PSA	5211500	\$200,000	Public education (Media expert to develop and implement PSA)
\$250,111	\$250,111	\$250,111	Zero Waste Implementation 10/11	5211500	\$0	FY 10/11 Zero waste grant funding for municipalities implementation.
\$250,000	\$250,000	\$250,000	Zero Waste Implementation 11/12	5211500	\$0	FY 11/12 Zero waste grant funding for municipalities implementation.
\$0	\$0	\$0	Zero Waste Implementation 12/13		\$250,000	
\$754,111	\$747,811	\$752,111	Zero Waste Services Subtotal		\$484,000	
\$922,512	\$831,812	\$920,512	JPA 6.1 Program Total	Total	\$652,401	

2013 (70073) ZERO WASTE REVENUE BUDGET BY REVENUE SOURCE COUNTYWIDE WASTE MANAGEMENT JPA

BUDGET BUDGET	EXP THRU REV THRU 2/28/2012	TOTAL EST TOTAL EST REVENUE	ACCOUNT NAME	REVENUE SOURCE	BUDGET REVENUE REQUEST	NARRATIVE
\$500	\$198	\$500	Interest	4410125	\$500	JPA funds in interest bearing account.
\$0	\$0	\$0	Other Aid State	4530527	\$0	
\$648,653	\$289,337	\$648,653	Solid Waste Man. Fees	4640910	\$365,443	FY 12/13 Solid Waste Disposal Fees
\$250,111	\$250,111	\$250,111	FY 10/11 hhw repayment	4640910	\$0	
\$0	\$0	\$0	Misc.	4710642	\$0	
\$0	\$0	(\$5,991)	*Equity Transfer Per Audit			
\$88,273	\$441,022	\$441,022	Carry-Over		\$413,783	
\$987,537	\$880,866	\$1,334,295	Total Revenue		\$779,728	
\$65,025		\$413,783	GENERAL CONTINGENCIES			
			General Contingencies	9000010	\$127,325	

20%

*-<\$59,002> owed to HHW
 \$53,011 from Admin G.F.
 -<\$5991> Net

Option B
Resolution No. 2012-2
without \$50,000 bag ban environmental
review allocation.

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT
JOINT POWERS AUTHORITY

RESOLUTION NO. 2012-2

A RESOLUTION ESTABLISHING FEES FOR INTERGRATED WASTE MANAGEMENT
PLANNING AND IMPLEMENTATION OF PROGRAMS FOR FY 2012-13

WHEREAS, the Marin County Hazardous and Solid Waste Management Joint Powers Authority (Authority) was established to prepare, adopt, and administer hazardous and solid waste plans; and

WHEREAS, the Authority may impose fees based on the types and amounts of solid waste for costs related to the preparation and adoption of a Regional Integrated Waste Management Plan (AB 939); and

WHEREAS, the Authority established the Integrated Waste Management Planning Fees at regular meeting on May 24, 2012; and

WHEREAS, the following fee amounts include only those costs directly related to preparing, adopting, and administering the Regional Integrated Waste Management Plan; and

WHEREAS, these fees are set and imposed for FY 2012/13 only; and

WHEREAS, the City of Novato is not participating in the Authority's household hazardous waste collection program or zero waste programs; the City, in conjunction with Novato Disposal, will offer its own household hazardous waste collection program and zero waste programs;

NOW, THEREFORE, BE IT RESOLVED that the following fees are imposed for FY 2012/13 and shall be collected from the organization specified herein;

Redwood Landfill	\$1,332,705.71	(of this total amount, \$415,058.96 shall be assessed on waste disposed from Marin Resource Recovery)
Marin Sanitary Transfer Station	\$2,372.00	
Bay Cities Refuse	\$85,191.92	
Marin Sanitary Service	\$727,143.12	
Mill Valley Refuse	\$256,364.81	
Novato Disposal	\$63,073.39	
Shoreline Disposal	\$53,013.13	
Tamalpais Community Service District	\$19,871.43	
TOTAL	\$2,539,735.52	

BE IT FURTHER RESOLVED that collection of fees shall be as follows:

1. Annual fees are based upon the tons of material collected and disposed during 2011, which was provided by the haulers, landfills, and recovery center (Attachment A).
2. Fee payment shall be made in two installments – half amount shall be due and payable on December 1, 2012; the remaining half shall be due and payable on May 1, 2013.
3. Fees shall be due and payable to the "Marin County Treasurer – Tax Collector", Administration Bldg., Civic Center, P.O. Box 4220, San Rafael, CA 94913-4220.

AND BE IT FURTHER RESOLVED that the Chair is authorized to enter into a staffing contract with the County and any related revisions or amendments pursuant to the Auditor's recommendation.

PASSED AND ADOPTED at a regular meeting of the Marin County Hazardous and Solid Waste Management Joint Powers Authority held this 24th day of May, 2012 by the following vote:

AYES:

NOES:

ABSENT:

Chair

ATTEST: _____

JPA Tipping Fees

FY 2012 - 13

2011 DISPOSAL (tons)			TOTAL TONS	Per Ton Disposal Fee				
MSW & Debris	Self-Haul	Zero Waste		Administration	HHW	HHW 10/11	Total	
MSW Haulers				\$1.75	\$2.15	\$7.96	\$0.00	\$11.86
Bay Cities Refuse	7,183	N/A	7,183	\$12,570.48	\$15,443.73	\$57,177.71	\$0.00	\$85,191.92
Marin Sanitary Service (MSS)	61,311	N/A	61,311	\$107,293.46	\$131,817.68	\$488,031.98	\$0.00	\$727,143.12
Mill Valley Refuse	21,616	N/A	21,616	\$37,827.86	\$46,474.23	\$172,062.72	\$0.00	\$256,364.81
Novato (Redwood Empire Disposal)	29,336	N/A	29,336	\$0.00	\$63,073.39	\$0.00	\$0.00	\$63,073.39
Shoreline (Redwood Empire Disposal)	4,470	N/A	4,470	\$7,822.34	\$9,610.31	\$35,580.48	\$0.00	\$53,013.13
Tam. CSD	1,676	N/A	1,676	\$2,932.13	\$3,602.33	\$13,336.98	\$0.00	\$19,871.43
Total Franchised Hauler	125,591	N/A	125,591	\$168,446.27	\$270,021.66	\$766,189.88	\$0.00	\$1,204,657.81
Landfills								
Redwood	N/A	77,373	77,373	\$135,403.19	\$166,352.49	\$615,891.07	\$0.00	\$917,646.75
Total Landfills	N/A	77,373	77,373	\$135,403.19	\$166,352.49	\$615,891.07	\$0.00	\$917,646.75
Non-Disposal Facilities								
MSS Transfer Station	N/A	200	200	\$350.00	\$430.00	\$1,592.00	\$0.00	\$2,372.00
Marin Resource Recovery ¹		52,137	52,137				\$0.00	
MSS		16,486	16,486				\$0.00	
MVR		654	654				\$0.00	
BCR		0	0				\$0.00	
Marin Resource Recovery	N/A	17,140	17,140				\$0.00	
Total Non-Disposal Facilities	N/A	34,997	34,997	\$61,243.95	\$75,242.56	\$278,572.46	\$0.00	\$415,058.96
		35,197	35,197	\$61,593.95	\$75,672.56	\$280,164.46	\$0.00	\$417,430.96
TOTALS	125,591	112,570	238,161	\$365,443.40	\$512,046.71	\$1,662,245.41	\$0.00	\$2,539,735.52

PROPOSED BUDGET

2013 (70070) 96X-CWM EXPENSE BUDGET BY OBJECT COUNTYWIDE WASTE MANAGEMENT JPA

11/12 BUDGET	11/12 EXP THRU 2/28/2012	11/12 TOTAL EST EXPENDITURE	ACCOUNT NAME	OBJECT	12/13 BUDGET REQUEST	NARRATIVE
\$355,153	\$177,577	\$355,153	Salaries and Wages	5110110	\$355,153	Contract staff salaries and wages for 6.1 Programs.
\$355,153	\$177,577	\$355,153	Salaries and Wages Total		\$355,153	
\$4,000	\$3,596	\$4,000	Legal Expense	5210100	\$4,000	JPA legal counsel.
\$8,500	\$10,250	\$10,250	Outside Acctg & Audit Fees	5210200	\$11,000	Financial review.
\$17,455	\$16,177	\$16,177	Insurance	5210500	\$18,000	JPA insurance.
\$1,000	\$0	\$1,000	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.
\$0	\$0	\$0	Bag Ban CEQA	5211510	\$0	Joint project for Member Cities to coordinate bag ban environmental review
\$1,500	\$200	\$1,500	Training	5211300	\$1,500	Training, Memberships Same as previous year.
\$600	\$30	\$600	Mileage & Routn Trvl Exp	5211400	\$600	Routine travel. Same as previous year.
\$18,000	\$8,301	\$18,000	Outreach	5211500	\$25,000	Compost Bins, Reusable Bags, General Outreach & Xmas Tree Advert.
\$50,000	\$49,880	\$49,880	Siting Element Revision	5211510	\$0	Siting Element Revision (Consultant to develop document to address 15-year disposal planning mandate.)
\$75,000	\$75,000	\$75,000	Website Update	5211520	\$10,000	Website updates and ongoing maintenance.
\$5,500	\$0	\$5,500	Supplies & Reproduction	5220100	\$5,500	Same as previous year.
\$5,850	\$2,952	\$5,850	County Financial Service	5210200	\$5,850	Pro-rate County Department of Finance's cost plan.
\$203,309	\$182,290	\$203,661	Services & Supplies Total		\$98,354	
\$558,462	\$359,867	\$558,814	JPA 6.1 Program Total	Total	\$463,607	

