

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, January 16, 2025, 11:00 am – 12:00 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 November 21, 2024 (Action) 1 Minute.

Regular Agenda

4. Executive Director Update (Information Only) 5 Minutes.
5. Elect Board Chair and Vice Chair (Action) 5 Minutes.
6. Set the 2025 JPA & Committees Calendars (Action) 10 Minutes.
7. Procurement Update (Information Only) 10 Minutes.
8. Pilot Programs Updates (Information Only) 5 Minutes.
9. Waste Characterization Study Update (Information Only) 5 Minutes.
10. Request for Information and Quote (RFIQ) Class and Compensation Study (Action) 5 Minutes.
11. Suggested Agenda Items (Information Only) 2 Minutes.
12. Adjournment.

Agendas & Staff Reports also available at <https://zerowastemarin.org/>



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.

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

SPECIAL REMOTE PUBLIC INSTRUCTIONS

Thursday, January 16, 2025, 11:00 am – 12:00 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, January 16, 2025, 11:00 am – 12:00 pm

Zoom Meeting

Please click the link below to join the webinar:

<https://zoom.us/j/95862063021?pwd=bNao2kRMGotDSIaK8b1J4fWAxvwabi.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 • +1 346 248 7799 US • +1 386 347 5053 US
- +1 669 444 9171 US • +1 305 224 1968 US • +1 564 217 2000 US
- +1 719 359 4580 US • +1 309 205 3325 US • +1 646 931 3860 US
- +1 253 205 0468 US • +1 312 626 6799 US • +1 689 278 1000 US
- +1 253 215 8782 US • +1 360 209 5623 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.

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

Belvedere

Date: January 16, 2025

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, 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

BOARD MEMBERS PRESENT

County of Marin: Dan Eilerman (Alt.)
Town of Fairfax: Heather Abrams (Chair)
City of Larkspur: Dan Schwarz
City of Mill Valley & Town of Tiburon Grace Ledwith (Alt.)
City of Novato: Gretchen Schubeck (Alt.)
Town of Ross: Christa Johnson
Town of San Anselmo: David Donery
City of San Rafael: Cory Bytof (Alt.)
City of Sausalito: Catie Thow Garcia (Alt.)

STAFF PRESENT

Kimberly Scheibly (Executive Director)
Amy Kolnes (Staff)
Casey Fritz (Staff)
Meilin Tsao (Staff)
Erin Ahlich (Climate Corps Fellow)
Shannon Keane (Climate Corps Fellow)
Justin Newsome (Admin)

1. Call to Order Regular Meeting

Regular session was called to order at 2:02 p.m.

2. Remote Public Participation Instructions

Information Only

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

No public comments.

3. JPA Board Meeting Minutes from September 19, 2024

Motion to approve the JPA Board Meeting Minutes from September 19, 2024.

First County of Marin: Dan Eilerman

Second City of Larkspur: Dan Schwarz

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MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Vote Count

City of Belvedere: Absent

Town of Corte Madera: Absent

County of Marin: Aye

Town of Fairfax: Aye

City of Larkspur: Aye

City of Mill Valley: Aye

City of Novato: Aye

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 announced a correction for the September 19, 2024 meeting, Eric Robble, as incorrectly listed as the alternate for Ross; Roberta Feliciano is the accurate alternate.

The Waste Characterization Study that was adopted by the board on January 18, 2024, suffered contractual setbacks between SCS Engineers and Waste Management's legal team. Negotiations are ongoing, if an agreement can be reached then SCS will begin the study in the first week of December. April 2025 is the anticipated time to have a full report the board.

CalRecycle is evaluating compliance for SB 1383, they are reviewing implementation records for jurisdictions and communicating directly with them for additional information needed.

Pisenti and Brinker is currently in the evaluation/fieldwork stage of the audit and is working with ZWM to ensure that the internal controls are supported with documentation.

ZWM is in contact with SMART 1383 for data migration. Recyclist has a January 31, 2025, sunset date and a user sunset date will be given prior to this time to ensure that all data is centralized in one platform.

The SB 1383 Compliance Senior Coordinator position will likely be posted for recruitment in early December 2024.

Executive Director Scheibly concluded the Executive Director's report.

Information Only

Board Comments

No comments

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Public Comments

No public comments.

5. Legislative Update

Staff Meilin Tsao shared ZWM staff tracked 15 bills, six Assembly and nine Senate. Nine of the tracked bills passed the legislature, eight were signed into law by Governor Newsom with one being vetoed. The 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
- SB 1280 Ban on Single-Use Propane Canisters.

ZWM staff authored three letters to Governor Newsom recommending signing of SB 1066, SB 1143, and AB 863 with the thought that the other six bills will be signed into law. Letters were also written to CalRecycle regarding the first two rounds of draft regulations for SB 54.

Additionally, Staff Tsao provided updates regarding SB 54 and SB 1046.

Information Only

Board Comments

The Board asked about polystyrene tracking (AB 2916), Staff Tsao responded that this is not currently being tracked but will be added to the list.

The Board inquired if ZWM will engage in outreach efforts for the pre-checkout bags and if there will be any enforcement required by the member agencies. Staff Tsao remarked no action is needed, ZWM will manage outreach efforts, and enforcement action is on CalRecycle.

Regarding SB 1053 (plastic bag ban), it was asked if any action is required locally. Staff Tsao confirmed this is state law (if local ordinance is at the level of state law, no change is needed).

Public Comments

No public comments.

