



MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Belvedere Corte Madera County of Marin Fairfax Larkspur
Mill Valley Novato Ross San Anselmo San Rafael Sausalito Tiburon

MEETING AGENDA

DATE Tuesday, September 22, 2026

TIME 10:00 am – 11:00 am

PHYSICAL LOCATION

1600 Los Gatos Drive, Suite 211, San Rafael, CA 94903

VIRTUAL LOCATION

<https://zoom.us/j/95862063021?pwd=bNao2kRMGotDSlaK8b1J4fWAXvwabi.1>

Meeting ID: 958 6206 3021; Passcode: 115793

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

Some portions of this meeting will be conducted via Zoom, as outlined in the Public Remote Participation Instructions, in accordance with the Government Code Section 54953(b). Each location is accessible to the public, and members of the public may address the Board from any teleconference location. The teleconference meeting locations are as follows: None listed.

CALL TO ORDER

1. Roll Call - 1 Minute.

City of Belvedere

Town of Corte Madera

Town of Fairfax

City of Larkspur

City of Mill Valley

City of Novato

County of Marin

City of San Rafael

Town of San Anselmo

City of Sausalito

Town of Ross

City of Tiburon

2. Participation Instructions (Information Only) – 1 Minute.
3. Open Time for Public Comment (Information Only) – 3 Minutes.
4. CLOSED SESSION:

PUBLIC EMPLOYMENT

Title: Executive Director

Government Code section 54957

CONSENT CALENDAR

All matters listed under the Consent Calendar will be enacted by one motion unless a member of the Board, staff, or public requests removal of an item for separate discussion.

5. Approve the JPA Board Meeting Minutes from August 25, 2026 – 1 Minute.



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6. Accept Report on Delegated Contracts for FY 2026–2027 executed July and September – 1 Minutes.
7. Accept Staff report recognizing physical address of Zero Waste Marin – 1 Minutes.
8. Accept Zero Waste Marin Public Comments on Circular Action Alliance Draft Program Plan – 3 Minutes.

REGULAR AGENDA

9. Executive Director Update - 10 Minutes.
10. Approval of Extended JPA Board Meeting Times – 3 Minutes.
11. Suggestions for Next meeting – 2 Minutes.
12. Adjournment

PUBLIC REMOTE PARTICIPATION INSTRUCTIONS – ITEM 2

DATE September 22, 2026

TIME 10:00 am – 11:00 am

LOCATION Zoom Online

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).

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.

OPEN TIME FOR PUBLIC COMMENT – ITEM 3

TO JPA Board of Directors
FROM Kimberly Scheibly, Executive Director
SUBJECT Open Time for Public Comment
DATE September 22, 2026

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.

RECOMMENDATION

Receive public comments. Information Only.

BOARD OF DIRECTORS MEETING MINUTES – ITEM 5

DATE Tuesday, August 25, 2026

TIME 10:00 A.M. – 11:00 A.M.

LOCATION 1600 Los Gamos Drive, Suite 211, San Rafael, CA 94903

BOARD MEMBERS PRESENT

Town of Corte Madera: Phoebe Goulden (Alt)

County of Marin: Talia Smith (Alt.)

Town of Fairfax: Heather Abrams

City of Novato: Bill Rose

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.)

Town of Tiburon: Greg Chanis

STAFF PRESENT

Kimberly Scheibly (Executive Director)

Amy Kolnes (Staff)

Casey Fritz (Staff)

Meilin Tsao (Staff)

Jessica Ruiz (Staff)

Ellie Vendegna (Staff)

Jenna Brady (ZWM Counsel)

Justin Newsome (Admin)

Call to Order

Regular session was called to order at 10:09 a.m.

1. Roll Call

2. Remote Public Participation Instructions

Information Only

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

No public comments.

Consent Calendar

The following items were approved by one motion as part of the Consent Calendar.

4. Approve the JPA Board Meeting Minutes of July 16, 2026

5. Approve the JPA Board Meeting Minutes of July 28, 2026

6. Receive and File the Quarter 4 Work Plan (April 1–June 30, 2026)
7. Accept Report on Delegated Contracts for FY 2026–2027 executed July and August.

Board Comments

No Board Comments.

Public Comments

No public comments.