2013 (70070) 96X-CWM REVENUE BUDGET BY REVENUE SOURCE COUNTYWIDE WASTE MANAGEMENT JPA

11/12 BUDGET	11/12 REV THRU 2/28/2012	11/12 TOTAL EST REVENUE	ACCOUNT NAME	REVENUE SOURCE	12/13 REVENUE REQUEST	
\$1,500	\$158	\$1,500	Interest	4410125	\$1,500	JPA funds in interest bearing account.
\$0	\$0	\$0	Other Aid State	4630527	\$0	
\$610,898	\$241,038	\$610,898	Solid Waste Man. Fees	4640910	\$512,047	Solid Waste Disposal Fees
\$0	\$0	\$0	Misc.	4710642	\$0	
\$0	\$0	(\$53,011)	Equity Transfer to Zero Waste Per Audit			
\$1,824	\$28,967	\$28,967	Carry-Over		\$29,540	
\$614,222	\$270,163	\$688,354	Total Revenue		\$543,086	
\$55,760		\$29,540	GENERAL CONTINGENCIES	9000010	\$89,579	
			General Contingencies			20%

PROPOSED BUDGET

HOUSEHOLD HAZARDOUS WASTE PROGRAM 2013 (70071) 96Y-NNO EXPENSE BUDGET BY OBJECT COUNTYWIDE WASTE MANAGEMENT JPA

11/12 BUDGET	11/12 EXP THRU 2/28/2012	11/12 TOTAL EST EXPENDITURE	ACCOUNT NAME	OBJECT	12/13 BUDGET REQUEST	NARRATIVE
\$39,461	\$19,731	\$39,461	Salaries and Wages	5110110	\$39,461	Contract staff salaries and wages for 8.2 Programs.
\$158,500	\$78,250	\$158,500	HHW Oversight	5210100	\$142,650	City of San Rafael HHW Oversight including West Marin HHW events.
\$38,283	\$38,283	\$38,283	Novato HHW Grant	5210100	\$50,639	Novato HHW Grant and \$15,003 (\$150,028/10 yr) for Novato fee reimbursement.
\$40,000	\$40,000	\$40,000	Bulb and Battery Program	5210100	\$40,000	Program for Drop-off of Fluorescent Bulbs and Batteries at convenient locations
\$1,228,518	\$604,178	\$1,228,518	Contract SVC	5210100	\$1,228,518	HHW Contract (offset with SQG and BOP Grant funds).
\$141,706	\$141,706	\$141,706	Deferred HHW Costs	5210100	\$0	FY 10/11 deferred disposal and transportation
\$2,500	\$8,608	\$8,608	JPA legal counsel	5210131	\$2,500	JPA legal counsel work on HHW contracts and HHW Grant Agreements.
\$65,000	\$33,000	\$66,000	Sharps Program	5211500	\$68,600	JPA sharps container and disposal service, except Novato.
\$1,714,968	\$964,755	\$1,724,076	JPA 6.2 Program Total	Total	\$1,572,368	

2013 (70071) 96Y-NNO REVENUE BUDGET BY REVENUE SOURCE COUNTYWIDE WASTE MANAGEMENT JPA

11/12 BUDGET	11/12 REV THRU 2/28/2012	11/12 TOTAL EST REVENUE	ACCOUNT NAME	REVENUE SOURCE	12/13 REVENUE REQUEST	NARRATIVE
\$3,000	\$339	\$600	Interest	4410125	\$3,000	JPA funds in interest bearing account.
\$0	\$0	\$0	Other Aid State	4630527	\$0	
\$1,729,741	\$910,460	\$1,729,741	HHW Man. Fees	4640910	\$1,662,245	Fees charged to haulers and facility operators
\$145,734	\$145,734	\$145,734	HHW 10/11	4640910	\$0	Prior year HHW 10/11 Revenue (\$385,845 total minus \$250,111 ZW Loan Repayment)
\$0	\$0	\$0	Misc. Revenue	4710642	\$0	HHW 10/11 deferral.
\$0	\$0	\$59,002	Equity Transfer From Zero			
\$0	\$0	\$0	Waste Per Audit			
\$0	\$0	\$0	Carry-Over		\$214,002	
\$1,878,475	\$1,056,533	\$1,935,077	Total Revenue		\$1,879,247	
\$163,507		\$214,002	GENERAL CONTINGENCIES	9000010	\$306,878	
			General Contingencies			20%

PROPOSED BUDGET

JPA ZERO WASTE PROGRAMS
2013 (70073) ZERO WASTE EXPENSE BUDGET BY OBJECT COUNTYWIDE WASTE MANAGEMENT JPA

11/12 BUDGET	11/12 EXP THRU 2/28/2012	11/12 TOTAL EST EXPENDITURE	ACCOUNT NAME	OBJECT	12/13 BUDGET REQUEST	NARRATIVE
\$168,401	\$84,201	\$168,401	Salaries and Wages	5110110	\$168,401	Contract staff salaries and wages for Zero Waste Programs
\$168,401	\$84,201	\$168,401	Salaries and Wages Total		\$168,401	
\$4,000	\$0	\$2,000	Legal Expense	5210100	\$4,000	JPA legal counsel.
\$50,000	\$47,500	\$50,000	Zero Waste Development	5211500	\$30,000	Zero waste development. (\$15K for Zero Waste Elementary School Program and \$15K for Consultant for C and D Facility Certification and Staff Training)
\$200,000	\$200,000	\$200,000	Zero Waste PSA	5211500	\$200,000	Public education (Media expert to develop and implement PSA)
\$250,111	\$250,111	\$250,111	Zero Waste Implementation 10/11	5211500	\$0	FY 10/11 Zero waste grant funding for municipalities implementation.
\$250,000	\$250,000	\$250,000	Zero Waste Implementation 11/12	5211500	\$0	FY 11/12 Zero waste grant funding for municipalities implementation.
\$0	\$0	\$0	Zero Waste Implementation 12/13		\$250,000	
\$754,111	\$747,611	\$752,111	Zero Waste Services Subtotal		\$484,000	
\$922,512	\$831,812	\$920,512	JPA 6.1 Program Total	Total	\$862,401	

2013 (70073) ZERO WASTE REVENUE BUDGET BY REVENUE SOURCE COUNTYWIDE WASTE MANAGEMENT JPA

BUDGET BUDGET	EXP THRU REV THRU 2/28/2012	TOTAL EST TOTAL EST REVENUE	ACCOUNT NAME	REVENUE SOURCE	BUDGET REVENUE REQUEST	
\$500	\$196	\$500	Interest	4410125	\$500	JPA funds in interest bearing account.
\$0	\$0	\$0	Other Aid State	4530527	\$0	
\$648,653	\$269,337	\$648,653	Solid Waste Man. Fees	4640910	\$365,443	FY 12/13 Solid Waste Disposal Fees
\$250,111	\$250,111	\$250,111	FY 10/11 hhw repayment	4640910	\$0	
\$0	\$0	\$0	Misc.	4710642	\$0	
\$0	\$0	(\$5,991)	*Equity Transfer Per Audit			
\$68,273	\$441,022	\$441,022	Carry-Over		\$413,783	
\$987,537	\$980,666	\$1,334,295	Total Revenue		\$779,726	
\$65,025		\$413,783	GENERAL CONTINGENCIES			
			General Contingencies	9000010	\$127,325	

20%

*-<\$59,002> owed to HHW
\$53,011 from Admin G.F.
-<\$5991> Net

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:
George Rodericks

Date: May 24, 2012

Corte Madera:
David Bracken

To: JPA Board Members
Steve Devine
From: Steve Devine, Program Manager

County of Marin:
Matthew Hymet

Re: JPA Taking Responsibility for Used Oil Payment Program

Fairfax:
Michael Rock

Larkspur:
Dan Schwarz

Mill Valley:
Jim McCann

Novato:
Michael Frank

Ross:

San Anselmo:
Debbie Stutsman

San Rafael:
Nancy Mackle

Sausalito:
Adam Politzer

Tiburon:
Margaret Curran

Since 1993, the Marin County Stormwater Pollution Prevention Program (MCSTOPPP) has managed the State's Used Oil Block Grant program (now known as the Used Oil Payment Program) on behalf of the County and Marin's participating cities and towns. MCSTOPPP, formed in 1993, as a joint project of Marin's cities, towns and unincorporated areas. Though the County and each of the eleven cities and towns carry out their own individual stormwater pollution prevention programs, MCSTOPPP provides for the coordination and consistency of approaches between the individual participants and documents their efforts in annual reports. These reports include information on illegal discharges, street cleaning efforts, creek maintenance, new development, and other issues of concern. MCSTOPPP is administered by the Marin County Flood Control and Water Conservation District (District).

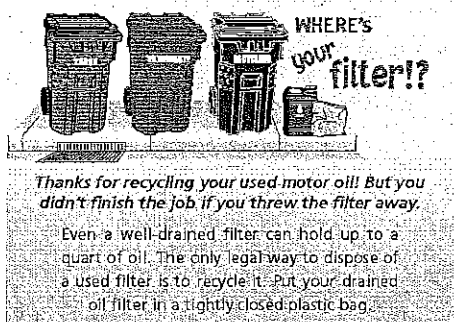
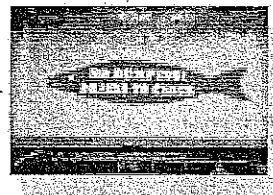
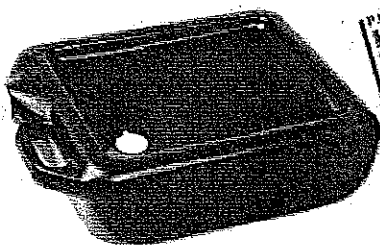
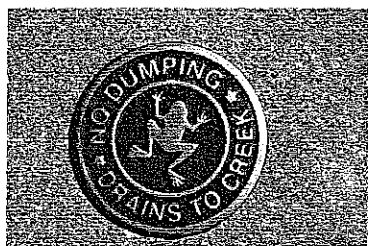
In 2010, the Used Oil Block Grant program was discontinued and the Department of Resources Recycling and Recovery (CalRecycle) assumed responsibility for a new Used Oil Payment Program (OPP). Through the OPP, CalRecycle annually awards funds to local governments to develop and maintain used oil and filter collection programs with funding determined on a per capita basis. The County Department of Public Works and MCSTOPPP have come to the conclusion that management of the OPP should be transferred to the JPA. The goals of the OPP are directly aligned with those of the JPA and the close relationship between the JPA and the County Waste Management Division and the Marin County Certified Unified Program Agency (CUPA) program will provide the technical expertise needed to implement OPP funded projects.