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

6. HHW contingency/reserve funding allocation

Executive Director Scheibly updated that the JPA has a contract with the Marin Recycling Resource Recovery Association (MRRRA) who owns the HHW Waste facility. The state of California views the JPA as the operator of the facility and tasks the JPA with facility operations requiring an operations plan with regular updates. A component of this plan is the Facility Closure Plan which details closure costs based on the maximum materials on the property with annual updates.

Motion 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 or administrative designation) to 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 full Board.

First County of Marin, Dan Eilerman
Second San Anselmo, David Donery

Vote Count

City of Belvedere: Absent
Town of Corte Madera: Absent
County of Marin: Aye
Town of Fairfax: Aye
City of Larkspur: Aye
City of Mill Valley: Aye

City of Novato: Aye
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

7. Update from Climate Corp Fellows

Staff Casey Fritz introduced the Climate Corps Fellows, Erin Ahlich and Shannon Keane, and provided an overview of their job responsibilities. They were hired on a 10-month fellowship using Local Assistance Grant funding from CalRecycle for SB 1383 support.

ZWM Corps Fellows Ahlich and Keane introduced themselves to the Board by providing a brief overview of their backgrounds and their current projects.

Information Only

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Board Comments

Chair Abrams requested a notice be given prior to the Climate Corps Fellows visiting Fairfax.

Public Comments

No public comments.

8. 2025 JPA Board Meeting Schedule

Executive Director Scheibly proposed setting the JPA Board and Executive Committee meeting schedules for the first half of the 2025 calendar year.

February 27, 2025, has been recommended due to the mid-winter recess for Marin County schools.

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

First San Rafael, Cory Bytof
Second County of Marin, Dan Eilerman

Vote Count

City of Belvedere: Absent	City of Novato: Aye
Town of Corte Madera: Absent	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

9. Suggested Agenda Item Meeting

Scheibly opened the floor to commentary from the board for agenda items for the next meeting. The Board suggested:

- Formal Organizational Study including a class and comp study
- Implement a five-year strategic plan
- Request for ZWM content for jurisdiction outreach purposes
- Multi Family Dwelling strategies for SB 1383
- Re-evaluate the duration and frequency of current JPA meetings

**MARIN COUNTY HAZARDOUS AND SOLID WASTE
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Information Only

Board Comments

No comments

Public Comments

No public comments.

Adjournment

Chair Abrams adjourned the meeting at 2:54 p.m.

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**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 aloud after the vote.

Motion: _____ Second: _____

Ayes: _____

Noes: _____

Abstentions: _____

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere

Date: January 16, 2025

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: January 16, 2025

Corte Madera

To: JPA Board of Directors

From: Kimberly Scheibly, Executive Director

County of Marin

Re: Elect Board and Vice Chair & Executive Committee Members

Fairfax

Section 7.2(d) of the JPA Agreement specifies that the Board shall elect its Chair and Vice Chair by Majority Vote and Section 7.3 (b) of the JPA Agreement specifies that the Executive Committee shall be comprised of the Chair, Vice Chair, plus three other members of the Board.

Larkspur

Mill Valley

If your Board modifies the Executive Committee, the membership must include members from the County, City of San Rafael, City of Novato, Southern Marin Cities (Sausalito, Tiburon, Belvedere, and Mill Valley), and Ross Valley Cities (Ross, San Anselmo, Fairfax, Larkspur, and Corte Madera). The agreement additionally specifies Executive Committee members shall serve two-year terms and may be reappointed.

Novato

Ross

Both the Chair and Vice-Chair positions can be held by any member of the Executive Committee.

San Anselmo

The current Executive Committee is represented by the following individuals:

San Rafael

- Heather Abrams, Chair & Representative of Ross Valley Cities
- Todd Cusimano, Vice Chair & Representative of Southern Marin Cities
- Dan Eilerman, Representative of the County of Marin

Sausalito

- John Stefanski, Representative of the City of San Rafael
- VACANT, Representative of the City of Novato

Tiburon

The term of the Chair and Vice-Chair shall commence at the conclusion of this meeting.

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

Recommendation:

1. Adopt a Motion appointing a Chair & Vice-Chair.

Attachment

1. Article 7 of the JPA Agreement (Organization of the Authority).

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**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: _____

ARTICLE 7: ORGANIZATION OF AUTHORITY

7.1 Members

- a. The County, Cities and Towns may enter into this Agreement by July 1, 1996.
- b. The County, and any City or Town may be considered for membership in the Authority after July 1, 1996, by presenting an adopted resolution to the Board which includes a request to become a member of the Authority and Board and upon a majority affirmative vote of a quorum of the Board accepting the County, City or Town and upon payment of any charges and upon satisfaction of any conditions established by the Board as a prerequisite for membership.

7.2 Board

- a. The Authority shall be governed by the "Board" which shall exercise all powers and authority on behalf of the Authority.
- b. The Board shall consist of one member of the governing body or the chief administrative officer of the County and each of the Cities and Towns which are party to this Agreement. Upon execution of this Agreement, the governing body of the County and each of the Cities and Towns shall appoint its member of the Board and another member to serve as an alternate to the Board, to serve in the absence of the regular member. Each member and alternate shall serve at the pleasure of the governing body of the appointing agency. Any change in appointment of a member or alternate shall be by action of the governing body of the appointing agency.
- c. A majority of the members of the Board shall constitute a quorum for the transaction of business. The Authority shall act upon majority vote of those in attendance, each member having one vote, of the members of the Board.
- d. The Board shall elect by majority vote, from its members, a Chair and Vice Chair. The Chair shall represent the Authority and execute any contracts and other documents when required by the Rules of Procedure and/or By-Laws. The Vice-Chair shall serve in the absence of the Chair.