Motion A motion was made to approve the Consent Calendar items as presented.

First City of San Rafael Cory Bytof

Second Town of Fairfax Heather Abrams

Motion passed**Vote Count**

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

City of Novato: Absent
Town of Ross: Absent
Town of San Anselmo: Aye
City of San Rafael: Aye
City of Sausalito: Aye
Town of Tiburon: Aye

Ayes: 7 Noes: 0 Absent: 5 Abstain: 0

Regular Agenda**8. Executive Director Report**

Executive Director Kimberly Scheibly shared attending monthly meetings with the National Stewardship Action Council and a Local Government Working Group. Circular Action Alliance (CAA) is regulated by CalRecycle as they are the Producer Responsibility Organization responsible for the implementation, collection of funds from producers, initiative collaboration, and reimbursements regarding SB54.

There are concerns of burdens being placed on local government and service providers to show proof for reimbursements which could undermine uniformity of SB1383 and other solid waste laws. In July 2026, ZWM requested that all haulers provide lists of the covered materials they currently collect to ZWM so we can complete the countywide covered materials categories list. The next step will be to have a workshop in September with the Technical Advisory Council (TAC) and Zero Waste Marin (ZWM) staff to review the analysis and discuss potential exemptions or program/additions.

A similar workshop with haulers/processors and members of the local task force in October to finalize the lists that ZWM will submit to CalRecycle on behalf of all member agencies. This list will come back to the full Joint Powers Authority (JPA) Board for vote prior to it being sent to CalRecycle.

SMART1383 updated timeline for the SMART Gen3 rollout. They plan to begin with single-jurisdiction portals before moving to multi-jurisdiction implementations. Current estimates place ZWM's rollout toward the end of the year. SMART is scheduling its first jurisdiction transitions mid to late August and will reconnect with ZWM to discuss next step.

The County Executive's Office has launched an assessment of Marin's Reusable Foodware Ordinance. Environmental Innovations has been chosen to conduct the compliance checks with at least 600 food businesses to strengthen long-term implementation, align education with other waste-reduction programs, and develop coordinated recommendations. Findings will be presented to the Board of Supervisors in early 2027. Currently, ZWM is not involved in the reusable foodware ordinances.

ZWM staff will be attending the annual California Resource Recovery Association conference: ZWM staff Meilin Tsao and Casey Fritz have been chosen to speak as panelists.

Executive Director Scheibly will be accepting an award on behalf of ZWM for the outstanding Household Hazardous Waste (HHW) recycling programs.

ZWM staff Meilin Tsao has sent notification that her last day is on September 3, 2026. The team will continue coordinating next steps to ensure coverage of these duties moving forward. County HR and DPW have been notified and requested that recruitment be opened. Staff are awaiting additional information from DPW leadership regarding recruitment for this position and the Program Coordinator position approved by the Board in June.

Executive Director Scheibly concluded the Executive Director's report.

Board Comments

The Board offered their support in moving the recruitment process along. Additionally, an inquiry regarding the September workshop attendees.

Public Comments

No public comments.

Information Only

NOTE: Christa Johnson, Town of Ross and Bill Rose, City of Novato arrived at 10:17am.

9. Adopt a Resolution to Set FY27 Integrated Waste Management Assessments

Executive Director Scheibly shared the Integrated Waste Management (IWM) Assessments provide approximately 78% of Zero Waste Marin's operating revenue. The assessment methodology, established in 1996, allocates costs to franchised haulers and solid waste facilities based on verified disposal tonnage reported to CalRecycle.

Following the June budget approval, ZWM staff received and verified fourth-quarter 2025 disposal data for Redwood Landfill and recalculated FY 2026/27 assessment allocations using all four quarters of 2025 data. The update does not change total assessment revenue approved in the adopted budget; it only adjusts the distribution of costs among haulers and facilities.

For FY 2027, total IWM Assessments are \$5,079,712, with approximately 74% allocated to solid waste facilities and 26% to franchised haulers, including Tamalpais Community Services District. Individual operators may see increases or decreases from the preliminary estimates presented in June.

Assessment revenues fund countywide ZWM programs, including regulatory compliance, waste reduction and recycling, household hazardous waste services, and public outreach and education.

