

MARIN COUNTY HAZARDOUS & SOLID WASTE MANAGEMENT
JOINT POWERS AUTHORITY (aka ZERO WASTE MARIN)

Board of Directors Meeting
Thursday, November 17, 2022, 9:00 a.m. – 9:45 a.m.

Online ONLY: Participation Instructions - Next Page

AGENDA

Call to Order

1. Open Time for Public Comment. (Information Only) 5 Minutes.

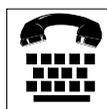
Consent Calendar 2 Minutes

2. Approve JPA Board Meeting Minutes from October 20, 2022 (Action).
3. Resolution No. 2022-01 Making Findings and Determinations Under AB 361 Regarding Virtual Meetings (Action).

Regular Agenda

4. Update from Subcommittee on Executive Director Recruitment and Interview Panel Request (Action) 10 Minutes.
5. Update on SB 1383 Membership Support Contract with R3 and Subcommittee Request (Action) 10 Minutes.
6. Update on engagement with Placeworks (Information) 5 Minutes.
7. Set schedule for 2023 Board of Directors Meetings (Action) 5 Minutes.
8. Adjournment.

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Contact the County's Waste Management Division, at (415) 473-6530 for more information

Special Instructions on Public Participation

The public can participate in this Marin County Hazardous and Solid Waste Joint Powers Authority (Zero Waste Marin) Board Meeting via a Zoom webinar on November 17, 2022 from 9:00 am – 9:45 am.

Zoom Meeting:

Please click the link below to join the webinar:

**Thursday, November 17, 2022
9:00 A.M. – Online Only Format**

Virtual: <https://us06web.zoom.us/j/93575341034>

Or One tap mobile:

US: +14086380968,93575341034# or +16699006833,93575341034#

Or Telephone:

Dial (for higher quality, dial a number based on your current location):

US: +1 408 638 0968 or +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799
or +1 312 626 6799 or +1 646 876 9923 or +1 301 715 8592

Webinar ID: 935 7534 1034

International numbers available: <https://us06web.zoom.us/j/93575341034>

During the Meeting, select the Raise Hand icon during the public comment time, and you will be added to the queue and unmuted when it is your turn.

*If you are “Calling In,” press *9 during the public comment time, and you will be added to the queue and unmuted when it is your turn. (Press *67 before dialing if you want to hide your phone number.)*

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

Date: November 17, 2022

Belvedere

To: JPA Board of Directors

Corte Madera

From: Berenice Davidson, Interim Executive Director

County of Marin

Re: Open Time for Public Comment

Fairfax

The public is welcome to address the Board of Directors on matters not on the agenda within its jurisdiction. Please be advised that pursuant to Government Code Section 54954.2, the Board is not permitted to discuss or act on any matter not on the agenda unless it determines that an emergency exists or that there is a need to take immediate action which arose following the posting of the agenda.

Larkspur

Mill Valley

Recommendation

Novato

Receive public comment. Information Only.

Ross

San Anselmo

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San Rafael

Sausalito

Tiburon

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

Board of Directors Meeting
Thursday, October 20, 2022
9:00 A.M.

In-Person: 240 Tamal Vista Boulevard, Suite 108
Online: via Zoom
Hybrid Format

MEMBERS PRESENT

Heather Abrams, Fairfax
Cristine Allovich, (Alt.) San Rafael
Greg Chanis, Tiburon
Todd Cusimano, Mill Valley
David Donery, San Anselmo
Dan Eilerman (Alt.), County of Marin
Dan Schwarz, Larkspur
Adam Wolff, Corte Madera

MEMBERS ABSENT

Matthew Hymel, County of Marin
Christa Johnson, Ross
Craig Middleton, Belvedere
Adam McGill, Novato
Jim Schutz, San Rafael
Robert Zadik, City of Belvedere
Chris Zepeda, Sausalito

STAFF PRESENT

Berenice Davidson, Interim Exec. Director

OTHERS PRESENT

Garret Toy, Tamalpais Community Service
District (TCSD)
Cory Bytof, San Rafael Sustainability
Program Manager
Alex Soulard, R3 Consulting Group Inc.
Garth Schultz, R3 Consulting Group Inc.