7.3 Executive Committee

- a. The Executive Committee shall be responsible to the Board for the administration and management of Authority affairs, for the provision of assistance and advice to the Board.
- b. The Executive Committee shall be composed of the Chair and Vice-Chair plus three other members of the Governing Board elected by the Board. Three of the

committee members must be from the County, San Rafael, and Novato. One representative shall be selected by the Southern Marin cities of Sausalito, Tiburon, Belvedere and Mill Valley. One representative shall be selected by the Ross Valley cities of Ross, San Anselmo, Fairfax, Larkspur and Corte Madera.

- c. Three members of the Executive Committee shall constitute a quorum for the transaction of business. No action shall be taken by the Executive Committee except upon a majority affirmative vote of the quorum (each member having one vote) of the members of the Executive Committee.
- d. Members shall serve two-year terms and may be reappointed.

7.4 Additional Committees

- a. The member agencies shall establish an AB 939 Local Task Force whose composition, duties and authority are described in Public Resource Code Section 40950. The Task Force so established shall be advisory to the Governing Board established under this Agreement.
- b. The AB 939 Local Task Force shall include at least two representatives of waste haulers, one representative of an environmental organization, two representatives of special districts involved in the regulation and disposal of waste, and five public representatives appointed by the member agencies serving on the Executive Committee established under this Agreement.
- c. In addition to the Executive Committee and an AB 939 Local Task Force, the Board may from time to time establish additional committees to carry out Authority purposes, and appoint committee members from the Board, the legislative bodies or administration of member agencies, Authority staff, and/or staff of the member agencies. The Board may also establish and appoint members to citizen's advisory committees as deemed appropriate.
- d. To the extent practical, the Board shall appoint members to committees in such a manner as to encourage the broadest possible participation of the member agencies.

ARTICLE 8: MEETINGS AND REPORTS

8.1 Board Meetings

- a. The Board shall hold at least one (1) regular meeting each year as determined by the by-laws.
- b. Special meetings of the Board may be called in accordance with the provision of Section 54956 of the California

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere

Date: January 16, 2025

Corte Madera

To: JPA Board of Directors

From: Kimberly Scheibly, Executive Director

County of Marin

Re: Set 2025 JPA Board Meeting Schedule

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 2025 calendar year.

Larkspur

Refer to Table 1 for recommended JPA Board meeting details.

Mill Valley

Table 1

Date	Time
March 20, 2025	11:00 am -12:00 pm
May 15, 2025	11:00am -12:00 pm
June 19, 2025**	11:00am -12:00 pm
July 17, 2025*	11:00 am -12:00 pm
September 18, 2025	11:00 am -12:00 pm
November 20, 2025	11:00 am -12:00 pm
December 18, 2025*	11:00 am -12:00 pm

Novato

Ross

San Anselmo

San Rafael

The JPA Board is comprised of all the ZWM-JPA Board members and Alternates.

*If needed.

Sausalito

** If needed and consider a new date since this is a federal holiday observed by Zero Waste Marin.

Tiburon

Refer to Table 2 for recommended Executive Committee meeting details.

Table 2

Date	Time
February 20, 2025	11:00 am -12:00 pm
April 17, 2025	11:00 am -12:00 pm
August 21, 2025	11:00 am -12:00 pm
October 16, 2025	11:00 am -12:00 pm

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

FISCAL IMPACT

None.

EQUITY IMPACT

None.

RECOMMENDATION

Adopt a Motion approving the JPA Board and Executive Committee meeting schedule for the 2025 calendar year.

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**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: January 16, 2025

To: JPA Board of Directors

Corte Madera

From: Meilin Tsao, Waste Management Specialist

County of Marin

Re: Procurement Update

Fairfax

SB 1383 § 18993.1. mandates that, beginning 2022, jurisdictions procure recovered organic waste products (ROWP) by calendar year. Through our LOA, ZWM is procuring all ROWP on behalf of member agencies. In CY24, the procurement target was 13,403.65 tons. ZWM procured 13,219.61 tons of ROWP, roughly 99% of our target. The remaining 1% was met through purchases by individual jurisdictions which will be reported in the 2024 Electronic Annual Report. The Procurement Update attachment shows how ZWM procured material.

Larkspur

Mill Valley

In FY 22-23, ZWM went into contract with Placeworks to assess the potential landscapes that compost and/or mulch could be applied in Marin County. Page 3 of the attachment shows a visualization of the compost and/or mulch potentials in Marin. In CY24, ZWM staff used Placeworks to map the end use of material from West Marin Compost (WMC), this is showcased on page 2 of the attachment. In the future, staff will continue mapping the material procured through WMC and will ask the appropriate jurisdiction staff to email any additional compost/mulch purchases to ZWM staff to log in Placeworks on their behalf.

Novato

Ross

San Anselmo

CY25 will be the first year ZWM is responsible for 100% of our procurement target, equal to 20,621 tons of ROWP. To date, no ROWP has been purchased for CY25. There is approximately \$145,000 remaining from the \$300,000 budgeted for FY25. ZWM hopes to procure approximately 40% of the CY25 target with the remaining FY25 funds.

