

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Our mission is to protect natural resources by promoting source reduction of waste through reuse, repair, and more mindful purchasing. To make recycling and composting easy, we offer a variety of programs including: the Household Hazardous Waste Program, the Zero Waste Schools Program, and public outreach and education programs. These programs align with County-wide goals to act on climate change and promote healthy, safe, and sustainable communities.

BOARD OF DIRECTORS MEETING

Thursday, November 21, 2024, 2:00 pm – 3:00 pm

In Person: San Rafael City Hall, 1400 Fifth Ave, 3RD Floor, Large Conference Room, San Rafael, CA 94901

AGENDA

Call to Order

1. Public Participation Instructions (Information Only) 1 Minute.
2. Open Time for Public Comment (Information Only) 5 Minutes.

Consent Calendar

3. Approve JPA Board Meeting Minutes from September 19, 2024 (Action) 1 Minute.

Regular Agenda

4. Executive Director Update (Information Only) 10 Minutes.
5. Legislative Update (Information Only) 5 Minutes.
6. HHW contingency/reserve funding allocation (Action) 10 Minutes.
7. Update from Climate Corp Fellows (Information Only) 5 Minutes.
8. 2025 JPA Board Meeting Schedule (Action) 2 Minutes.
9. Suggested Agenda items Meeting (Information Only) 2 Minutes.
10. Adjournment.



For disability accommodations please phone **(415) 473-4381** (Voice), CA Relay 711, or e-mail Zero.Waste@MarinCounty.gov at least five business days in advance of the event. The County will do its best to fulfill requests received with less than five business days' notice. Copies of documents are available in alternative formats, upon request.

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SPECIAL REMOTE PUBLIC INSTRUCTIONS

Thursday, November 21, 2024, 2:00 pm – 3:00 pm

The public can participate in the Marin County Hazardous and Solid Waste Joint Powers Authority (Zero Waste Marin) Board Meeting via a Zoom webinar on Thursday, November 21, 2024, 2:00 pm – 3:00 pm

Zoom Meeting

Please click the link below to join the webinar:

<https://zoom.us/j/95862063021?pwd=bNao2kRMGotDSlaK8b1J4fWAxwabi.1>

Meeting ID: 958 6206 3021

Passcode: 115793

Or One tap mobile:

+16699006833,,95862063021#,,,,*115793# US (San Jose)

+16694449171,,95862063021#,,,,*115793# US

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

- +1 669 900 6833 US
- +1 669 444 9171 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US
- +1 346 248 7799 US
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US
- +1 360 209 5623 US
- +1 386 347 5053 US
- +1 564 217 2000 US
- +1 646 931 3860 US
- +1 689 278 1000 US
- +1 929 205 6099 US

Find your local number: <https://zoom.us/u/acGbtY0AIs>

Comments

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).



For disability accommodations please phone **(415) 473-4381** (Voice), CA Relay 711, or e-mail Zero.Waste@MarinCounty.gov at least five business days in advance of the event. The County will do its best to fulfill requests received with less than five business days' notice. Copies of documents are available in alternative formats, upon request. ⁰⁰²

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

Belvedere

Date: November 21, 2024

Corte Madera

To: JPA Board of Directors

From: Kimberly Scheibly, 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

San Rafael

Sausalito

Tiburon

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Board of Directors Meeting Minutes

Thursday, September 19, 2024

1:30 pm – 2:30 pm

In Person: Tiburon Town Hall, Council Chambers, 1505 Tiburon Blvd, Tiburon
94920

BOARD MEMBERS PRESENT

Town of Corte Madera: Adam Wolff
County of Marin: Dan Eilerman (Alt.)
Town of Fairfax: Heather Abrams (Chair)
City of Larkspur: Dan Schwarz
City of Mill Valley: Todd Cusimano (Vice Chair)
City of Mill Valley & Town of Tiburon Grace Ledwith (Alt)
Town of Ross: Christa Johnson
Town of San Anselmo: David Donery
City of San Rafael: John Stefanski
City of Sausalito: Catie Thow Garcia (Alt.)
Town of Tiburon: Greg Chanis

STAFF PRESENT

Kimberly Scheibly (Executive Director)
Casey Poldino (Staff)
Amy Kolnes (Staff)
Justin Newsome (Admin)

1. Call to Order Regular Meeting

Regular session was called to order at 1:34 p.m.