1. Open Time for Public Comment
No public comment was tendered.

Consent Calendar

2. Approval of the JPA Board Meeting Minutes from June 16, 2022
3. Resolution No. 2022-01 Making Findings and Determinations Under AB 361 Regarding Virtual Meetings (Approved)

Motion: by Mr. Cusimano to approve the Consent Calendar. Second: by Dan Eilerman. Abstentions: None. Vote: Unanimous.

Regular Agenda

4. Update from Interim Executive Director on Executive Director Recruitment

Ms. Davidson reminded the Board that they had approved Staff to hire a consultant for the recruitment process for the permanent Executive Director position. ZWM hired Deborah Muchmore with Muchmore than Consulting. ZWM has received a draft flyer for the advertisement of the position. This information (flyer) has been shared with the subcommittee. The subcommittee has provided their comments. The recruitment is slated to be opened Monday, October 24, 2022). The tentative timeline is to close recruitment on November 4, 2022; with tentative interview dates on December 4, 2022. ZWM anticipates coming to Board in December or January with interview presentations. Interview panels will be coordinated with subcommittee.

Mr. Chanis indicated that this was an update and not an action item. Since there were no questions or comments, Board moved to the next agenda item.

5. Consultant Recommendation for SB 1383 Membership Support

Ms. Davidson reminded the Board that they had approved \$100,000 to find a consultant that could assist in developing a more regional approach to compliance with SB 1383. Since that time, ZWM released a Request For Proposal (RFP) and received one response, from R3 Consulting. ZWM reviewed this proposal and recommended moving forward with R3 Consulting. ZWM will be ready at the next meeting to answer specific questions regarding how R3 will be able to help to meet the Board's request to analyze and identify the resources that can assist jurisdictions with SB 1383 compliance.

Mr. Chanis iterated this was not action item insofar as approving an agreement with R3, instead it was to look for Board direction as to whether they wanted to move forward with the proposal and to proceed with developing an MOU (memorandum of understanding) that the Board could review and approve at a future meeting.

Ms. Davidson confirmed Mr. Chanis's statements and indicated that ZWM, in a future meeting, will be able to have a better sense of resources needed and what represents a fair share for each location jurisdiction.

Mr. Chanis noted that this Agenda Item (5) is also related to Agenda Item 7 where several districts have written letters seeking to be part of this process.

Mr. Eilerman asked a question to clarify that his reading of the item on the agenda was an action item. Staff recommended that we adopt a contract that an MOU would be developed by R3 in consultation with the subcommittee.

Ms. Davidson confirmed Mr. Eilerman's interpretation of the agenda item. The action is to enter a contract with R3; however, determining what the commitment of each jurisdiction's share would be the first step, and then each jurisdiction would then enter into an MOU. Ms. Davidson asked Garth Schultz, R3 Consulting, to speak to this in more detail.

Mr. Shultz, R3 consulting, spoke about how they proposed to proceed. They would facilitate the development of a MOU between the member agencies that would clarify the roles, responsibilities, programs, and services that would be undertaken at the regional Zero Waste Marin level. This would be overseen by the Board, Executive Director and implemented by Staff. Additionally, it would outline roles and responsibilities under SB 1383 that would remain with the member agencies. The action, per Mr. Shultz understanding was to approve the agreement between Zero Waste Marin and R3 Consulting. R3 would most likely develop the MOU with a subcommittee of the Board. Dependent on the action taken by the Board, R3 would work with members to develop the outline and parameters of the program that they would recommend and to further define the regional activities responsibilities for Zero Waste Marin. The deliverables for this project would be an MOU clearly outlining the regional responsibilities of Zero Waste Marin vs. the individual Agencies. In addition, they would provide recommendations for clear descriptions and conceptual, programmatic approaches to SB 1383. This includes regional coordination of enforcement, edible food recovery programs, procurement, and technical resources to the member agencies with respect to compliance and reporting. These details were included in their proposal. This is a typical approach used by other JPAs including immediate neighbors to the north and east. Per, Mr. Shultz, this will allow some clarity for programmatic ZWM budget parameters for the fiscal 2023/24 budget.