San Rafael

Sausalito

The last page of the attachment shows many of the possible pathways ZWM can move forward with to procure ROWP. Many of the higher cost options are within the geographic boundaries of Marin; while the more affordable options are through direct service providers who procure material outside of the County.

Tiburon

RECOMMENDATION

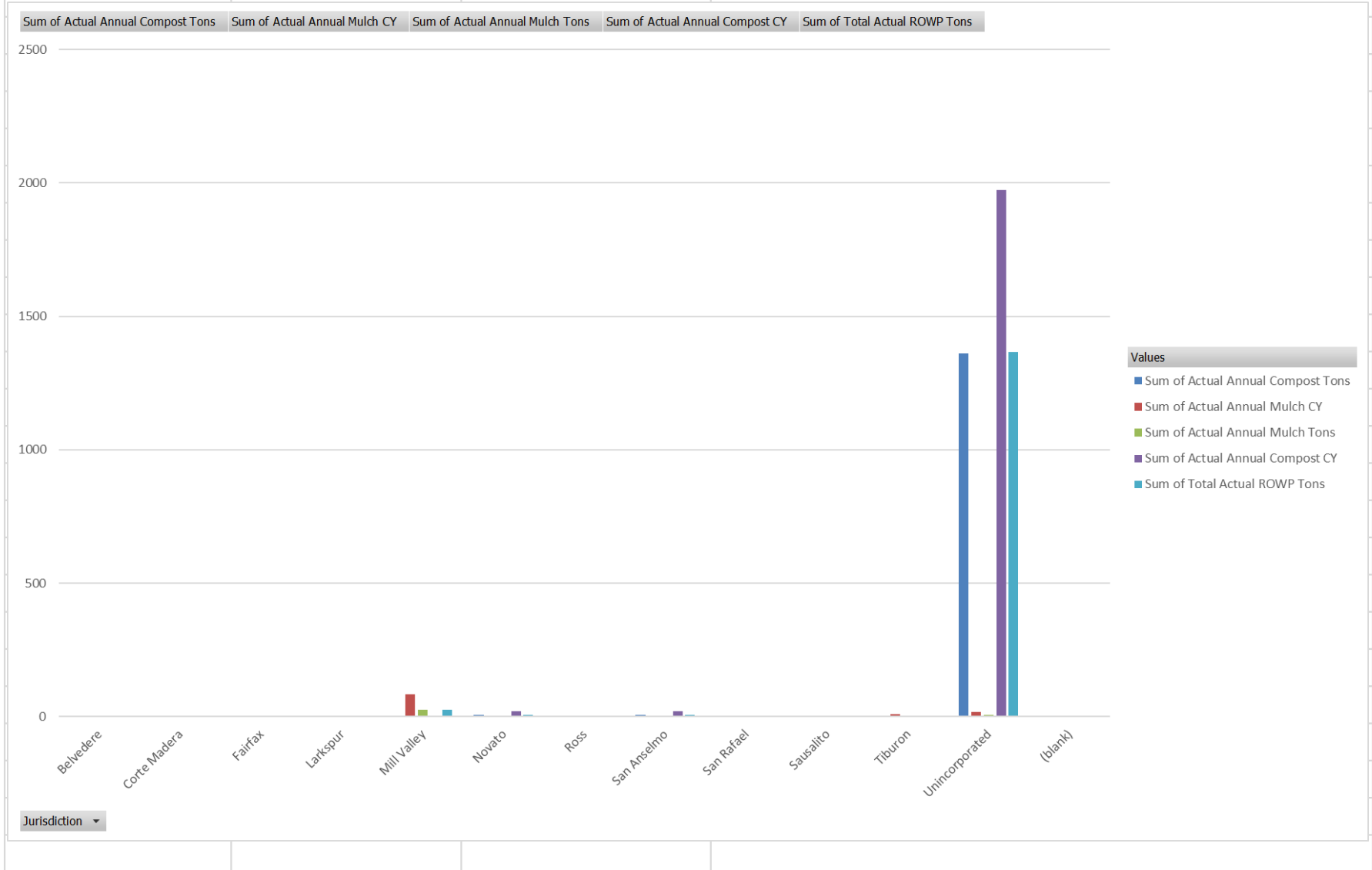
Receive oral report. Information only.