While MCSTOPPP has done an excellent job in administering various used oil recycling grant programs over the years – it is apparent that the JPA's relationship with the household hazardous waste facilities, solid waste haulers – and the CUPA's regulatory role in overseeing the variety of locations that accept used oil for recycling – could produce a more effective and efficient program.

Public Resources Code 48600 et seq. describes the California Oil Recycling Enhancement Act (Act) which provides for, among other things, funding to assist local governments in developing and maintaining an on-going used oil and used oil filter collection/recycling program for their communities.

Funding for the OPP is provided by fees assessed on the manufactures of lubricating oil selling oil in State. For the JPA – this program would result in no new net costs to the agency as the program would be self-funding. In recent years, funding to the District for the program has ranged from \$70,000 to \$90,000/year.

Typical programs the JPA would implement with these funds include storm drain stencils, certifying used oil recycling centers, providing the public with used oil recycling kits, educating the public about the importance of keeping used motor oil out of our waterways, implementing a used oil absorbent pad exchange program at local marinas, offsetting costs of oil collection and disposal at the San Rafael HHW Facility, and expansion of opportunities for curbside used oil and filter recycling.



Recommendation

It is recommended that your Board authorize the Chair to sign and execute proposed Resolution No. 2012-3 Authorizing Submittal of a Regional Used Oil Payment Program Application as the Regional Lead Agency, Related Authorizations and Identification of Regional Participants.

RESOLUTION AUTHORIZING SUBMITTAL OF A REGIONAL USED OIL PAYMENT PROGRAM APPLICATION AS THE REGIONAL LEAD AGENCY, RELATED AUTHORIZATIONS AND IDENTIFICATION OF REGIONAL PARTICIPANTS

RESOLUTION NO. 2012-3

WHEREAS, pursuant to Public Resources Code § 48690 the Department of Resources Recycling and Recovery (CalRecycle), formerly known as the California Integrated Waste Management Board, has established the Used Oil Payment Program to make payments to qualifying jurisdictions for implementation of their used oil programs; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the Used Oil Payment Program; and

WHEREAS, the Used Oil Payment Program allows regional participation; and

WHEREAS, CalRecycle's procedures for administering the Used Oil Payment Program require, among other things, a regional applicant's governing body to declare by resolution certain authorizations related to the administration of the Used Oil Payment Program.

NOW, THEREFORE, BE IT RESOLVED that the Marin County Hazardous and Solid Waste Management Joint Powers Authority is authorized to submit a Used Oil Payment Program regional application on behalf of itself as Lead Agency and designated participating agencies (see attached listing); and

BE IT FURTHER RESOLVED that the Executive Director, or his/her designee, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment under the OPP ; and

BE IT FURTHER RESOLVED that the Signature Authority is hereby authorized to revise the list of participating agencies as necessary with each yearly application; and

BE IT FURTHER RESOLVED that this Resolution is effective until rescinded by the Signature Authority and/or this Governing Body.

AYES:

NOES:

ABSENT:

Chair

ATTEST: _____

**Used Oil Payment Program
List of Designated Participating Agencies**

City of Belvedere

Town of Corte Madera

Town of Fairfax

City of Larkspur

City of Mill Valley

Town of Ross

Town of San Anselmo

City of San Rafael

City of Sausalito

Town of Tiburon

County of Marin



Used Oil Payment Program (OPP)

FY 2012/2013: Notice of Funds Available

The Department of Resources Recycling and Recovery (CalRecycle) administers a program to provide opportunities for local governments/other eligible jurisdictions to receive payments for used oil and used oil filter collection/recycling programs.

Eligibility

Applicants

Eligible applicants are limited to local governments, which are defined in statute as "any chartered or general law city, chartered or general law county, or any city and county." CalRecycle may make a payment to another entity that will implement the program of a local government (in lieu of making a payment to that local government) with the agreement of that local government.

Activities

To be eligible to apply for a payment under this program, applicants must:

- Have either one certified collection center per 100,000 residents and/or a curbside collection program that includes used oil/used oil filter collection at least monthly.

- Have a public education component [in their program] that informs the public of locally available used oil/used oil filter collection/recycling opportunities.

- Accept the terms set out in the [OPP Cycle 3 Guidelines](#) (PDF, 319 KB) and be in compliance with the program provisions described in PRC § 48690 et seq., notably PRC §§ 48674, 48690, and 48691.

Funding

A maximum amount of \$11 million will be available, subject to an approved State budget and funding availability as determined by CalRecycle.

Per Capita Funding

- Payments are calculated per capita using the Department of Finance's population statistics.

- Small jurisdictions will be provided a minimum award of \$5,000 for cities and \$10,000 for counties.

- Jurisdictions may also apply regionally and pool their funds.

Term

The term is 24 months. Funding will be available for expenditure for the new cycle on July 1, 2012, and be available for expenditure through June 30, 2014. Refer to the [OPP Cycle 3 Guidelines](#) (PDF, 319 KB) for further information and any exceptions.

Submittal Deadline

Application available online: May 31, 2012

Application deadline: June 29, 2012

Applications are to be submitted online and are to be received by June 29, 2012.

In the event that the applicant does not have online capability, please contact Cycle Support at (916) 324-8867.

[OPP Cycle 3 FY 2012/13](#) | [Payment Program Home](#) | [Used Oil Home](#)

Last updated: May 9, 2012

Oil Payment Program, <http://www.calrecycle.ca.gov/UsedOil/LGPpayments/>

Contact: Grants@calrecycle.ca.gov (916) 341-6457

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MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:
George Rodericks

Date: May 24, 2012

Corte Madera:
David Bracken

To: JPA Board Members
Steve Devine
From: Steve Devine, Program Manager

County of Marin:
Matthew Hymel

Re: Beverage Container Recycling Grant

Fairfax:
Michael Rock

On April 9, 2012 CalRecycles selected the JPA's \$31,000 Beverage Container Recycling Grant Proposal for funding. The Beverage Container Recycling grant program has a limited scope of providing collection modes for California Redemption Value (CRV) containers.

Larkspur:
Dan Schwarz

Mill Valley:
Jim McCann

The JPA's proposal includes funding for under the counter recycling containers for Marin Housing Authority residents, animal proof recycling containers for the Point Reyes National Seashore, and Eco-Pop recycling containers for the tops of garbage bins in the City of San Rafael. The JPA has received letters of partnership from all three partner agencies as part of the application process and hopes to maintain the relationships for implementation of future programs.

Novato:
Michael Frank

Ross:

San Anselmo:
Debbie Stutsman

Recommendation

San Rafael:
Nancy Mackle

It is recommended that your Board accept the grant funding and authorize your Executive Director to make necessary budget adjustments to execute the grant.

Sausalito:
Adam Politzer

Attachments

Tiburon:
Margaret Curran

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REQUEST FOR APPROVAL

To: Howard Levenson
Deputy Director, Materials Management and Local Assistance Division

From: Shirley Willd-Wagner
Branch Chief, Financial Resources Management Branch

Request Date: March 26, 2012

Decision Subject: Awards for the Beverage Container Recycling Grant Program (California Beverage Container Recycling Fund, FYs 2011/12 and 2012/13)

Action By: March 29, 2012

Summary of Request: Staff requests approval of grant awards for the Beverage Container Recycling Grant (BCRG) Program, Fiscal Years (FYs) 2011/12 and 2012/13.

CalRecycle received 166 concept applications requesting a total of \$24,279,533. This request seeks approval for 40 grants. Table 1 identifies 13 applications recommended for funding in FY 2011/12, totaling \$740,714. Table 2 identifies 27 applications recommended for funding in FY 2012/13, totaling \$1,500,000 contingent on passage of the FY 2012/13 state budget.

Recommendation: Staff recommends approval of all 40 grant awards as listed in Table 1 and Table 2 below, for a total of \$2,240,714, with FY 2012/13 funding contingent upon passage of the FY 2012/13 state budget.

Table 1. Beverage Container Recycling Grant Program Recommended Award List FY 2011/12

Applicant	Award Amount
22 nd District Agricultural Association	\$36,457
Allan Hancock Community College District	\$30,000
Associated Students, California State University, Chico	\$53,849
Associated Students, California State University, Long Beach	\$41,000
California Department of Corrections and Rehabilitation	\$10,000
California Institute of Technology (Caltech)	\$56,000
City of Calabasas	\$19,500
City of Carlsbad	\$13,500
City of Chico	\$38,912
City of Eastvale	\$55,000
City of Oceanside	\$20,000
City of Pasadena	\$80,000
City of Pleasant Hill	\$30,000
City of Sunnyvale	\$5,983

Table 1. (Cont.) Beverage Container Recycling Grant Program Recommended Award List FY2011/12

Applicant	Award Amount
Crossroads Community Church	\$10,000
Culver City Unified School District	\$23,840
David Lubin Elementary Parent Teacher Organization	\$2,287
Kimball High School	\$14,000
Loyola Marymount University	\$30,000
Marin County Hazardous and Solid Waste Joint Powers Authority	\$31,000
Padre Dam Municipal Water District	\$8,000
Paradise Recreation and Park District	\$21,786
Poet Christian School	\$5,500
San Jose State University Research Foundation	\$35,000
San Juan Unified School District	\$35,100
Town of Paradise	\$20,000
Tracy High School	\$14,000
Total:	\$740,714

Table 2. Beverage Container Recycling Grant Program Recommended Award List FY 2012/13

Applicant	Award Amount
Bakersfield Association for Retarded Citizens, Inc.	\$100,000
California Department of Parks and Recreation	\$81,440
City of Brentwood	\$119,000
City of Santa Clarita	\$120,000
City of Thousand Oaks	\$202,938
City of West Sacramento	\$124,174
Humboldt State University	\$76,265
Pena's Disposal	\$140,000
San Diego Unified School District	\$120,000
San Luis Obispo County Integrated Waste Management Authority	\$87,000
San Luis Obispo County Integrated Waste Management Authority	\$110,000
West Los Angeles College	\$75,000
Yosemite Community College District	\$144,183
Total:	\$1,500,000

Funding:

The California Beverage Container Recycling Fund allocates \$750,000 for FY 2011/12 and \$1,500,000 for FY 2012/13.