Board Comments

Public Comments

No public comments

Motion to Adopt a Resolution to Set FY27 Integrated Waste Management Assessments.

First Town of Ross Christa Johnson

Second Town of Fairfax Heather Abrams

Vote Count

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

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: 9 Noes: 0 Absent: 3 Abstain: 0

Motion passed

10. Adopt a Resolution Authorizing Zero Waste Marin (ZWM) Executive Director to submit a Grant Application to World Wildlife Fund's (WWF) National Household Wasted Food Prevention Project (NHWFPF)

Senior Planner Casey Fritz reported the World Wildlife Fund (WWF) has requested proposals to address wasted household foods with a 20% reduction goal. The targeted demographics would be parents of children under eighteen and young adults aged eighteen to thirty-five. ZWM would like to leverage their existing Zero Waste schools' programs to offer parental and school-based workshops. Workshops will also be held at the College of



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Marin and Dominican University of California, along with in-store grocery educational signage.

Board Comments

The Board asked if there was an amount associated with the grants, and timelines. ZWM staff anticipate requesting up to \$300,000 and can begin January 4, 2027.

Public Comments

No public comments.

Motion Adopt a Resolution Authorizing Zero Waste Marin (ZWM) Executive Director to submit a Grant Application to World Wildlife Fund's (WWF) National Household Wasted Food Prevention Project (NHWFPF).

First Town of Fairfax Heather Abrams

Second Town of Ross Christa Johnson

Vote Count

City of Belvedere: Absent

Town of Corte Madera: Aye

County of Marin: Aye

Town of Fairfax: Aye

City of Larkspur: Absent

City of Mill Valley: Absent

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: 9 Noes: 0 Absent: 3 Abstain: 0

Motion passed

11. Receive Annual Report presentation and Receive and File FY2025-2026 Annual Report

Senior Planner Casey Fritz highlighted ZWM staff's major accomplishments for vape pen collections, inspections, on-site visits, public meetings, repair fairs, and battery drop-off and cost-share subsidy programs. Other accomplishments included SB 1383 compliance efforts, the annual financial audit, the CalRecycle Electronic Annual Report (EAR), and the Waste Characterization Study.

The HHW overview included enhancement projects, marine flare collection events, Toxic Away Day events, Solar panel pilot project, vape pen collections and the used motor oil grant. Lastly, results data on the ZW Schools program, repair fairs, focus group messaging, county-wide campaigns, and events and outreach were shared.

Board Comments

The Board added their thanks for the efforts with EAR and compliments on the report and composting messaging.

Public Comments

The postcard campaign was praised for its effectiveness for increased participation.

Information Only

12. Approve the ZWM Sponsorship Request Process

Executive Director Scheibly noted Zero Waste Marin provides sponsorships to organizations that support waste reduction, reuse, recycling, composting, and household hazardous waste education. The Board has allocated \$15,000 for sponsorships in the FY 2026/27 budget. Starting January 2027, ZWM staff will issue an annual call for sponsorship applications every January to give organizations time to plan and submit proposals before the JPA develops its budget. The applications will be done on the ZWM website and will stay open year-round so we can still respond to unique or time-sensitive opportunities. Applications submitted outside the annual call will only be considered if funding is still available after the budget is adopted.

ZWM staff are developing an internal scoring rubric that looks at mission alignment, geographic impact, feasibility, fiscal responsibility, and history of collaboration. This rubric would be used to make recommendations, but the Board will continue to make all final decisions.

NOTE: Indicated on the staff report as Information Only, converted to motion during meeting.

Board Comments

The Board inquired on the level of sponsorship amount, which was shared that the largest sponsorship amount was \$4,000 (California Resource Recovery Association). It was requested for a differentiation between this program and others, Executive Director Scheibly elaborated.

Public Comments

No public comments

Motion Adopt a motion to Approve the ZWM Sponsorship Request Process

First Town of San Anselmo: David Donery

Second City of San Rafael Cory Bytof

Vote Count

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

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: 9 Noes: 0 Absent: 3 Abstain: 0

Motion passed**13. Receive Construction & Demolition Program Update**

Program Coordinator Ellie Vendegna and Senior Program Coordinator Jessica Ruiz shared in July 2025 the construction & demolition (C&D) LTF subcommittee submitted a recommendation for a deconstruction and outreach campaign. This was to increase awareness and reuse infrastructure. The C&D recommendation includes a 5-year plan, with year 1 showcasing education and awareness. A pre-campaign survey was launched with 74% of respondents said they have used or recommended deconstruction practices with workshops added for residences. Materials were created and placed at building counters to support public education. Next steps are for continued education and target the homeowner demographic with ad publications and surveys to capture feedback.