ATTACHMENT

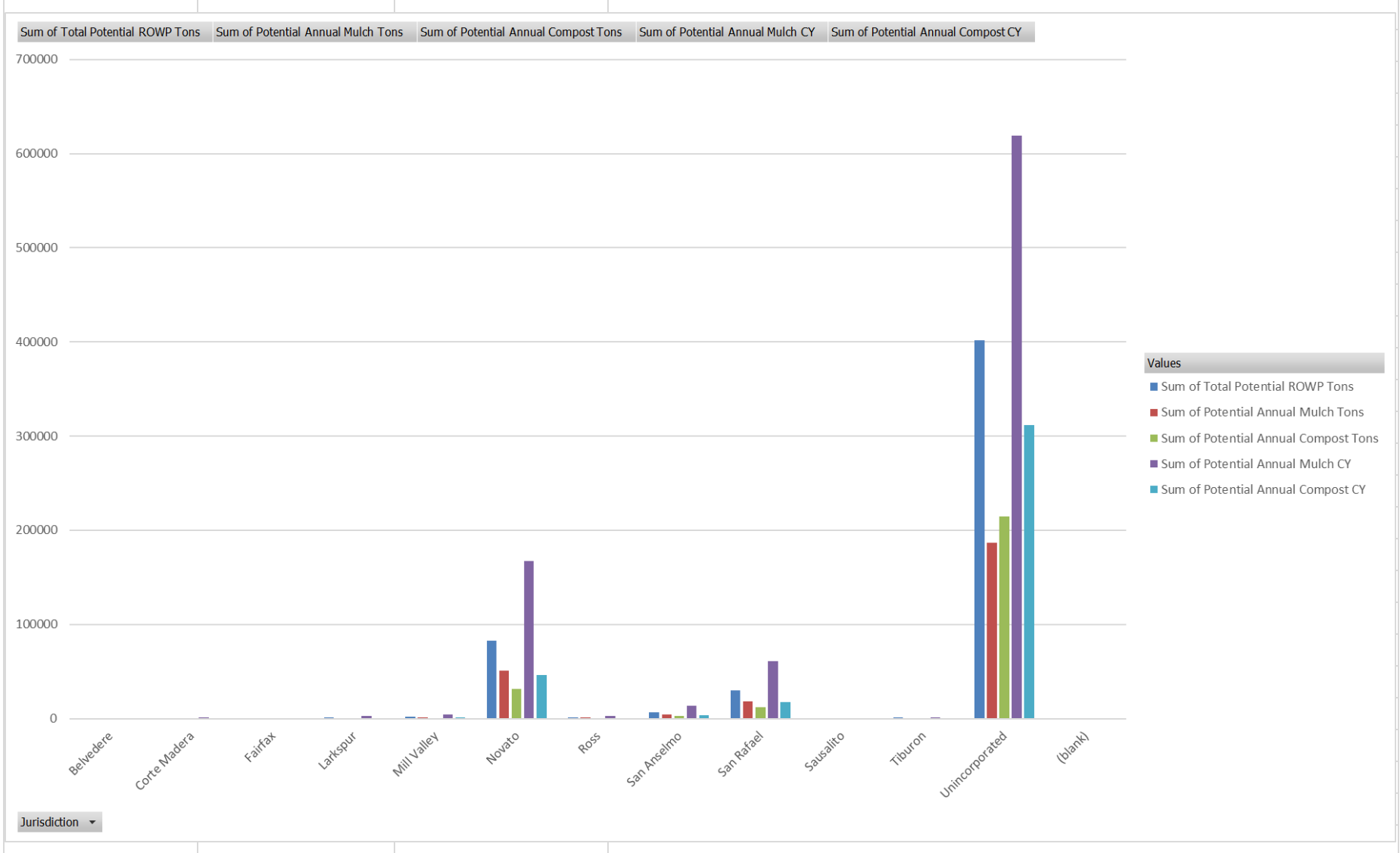
1. Procurement Update

CY 2024 ROWP Procurement				
Direct Service Provider	Compost Procured	ROWP Procured (Tons)	% of 2024 ROWP Target	Cost
Agromin	1723 Tons	2970.45	22.16%	\$43,294 (FY24)
Agromin	5169 Tons	8911.36	66.48%	\$95,000
West Marin Compost	1740 CY	1200	8.95%	\$60,000
MSS Customer Appreciation Day	185 CY	124	0.92%	N/A
ZWM Compost Giveaway	20 CY	13.8	0.10%	\$680
Totals	7660 Tons	13219.61	98.61%	\$155,680 (FY25) \$198,974 (FY24 + FY25)
2024 Target - 65%, 13,403.65 Tons ROWP				
2025 Target - 100%, 20,621 Tons ROWP				

ACTUAL COMPOST & MULCH DISTRIBUTED IN MARIN COUNTY - 2024



POTENTIAL COMPOST & MULCH PLACEMENT IN MARIN COUNTY - as of December 2024



Pathways	Scenairo Type	Annual Cost (excluding tax)	ROWP Placement
Electricity from BioMass	Electricity	186,000	PG&E Grid - Municipal Buyers
Compost	Compost	309,000	Central Valley
Compost	Compost	448,050	Marin County
Compost	Compost + Transportation	473,800	Central Valley
Compost	Compost Product C	483,894	Marin County
Compost	Compost Product B	716,880	Marin County
Compost	Compost Product A	1.075M	Marin County
Compost	Compost + Transportation	731,918 - 1.015M	Marin County
Electricity from Renewable Gas (POTW)	ZWM Agreement with CMSA	NA	PG&E Grid - Municipal Buyers

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

Belvedere

Date: January 16, 2025

Corte Madera

To: JPA Board of Directors

From: Casey Fritz, Senior Planner

County of Marin

Re: Pilot Program Updates

Fairfax

As part of the approved Fiscal Year 24/25 budget, the Board approved funding for new program development. The Executive Committee approved four different pilot programs and staff have been implementing the following projects:

Larkspur

I. Repair Fairs

Mill Valley

Zero Waste Marin has partnered with non-profit Reuse Alliance to host a series of Repair Fairs across Marin County. Repair Fairs are events where community members can bring a household item in need of repair (such as lamps, small appliances, bikes and clothes) and a volunteer Repair Coach will provide training on how to repair the item. This results in a fixed item and the individual having the skillset to repair the item if need be in the future. Most importantly this extends the useful life of the item and keeps it out of the landfill.