Mr. Chanis confirmed that the action would be for ZWM Staff to contract with R3. In addition, he asked a clarifying question to Mr. Schulz regarding if the proposal assumed in its cost that R3 would be working on behalf of the special districts.

Mr. Schultz indicated that it is right to include special districts in this regional coordination. R3 did not consider shepherding the MOUs through to the special districts for approval because they are not members of Zero Waste Marin. R3 is happy to receive feedback of special districts, but the scope of their agreement does not include separate MOU consideration for any special district because they are not signatories.

Garret Toy, General Service Manager of Tamalpais Community Service District, spoke to the Board on behalf of nine special districts. He indicated that if all combined into one, the special districts would represent the third largest municipality in Marin. He stated it would be important that they have a least one representative participate in the process of the Zero Waste Marin MOU. Reiterating as a representative to these special districts, they would like to participate in this process as outlined in item #7.

Mr. Eilerman stated that conceptionally it made sense to have county-wide coordination of the issues that have been outlined in the R3 proposal. Having just seen the letter and not having a chance to meet about it with the subcommittee, he suggested the Board should proceed cautiously to ensure the subcommittee is walking in with eyes wide open to any engagement with responsibilities beyond membership of the Zero Waste Marin Board. He was not opposed to the special districts being signatories to the MOU if the Board is going to expand services beyond the ZWM membership. He was fully supportive of moving the item to move forward with the R3

engagement, but happy to hear further discussion.

Mr. Chanis echoed what Dan stated. In concept, it made a lot of sense to have the special districts involved. The two issues that need to be resolved are: what does it look like financially in terms of paying for the service and two including special district representative. Mr. Chinis stated supported moving ahead with the proposal to work with R3.

Mr. Chanis stated that they are looking for a motion to authorize ZWM staff to contract with R3 to implement the proposal included in the packet. Regarding handling special districts, he asked for suggestions if this should be included as part of the motion.

Mr. Cusimano indicated that he would make the motion to include special districts in the conversation and then task the subcommittee to work with staff to move the conversation going forward.

Motion: By Todd Cusimano (restated by Greg Chanis) to authorize the contract with R3 to move forward with the proposal, as requested including special districts in the process in resolving any open questions in the process. Second: by Dan Eilerman. Abstentions: None. Vote: Unanimous.

6. Presentation from the City of San Rafael and Recommendation to all Member Agencies to engage with PlaceWorks

Mr. Cory Bytof, Sustainability Manager, from the City of San Rafael shared his PowerPoint PlaceWorks Procurement Study Proposal. PlaceWorks provides an ArcGIS based study and dashboard to help local jurisdictions understand their actual capacity to utilize the compost and mulch required to be procured as part of the SB 1383 regulations. PlaceWorks would contract with Zero Waste Marin on behalf of all jurisdictions in the county that wish to participate. The County or City of San Rafael would host the database and tools via their current ArcGIS Online Account. The City and County are moving forward with this and inviting all other cities and towns to participate.

Mr. Chanis inquired if all the jurisdictions decided not to opt-in how this would impact the cost.

Mr. Bytof stated that some of cost is a start-up for each jurisdiction, and some cost is ongoing, and the total cost for that would be spread out to the jurisdictions that do participate. The Consultant would then come back in and update what the cost to each jurisdiction.

Mr. Chanis asked how the agreement was structured in terms the signing parties on the agreement..

Mr. Bytof stated that he and Casey Poldino discussed, if Board approved, the agreement would be between Zero Waste Marin and PlaceWorks. The consultant would invoice each jurisdiction individually.