Board Comments

The Board wanted to clarify if other Bay Area counties have either for profit or non-profit businesses for deconstruction, which was confirmed by ZWM staff. The Board would like any best practices passed along for cities or towns.

Public Comments**Information Only****14. Approve November and December Meeting Schedule**

Executive Director Kimberly Scheibly shared that ZWM sets a regular meeting calendar for the JPA Board to provide consistent planning and adequate notice to member agencies and the public. Currently, September 22, 2026 and October 27, 2026 are set. ZWM staff would like to request approval for Tuesday, November 17, 2026 or Thursday, November 19 with Tuesday December 15, 2026 cancelled.

Board Comments

The Board selected Tuesday, November 17, 2026. The Board added awareness for attendance that may be conflicted with Board of Supervisors meeting dates.

Public Comments

No public comments

Motion Adopt a motion to approve the proposed ZWM Board meeting dates for Tuesday, November 17, 2026 and cancel December meeting date.

First City of Novato Bill Rose

Second Town of San Anselmo Dave Donery

Vote Count

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

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: 9 Noes: 0 Absent: 3 Abstain: 0

Motion passed

15. Receive Legislative Update

Waste Management Specialist Meilin Tsao reported that ZWM staff identified 31 bills introduced during the Legislative Session related to HHW or solid waste programs. Twelve addressed HHW materials and management, and 19 focused on solid waste. As of August 18th, eight of the HHW bills have reached the final steps in the legislative process and nine of the solid waste bills have also made their way to the final steps. Five of the bills supported by ZWM through letters of support (AB 762, AB 1604, AB 2667, SB 501, SB 936) remain in the legislative process. ZWM staff are still monitoring and tracking the implementation of previously supported legislation (SB 1280, SB 707, AB 660).

Board Comments

The Board inquired about details on the battery legislation regarding classification. Additionally, the Board thanked Staff Meilin Tsao for all her efforts.

Public Comments

None

Information Only

16. Suggested Agenda Items

No suggested agenda items

17. Adjournment

Member Greg Chanis adjourned the meeting at 11:03 a.m.



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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 _____

STAFF REPORT – ITEM 6

TO JPA Board of Directors
FROM Kimberly Scheibly
SUBJECT Delegated Contracts for FY 2026–2027 executed prior to September 4, 2026.
DATE September 22, 2026

Background and Discussion

At its June 2, 2026 meeting, the Zero Waste Marin JPA Board reviewed and approved an updated process for Professional and General Services agreements. At the Board's direction, staff have continued to refine procedures for reviewing and approving these agreements. Control measures include Executive Director review in consultation with JPA Counsel, signature as to form, and Risk Management review when appropriate.

Under Delegated Authority Resolution No. ZWM-2026-04, contracts under \$100,000 are presented to the Board at least quarterly as consent items. The first and second set of fiscal year 2027 contracts was presented to the Board on June 18, 2026 and August 25, 2026. This third report presents contracts executed under delegated authority for Board review for July, August, and the first week of September, 2026.

FISCAL IMPACT

The contract amounts associated with this item were previously approved by the Board on June 2, 2026. This action does not result in any new fiscal impact.

EQUITY IMPACT

None.

ATTACHMENT

1. Delegated Authority Contracts for FY27-3rd Report

RECOMMENDATION

Adopt a motion accepting the report of Delegated Contracts for FY 2026–2027 executed prior to September 4, 2026.