Novato

Ross

San Anselmo

2025 Repair Fair Dates:

Sat 2/8/25, 1pm - 4pm	Corte Madera Community Center 498 Tamalpais Drive, Corte Madera
Sat 3/8/25, 1pm - 4pm	Novato City Hall 901 Sherman Ave, Novato
Sat 3/15/25, 1pm - 4pm	Mill Valley Community Center 180 Camino Alto, Mill Valley
Sat 4/5/25, 10am - 1pm	Sausalito City Hall Edgewater Room 420 Litho St, Sausalito
Sat 5/31/25, 1pm - 4pm	AJ Boro Community Center 50 Canal St, San Rafael
Sat 6/28/25, 1pm - 4pm	Fairfax Public Library 2097 Sir Francis Drake Blvd, Fairfax
July TBD	Point Reyes TBD
Sat 8/16/25, 1pm - 4pm	Marin City Library 101 Donahue St, Marin City
September TBD	San Anselmo TBD

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

II. Reusable Foodware Pilots

ZWM contracted with Sparkl Reusables to pilot reusable foodware in two different scenarios: the Marinwood Market private school lunch program and the AIM Thursday Civic Center Farmers Market.

Marinwood Market provides the school lunch program to three private schools in Marinwood: Mark Day School, Helix School, and Star Academy. ZWM provided part of the funding for Sparkl to transition Marinwood Market's school lunch program to reusable foodware beginning in September 2024. The program is serving approximately 250 student four days per week and during the first semester prevented the use of: 8,470 single-use fiber clamshells, 175 soup cups and lids, and 7,448 plastic utensils. In total 16,093 single-use items were prevented from being used and landfilled.

The Thursday AIM Marin Farmers Market operates from 8AM-1PM every Thursday. ZWM and Sparkl Reusables attended markets throughout the month of December to meet with vendors, speak with AIM staff, and hear feedback from market customers. The official launch of the program was Thursday, 1/2/2025 and will run through the end of March 2025. After hearing feedback from customers, vendors, and Sparkl, ZWM decided that for at least the first month there will be no deposit for reusable containers for the vendor or the customer. At the end of January, ZWM and Sparkl will assess if the loss rate without the deposit is too high and determine if the implementation of a deposit is necessary. Currently, there are 8 participating vendors, 2 coffee vendors and 6 meal vendors. AIM produced a press release and the County of Marin sent an email to all staff.

III. BYOCup Campaign

ZWM staff have been working with our contracted graphic designer to create a window decal for Marin businesses to voluntarily display encouraging customers to bring their own reusable items. Staff have received feedback from the Local Task Force and the jurisdiction Sustainability Managers and are working to finalize the decal. Once the decals have been ordered, staff will begin to contact food and drink service businesses to assess if they are interested in displaying the window decal in their business. Staff also received feedback that we should produce a half-page for businesses to display at their point of sale asking customers if they plan to stay and if so, may request a "for here" food serviceware item. Nearly-final drafts are included below.

RECOMMENDATION

Receive oral report. Information only.

ATTACHMENT

Pilot Program Updates

EQUITY IMPACT

Zero Waste Marin is working on behalf of all cities, towns, and the unincorporated areas of Marin County to provide continuous outreach, education, and support of zero waste efforts and compliance with regulations.



Media Contacts:

Shayla Sosa

Senior Director of Marketing and External Relations
Phone: 415.868.6608; shayla@agriculturalinstitute.org

OR

Andy Naja-Riese

Chief Executive Officer
Phone: 415.856.9680; andy@agriculturalinstitute.org

FOR IMMEDIATE RELEASE:

Taste, Return, Repeat: AIM Launches Reusable Foodware Pilot at Thursday Marin Farmers Market

San Rafael, CA, January 7th, 2025 – The Agricultural Institute of Marin (AIM) is excited to announce the official launch of its Reusable Foodware Pilot Program at the Thursday Marin Farmers Market, in partnership with Zero Waste Marin (ZWM) and Sparkl Reusables. This initiative is a pilot program funded by ZWM and aligns with the Marin County Reusable Foodware Ordinance, all while representing a significant step toward reducing single-use foodware waste.

The pilot aims to help participating food and beverage vendors transition to reusable foodware, supporting a circular reuse system and advancing environmental sustainability.

Participating market vendors are already embracing the change. “It was a great first day offering reusable containers. I feel proud to have this option, and we received a lot of positive feedback,” shared Yuko Kaneko, chef and owner of Kinoko Japanese, a participating food vendor. “I hope we can circulate them quickly so that many more people can join this program. This is just the starting point!”

How the Program Works

Participating in the Reusable Foodware Pilot is simple:

1. **Request Reusable Items** – Order your food or beverage in a Sparkl reusable container from participating vendors.
2. **Return Used Items** – Drop off the used containers at designated collection stations located throughout the market.
3. **Visit the Sparkl Booth** – Stop by the Sparkl booth for more information or to retrieve your deposit (if applicable).

This program reduces waste by replacing non-recyclable and non-compostable single-use items, such as paper coffee cups, with sustainable alternatives.

Participating food and beverage businesses in the pilot include: Kinoko, Rozmary Kitchen, Porchetta Toscana/Pibil, Mr. Dim Sum, Wanna’s Kitchen, La Esperanza Pupuseria, Zolo Coffee, & Myriad Coffee Roasters.

For the first month, Sparkl Reusables is waiving the deposit for reusable containers to encourage participation and gather feedback. This initial phase will guide the transition to a potential deposit-based system.

“We’re thrilled to offer a solution that reduces waste and supports a sustainable, community-centered food system,” said Andy Naja-Riese, AIM’s CEO. “This pilot is the foundation for our long-term vision to implement a circular reuse system at the future Center for Food & Agriculture.”