Mr. Eilerman asked the following: What is staff's perspective on how we should move forward at this time. Second, is it budgeted, and if not, how do we consider working that into the budget based on the size of the contract? Based on what we heard in the R3 proposal, does it rhyme with what they are doing, or does it duplicate what they are doing? Is it consistent with one of the objectives that R3 was asked to look into?

Mr. Chanis echoed Mr. Eilerman and stated he was curious if it duplicates efforts of the R3 proposed work.

Mr. Schultz stated from the R3 perspective; it was wholly consistent. Their effort under the MOU development is to clarify the boundaries of where ZWM would provide long term support to the member agencies on meeting the procurement target. He stated that what Cory and San Rafael are doing is a good model for regional collaboration and has good synergy with what R3 is doing. He stated there were no conflicts or duplications.

Mr. Chanis asked if Mr. Bytof wanted to discuss the budget and staff recommendations.

Mr. Bytof stated that he and Ms. Poldino had spoken about this and she was prepared to recommend that the Board move forward with contracting with PlaceWorks. Regarding the ZWM budget, it would not be impacted as this would be paid by the jurisdictions individual CalRecycle grants or through the ZWRP. He also reiterated that the Consultant would bill the jurisdictions individually.

Mr. Chanis asked Mr. Bytof to confirm that it would be at the discretion of each jurisdiction on how they would pay for their portion of the work.

Mr. Bytof confirmed that what Mr. Chanis stated was accurate.

Mr. Eilerman stated this answered his questions. He was supportive of the concept. His only concern was the extent of which they could achieve county-wide coordination considering there isn't full membership at the meeting. He was comfortable recommending for the County of Marin but wanted to ensure it did not present a surprise to everyone.

Ms. Davidson recommended that the Board authorize staff to follow up with each jurisdiction in the next week and receive approval and then formalize the approval.

Mr. Chanis echoed Ms. Davidson recommendation by stating that the staff could poll the agencies in the next week to determine who would participate and the agreement would reflect this information, accordingly.

Ms. Davidson stated that Mr. Bytof already is engaging the Consultant; therefore the authorization would be for staff to follow up with the jurisdictions and to determine who will participate

Mr. Bytof stated his understanding is that this could be brought back for a final approval or this could be authorized to move forward with approval with a revised budget based on the number of participating jurisdictions.

Mr. Chanis indicated that he was comfortable with Mr. Bytof's latter recommendation. His reservation was regarding this was if only a few jurisdictions want to participate what will the contract costs be associated with this.

Ms. Davidson stated that they could add to the motion, based on the results, staff would go to the subcommittee and the subcommittee would provide direction to move forward with the contract or go back to the Board.

Mr. Chanis was comfortable with Ms. Davidson's recommendation.

Mr. Eilerman concurred with Mr. Chanis.

Motion:by Dan Eilerman: Proceed with polling membership and delegating to the subcommittee the ultimate execution of the contract based on the cost of membership based on the level of engagement. Second: by Mr. Cusimano. Abstentions: None. Vote: Unanimous.

7. Special Districts Letter to Request SB 1383 Assistance

Mr. Chanis indicated that this was already discussed in Item 5 and that unless anyone wanted to discuss again, Board can move to adjournment.

8. Adjournment

The next meeting is tentatively scheduled for November 17, 2022.

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

Belvedere

Date: November 17, 2022

Corte Madera

To: JPA Board of Directors

County of Marin

From: Staff

Fairfax

Re: Proposed Resolution No. 2022-01 Making Findings and Determinations Under AB 361 Regarding Virtual Meetings

Larkspur

Executive Order N-29-20 suspends specific provisions of the Ralph M. Brown Act to allow local legislative bodies to conduct their meetings completely telephonically or by electronic means, including suspending requirements set forth in the Brown Act for teleconferencing contained in Government Code Section 54953(b)(3). This can allow meetings to be conducted via Zoom with Board members, staff, and the public, all joining from remote locations.

Mill Valley

Novato

Ross

The Governor extended the suspension of specific provisions of the Brown Act on June 11, 2021, by issuing Executive Order N-08-21, which continued to allow for complete virtual meetings until September 30, 2021.