Fund Source	Amount Available	Amount to Fund Item	Amount Remaining	Line Item
Beverage Container Recycling Fund (FY 2011/12)	\$750,000	\$740,714	\$9,286	Beverage Container Grants
*Beverage Container Recycling Fund (FY 2012/13)	\$1,500,000	\$1,500,000	\$0	Beverage Container Grants
Total:	\$2,250,000	\$2,240,714	\$9,286	Beverage Container Grants

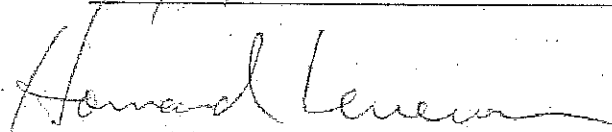
*Pending Budget Approval

Deputy Director Action:

On the basis of the information and analysis in this Request for Approval and the findings set out herein, I hereby conditionally approve the grant awards for the BCRG Program as listed in Tables 1 and 2, with FY 2012/13 funding contingent on passage of the FY 2012/13 state budget. Each proposed grantee's award is conditional upon:

1. The full payment within 90 (ninety) days of the date of this grant award of all outstanding debt(s) or scheduled payment(s) owed by the proposed grantee to CalRecycle; and
2. The return by the proposed grantee of a completed and executed Grant Agreement within 90 (ninety) days from the date that CalRecycle staff mails the Grant Agreement.

Dated: 3/28/12



Howard Levenson
Deputy Director

Background and Findings:Statutory Authority

Public Resources Code (PRC), Division 12.1, Chapter 7, Section 14581(a)(5) authorizes the Department of Resources Recycling and Recovery (CalRecycle) to issue up to \$1,500,000 annually in the form of grants for beverage container recycling programs.

Program Background

The BCRG Program provides grant funding to communities to identify opportunities in addressing recycling challenges, aid in increasing beverage container collection, and reducing beverage container litter in the waste stream.

On March 8, 2010, AB 7 (8X) (Chapter 5, Statutes of 2010) was enacted as an urgency measure to address matters of fiscal solvency for the Beverage Container Recycling Fund, which ultimately suspended the appropriation of the BCRG Program until January 1, 2012. Available grant funding is \$750,000 for FY 2011/12 (January 2012 – June 2012) and \$1,500,000 for FY 2012/13.

Criteria and Process

The application process, applicant eligibility, project eligibility, and evaluation process were discussed at the August 16, 2011, CalRecycle Meeting and subsequently approved by the Deputy Director. The Notice of Funds Availability was placed on the CalRecycle website in August 2011, with an appropriate notice sent to stakeholders.

Eligible applicants for this grant program included individuals, government entities, businesses and non-profit organizations. CalRecycle sought projects that implement new or enhance existing programs to provide convenient beverage container recycling opportunities in various locations statewide. CalRecycle received 166 eligible concept applications requesting a total of \$24,279,533 for the \$2,250,000 in available funding.

The application process consisted of two phases.

Phase 1 Concept: In Phase 1, interested applicants: (a) explained how their organization is qualified to implement the project, (b) briefly summarized the project description, and (c) briefly explained the project need. Staff disqualified six applications either for late submission (received after the final filing date) or for being incomplete. An evaluation team reviewed each concept, determined whether the three requirements were met, and assigned a "pass" or "fail" score.

Phase 2 Proposal: Applicants who received a "pass" score in Phase 1 were invited to develop their concept into a full proposal. Seventy-nine (79) applications were invited to submit full proposals in Phase 2. Six applicants withdrew and four applicants did not submit a proposal. The submitted proposal provided a thorough description of the project; explained why the project was needed; described the existing beverage container recycling collection system (if any) and identified improvements made; identified partnership opportunities; identified/addressed challenges; identified goals/objectives; identified strategies to be implemented; described budget items/matching funds; developed a work plan; identified how volume will be collected; described how progress/success will be evaluated; and developed a detailed plan for project sustainability at the end of the grant term.

A total of 69 proposals requesting \$6,100,000 were evaluated and scored by the evaluation committee based on the Phase 2 criteria. Scores were based on the merits of the information submitted in the proposal. Grant funds are sufficient for awards to the 40 proposals receiving the highest scores. The remaining amount of \$9,286 for FY 2011/12 was insufficient to fund a partial project. The amount of funding requested in Phase 1 was the amount considered throughout Phase 2. Requests for additional funds were denied.

The types of projects recommended for funding includes the development of new and/or enhancement of an existing beverage container recycling infrastructure. All projects proposed to purchase/install recycling bins and/or equipment, and provide recycling outreach/education in schools, colleges, universities, parks/recreation areas, State buildings, multi-family dwellings, and businesses to meet commercial recycling mandates. In addition, partnerships with local waste haulers and Local Conservation Corps were identified in some proposals to ensure project success.

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:

George Rodericks

Date: May 24, 2012

Corte Madera:

David Bracken

To: JPA Board Members

County of Marin:

Matthew Hymel

From: Steve Devine, Program Manager

Fairfax:

Michael Rock

Re: Bulb and Battery Contract Signature Authority

Larkspur:

Dan Schwarz

Mill Valley:

Jim McCann

Novato:

Michael Frank

Ross:

In FY 11-12 the JPA Board authorized a \$40,000 budget item to fund the Bulb & Battery Take-Back Program which collects select Household Hazardous Waste (HHW) at eleven volunteer retail and grocery locations throughout the County. This program allows residents to conveniently and safely dispose of fluorescent tubes and bulbs as well as household batteries, while they shop for replacement items. This program transitioned from being a County run program to the JPA in FY 11-12 when grants funds were no longer available to continue this successful program.

San Anselmo:

Debbie Stutsman

The program was designed and created by the Marin County Department of Public works with grant funding from the California Department of Resources Recycling and Recovery (CalRecycle). The Bulb & Battery Take-Back Program has facilitated the collection of 131,000 feet (~25 miles) of fluorescent light tubes, 11,200 CFL bulbs, and 26,800lbs (13.4 tons) of batteries.

San Rafael:

Nancy Mackle

Sausalito:

Adam Politzer

Tiburon:

Margaret Curran

Included in the draft FY12-13 budget is a proposed \$40,000 line item to continue funding this program. Staff is reviewing the current contract with Evergreen Environmental for the collection and disposal of these HHW items. Depending on service and pricing levels available JPA staff may conduct a Request for Proposal to identify other contractors. In order to maintain safe disposal practices and prevent a lapse in service a new contract will need to be executed by July 31, 2012.

Recommendation

At their May 26, 2011 meeting the Executive Committee recommended your Board authorize the Chair signature authority to enter into a HHW service contract, not to exceed \$40,000, pending budget approval.

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere:
George Rodericks

Date: May 24, 2012

Corte Madera:
David Bracken

To: JPA Board Members

From: Steve Devine, Program Manager

County of Marin:
Matthew Hymel

Re: Zero Waste Grant Applications

Fairfax:
Michael Rock

Eight Zero Waste Grant applications were submitted from eligible Cities, Towns, Special Districts and the County. Applications were received from Belvedere, the County of Marin, Fairfax, San Anselmo, San Rafael, Tiburon, the Almonte Sanitary District and the Tamalpais Community Services District. The applications are attached for your review (with the Fairfax application being distributed at the meeting).

Larkspur:
Dan Schwarz

Mill Valley:
Jim McCann

Novato:
Michael Frank

All applicants applied for their full grant amount and selected programs that include both Primary Programs and Secondary Programs. Primary programs include adoption of the Zero Waste Tool Kit documents and inclusion of food scrap composting in franchise agreements. Secondary programs are other programs outside the Tool Kit that work towards the Zero Waste Goals.

Ross:

San Anselmo:
Debbie Stutsman

San Rafael:
Nancy Mackle

Budgeted funding for member agencies will rollover to future grant cycles. Funding that was set aside for special districts will revert to the County for future grants.

Sausalito:
Adam Politzer

It is recommended that your Board:

Tiburon:
Margaret Curran

- 1) Approve the attached grant applications.
- 2) Authorize your Executive Officer to execute grant agreements.
- 3) Provide any further direction.

Attachments

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JPA Zero Waste Grant Programs

	FY 11/12			FY 12/13		
	Allocated	Granted	Balance	Carried Over	Allocated	Balance
Belvedere	\$ 6,995.21		\$ 6,995.21	\$ 6,995.21	\$ 7,062.79	\$ 14,058.00
Corte Madera	\$ 13,958.59		\$ 13,958.59	\$ 13,958.59	\$ 14,229.70	\$ 28,188.29
County of Marin	\$ 38,577.42	\$ 38,577.42	\$ 31,500.00	\$ 31,500.00	\$ 40,757.18	\$ 72,257.18
Fairfax	\$ 11,847.09	\$ 11,847.09		\$ -	\$ 12,422.26	\$ 12,422.26
Larkspur	\$ 16,330.75	\$ 16,330.75		\$ -	\$ 16,895.96	\$ 16,895.96
Mill Valley	\$ 17,856.95		\$ 17,856.95	\$ 17,856.95	\$ 18,867.98	\$ 36,724.93
Novato	n/a	n/a	n/a	n/a	n/a	n/a
Ross	\$ 7,207.43	\$ 7,207.43		\$ -	\$ 7,408.92	\$ 7,408.92
San Anselmo	\$ 16,614.67	\$ 16,614.67		\$ -	\$ 17,304.93	\$ 17,304.93
San Rafael	\$ 58,879.43	\$ 58,879.43		\$ -	\$ 62,567.64	\$ 62,567.64
Sausalito	\$ 11,936.24		\$ 11,936.24	\$ 11,936.24	\$ 12,043.22	\$ 23,979.46
Tiburon	\$ 13,407.21	\$ 13,407.21		\$ -	\$ 13,939.43	\$ 13,939.43
Almonte Sanitary District	\$ 3,500.00			\$ -	\$ 3,500.00	\$ 3,500.00
Alto Sanitary District	\$ 3,500.00			\$ -	\$ 3,500.00	\$ 3,500.00
Bolinas Community Public Utility District	\$ 3,500.00			\$ -	\$ 3,500.00	\$ 3,500.00
Homestead Valley Sanitary District	\$ 3,500.00			\$ -	\$ 3,500.00	\$ 3,500.00
Las Gallinas Sanitary District	\$ 3,500.00			\$ -	\$ 3,500.00	\$ 3,500.00
Marin City Community Services District	\$ 3,500.00			\$ -	\$ 3,500.00	\$ 3,500.00
Stinson beach County Water District	\$ 3,500.00			\$ -	\$ 3,500.00	\$ 3,500.00
Strawberry Recreational District	\$ 3,500.00			\$ -	\$ 3,500.00	\$ 3,500.00
Tamalpais Community Services District	\$ 3,500.00			\$ -	\$ 3,500.00	\$ 3,500.00
Total	\$245,110.99	\$ 162,864.00	\$ 82,246.99	\$ 82,246.99	\$ 255,000.01	\$ 337,247.00

Exhibit A

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY (JPA)

Fiscal year 2011 - 2012

Zero Waste Grant Application & Pledge

Applicant Authority / Jurisdiction

Name

City of Belvedere

Mailing Address

450 San Rafael Ave
Belvedere, Ca. 94920

Primary Contact Name

(As Authorized in Resolution)

Felicia Wheaton

Title

Asst. City Mgr.