Remote Public Participation Instructions

Information Only

2. Open Time for Public Comment (Items not on the agenda)

No public comments.

3. JPA Board Meeting Minutes from May 16, 2024

Executive Director Kimberly Scheibly stated a clarification that the Executive Director's report on the Electronic Annual report and the Edible Food Capacity study are two separate reports. Additionally, it was noted that the date on the extension of the Household Hazardous Waste Facility Agreement is December 31st, 2024.

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Motion to approve the JPA Board Meeting Minutes from May 16, 2024, with the amendment that Ross Alternate Roberta Feliciano was in attendance.

First Town of Ross: Christa Johnson

Second Town of Fairfax: Heather Abrams (Chair)

Vote Count

City of Belvedere: Absent

Town of Corte Madera: Aye

County of Marin: Aye

Town of Fairfax: Aye

City of Larkspur: Aye

City of Mill Valley: Aye

City of Novato: Absent

Town of Ross: Aye

Town of San Anselmo: Aye

City of San Rafael: Aye

City of Sausalito: Aye

Town of Tiburon: Aye

Ayes: 10 Noes: 0 Absent: 2 Abstain: 0

Motion passed.

4. Executive Director Report

Executive Director Scheibly reported that ZWM has entered into contract with Pimenti & Brinker to perform the FY24 audit of the JPA financial statements. ZWM is awaiting the Household Hazardous Waste reserve fund transfer from the City of San Rafael to the JPA. Additionally, the Department of Finance will be consulted on the best ways to manage the reserve. Furthermore, the full legislative report will be moved to the November Board meeting.

There is confusion from libraries about their responsibilities to be in compliance with the SB 1383's recycled fiber content due to the mixed messages from CalRecycle. Executive Director Scheibly is working the libraries and CalRecycle for a FAQ to assist in clarifying. The Board approved \$200,000 for new program development and staff presented pilot proposals to the program subcommittee, the proposals were reviewed and presented to the Executive Committee with four having been selected. Repair Fairs & Clothing Swaps, reusables for school lunches via Marinwood Market, bring your own cup campaign, and Reusables at Thursday AIM Farmers Market. Scheibly concluded the Executive Director's report.

Information Only

Board Comments

N/A

Public Comments

No public comments

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5. SB1383 Progress Update

Executive Director Scheibly shared that all 12 of the member agencies received formal notifications of evaluations from CalRecycle for compliance reviews from the Jurisdiction and Agency Compliance and Enforcement branch. Additionally, the implementation records from ZWM have been requested. ZWM will assume the responsibility of technical assistance, Recovered Organic Waste Product Procurement and Organics Capacity Planning, Edible Food Recovery Program, and Inspections and Enforcement. The reviews will include field visits, CalRecycle will review implementation of Mandatory Commercial Recycling, Mandatory Commercial Organics Recycling, and the Source Reduction and Recycling Element, and the Household Hazardous Waste Element.

JACE will conduct these evaluations and reviews in groups of four which is expected to take 3-4 weeks. All groups have submitted their implementation records.

Funding for two Climate Corps Fellows was approved using Local Assistance Grant funding and will be the point for supporting all the jurisdictions with SB1383 needs. The key 3 projects are: 1) support for jurisdictions with Implementation Records for SB1383 which will include transitioning records to SMART1383. 2) compost and mulch procurement and distribution. 3) a survey of jurisdiction needs.

In addition to the Climate Corp Fellows and ZWM staff, the Local Assistance and Market Development branch of CalRecycle is available to assist with these reviews.