San Anselmo

San Rafael

On September 16, 2021, the Governor signed AB 361, which allows legislative bodies to meet virtually provided the Governor declares a state of emergency, and either (1) state or local officials have imposed or recommended measures to promote social distancing; or (2) the legislative body determines by majority vote that it would present imminent risks to the health and safety of attendees. As a result, if the Authority desires to have virtual meetings in the future, it must do so consistent with AB 361.

Sausalito

Tiburon

AB 361 preserves many of the provisions of the earlier executive orders while also adding new requirements to the management of remote and teleconference public meetings to achieve better the levels of transparency that the Brown Act demands. Specifically, AB 361 imposes two new rules on remote public meetings:

1. Local governments and agencies hosting teleconference meetings in place of traditional in-person public meetings must permit direct public comment during the teleconference. They must leave open the opportunity for public comment until the comment period for a given item is closed during the ordinary course of the meeting. The opportunity to make public comments must be of sufficient duration to allow actual public participation. This agency already complies with this requirement, so it presents no change to our current practice.
2. Any action by the governing body during a public teleconference meeting must occur while the agency is actively and successfully broadcasting to members of the public through a call-in option or an internet-based service option. If a technical disruption within the agency's control prevents members of the public from either viewing the meeting of the public agency or prevents members of the public from offering public comment, the agency must cease all activity on the meeting agenda until the disruption ends and the broadcast is restored. Action taken during an agency-caused disruption may be challenged as a violation of the Brown Act.

To continue to qualify for AB 361's waiver of in-person meeting requirements, the Board must make findings that (a) state or local officials recommend measures to promote social distancing or that (b) an in-person meeting would constitute an imminent risk to the safety of attendees. State officials at Cal-OSHA have recommended measures to promote social distancing throughout the state through the adoption of certain regulations.

The attached proposed Resolution makes the necessary findings for the Board, which is subject to the Brown Act, to conduct virtual meetings for the time being. As the Board meets somewhat irregularly, it will need to adopt a similar resolution at each meeting if it desires to continue to have the flexibility to conduct virtual/hybrid meetings. Staff will return to the Board with a resolution every meeting to allow for the continuance of virtual meetings for so long as the Board and staff believe that virtual meetings are necessary.

It is important to note that AB 361 does not require the Authority to continue with virtual meetings but simply gives the Board that option. If at any time the Board desires to return to in-person meetings, the Board can agencies that topic for discussion and direct staff to initiate the transition back to in-person or hybrid arrangements. However, at this time, Board staff is recommending adopting the resolution to allow the Board to continue meetings to be held remotely to ensure social distancing consistent with the recommendations of state and local officials.

RECOMMENDATION

Adopt a Motion adopting Resolution No. 2022-01, making findings and determinations under AB 361 for the conduct of virtual meetings.

Attachment:
1. Proposed Resolution No. 2022-01

Motion: _____ Second: _____

Ayes: _____

Noes: _____

Abstentions: _____

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RESOLUTION # 2022-01

A RESOLUTION OF THE BOARD OF DIRECTORS OF THE MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY MAKING FINDINGS THAT THE PROCLAIMED STATE OF EMERGENCY CONTINUES TO IMPACT THE ABILITY TO MEET SAFELY IN PERSON AND DECLARING THAT THE BOARD OF DIRECTORS WILL CONTINUE TO MEET REMOTELY IN ORDER TO ENSURE THE HEALTH AND SAFETY OF THE PUBLIC

WHEREAS, the Marin County Hazardous and Solid Waste Management Joint Powers Authority (the "Authority") is committed to preserving and nurturing public access and participation in meetings of the Board of Directors, its Executive Committee and Local Task Force; and

WHEREAS, all meetings of the Authority's legislative bodies are open and public, as required by the Ralph M. Brown Act (Cal. Gov. Code 54950 – 54963), so that any member of the public may attend, participate, and watch the Authority's legislative bodies conduct their business; and