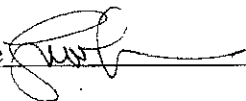
Telephone No.

(415) 435-3838

Email Address

fwheaton@cityofbelvedere.org

Signature



Date 15 May 2012

Jurisdictional Fund Allowance

\$ 14,058.00

Requested Grant Amount

\$ 14,058.00

1. Grant Fund Use:

(Identify the Zero Waste category and program type the funds will be primarily used for)

Primary WRP:

• Adopt Zero Waste Reso

• Draft and execute revised solid waste mgmt agreement w/ waste hauler (MURS), incorporating updated diversion requirements & implementing commercial and multi-family residential food scrap recycling

Secondary WRP:

• Purchase public recycling & food scrap containers

2. Project Description

• Zero Waste educational outreach
Provide a description of the project as use of the requested funds.

City staff will prepare Zero Waste Reso for Council adoption. City and MURS are using the Model Franchise Agreement as basis for updated hauler agreement, including AB341 requirements. New public receptacles w/recycling & food scrap capacity will be purchased for public spaces. City will distribute educational materials in Zero Waste Grant Application & Pledge alignment w/Zero Waste goals. 1 of 2

Exhibit A

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY (JPA)

Fiscal year 2011 - 2012

Zero Waste Grant Application & Pledge

Applicant Authority / Jurisdiction

Name

City of Belvedere

Mailing Address

450 San Rafael Ave
Belvedere, Ca. 94920

Primary Contact Name

(As Authorized in Resolution)

Felicia Wheaton

Title

Asst. City Mgr.

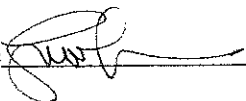
Telephone No.

(415) 435-3838

Email Address

fwheaton@cityofbelvedere.org

Signature



Date 15 May 2012

Jurisdictional Fund Allowance

\$ 14,058.00

Requested Grant Amount

\$ 14,058.00

1. Grant Fund Use:

(Identify the Zero Waste category and program type the funds will be primarily used for)

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• Draft and execute revised solid waste mgmt agreement w/ waste hauler (MVRs), incorporating updated diversion requirements & implementing commercial and multi-family residential food scrap recycling

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Provide a description of the project as use of the requested funds.

City staff will prepare Zero Waste Reso for Council adoption. City and MVRs are using the Model Franchise Agreement as basis for updated hauler agreement, including AB341 requirements. New public receptacles w/ recycling & food scrap capacity will be purchased for public spaces. City will distribute educational materials in alignment w/ Zero Waste goals.

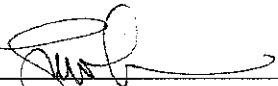
1 of 2

Good Faith Effort

The undersigned applicant, given appropriate jurisdictional authority to apply and conduct the proposed application, does give a full faith pledge to work toward the adoption of Zero Waste Programs as described in the Grant Term therein.

The undersigned also affirms; that any funds received under the Zero Waste Grant Program will be used solely for the purpose of implementing and providing residential and commercial waste reduction or diversion programs under the guidelines described in the Grant Application.

In the case that the Grantee fails to implement the programs indicated on their application, the determination of whether the Grantee has or has not made a good faith effort will be made by the JPA Executive Committee.

X 
Signature

Felicia Wheaton
Print Name

15 May 2012
Date

Asst. City Mgr.
Print Title

Exhibit A

MARIN COUNTY HAZARDOUS AND SOLID WASTE MA
JOINT POWERS AUTHORITY (JPA)

MARIN COUNTY

Fiscal year 2011 - 2012

Zero Waste Grant Application & Pledge

Applicant Authority / Jurisdiction

Name

County of Marin

Mailing Address

PO Box 4186, San Rafael, CA 94913-4186

Primary Contact Name

Bob Beaumont

Title


Director of Public Works

Telephone No.

(415) 473-6540

Email Address

bbeaumont@marincounty.org

Signature 

Date 5/10/12

Jurisdictional Fund Allowance

\$72,257.18

Requested Grant Amount

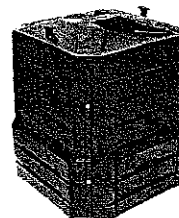
\$72,257.18

1. Grant Fund Use:

(Identify the Zero Waste category and program type the funds will be primarily used for)

• Primary Waste Reduction Programs

- Commercial and Residential Food Scrap Recycling. Provide in-kitchen "slim-jim" compost and recycling bins to restaurants and institutional facilities to facilitate waste diversion. These containers have proven to be critical in providing compost and recycling service in the very tight space constraints often found in commercial settings.
- Provide "kitchen compost pails" to residents to encourage new and increased participation in food scrap composting programs.
- Support "Master Composter" trainings and basic home composting classes and provide support to these classes via provision of discounted, or "prize" home composting or worm composting bins.

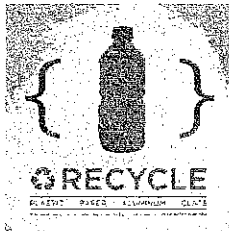


- **Secondary Waste Reduction Programs**

- Sub-contract with the Conservation Corps North Bay to continue its provision of Zero Waste Event Coordination at the Marin County Fair, Marin Earth Day, the Bioneers Conference and other large environmentally oriented events in the County.
- Focused education and outreach to schools – with an emphasis on communicating with particular school districts national services departments to convert their packaging into either fully compostable or recyclable materials.

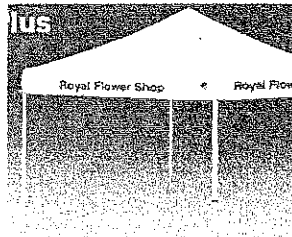
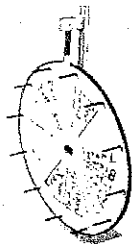


BIONEERS

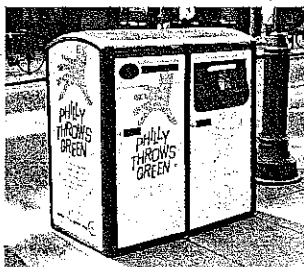


- Printing and production of JPA produced "Do-It-Yourself" waste prevention outreach materials.
- Printing and production of other Zero Waste outreach materials, on an as-needed basis, to support waste reduction programs.

- Procurement of "loanable" special event/fairs and festivals tent, special event recycling containers and banners for use in promoting the Zero Waste message at public events.



- Procurement and distribution/installation of public recycling and litter receptacle in select remote areas – to reduce the need for "special" collections in high foot traffic areas – helping to reduce greenhouse gas emission and encourage recycling.



- o Procurement of household recyclable “shuttle containers” to facilitate recycling in multi-family dwellings in compliance with AB 341 – California’s Mandatory Recycling Law.



2. Project Description

The County of Marin intends to implement this programs outlined above in the spirit of executing recommendations of the Zero Waste Feasibility Study.

The Primary WRP Projects – will be targeted predominantly at commercial and institutional establishments – in the case of the “slim-jim” recycling containers. The kitchen compost pails will be targeted at residential customers to boost their participation in the now virtually countywide food scraps recycling program.

The Secondary WRP Projects are designed to fill a number of gaps in the County’s Zero Waste outreach tools – including being able to provide Zero Waste services at special events, provide tools for County staff to attend special events and have a ‘greater presence’ with a tent, banner, prize wheel etc. And lastly, provide for certain infrastructure (solar powered trash compacting litter and recycling receptacles) and multi-family recycling shuttle containers – to help provide zero waste and recycling access to underserved communities.

Good Faith Effort

The undersigned applicant, given appropriate jurisdictional authority to apply and conduct the proposed application, does give a full faith pledge to work toward the adoption of Zero Waste Programs as described in the Grant Term therein.

The undersigned also affirms; that any funds received under the Zero Waste Grant Program will be used solely for the purpose of implementing and providing residential and commercial waste reduction or diversion programs under the guidelines described in the Grant Application.

In the case that the Grantee fails to implement the programs indicated on their application, the determination of whether the Grantee has or has not made a good faith effort will be made by the JPA Executive Committee.

X Bob Beaumont
Signature

Bob Beaumont
Print Name

5/10/12
Date

Director of Public Works
Print Title

Exhibit B

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY (JPA)

Fiscal year 2011 - 2012

Zero Waste Grant Term Agreement

Grant Program

As identified in the Zero Waste Grant Guidelines, the JPA is offering grants to Member Agencies and Special Districts whose application identifies a program that works towards the Zero Waste Goal. Zero Waste Toolkit Documents have been developed by the JPA to implement waste reduction programs uniformly throughout Marin. Member Agencies and Special Districts should begin work on implementing all Zero Waste Reduction Programs (WRP's). Special Districts only have authority to implement a Zero Waste Resolution and a Food Scrap Program, but are encouraged to develop programs which work toward Zero Waste.

