Call to Order: The JPA Board meeting came to order at 09:04 AM.

**Regular Agenda**

1. JPA Board Meeting Minutes from February 26, 2015
   M/s Frank, Bracken to approve the minutes for the February 26, 2015 JPA Board meeting. The motion passed unanimously.

1a. Open time for Public Comment
   Marv Zauderer, founder of ExtraFood, provided a brief historical summary of his organization which is a countywide non-profit food recovery program. Mr. Zauderer identified the food waste reduction resources he can offer Zero Waste Grant Program awardees. No action was required.

2. FY 15-16 JPA Budget and Assessment Schedule
   Staff reviewed the proposed Budget Sub-Committee Recommendation and Fee Schedule for FY 15/16. This included a summary of expenditures of the three cost centers: Zero Waste, Administration, and Household Hazardous Waste (HHW). Staff noted expenditures are down in two of the three cost centers, however due to a one-time pay-out of Zero Waste Grant funds there is a 7% increase in hauler assessments. Staff identified 61% of the overall budget ($1.9M) funds the HHW Program at the HHW facility in San Rafael. 24% of the overall budget ($768,000) funds Zero Waste programs such as the Zero Waste Grant Program and public outreach campaign executed.
by JPA contractor O’Rorke, Inc. Staff noted that the HHW and Zero Waste budgets are optional. 6.2 Programs and Novato does not participate. 15% of the overall budget ($471,000) funds administration of the JPA which includes State mandated reporting and disposal tracking, and recycling requirements.

3. Fourth Cycle Zero Waste Grant Reports and Cycle Five Forms (Action)
Staff provided a summary of activities under Zero Waste Grant Cycle 4 and provided a summary of the proposed Zero Waste Grant Cycle 5 forms. Staff fielded questions from Board members, the public and clarified that Staff will work with each municipality during Cycle 5 to ensure programs are executed. Staff indicated Marin County will resubmit an updated Final Report. Staff requested guidance from the Board on spending and reimbursement policies in relation to the Zero Waste Grants. No public comments were submitted. M/s McCann/Curran to accept the Cycle 4 Grant Reports, approve the Cycle 5 Grant Documents and ensure Staff oversees that each municipality spend Zero Waste Grant funds in accordance with the Grant Guidelines or that a report from the municipalities is provided indicating grant funds are restricted to grant related activities where appropriate.

4. Elect New Chair
Staff explained current JPA Chair (Mackle) will be retiring from her position as San Rafael City Manager, and accordingly a new Chair will need to be elected. No public comments were submitted. M/s Frank/McCann to elect Member Toy to the JPA Chair position. The motion passed unanimously.