WHEREAS, the Brown Act, Government Code section 54953(e), makes provisions for remote teleconferencing participation in meetings by members of a legislative body, without compliance with the requirements of Government Code section 54953(b)(3), subject to the existence of certain conditions; and

WHEREAS, on March 4, 2020, Governor Newsom declared a State of Emergency to make additional resources available, formalize emergency actions already underway across multiple state agencies and departments, and help the State prepare for a broader spread of COVID-19; and

WHEREAS, on March 17, 2020, in response to the COVID-19 pandemic, Governor Newsom issued Executive Order N-29-20, which suspended certain provisions of the Ralph M. Brown Act in order to allow local legislative bodies to conduct meetings electronically without a physical meeting place; and

WHEREAS, as a result of Executive Order N-29-20, staff set up Zoom teleconference meetings for all Authority meetings; and

WHEREAS, on June 11, 2021, Governor Newsom issued Executive Order N-08-21, which specified that Executive Order N-29-20 would remain in effect through September 30, 2021, at which point it would expire; and

WHEREAS, on September 16, 2021, the Governor signed Assembly Bill 361 into law, as urgency legislation that goes into effect on October 1, 2021, amending Government Code

Section 54953 of the Brown Act to allow legislative bodies to continue to meet remotely during a proclaimed state of emergency, provided certain conditions are met and certain findings are made; and

WHEREAS, the continued local rates of transmission of the virus and variants causing COVID-19 are such that the Director of Health & Human Services has recommended that the County continue to emphasize social distancing in order to minimize the potential spread of COVID-19 during indoor, public meetings.

WHEREAS, the Authority cannot maintain adequate safe social distance between members of the public, Board members and staff in their respective meeting locations; and

WHEREAS, because of the continuing threat of COVID-19 to the community, the Authority is concerned about the health and safety of attendees, the Authority's Board of Directors desires to take the actions necessary to comply with AB 361 and to continue to hold its Board and committee meetings remotely.

NOW, THEREFORE, THE MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY BOARD OF DIRECTORS RESOLVES AS FOLLOWS:

1. The Board has reconsidered the circumstances of the State of Emergency, and finds that:
 - a. The factors triggering the State of Emergency continue to directly impact the ability of the members of the Board of Directors and staff, and members of the public to meet safely in person; and
 - b. State and local officials continue to recommend measures to promote social distancing.
2. Authority Board of Directors meetings will continue to be conducted remotely for the next 30 days in compliance with AB 361 and Government Code Section 54953(e)(2), in order to ensure the health and safety of the public while providing access to public meetings.
3. The Board of Directors will reconsider the circumstances of the State of Emergency and revisit the need to conduct meetings remotely within 30 days of the adoption of this Resolution.

REGULARLY PASSED AND ADOPTED this 17th day of November 2022.

AYES: _____

NOES: _____

ABSENT: _____

Chair: Greg Chanis

Attest by : _____

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

Belvedere

Date: November 17, 2022

Corte Madera

To: JPA Board of Directors

County of Marin

From: Casey Poldino, Program Manager

Fairfax

Re: SB 1383 Membership Support & Subcommittee Appointment

Larkspur

Please recall that your Board approved a contract with R3 Consulting Group to retain consultant support for technical assistance related to the JPA providing SB 1383 support to its members. This will include an implementation plan and roadmap for the agency and its members to meet the new and more ambitious organics reduction mandate and identify areas where collaboration is recommended.

Mill Valley

Novato

Ross

The contract with R3 Consulting Group will be finalized next week and Staff recommends a kick-off meeting be scheduled for the week of November 28, 2022. A subcommittee should be appointed to this project.

San Anselmo

San Rafael

Recommendation
Confirm subcommittee.

Sausalito

Tiburon

Board Chair: Please confirm the vote on this item by reading the following items out loud after the vote.