Primary WRP: Are encouraged to be developed first and include:

- Zero Waste Resolution
- Construction and Demolition (C&D) Ordinance
- Commercial and/or Residential Food Scrap Recycling
- Single Use Plastic Bag Ban Ordinance

Secondary WRP: Can include

- Construction & Demolition (C&D) Ordinance Enforcement Costs
- Outreach and Training Coordinator to Set Up Recycling and Composting at Schools
- Coordinator for Recycling and Composting at Local Events
- Purchase Easily-Portable Event Recycling Containers and Accessories for Loan for Local Events
- Adding Public Recycling Receptacles
- Waste Audits
- Local Composting Classes
- Support of Food Scrap Composting Programs
- Differential Costs of an Environmental Purchasing Policy
- Commercial and Multifamily Outreach and Support
- Zero Waste Case Studies
- Mini-Grants program to environmental, educational or community groups Zero Waste activities.
- Printing outreach materials using the JPA's to be developed "Do-It-Yourself" templates for Zero Waste outreach

Milestones

- March 19, 2012 - Application Materials Released
- May 15, 2012 - Application Deadline
- June 1, 2012 - Cycle Awarded / Grant Term Begins
- December 12, 2012 – Progress Report Due
- June 7, 2013 - Grant Term Ends
- July 19, 2013 - Final Reports Due

Eligible Costs

All expenditures must be only for activities, products, and costs included in the approved Work Plan and approved Budget. Services provided and costs must be incurred after receiving a Notice to Proceed and before the end of the Grant Term. Costs, including materials, supplies, equipment, facilities, must be directly related to the approved grant project, be reasonable, and focused on local needs as described in the application. Any proposed revision(s) to the Work Plan and/or Budget must be submitted and pre-approved in writing by the JPA.

Ineligible Costs

Any costs not included in the approved budget and not directly related to the approved grant project are ineligible for Grant Program use. Questions regarding ineligible costs can be directed towards the JPA Staff.

Audit / Records Access

The Grantee agrees that the JPA or their designated representative shall have the right to review and to copy any records or supporting documentation pertaining to the performance of this Agreement. Grantee agrees to maintain such records for possible audit for a minimum of 3 years from the date the Grant Term ends.

Grant Payment

Upon completion of Final Report review by the JPA each payment will be processed based on the submitted Payment Request portion of the Final Report for eligible costs.

Reporting

A Progress Report and Final Report are required to be submitted by the Grantee to the JPA. These reports will identify activity during the term of the grant and summarize all activity conducted in the performance and fund use of the grant. The report dates are identified in the Milestones section.

Certification

I declare, under the penalty of perjury under the laws of the State of California, that I have read and agree to all information in the Application Guidelines and Instructions and that all information therein submitted to the Marin County Hazardous and Solid Waste Management Joint Powers Authority (JPA) for consideration in award of grant funds is true and accurate to the best of my knowledge.

X PAR
Signature

5/10/12
Date

Bob Beaumont
Print Name

Director of Public Works
Print Title

RESOLUTION NO. 2011-32
RESOLUTION OF THE MARIN COUNTY BOARD OF SUPERVISORS
AUTHORIZING THE DIRECTOR OF PUBLIC WORKS TO SUBMIT APPLICATIONS FOR
ZERO WASTE GRANTS AND TO EXECUTE ALL NECESSARY DOCUMENTS FOR THE
PURPOSES OF THE GRANTS FOR THE PERIOD OF 5 YEARS TO MARIN COUNTY
HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

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

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

WHEREAS, on November 14, 2006 the JPA adopted a goal of 80% landfill diversion by 2012, and Zero Waste Goal by 2025; and

WHEREAS; on January 27, 2012 the JPA approved Zero Waste Grant guidelines and established procedures governing the application, awarding, and management of the grants; and

WHEREAS, grant application procedures require an Applicant's governing body to authorize by resolution its approval for submittal of the Grant Application(s) identified below, and the designation by job title of the individual authorized to execute all grant documents on behalf of the County of Marin and

WHEREAS, if awarded, the County of Marin will enter into a Grant Agreement with the JPA for implementation of said grant(s).

NOW, THEREFORE, BE IT RESOLVED that the Marin County Board of Supervisors authorizes the submittal of application(s) to the JPA for all grants for which the County of Marin is eligible.

BE IT FURTHER RESOLVED that this authorization is effective from May 10, 2011 through May 10, 2016.

BE IT FURTHER RESOLVED that the Director of Public Works or his/her designee is hereby authorized and empowered to execute in the name of the County of Marin all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds and implement the approved grant project.

PASSED AND ADOPTED at a regular meeting of the Board of Supervisors of the County of Marin held on this 17th day of May, 2011, by the following vote:

AYES: SUPERVISORS Judy Arnold, Steve Kinsey, Susan L. Adams
NOES: NONE
ABSENT: SUPERVISOR Harold C. Brown, Jr.
VACANT: ONE



PRESIDENT, BOARD OF SUPERVISORS

ATTEST


CLERK

Exhibit A

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT
JOINT POWERS AUTHORITY (JPA)

Fiscal year 2011 - 2012

Zero Waste Grant Application & Pledge

Applicant Authority / Jurisdiction

Name Debra Stutsman
Town of San Anselmo

SAN ANSELMO

Mailing Address

525 San Anselmo Avenue
San Anselmo, CA 94960

Primary Contact Name
(As Authorized in Resolution)

Debra Stutsman

Title

Town Manager

Telephone No.

415-258-4652

Email Address

dstutsman@townofsananselmo.org

Signature

Debra Stutsman Date 5-9-12

Jurisdictional Fund Allowance

\$ 17,304.93

Requested Grant Amount

\$ 17,304.93 + carryover from 2011-12

1. Grant Fund Use:

(Identify the Zero Waste category and program type the funds will be primarily used for)

- Construction & Demolition enforcement costs
- Coordinator for Recycling & Composting at local events
- Purchase easily portable event recycling containers for loan.
- Adding public recycling containers.

2. Project Description

Provide a description of the project as use of the requested funds.

- We've just approved our C&D ordinance and will use funds to reimburse costs incurred by Building Official/Inspector.
- San Anselmo has lots of local events & we want to be proactive w/recycling/composting at those events.
- Our public cans need replacements in many cases.

Good Faith Effort

The undersigned applicant, given appropriate jurisdictional authority to apply and conduct the proposed application, does give a full faith pledge to work toward the adoption of Zero Waste Programs as described in the Grant Term therein.

The undersigned also affirms; that any funds received under the Zero Waste Grant Program will be used solely for the purpose of implementing and providing residential and commercial waste reduction or diversion programs under the guidelines described in the Grant Application.

In the case that the Grantee fails to implement the programs indicated on their application, the determination of whether the Grantee has or has not made a good faith effort will be made by the JPA Executive Committee.

X Debra Stutzman
Signature

Debra Stutzman
Print Name

May 10, 2012
Date

Town Manager
Print Title

Exhibit A

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY (JPA)

Fiscal year 2011 - 2012

Zero Waste Grant Application & Pledge

Applicant Authority / Jurisdiction

Name

City of San Rafael

Mailing Address

PO Box 151560

San Rafael, CA 94915-1560

Primary Contact Name

(As Authorized in Resolution)

Jim Schutz

Title

Assistant City Manager

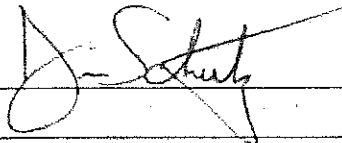
Telephone No.

(415) 485-3475

Email Address

Jim.Schutz@CityOfSanRafael.org

Signature



Date 5/14/12

Jurisdictional Fund Allowance

\$ 62,567.64

Requested Grant Amount

\$ 62,567.64

1. Grant Fund Use:

(Identify the Zero Waste category and program type the funds will be primarily used for)

1. Single Use Plastics Ordinances
2. Waste hauler rate methodology restructuring
3. Outreach and materials for zero-waste programs

2. Project Description

Provide a description of the project as use of the requested funds.

1. Adopt expanded Polystyrene takeout food container ordinance. Adopt single-use bag ordinance.
2. Develop a new refuse collection rate structure and rate methodology, within the current Franchise Agreement with Marin Sanitary Services, to include zero-waste incentives, and other best practices related to highest and best use of recovered materials.
3. Conduct outreach for food to energy program in conjunction with Marin Sanitary Service and Central Marin Sanitary Agency. Conduct outreach for Resilient Neighborhoods residential GHG reduction program, which has a waste reduction module, and quantify community reductions.

Good Faith Effort

The undersigned applicant, given appropriate jurisdictional authority to apply and conduct the proposed application, does give a full faith pledge to work toward the adoption of Zero Waste Programs as described in the Grant Term therein.

The undersigned also affirms; that any funds received under the Zero Waste Grant Program will be used solely for the purpose of implementing and providing residential and commercial waste reduction or diversion programs under the guidelines described in the Grant Application.

In the case that the Grantee fails to implement the programs indicated on their application, the determination of whether the Grantee has or has not made a good faith effort will be made by the JPA Executive Committee.

X

Signature

Print Name

Date

Print Title

Exhibit B

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY (JPA)

Fiscal year 2011 - 2012

Zero Waste Grant Term Agreement

Grant Program

As identified in the Zero Waste Grant Guidelines, the JPA is offering grants to Member Agencies and Special Districts whose application identifies a program that works towards the Zero Waste Goal. Zero Waste Toolkit Documents have been developed by the JPA to implement waste reduction programs uniformly throughout Marin. Member Agencies and Special Districts should begin work on implementing all Zero Waste Reduction Programs (WRP's). Special Districts only have authority to implement a Zero Waste Resolution and a Food Scrap Program, but are encouraged to develop programs which work toward Zero Waste.

Primary WRP: Are encouraged to be developed first and include:

- Zero Waste Resolution
- Construction and Demolition (C&D) Ordinance
- Commercial and/or Residential Food Scrap Recycling
- Single Use Plastic Bag Ban Ordinance

Secondary WRP: Can include

- Construction & Demolition (C&D) Ordinance Enforcement Costs
- Outreach and Training Coordinator to Set Up Recycling and Composting at Schools
- Coordinator for Recycling and Composting at Local Events
- Purchase Easily-Portable Event Recycling Containers and Accessories for Loan for Local Events
- Adding Public Recycling Receptacles
- Waste Audits
- Local Composting Classes
- Support of Food Scrap Composting Programs
- Differential Costs of an Environmental Purchasing Policy
- Commercial and Multifamily Outreach and Support
- Zero Waste Case Studies
- Mini-Grants program to environmental, educational or community groups Zero Waste activities.
- Printing outreach materials using the JPA's to be developed "Do-It-Yourself" templates for Zero Waste outreach

Milestones

- March 19, 2012 - Application Materials Released
- May 9, 2012 - Application Deadline
- June 1, 2012 - Cycle Awarded / Grant Term Begins
- December 12, 2012 – Progress Report Due
- June 7, 2013 - Grant Term Ends
- July 19, 2013 - Final Reports Due

Eligible Costs

All expenditures must be only for activities, products, and costs included in the approved Work Plan and approved Budget. Services provided and costs must be incurred after receiving a Notice to Proceed and before the end of the Grant Term. Costs, including materials, supplies, equipment, facilities; must be directly related to the approved grant project, be reasonable, and focused on local needs as described in the application. Any proposed revision(s) to the Work Plan and/or Budget must be submitted and pre-approved in writing by the JPA.