Information Only

Board Comments

Board member Christa Johnson shared appreciation for the support and resources. A brief discussion was held.

Public Comments

No public comments

6. Annual Report Update

ZWM Staff Amy Kolnes shared staff have been hired to assist in compliance and the Zero Waste efforts, compost procurement, expanded SB1383 education efforts, continued expansion of the edible food recovery program, and assisted jurisdictions with the CalRecycle Electronic Annual Report (EAR). For the FY2024-25, ZWM is in the process of a countywide Waste Characterization Study, implementing a new recordkeeping software system SMART1383, and piloting Household Hazardous Waste programs.

Information Only

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Board Comments

Board member Greg Chanis shared appreciation for the efforts of ZWM.

Public Comments

No public comments

7. Extension of Hazardous Household Waste Agreement

Executive Director Scheibly recalled during the May 2024 Board meeting there was extension requested and granted by the JPA Board to the Hazardous Waste Agreement. It was discovered that the Operations Plan, a document required when there is a change in permit holder, was not updated since 2015. County counsel felt it was best to update this document prior to the agreement. Additionally, the Household Hazardous Waste Facility felt the agreement may impact their already approved budget.

Motion to delegate authority to JPA Board Chair to sign the Second Amendment to the Hazardous Waste Collection Agreement which extends the agreement the JPA and MRRRA through June 30, 2025.

First Town of Tiburon: Greg Chanis

Second County of Marin: Dan Eilerman

Vote Count

City of Belvedere: Absent

Town of Corte Madera: Aye

County of Marin: Aye

Town of Fairfax: Aye

City of Larkspur: Aye

City of Mill Valley: Aye

City of Novato: Absent

Town of Ross: Aye

Town of San Anselmo: Aye

City of San Rafael: Aye

City of Sausalito: Aye

Town of Tiburon: Aye

Ayes: 10 Noes: 0 Absent: 2 Abstain: 0

Motion passed.

Board Comments

N/A

Public Comments

No public comments

8. Tonnage Reporting Ordinance

Executive Director Scheibly shared with AB 901 being signed into law in 2019 it changed how organics, recyclable material, and solid waste are reported to CalRecycle. Recycling and Disposal Facility Reporting System law requires specific facilities, including disposal, recycling and compost facilities, transfer and processor facilities and contract haulers, to report directly to CalRecycle. Prior to this the reports

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were given to the county of Marin to give to the state on behalf of the entities on a quarterly basis. Due to this, the JPA has no immediate access to this data for purposes of reporting progress. The recommended amendment reverts to the quarterly reporting, which is the same reporting schedule that the entities are held to by CalRecycle. This change does not add any additional workload, however, adds the benefit of ZWM staff receiving the information on a timely basis to report waste disposal in the county.

Motion Adopt a Motion to approve the revised ordinance to increase frequency of reporting to align with CalRecycle reporting periods.

First Town of San Anselmo: David Donery

Second Town of Tiburon: Greg Chanis

Vote Count

City of Belvedere: Absent

Town of Corte Madera: Aye

County of Marin: Aye

Town of Fairfax: Aye

City of Larkspur: Aye

City of Mill Valley: Aye

City of Novato: Absent

Town of Ross: Aye

Town of San Anselmo: Aye

City of San Rafael: Aye

City of Sausalito: Aye

Town of Tiburon: Aye

Ayes: 10 Noes: 0 Absent: 2 Abstain: 0

Motion passed.

Board Comments

Chair Abrams asked if haulers were contacted regarding this matter. Executive Director Scheibly confirmed all of the agencies were spoken to about the subject.

Public Comments

No public comments

9. Waste Characterization Study Approval

ZWM staff Casey Poldino updated the board that the Waste Characterization Study field work will take place the last two weeks of October with the draft report expected to be available December 1st, 2024. A bi-seasonal Waste Characterization Study is being considered for Fall and Spring based on the findings of the October 2024 field work. ZWM staff Poldino mentioned that their may be a request to the JPA board in November an additional characterization study due to seasonal fluctuations.