Motion: _____ Second: _____

Ayes: _____

Noes: _____

Abstentions: _____

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

Date: November 17, 2022

Belvedere

To: JPA Board of Directors

Corte Madera

From: Casey Poldino, Program Manager

County of Marin

Re: Update on Engagement with PlaceWorks

Fairfax

PlaceWorks provides a comprehensive range of planning, design, and environmental services to both the public and private sectors. The Board approved their proposal to survey and inventory parks, open spaces, and landscape features and associated tonnage of procured organics that can theoretically be utilized based on dimension and landscape type for SB 1383 compliance.

Larkspur

Mill Valley

Novato

Each city and town have agreed to enter into contract with PlaceWorks in an effort to continue working towards a regional approach to SB 1383 compliance. Zero Waste Marin Staff will manage the contract. The work performed by PlaceWorks will further support the R3 Consulting Group SB 1383 membership support contract.

Ross

San Anselmo

Total project costs per jurisdiction are found in Attachment 1.

San Rafael

Attachments:

Sausalito

1. PlaceWorks Proposal Synopsis

Tiburon

Board Chair: Please confirm the vote on this item by reading the following items out loud after the vote.

Motion: _____ Second: _____

Ayes: _____

Noes: _____

Abstentions: _____

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PlaceWorks Procurement Study Proposal

What is it?

PlaceWorks provides an ArcGIS based study and dashboard to help local jurisdictions understand their actual capacity to utilize the compost and mulch required to be procured as part of the SB 1383 regulations.

PlaceWorks would be contracted by Zero Waste Marin on behalf of all jurisdictions in the county that wish to participate. The County or City of San Rafael would host the database and tools via their current ArcGIS Online Account. The City and County are moving forward with this and invite all other cities and towns to participate.

Purpose

This platform will allow jurisdictions to assess actual capacity to use procured materials as mandated by CalRecycle. This study can be used to understand our utilization gaps and potentially to petition CalRecycle to adjust procurement targets to be more realistic (as well as to justify inability to meet CalRecycle determined procurement targets should that be necessary). It will also provide the ability to monitor and store data, create visual summaries of process on procurement targets, and share results through an interactive Story Map and dashboard for any jurisdiction that wishes to use it actively going forward.

Cost

Total cost is \$142,000. Per Jurisdiction amounts are calculated based on jurisdiction population and range roughly \$1,000-\$30,000 per agency if all jurisdictions participate (see Table 3. Below).

- » Cost of the initial study includes fees for licensing and hosting of data, map, & online dashboard.
- » Annual costs for those who choose to use the product for ongoing use and tracking would be approximately \$400-500 per agency for hosting, licensing and maintenance.

Funding

SB 1383 Local Assistance Grant (jurisdictions may also use their Zero Waste Reimbursement Program funds if preferred)

Deliverables

- » Database hosted in ArcGIS Online, synced mobile and desktop applications to input and audit data
- » Comprehensive landscape database model (geodatabase) to visualize land type and use
- » Interactive, automated Online Web Map and Dashboard with visual summary of data and progress
- » Training and Resources for staff

Jurisdiction Responsibilities

Each jurisdiction will need to provide GIS friendly data (geodatabase, Excel, KML) or pull from Marin Maps for refining available landscape space. Data will automatically be standardized into one complete Countywide dataset designed for mapping and running the necessary calculations, such as for potential vs actual compost and ROWP. Consultant would also conduct a high-level analysis of large landowners (e.g., school districts, water agencies, etc.) to get a sense of other application opportunities outside of City/County owned lands for potential future analysis or engagement.

Timeline

The project is estimated to take place over the course of seven to eight months between November 2022 and June 2023.