Ineligible Costs

Any costs not included in the approved budget and not directly related to the approved grant project are ineligible for Grant Program use. Questions regarding ineligible costs can be directed towards the JPA Staff.

Audit / Records Access

The Grantee agrees that the JPA or their designated representative shall have the right to review and to copy any records or supporting documentation pertaining to the performance of this Agreement. Grantee agrees to maintain such records for possible audit for a minimum of 3 years from the date the Grant Term ends.

Grant Payment

Upon completion of Final Report review by the JPA each payment will be processed based on the submitted Payment Request portion of the Final Report for eligible costs.

Reporting

A Progress Report and Final Report are required to be submitted by the Grantee to the JPA. These reports will identify activity during the term of the grant and summarize all activity conducted in the performance and fund use of the grant. The report dates are identified in the Milestones section.

Certification

I declare, under the penalty of perjury under the laws of the State of California, that I have read and agree to all information in the Application Guidelines and Instructions and that all information therein submitted to the Marin County Hazardous and Solid Waste Management Joint Powers Authority (JPA) for consideration in award of grant funds is true and accurate to the best of my knowledge.

X

Signature

Print Name

Date

Print Title

Exhibit A

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT
JOINT POWERS AUTHORITY (JPA)

Fiscal year 2011 - 2012

Zero Waste Grant Application & Pledge

Applicant Authority / Jurisdiction

Name

Town of Tiburon

TIBURON

Mailing Address

1505 Tiburon Blvd.
Tiburon, CA 94920

Primary Contact Name

(As Authorized in Resolution)

Louise Tyler

Title

Associate Planner

Telephone No.

415-435-7397

Email Address

lyler@ci.tiburon.ca.us

Signature

Louise Tyler

Date

5/4/12

Jurisdictional Fund Allowance

\$ 13,939.43

Requested Grant Amount

\$ 13,939.43

1. Grant Fund Use:

(Identify the Zero Waste category and program type the funds will be primarily used for)

Primary WRP: Single Use Plastic Bag Ban

Secondary WRP: Printing outreach materials using the JPAs' "Do-It-Yourself" templates for Zero Waste Outreach

2. Project Description

Provide a description of the project as use of the requested funds.

Town of Tiburon will consider adoption of a Single Use Plastic Bag Ban. In addition, the Town will print and distribute, in hard copy and electronic format, copies of the JPAs' "Do-It-Yourself" templates.

Certification

I declare, under the penalty of perjury under the laws of the State of California, that I have read and agree to all information in the Application Guidelines and Instructions and that all information therein submitted to the Marin County Hazardous and Solid Waste Management Joint Powers Authority (JPA) for consideration in award of grant funds is true and accurate to the best of my knowledge.

Laure Jylar
Signature

Laure Jylar
Print Name

5/4/12
Date

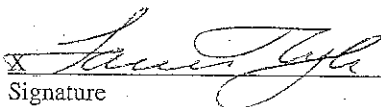
Associate Planner
Print Title

Good Faith Effort

The undersigned applicant, given appropriate jurisdictional authority to apply and conduct the proposed application, does give a full faith pledge to work toward the adoption of Zero Waste Programs as described in the Grant Term therein.

The undersigned also affirms; that any funds received under the Zero Waste Grant Program will be used solely for the purpose of implementing and providing residential and commercial waste reduction or diversion programs under the guidelines described in the Grant Application.

In the case that the Grantee fails to implement the programs indicated on their application, the determination of whether the Grantee has or has not made a good faith effort will be made by the JPA Executive Committee.


Signature

Laurie Tyler
Print Name

5/4/12
Date

Associate Planner
Print Title

RESOLUTION NO. 17-2011

A RESOLUTION OF THE TOWN COUNCIL OF THE
TOWN OF TIBURON AUTHORIZING THE ASSOCIATE PLANNER TO SUBMIT
APPLICATIONS FOR ZERO WASTE GRANTS AND TO EXECUTE ALL
NECESSARY DOCUMENTS FOR THE PURPOSES OF THE GRANTS FOR THE
PERIOD OF 5 YEARS TO MARIN COUNTY HAZARDOUS AND SOLID WASTE
MANAGEMENT JOINT POWERS AUTHORITY

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

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

WHEREAS, on November 14, 2006 the JPA adopted a goal of 80% landfill diversion by 2012, and Zero Waste Goal by 2025; and

WHEREAS, on January 27, 2012 the JPA approved Zero Waste Grant guidelines and established procedures governing the application, awarding, and management of the grants; and

WHEREAS, Grant Application procedures require an Applicant's governing body to authorize by resolution its approval for submittal of the Grant Application(s) identified below, and the designation by job title of the individual authorized to execute all Grant documents on behalf of the Town of Tiburon; and

WHEREAS, if awarded, the Town of Tiburon will enter into a Grant Agreement with the JPA for implementation of said Grant(s).

NOW THEREFORE, BE IT RESOLVED, that the Town of Tiburon authorizes the submittal of application(s) to the JPA for all grants for which the Town of Tiburon is eligible.

BE IT FURTHER RESOLVED, that this authorization is effective from April 20, 2011 through April 20, 2016.

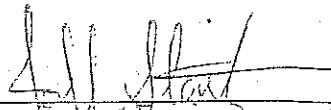
BE IT FURTHER RESOLVED, that the Associate Planner or his designee is hereby authorized and empowered to execute in the name of the Town of Tiburon all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds and implement the approved grant project.

PASSED AND ADOPTED at a regular meeting of the Town Council on April 20, 2011 by the following vote:

AYES: COUNCILMEMBERS: Collins, Fraser, Fredericks, Slavitz, O'Donnell


NOES: COUNCILMEMBERS: None

ABSENT: COUNCILMEMBERS: None



JEFF SLAVITZ, MAYOR
TOWN OF TIBURON

ATTEST:



DIANE CRANE IACOPI
TOWN CLERK

**MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT
JOINT POWERS AUTHORITY (JPA)**

Fiscal year 2011 - 2012

Zero Waste Grant Application & Pledge

Applicant Authority / Jurisdiction

Name

ALMONTE SANITARY DISTRICT

Mailing Address

P.O. Box 698
MILL VALLEY, CA 94542

Primary Contact Name

(As Authorized in Resolution)

Title

GENERAL MANAGER

Telephone No.

415.388.8775
415.710.1129 cell

Email Address

manager@almontesd.org

Signature

[Handwritten Signature]

Date

5/15/12

Jurisdictional Fund Allowance

\$ 3,500.00

Requested Grant Amount

\$ 3,500.00

1. Grant Fund Use:

(Identify the Zero Waste category and program type the funds will be primarily used for)

Secondary Waste Reduction Programs (WRP)

- A. Recycling Education and Waste Diversion at Special Events.
- B. Waste Audit
- C. Add Public Recycling Receptacles
- D. Support of Food Scrap Composting Programs

2. Project Description

Provide a description of the project as use of the requested funds.

The Almonte Sanitary District will contract with the Conservation Corp North Bay for the full grant amount to perform the following services:


- A. Recycling Education and Waste Diversion at Special Events.
- B. Waste Audit
- C. Add Public Recycling Receptacles
- D. Support of Food Scrap Composting Programs

Good Faith Effort

The undersigned applicant, given appropriate jurisdictional authority to apply and conduct the proposed application, does give a full faith pledge to work toward the adoption of Zero Waste Programs as described in the Grant Term therein.

The undersigned also affirms; that any funds received under the Zero Waste Grant Program will be used solely for the purpose of implementing and providing residential and commercial waste reduction or diversion programs under the guidelines described in the Grant Application.

In the case that the Grantee fails to implement the programs indicated on their application, the determination of whether the Grantee has or has not made a good faith effort will be made by the JPA Executive Committee.

X 
Signature

BONNOR BOUTHER
Print Name

5/15/12
Date

GRANT MANAGER
Print Title

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY (JPA)

Fiscal year 2011 - 2012

Zero Waste Grant Term Agreement

Grant Program

As identified in the Zero Waste Grant Guidelines, the JPA is offering grants to Member Agencies and Special Districts whose application identifies a program that works towards the Zero Waste Goal. Zero Waste Toolkit Documents have been developed by the JPA to implement waste reduction programs uniformly throughout Marin. Member Agencies and Special Districts should begin work on implementing all Zero Waste Reduction Programs (WRP's). Special Districts only have authority to implement a Zero Waste Resolution and a Food Scrap Program, but are encouraged to develop programs which work toward Zero Waste.

Primary WRP: Are encouraged to be developed first and include:

- Zero Waste Resolution
- Construction and Demolition (C&D) Ordinance
- Commercial and/or Residential Food Scrap Recycling
- Single Use Plastic Bag Ban Ordinance

Secondary WRP: Can include

- Construction & Demolition (C&D) Ordinance Enforcement Costs
- Outreach and Training Coordinator to Set Up Recycling and Composting at Schools
- Coordinator for Recycling and Composting at Local Events
- Purchase Easily-Portable Event Recycling Containers and Accessories for Loan for Local Events
- Adding Public Recycling Receptacles
- Waste Audits
- Local Composting Classes
- Support of Food Scrap Composting Programs
- Differential Costs of an Environmental Purchasing Policy
- Commercial and Multifamily Outreach and Support
- Zero Waste Case Studies
- Mini-Grants program to environmental, educational or community groups Zero Waste activities.
- Printing outreach materials using the JPA's to be developed "Do-It-Yourself" templates for Zero Waste outreach

Milestones

- March 19, 2012 - Application Materials Released
- May 9, 2012 - Application Deadline
- June 1, 2012 - Cycle Awarded / Grant Term Begins
- December 12, 2012 - Progress Report Due
- June 7, 2013 - Grant Term Ends
- July 19, 2013 - Final Reports Due

Eligible Costs

All expenditures must be only for activities, products, and costs included in the approved Work Plan and approved Budget. Services provided and costs must be incurred after receiving a Notice to Proceed and before the end of the Grant Term. Costs, including materials, supplies, equipment, facilities, must be directly related to the approved grant project, be reasonable, and focused on local needs as described in the application. Any proposed revision(s) to the Work Plan and/or Budget must be submitted and pre-approved in writing by the JPA.