Join us every Thursday, 8am - 1pm, at the Marin Farmers Market in the Veterans Memorial parking lot to enjoy delicious, locally prepared food while helping the planet.

###

About AIM

The Agricultural Institute of Marin (AIM) is an educational 501(c)(3) nonprofit organization headquartered in San Rafael, California. AIM’s mission is to educate, inspire, and connect communities, responsible farmers, and producers as part of a healthy, earth-friendly, equitable local and regional food system. AIM serves 400+ farmers, food purveyors, and artisans from 44 California counties who participate in AIM’s nine Certified Farmers Markets in the cities of Hayward, Newark, Oakland, Point Reyes, San Rafael, and San Francisco. AIM also provides hands-on and virtual education programs to thousands of children and adults, operates a farm audit program, runs a mobile market for older adults and underserved communities, curates a multi-farm produce box program, and operates CalFresh/EBT and Market Match services to create a healthier, equitable food system across the San Francisco Bay Area.

agriculturalinstitute.org

About Zero Waste Marin

Zero Waste Marin, otherwise known as the Marin County Hazardous and Solid Waste Joint Powers Authority, is a governmental agency representing the County and the 11 cities and towns of Marin. 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.

zerowastemarin.org

About Sparkl

Sparkl Reusables is a leader in the implementation of reuse and zero-waste systems in the SF Bay Area through education, design, and program deployment. By collaborating with local institutions, schools, senior meal programs, and businesses, Sparkl fosters a circular economy and helps reduce the environmental impact of disposable packaging.

sparklreusables.com

From: [Marin County PIO](#)
To: [Marin County Notifications](#)
Subject: Pilot reusable foodware project to reduce waste at Thursday Farmers Market
Date: Wednesday, January 8, 2025 2:14:06 PM
Attachments: [image001.png](#)

NOTICE TO COUNTY EMPLOYEES



Marin County employees now have a great opportunity to reduce waste during their lunch excursions to the Thursday Marin Farmers Market at the Veterans' Memorial Auditorium parking lot!

[Zero Waste Marin](#) is funding a pilot project, along with the Agricultural Institute of Marin (AIM), the operators of the farmers market, and Sparkl Reusables to deploy reusable foodware at this farmers market through March. This pilot program aligns with the Marin County Reusable Foodware Ordinance and represents a significant step toward reducing single-use foodware waste. The program will reduce waste by replacing non-recyclable and non-compostable single-use items, such as paper coffee cups, with sustainable reusable alternatives.

You can participate by taking these simple steps:

- Request reusable items – Order your food or beverage in a Sparkl Reusable container from participating vendors.
- Return used items – Drop off the containers at designated collection stations throughout the market.

For the first month, ZWM and Sparkl Reusables are offering the reusable foodware at no cost to encourage participation and gather feedback. This initial phase will provide guidance toward the transition to a potential deposit-based system. Such a deposit would be a nominal fee of a few dollars, designed to cover costs of any unreturned reusables. Patrons returning the reusables would

receive cash back.

Participating food and beverage businesses in the pilot include:

- Kinoko Japanese
- La Esperanza Pupuseria
- Myriad Coffee Roasters
- Mr. Dim Sum
- Porchetta Toscana/Pibil
- Rozmary Kitchen
- Wanna's Kitchen
- Zolo Coffee

To learn more, stop by the Sparkl booth at the market, check the [Zero Waste Marin website](#) or [email Meilin Tsao](#).

Window Decal:



Counter/Register Card (There will be English and Spanish versions):



MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere

Date: January 16, 2025

To: JPA Board of Directors

Corte Madera

From: Meilin Tsao, Waste Management Specialist

County of Marin

Re: Waste Characterization Study Update

Fairfax

Larkspur

Mill Valley

Novato

Ross

San Anselmo

San Rafael

Sausalito

Tiburon

Zero Waste Marin is currently conducting the first-ever Countywide Waste Characterization Study in Marin at Redwood Landfill – a Waste Management owned facility. The sampling and analysis are being completed by our contracted partner, SCS Engineers. SCS completed the first week of the study December 2-6, 2024. They collected and sorted a total of 41 200-lbs samples into 75 pre-determined material categories. This first week predominantly consisted of commercial landfill-bound waste. From SCS’ preliminary results, subject to change, data showed that two of the highest overall categories sorted by weight were “inedible food” and “non-donatable non-meats”. Compostable paper was the third highest organics category, showcasing to staff that additional outreach on diverting organic material from landfills will benefit the businesses and residents of Marin. Of the 13 pre-determined Plastic material categories, up to 7 are accepted by the municipal haulers in Marin County. 6 of these 7 categories were fewer than 1% of total material, highlighting that landfill-bound plastic items are generally being diverted to the correct place. The attachment includes images from SCS. The second week of the study is this week, 1/13-17, and is mainly residential material.

Though agreed-upon in the initial conversations between ZWM and Waste Management, SCS was unable to access space to conduct a visual sample of self-hauled material due to safety reasons. WM offered that SCS could visually sample material via the cameras in the scale-house, though after viewing the camera footage, SCS determined that they would not be able to conduct analysis this way. SCS submitted an additional proposal for conducting visual assessments of self-hauled material at Marin Resource Recovery Center. The proposal includes developing a sampling plan, visually sampling up to 50 self-haul waste loads, and conducting data analysis.