Assembly bill 2346 was sponsored by Stop Waste is anticipated to pass and it is regarding SB 1383 compost procurement, this authorizes local jurisdictions to determine a new local per capita procurement target. The status of the bill will be determined September 30, 2024. Additionally, this grants authority to local jurisdictions to count their procurement towards operations or investments in compost infrastructure.

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Information Only

Board Comments

Board member Christa Johnson requested an example of how a Waste Characterization Study will change what procurements needs will be if this bill is signed into law. ZWM staff Poldino shared that the Waste Characterization Study data will what percentage is being added to the landfill that could be composted for a new procurement target. Chair Abrams asked if the additional effort of the Waste Characterization Study

Public Comments

No public comments

10. LTF Member Approval

ZWM Staff Kolnes informed the board that the Local Task Force membership expires every three years. At that time, the seats must be vacated an reopend for applications. ZWM Staff Kolnes shared the recommended applicants for approval.

The proposed membership roster is as follows:

- Special District Representative (1 opening):
 - Kevin McElroy, Bolinas Public Utilies District
- Hauler or Facility Representatives (2 openings)
 - Greg Chrisitie, Bay Cities Refuse
 - Celia Furber, Recology Sonoma Marin
- Environmental Organization Representatives (2 openings)
 - Kyle LaRue, Conservation Corps North Bay
 - Susan Hopp, Plastic Free Marin
- Public Member Representatives (3 openings)
 - Ross Valley: Jinesse Reynolds
 - Novato: Matt McCarron
 - San Rafael: No applicants

Motion Adopt a motion to approve all recommended new Local Task Force members as listed above.

First County of Marin: Dan Eilerman

Second Town of Tiburon: Greg Chanis

Vote Count

City of Belvedere: Absent

Town of Corte Madera: Aye

County of Marin: Aye

Town of Fairfax: Aye

City of Larkspur: Aye

City of Mill Valley: Aye

City of Novato: Absent

Town of Ross: Aye

Town of San Anselmo: Aye

City of San Rafael: Aye

City of Sausalito: Aye

Town of Tiburon: Aye

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Ayes: 10 Noes: 0 Absent: 2 Abstain: 0

Motion passed.

Board Comments

Chair Abrams asked if haulers were contacted regarding this matter. Executive Director Scheibly confirmed all of the agencies were spoken to about the subject.

Public Comments

No public comments

11. Staffing Update

Executive Director Scheibly shared that ZWM staff are contracted employees through an agreement with the County of Marin. staff have come from the Waste Management Division of the Department of Public Works and have allocated their time between the County and the JPA. The County is compensated based on allocations for each staff. For FY25, allocations include a total of 7 FTEs for ZWM, including four new staff given the increased responsibilities of SB1383. The County includes 2 FTEs dedicated to unincorporated areas countywide. The existing positions in the WM Division are as follows:

- 1. Planning Manager (1) - Executive Director of ZWM
- 2. Program Manager (1)
- 3. Senior Planner (3)
- 4. Waste Management Specialist (2)
- 5. Senior Program Coordinator (2)

With the departure of ZWM Program Manager and Senior Program Coordinator, the responsibilities of these two staff will be divided between three other staff members. County personnel regulations allow for a temporary special assignment pay (TSAP) for up to six months while staffing needs are explored.

Motion the Executive Director will proceed with the TSAPs to acknowledge the additional and higher level of work in the meantime, it is recommended that the Zero Waste Board convene the Executive Subcommittee of the Board to evaluate the structure and needs of the JPA and the County.

First County of Marin: Dan Eilerman

Second Town of San Anselmo: David Donery

Vote Count

City of Belvedere: Absent

Town of Corte Madera: Aye

County of Marin: Aye

Town of Fairfax: Aye

City of Larkspur: Aye

City of Mill Valley: Aye

City of Novato: Absent

Town of Ross: Aye

Town of San Anselmo: Aye

City of San Rafael: Aye

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City of Sausalito: Aye

Town of Tiburon: Aye

Ayes: 10

Noes: 0

Absent: 2

Abstain: 0

Motion passed.