Ineligible Costs

Any costs not included in the approved budget and not directly related to the approved grant project are ineligible for Grant Program use. Questions regarding ineligible costs can be directed towards the JPA Staff.

Audit / Records Access

The Grantee agrees that the JPA or their designated representative shall have the right to review and to copy any records or supporting documentation pertaining to the performance of this Agreement. Grantee agrees to maintain such records for possible audit for a minimum of 3 years from the date the Grant Term ends.

Grant Payment

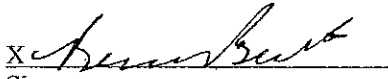
Upon completion of Final Report review by the JPA each payment will be processed based on the submitted Payment Request portion of the Final Report for eligible costs.

Reporting

A Progress Report and Final Report are required to be submitted by the Grantee to the JPA. These reports will identify activity during the term of the grant and summarize all activity conducted in the performance and fund use of the grant. The report dates are identified in the Milestones section.

Certification

I declare, under the penalty of perjury under the laws of the State of California, that I have read and agree to all information in the Application Guidelines and Instructions and that all information therein submitted to the Marin County Hazardous and Solid Waste Management Joint Powers Authority (JPA) for consideration in award of grant funds is true and accurate to the best of my knowledge.

X 
Signature

BONNOR BEVILACQUA
Print Name

5/15/12
Date

GENERAL MANAGER
Print Title

**RESOLUTION NO. 2012 – 03
OF THE BOARD OF DIRECTORS OF THE ALMONTE SANITARY DISTRICT**

**RESOLUTION OF THE ALMONTE SANITARY DISTRICT AUTHORIZING THE GENERAL
MANAGER OR HIS DISGNEE TO SUBMIT APPLICATIONS FOR ZERO WASTE GRANTS AND TO
EXECUTE ALL NECESSARY DOCUMENTS FOR THE PURPOSES OF THE GRANTS FOR THE
PERIOD OF 5 YEARS TO MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT
JOINT POWERS AUTHORITY**

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

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

WHEREAS, on November 14, 2006 the JPA adopted a goal of 80% landfill diversion by 2012, and Zero Waste Goal by 2025; and

WHEREAS; on January 26, 2012 the JPA approved Zero Waste Grant guidelines and established procedures governing the application, awarding, and management of the grants; and

WHEREAS, Grant Application procedures require an Applicant's governing body to authorize by resolution its approval for submittal of the Grant Application(s) identified below, and the designation by job title of the individual authorized to execute all Grant documents on behalf of ALMONTE SANITARY DISTRICT and

WHEREAS, if awarded, ALMONTE SANITARY DISTRICT will enter into a Grant Agreement with the JPA for implementation of said Grant(s).

NOW, THEREFORE, BE IT RESOLVED that the ALMONTE SANITARY DISTRICT authorizes the submittal of application(s) to the JPA for all grants for which ALMONTE SANITARY DISTRICT is eligible.

BE IT FURTHER RESOLVED that this authorization is effective from May, 21, 2012 through June 30, 2017.

BE IT FURTHER RESOLVED that the GENERAL MANAGER or his designee is hereby authorized and empowered to execute in the name of the ALMONTE SANITARY DISTRICT all grant documents, including but not limited to, applications, agreements, amendments and requests for payment, necessary to secure grant funds and implement the approved grant project.

PASSED AND ADOPTED at a regular meeting of the ALMONTE SANITARY DISTRICT held on this 21th day of May, 2012, by the following vote:

Ayes

Nays

Absent

Exhibit A

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY (JPA)

Fiscal year 2011 - 2012

Zero Waste Grant Application & Pledge

Applicant Authority / Jurisdiction

Name TAMALPAIS COMMUNITY SERVICES DISTRICT

TAM CSD

Mailing Address 305 BELL LANE, MILL VALLEY, CA 94941

Primary Contact Name

(As Authorized in Resolution)

JON ELAM

Title

GENERAL MANAGER

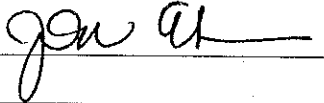
Telephone No.

(415) 388-6393

Email Address

jelam@tcsd.us

Signature



Date

5-1-12

Jurisdictional Fund Allowance

\$ 3,500

Requested Grant Amount

\$ 3,500

1. Grant Fund Use:

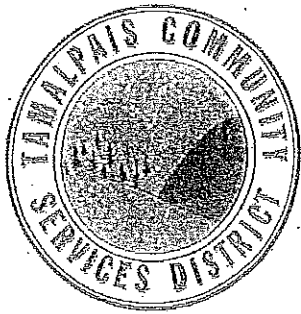
(Identify the Zero Waste category and program type the funds will be primarily used for)

- PUBLIC RECYCLING RECEPTABLES
- CONDUCT A DETAILED WASTE SYSTEM AUDIT
- CONDUCT FREE COMPOSTING CLASSES
- COMMERCIAL & MULTI-FAMILY OUTREACH AND SUPPORT

2. Project Description

Provide a description of the project as use of the requested funds.

TCSO'S PROGRAM FOCUS IS TO COMPLEMENT ITS EXISTING ZERO WASTE EFFORTS. THE DISTRICT'S RECREATION PROGRAM CONDUCTS MANY PUBLIC EVENTS AND NEW RECYCLING RECEPTABLES WILL HELP FOCUS THOSE EFFORTS. THE DISTRICT ALSO NEEDS AN UPDATED WASTE SYSTEM AUDIT TO HELP RE-EXAMINE COLLECTION PRIORITIES. ALSO PROPOSED IS EXPANDING COMPOST CLASS OFFERINGS AND WORKING WITH COMMERCIAL AND MULTI-FAMILY CUSTOMERS ON THEIR COLLECTION EFFORTS.



Tamalpais Community Services District

305 Bell Lane, Mill Valley, CA 94941 • 415 388-6393 • Fax: 415 388-4168
info@tcsd.us • www.tcsd.us

RESOLUTION NO. 2012-03

RESOLUTION OF THE TAMALPAIS COMMUNITY SERVICES DISTRICT AUTHORIZING THE GENERAL MANAGER TO SUBMIT AN APPLICATION FOR ZERO WASTE GRANTS AND TO EXECUTE ALL NECESSARY DOCUMENTS FOR THE PURPOSES OF THE GRANTS FOR THE PERIOD OF 5 YEARS TO MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

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

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

WHEREAS, on November 14, 2006, the JPA adopted a goal of 80% landfill diversion by 2012, and Zero Waste Goal by 2025; and

WHEREAS, on January 26, 2012, the JPA approved Zero Waste Grant guidelines and established procedures governing the application, awarding, and management of the grants; and

WHEREAS, Grant Application procedures require an Applicant's governing body to authorize by resolution its approval for submittal of the Grant Application(s) identified below, and the designation by job title of the individual authorized to execute all Grant documents on behalf of the Tamalpais Community Services District; and

WHEREAS, if awarded, the Tamalpais Community Services District will enter into a Grant Agreement with the JPA for implementation of said Grant.

NOW, THEREFORE, BE IT RESOLVED, that the Tamalpais Community Services District authorizes the submittal of an application to the JPA for all grants for which the District is eligible.

BE IT FURTHER RESOLVED, this authorization is effective from April 11, 2012 through April 11, 2017.

BE IT FURTHER RESOLVED, the General Manager is hereby authorized and empowered to execute in the name of the District all grant documents, including but not limited to, applications, agreements, amendments, and requests for payment necessary to secure grant funds and implement the approved grant project.

PASSED AND ADOPTED at the regular meeting of the Tamalpais Community Services District held on this 18th day of April, 2012, by the following vote:

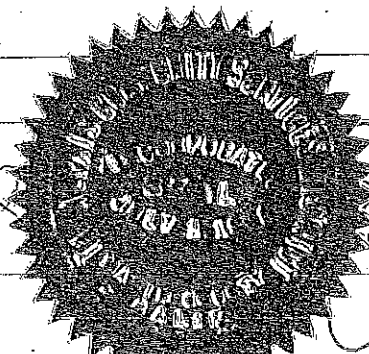
AYES: STEFFEN BARTSCHAT, JEFF BROWN, JIM JACOBS, LINDA JOHNSON

NAYS: NONE

ABSENT: GRETCHEN STAGG

SA BA
President

4/19/12
Date



[Signature]
Secretary

Date

Good Faith Effort

The undersigned applicant, given appropriate jurisdictional authority to apply and conduct the proposed application, does give a full faith pledge to work toward the adoption of Zero Waste Programs as described in the Grant Term therein.

The undersigned also affirms; that any funds received under the Zero Waste Grant Program will be used solely for the purpose of implementing and providing residential and commercial waste reduction or diversion programs under the guidelines described in the Grant Application.

In the case that the Grantee fails to implement the programs indicated on their application, the determination of whether the Grantee has or has not made a good faith effort will be made by the JPA Executive Committee.

X Jon Elam
Signature

Jon Elam
Print Name

5-1-12
Date

GENERAL MANAGER
Print Title

Certification

I declare, under the penalty of perjury under the laws of the State of California, that I have read and agree to all information in the Application Guidelines and Instructions and that all information therein submitted to the Marin County Hazardous and Solid Waste Management Joint Powers Authority (JPA) for consideration in award of grant funds is true and accurate to the best of my knowledge.

X Jon Elam
Signature
JON ELAM
Print Name

5-1-12
Date
GENERAL MANAGER
Print Title