After thorough analysis, SCS will provide their initial draft report for staff to review. If SCS can schedule the study of self-haul loads, it will be included in the draft report. If not, a separate report will be provided.

The current SCS proposal requires an additional budget of \$10,836. \$200,000 was budgeted in FY25; however, the contract with SCS was for \$150,000 so there is no impact to the budget.

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

RECOMMENDATION

Information Only.

FISCAL IMPACT

No change to the approved FY25 budget.

EQUITY IMPACT

Zero Waste Marin is working on behalf of all cities, towns, and the unincorporated areas of Marin County to provide continuous outreach, education, and support of zero waste efforts and compliance with regulations.



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

Belvedere

Date: January 16, 2025

Corte Madera

To: JPA Board of Directors

From: Kimberly Scheibly, Executive Director

County of Marin

Re: Request for Information and Quote (RFIQ) Class and Compensation Study

Fairfax

Larkspur

Mill Valley

At the November 21, 2024, JPA Board Meeting, the Board requested staff conduct a formal Organizational Reassessment Study and a Classification and Compensation Study of Zero Waste Marin Staff who are contracted through a staffing agreement with the County of Marin. On December 24, the Executive Committee met and directed staff to proceed by developing a Request for Information and Quote (RFIQ).

Novato

Ross

Staff has prepared the attached draft RFIQ Scope and Proposal requirements for Board’s review. The purpose of this RFIQ is to ensure that the JPA staffing classifications encompass the complex duties and skills required and that our compensation structure remains competitive, equitable, and aligned with industry standards, while addressing the unique operational and regulatory environment of hazardous and solid waste management.

San Anselmo

The RFQI will be sent to at least three agencies and the results will be compiled and presented to Executive Committee at their February Meeting for selection.

San Rafael

Sausalito

Recommendation:

- 1. Request the Board to adopt a motion to direct staff to release the RFIQ for a Classification and Compensation Study to be conducted.

Tiburon

Attachment

- 1. Request for Information and Quote (RFIQ) Class and Compensation Study

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**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: _____

ZERØWASTEMARIN

Subject: Request for Information and Quote for Classification and Compensation Study

To Whom It May Concern:

Marin Hazardous and Solid Waste Joint Powers Authority, also known as Zero Waste Marin (ZWM), is seeking information and quotations from qualified firms to conduct a comprehensive classification and compensation study for our organization. Zero Waste Marin is the informal name for the Marin Hazardous and Solid Waste Joint Powers Authority (JPA), which is comprised of representatives from Belvedere, Corte Madera, Fairfax, Larkspur, Mill Valley, Novato, Ross, San Anselmo, San Rafael, Sausalito, Tiburon, and the County of Marin. Staffing and administrative support is provided to ZWM via an agreement with County of Marin.

Zero Waste Marin does not discriminate on the basis of race, color, religion, creed, sex, age, marital status, national origin, mental or physical disability, political belief or affiliation, veteran status, sexual orientation, gender identity (including gender expression), genetic information, and any other class of individuals protected from discrimination under state or federal law in any of its activities or operations. This includes, but is not limited to, hiring, and firing of staff, selection of volunteers and vendors, and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, volunteers, contractors, subcontractors, vendors, and clients.

Zero Waste Marin is committed to developing and supporting diverse, equitable, and inclusive values within all aspects of its operations. By conducting business for or with Zero Waste Marin, you are representing your commitment to rejecting inequities in employment, services, and practices by ensuring fair and equitable treatment for all.

STUDY PURPOSE: The purpose of this study is to ensure that the JPA staffing classifications encompass the complex duties and skills required and that our compensation structure remains competitive, equitable, and aligned with industry standards, while addressing the unique operational and regulatory environment of hazardous and solid waste management.

Scope of Work: The selected firm will be expected to:

1. Review and analyze existing job classifications and compensation structures.
2. Conduct market research and benchmarking with similar hazardous and solid waste management organizations and joint powers authorities.
3. Provide recommendations for adjustments to job classifications and pay scales to ensure internal equity and external competitiveness.
4. Develop updated job descriptions as necessary, ensuring alignment with operational needs and regulatory requirements.
5. Collaborate with another contractor who will perform an organizational reassessment study.

ZERØWASTEMARIN

6. Present findings and recommendations to key stakeholders.

Proposal Requirements: Interested firms are invited to submit a detailed proposal that includes the following:

1. Company profile and relevant experience with similar projects, particularly in hazardous and solid waste management or joint powers authorities.
2. A proposed methodology and timeline for completing the study.
3. An outline of key personnel and their qualifications.
4. A detailed cost breakdown, including fees, hourly rates for contractor staff time, and any associated expenses.
5. References from previous clients for similar work.

Evaluation Criteria: Proposals will be evaluated based on:

1. Demonstrated experience and qualifications.
2. Proposed methodology and approach.
3. Cost-effectiveness and value.
4. Ability to meet project timelines.

Submission Deadline: Proposals must be submitted no later than TBD. Please send all proposals electronically to Amy Kolnes, Senior Planner at amy.kolnes@marincounty.gov.

For any questions or further information, please contact Kimberly Scheibly at (415) 577-6364 or kimberly.scheibly@marincounty.gov.

Thank you for your interest in working with Zero Waste Marin. We look forward to receiving your proposal.

Sincerely,

Kimberly Scheibly

Executive Director, Zero Waste Marin
kimberly.scheibly@marincounty.gov
(415) 577-6364 voice/cell
<https://zerowastemarin.org/>

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

Belvedere

Date: January 16, 2025

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