Example of dashboard from other jurisdictions

Reporting Dashboard Developed for Alameda County StopWaste



Reporting Web Map Developed for Alameda County StopWaste

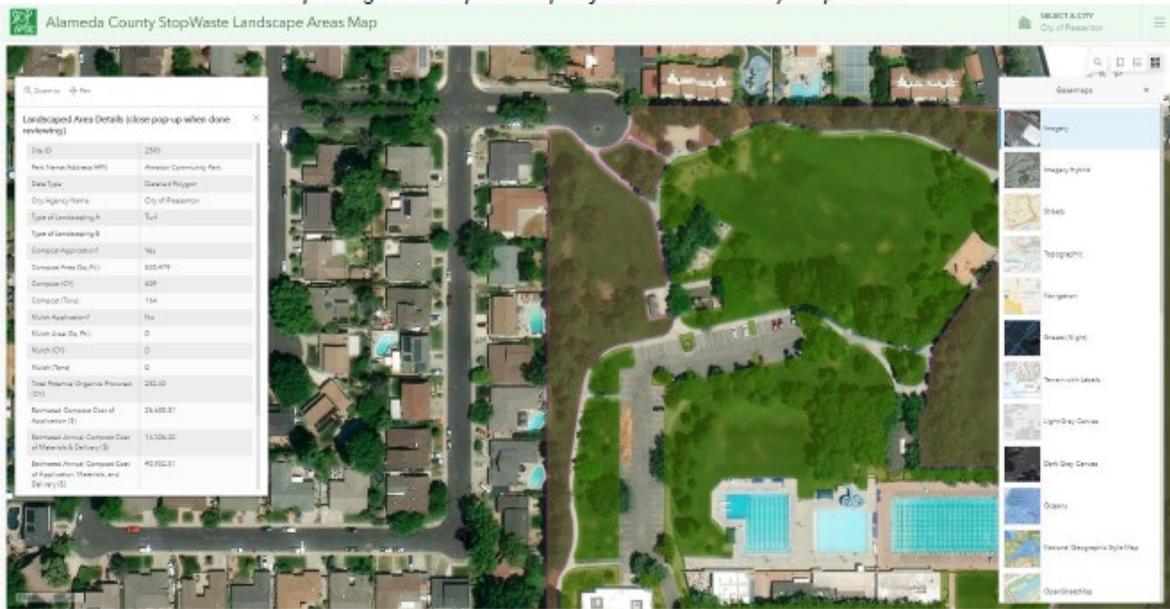


Table 3. Cost Breakdown by Jurisdiction (Including Optional Task)

JURISDICTION	COST
City of Belvedere	\$1,165
Cit of Corte Madera	\$5,595
City of Fairfax	\$4,162
City of Larkspur	\$7,150
City of Mill Valley	\$7,789
City of Novato	\$29,132
City of Ross	\$1,280
City of San Anselmo	\$7,022
City of Sausalito	\$3,979
City of Tiburon	\$5,005
City of San Rafael	\$33,535
Unincorporated Marin County (includes all unincorporated communities and lands)	\$36,186
Grand Total (including hosting, maintenance, and licensing fees for 1 year)	\$142,000
Estimated Ongoing Annual Fees** (beyond year 1)	
Per Jurisdiction Fee (including hosting, maintenance, and licensing fees)	\$417 Annually

*Per Jurisdiction fees are calculated based on the following equation, (jurisdiction population / total population of Marin County) * total project cost

** Per Jurisdiction annual fees include license fee and county hosting/maintenance fee

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

Belvedere

Date: November 17, 2022

Corte Madera

To: JPA Board of Directors

County of Marin

From: Casey Poldino, Program Manager

Fairfax

Re: Set 2023 JPA Board Meeting Schedule

Larkspur

In order to provide the JPA Board advance notice of upcoming meetings and to ensure workflow, Staff proposes to set a JPA meeting schedule for the first half of 2023. These meetings should be held prior to the already scheduled Marin Managers Association meetings which are held the third Thursday of every month. Staff proposes meeting in January, February, April, and May of 2023.

Mill Valley

Novato

Ross

Recommendation:

San Anselmo

1. Adopt proposed 2023 JPA Board meeting schedule.

San Rafael

Sausalito

Tiburon

Board Chair: Please confirm the vote on this item by reading the following items out loud after the vote.

Motion: _____ Second: _____

Ayes: _____

Noes: _____

Abstentions: _____

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