Board Comments

Chair Abrams and Board Member Eilerman shared acknowledgement of the efforts of the ZWM staff.

Public Comments

Cory Bytof via Zoom shared appreciation for departing ZWM staff member Poldino.

12. Confirm 2025 JPA & Executive Committee Meeting Schedules

Executive Director Scheibly presented staff’s proposal to set the JPA Board and Executive Committee meeting schedules for the remainder of the 2024 calendar year. The proposed dates are November 21, 2024 (2pm-3pm) for the full Board meeting and October 17, 2024 (9am-10am) for the Executive Committee meeting.

Motion

Adopt a Motion approving the JPA Board meeting for November 21, 2024, and the Executive Committee meeting for October 17, 2024

First County of Marin: Dan Eilerman

Second Town of San Anselmo: David Donery

Vote Count

City of Belvedere: Absent

City of Novato: Absent

Town of Corte Madera: Aye

Town of Ross: Aye

County of Marin: Aye

Town of San Anselmo: Aye

Town of Fairfax: Aye

City of San Rafael: Aye

City of Larkspur: Aye

City of Sausalito: Aye

City of Mill Valley: Aye

Town of Tiburon: Aye

Ayes: 10

Noes: 0

Absent: 2

Abstain: 0

Motion passed.

Board Comments

Board Member Eilerman shared potential calendar conflicts for the proposed October meeting. Additional comments were made regarding Board meeting dates.

Public Comments

N/A

13. Confirm 2025 JPA & Executive Committee Meeting Schedules

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Executive Director Scheibly opened the floor to commentary from the board for agenda items for the next meeting.

Information Only

Board Comments

- 1. Request to learn more on organics recycling for residential**
- 2. Provide update on staffing discussions**
- 3. FY ending review**

Public Comments

N/A

14. Confirm 2025 JPA & Executive Committee Meeting Schedules

Chair Abrams adjourned the meeting.

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

Motion: _____ Second: _____

Ayes: _____

Noes: _____

Abstentions: _____

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

Belvedere

Date: November 21, 2024

Corte Madera

To: JPA Board of Directors

From: Kimberly Scheibly, Executive Director

County of Marin

Re: Executive Director Update

Fairfax

The Executive Director will provide an update on recent and ongoing activities provided by staff.

Larkspur

Recommendation

Mill Valley

Receive oral report. Information only.

Novato

Ross

San Anselmo

San Rafael

Sausalito

Tiburon

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MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere

Date: November 21, 2024

Corte Madera

To: JPA Board of Directors

From: Meilin Tsao, Waste Management Specialist

County of Marin

Re: Legislative Update

Fairfax

Advocating for legislation which supports waste reduction and elimination of toxic and hazardous materials from the environment is an important objective of Zero Waste Marin staff. The 2024 legislative session and calendar year had many bills focused on solid and hazardous waste. ZWM staff tracked 15 bills, 6 Assembly and 9 Senate. 9 bills passed the legislature, 8 were signed into law by Governor Newsom, 1 was vetoed, and 5 died in the legislature.

Larkspur

Mill Valley

Novato

The 8 bills that passed are – AB 660 Food Date Labeling, AB 863 Carpet Stewardship, AB 2346 ROWP Updates, SB 707 Textile EPR, SB 1046 Permitting Compost Facilities, SB 1053 Plastic Carry-out Bag Ban, SB 1143 Paint Stewardship, and SB 1280 Ban on Single-Use Propane Canisters.

Ross

Governor Newsom vetoed SB 1066 Marine Flare Manufacturer Responsibility, which S. Blakespear and ZWS will bring next session.

San Anselmo

ZWM staff wrote 3 letters to Governor Newsom urging him to sign SB 1066, SB 1143, and AB 863, we felt confident that the 6 other bills that passed out of the legislature would be signed into law. We also wrote comment letters to CalRecycle on the first two rounds of draft regulations for SB 54 Packaging EPR.

San Rafael

Sausalito

Effective dates to look for in 2025 include: SB 54 regulatory text must be published no later than March 8, 2025, SB 54 polystyrene foodware ban effective because polystyrene did not reach the mandated 25% recycling rate, and SB 1046 (2022) which bans pre-checkout bags in stores that are not recyclable or compostable (defined by SB 343 and AB 1201, respectively).

Tiburon

Recommendation

Receive oral report. Information only.

ITEM 6
MARIN COUNTY HAZARDOUS AND SOLID WASTE
MANAGEMENT JOINT POWERS AUTHORITY

Belvedere

Date: November 21, 2024

Corte Madera

To: JPA Board of Directors

From: Kimberly Scheibly, Executive Director

County of Marin

Re: HHW Contingency Reserve Funding Allocation

Fairfax

Background

Larkspur

Mill Valley

Novato

Ross

San Anselmo

San Rafael

Sausalito

Tiburon

Permanent Household Hazardous Waste Collection Facilities (PHHWCFs) are household hazardous waste (HHW) collection facilities operated by a public agency on a continuous, regular schedule and housed in a permanent or semi-permanent structure at a fixed location. These facilities are authorized under Permit by Rule (PBR) by the local Certified Unified Program Agency (CUPA), according to the regulatory standards adopted by the Department of Toxic Substance Control (DTSC). The JPA provides funding and oversight of the operations of the Marin Household Hazardous Waste Facility for drop-off of approved materials for Marin County residents and very small quantity business generators (except for Novato) via a contract with Marin Recycling Resource Recovery Association (MRRRA). Though MRRRA owns the facility, the JPA is considered the Operator of the facility thus the JPA has primary responsibility for the facility operation.

California Code of Regulations, Title 22, Section 67450.25 (a) (3) requires Household Hazardous Waste Facilities have an Operations Plan. A component of this plan is the Facility Closure Plan which details closure costs based on the maximum materials on the property; updated annually (California Code of Regulations, Title 22, Sections 66265.110 - 66265.115, and Section 67450.30). (Attachment 1). A reserve is maintained for the facility closure. The JPA is responsible for maintaining and establishing the closure financial assurance.

The City of San Rafael transferred oversight of the facility operation to the JPA effective July 1, 2024. The reserve fund balance previously held by the City of San Rafael was released to the JPA and received October 24, 2024, in the amount of \$527,641.09, including interest earned over the years.

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Staff recommend setting up two separate contingency reserves: one for facility closure costs in the amount of \$160,000 and the other for one-time projects or special studies in the amount of \$100,000. The remaining \$267,641.09 will remain as revenue received but not appropriated for spending at this time. Staff will discuss potential one-time programs/projects to present to the Executive Committee at the next meeting. Reserve fund balances will be part of the annual budget setting process going forward.

Recommendation:

Adopt a motion to authorize the Executive Director to work with County Department of Finance and the Office of the County Executive to determine the appropriate designation type (reserve versus administrative designation) establish contingencies to be used in the event of a facility closure (\$160,000) as well as a contingency for one-time projects (\$100,000). Use of the reserve contingencies for any specific purpose will require approval of the Board.

Attachment

1. HHW Facility Closure Cost Estimate for FY2025

**MARIN COUNTY HAZARDOUS AND SOLID WASTE
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Board Chair: Please confirm the vote on this item by reading the following items out loud after the vote.

Motion (First): _____ Second: _____

Ayes: _____

Noes: _____

Abstentions: _____

Absent: _____

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere

Date: November 21, 2024

Corte Madera

To: JPA Board of Directors

From: Casey Fritz, Senior Planner

County of Marin

Re: Climate Corp Fellows Update

Fairfax

As part of Local Assistance Grant funding to support all jurisdictions with SB 1383 compliance, the JPA is hosting two Climate Corp Fellows. These Fellows, Erin Ahlich and Shannon Keane, began their 10-month Fellowship on September 4th, 2024. Casey Fritz is their supervisor.

Larkspur

Mill Valley

Erin and Shannon will provide an update on recent and ongoing activities related to supporting the jurisdictions.

Novato

Recommendation

Receive oral report. Information only.

Ross

San Anselmo

San Rafael

Sausalito

Tiburon

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere

Date: November 21, 2024

Corte Madera

To: JPA Board of Directors

From: Kimberly Scheibly, Executive Director

County of Marin

Re: Full Board and Committee Meeting Schedule Update

Fairfax

To ensure advance notice of future meetings is provided to JPA Board members; Staff proposes to set the JPA Board and Executive Committee meeting schedules for the first half of the 2025 calendar year. Meetings Historically have been scheduled either before or after the Marin Manager’s Association (MMA). These meetings are usually the 3rd Thursday of the month. The actual dates and time will be set at the December MMA retreat for 2025. The full calendar will be released at the January Full Board meeting. During that meeting, the Board will elect a new Chair, Co-Chair and appoint members to the Budget Subcommittee and the Programs Subcommittee.

Larkspur

Mill Valley

Novato

Ross

The JPA Board is comprised of all the ZWM-JPA Board members and Alternates. The Executive Committee is comprised of the Chair and Vice Chair, City of Novato, City of San Rafael, County of Marin, and a representative from Southern Marin and Ross Valley cities. The current Executive Committee is represented by the following individuals:

San Anselmo

San Rafael

- Heather Abrams, Chair, Town of Fairfax
- Todd Cusimano, Vice Chair, City of Mill Valley
- Dan Eilerman, County of Marin
- John Stefanski, City of San Rafael
- VACANT, City of Novato

Sausalito

Tiburon

Per the JPA Agreement, the Executive Committee shall meet at least once quarterly. The full board will meet for policy and fiscal decisions as needed but no less than once per year. The recommended meeting schedule through July 2025 is below. In January, the decision will be made as to which meetings will be the Executive Committee and which will be for the full Board.

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Date	Time	ExCom/Full Board
January 16, 2025	TBD	TBD
February 27, 2025*	TBD	TBD
March 20, 2025	TBD	TBD
April 17, 2025	TBD	TBD
May 15, 2025	TBD	TBD
June 2025	TBD	TBD

*Recommending the fourth Thursday of the month, to accommodate for Marin County schools Mid-Winter Recess, the week prior.

In addition, staff recommend convening the Budget subcommittee for a meeting in December to discuss staffing strategic planning for the FY26 budget. The current subcommittee is represented by the following individuals:

- Heather Abrams, Chair, Town of Fairfax
- Todd Cusimano, Vice Chair, City of Mill Valley
- Dan Eilerman, County of Marin

Fiscal Impact

None.

Equity Impact

None.

Recommendation

Adopt a Motion to approve the schedule of JPA Board Meetings for calendar year 2025 for the first half of the 2025 calendar year and approve the Budget subcommittee meet in December.

8

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

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

Motion (First): _____ Second: _____

Ayes: _____

Noes: _____

Abstentions: _____

Absent: _____

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

Belvedere

Date: November 21, 2024

Corte Madera

To: JPA Board of Directors

From: Kimberly Scheibly, Executive Director

County of Marin

Re: Suggested Agenda Items

Fairfax

On August 17, 2023 the Board adopted the recommendation to allocate five minutes to allow board members to provide suggested topics for upcoming Zero Waste Marin JPA board meetings.

Larkspur

This standing item provides members of the board the opportunity to make suggestions regarding future agenda topics for the consideration of Staff, ensuring that the needs of the Board are being addressed.

Mill Valley

Novato

Recommendation

Receive oral report and discuss the opportunity for future suggested agenda items for Staff consideration.

Ross

San Anselmo

San Rafael

Sausalito

Tiburon