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MANAGEMENT JOINT POWERS AUTHORITY**
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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	_____ _____		

Vendor Name	Contract Amount	Contract Number	Term Start	Term End	FY2027 Budget	Approved as to Form	Description / Scope of Work	Regulatory/Program Requirement
Andrew Hurst Consulting	\$2,500	TBD	9/4/2026	6/30/2027	\$2,500.	9/4/2026	Provides regulatory guidance and technical assistance related to electronic waste collection and reporting requirements.	DTSC / Electronic Waste Requirements
Erin Duckhorn	\$10,000	32700338	8/1/2026	6/30/2027	\$10,000	8/1/2026	Provides on-call graphic design services for Zero Waste and Household Hazardous Waste outreach, educational materials, and website content.	AB939
Sweetser & Associates	\$3,500	32700309	7/1/2026	6/30/2029	\$3,500	7/28/2026	Provides regulatory guidance and technical assistance related to household hazardous waste reporting and compliance requirements.	AB939

*Note: Sweetser & Associates Contract erroneously reported the contract amount as \$14,000 and the budgeted amount of \$35,000. The correct FY contract and budgeted amount is \$3,500 for this fiscal year. Also, as a reminder, all JPA contracts are reviewed and approved as to form by County Counsel assigned to represent the JPA.

STAFF REPORT – ITEM 7

TO JPA Board of Directors
FROM Amy Kolnes, Senior Planner
SUBJECT Approval to recognize Zero Waste Marin Address
DATE September 22, 2026

Zero Waste Marin has historically used a variety of mailing and physical addresses, including PO Boxes and County of Marin locations. This practice developed over time due to shared staffing arrangements with the County and rental agreements that placed certain administrative functions within County facilities. As a result, some official documents list County addresses instead of Zero Waste Marin-specific locations, while other materials reference PO Boxes used for general correspondence.

Recently, this inconsistent address history has created challenges when applying for federal grant funding. Federal agencies require clear, long-term documentation of an applicant's physical address, and Zero Waste Marin has been unable to provide complete records due to our longstanding integrated operations with the County. To ensure compliance and avoid similar issues moving forward, it is important to formally establish and document a single, consistent physical location.

Staff recommends establishing Zero Waste Marin's official physical address as 1600 Los Gamos Drive, Suite 210, San Rafael, CA 94903. This report formally confirms this address as the organization's primary physical location for all administrative, programmatic, and grant-related purposes. All internal and external records should be updated accordingly.

FISCAL IMPACT

No additional local funds are required.

RECOMMENDATION

Approve and adopt 1600 Los Gamos Drive, Suite 210, San Rafael, CA 94903 as the official physical address for Zero Waste Marin for all administrative, programmatic, contractual, and grant-related purposes.



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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 _____

STAFF REPORT – ITEM 8

TO JPA Board of Directors

FROM Kimberly Scheibly, Executive Director

SUBJECT Accept Zero Waste Marin Public Comments on Circular Action Alliance Draft Program Plan

DATE September 22, 2026

Circular Action Alliance (CAA) was selected as California's Producer Responsibility Organization (PRO) for implementation of Senate Bill 54, the Plastic Pollution Prevention and Packaging Producer Responsibility Act.

On August 14, Zero Waste Marin (ZWM) submitted detailed comments on CAA's Draft Program Plan to California's Producer Responsibility Advisory Board (PRAB). ZWM's comments supported and aligned with StopWaste's regional comment letter while highlighting additional concerns specific to Marin County. ZWM's comments focused on several key areas:

- Reimbursement Framework (Chapter 2): ZWM requested greater clarity and certainty regarding eligible costs, reimbursement of staff time, funding procedures, notification requirements, and definitions such as "auditable" requirements and "resource-constrained applicants." ZWM also expressed concern that the proposed reimbursement process may create unnecessary administrative burdens for local jurisdictions.
- Material Characterization and Implementation (Chapter 3): ZWM requested additional information on how material characterization data will be collected and whether baseline studies and resulting data will be publicly available. ZWM also highlighted implementation challenges for local jurisdictions given the limited time between final program requirements and 2027 compliance deadlines.
- Education and Outreach (Chapter 7): ZWM requested clearer performance measures for Education and Outreach (E&O), noting that surveys alone may not reliably demonstrate behavior change or increases in recovered material. ZWM also requested clarification regarding the respective roles of CAA and local jurisdictions in developing and delivering E&O strategies.

ZWM's comments, together with regional concerns coordinated among Bay Area local governments, were submitted during the public comment period for CAA's consideration as it develops the final Program Plan.

FISCAL IMPACT

No additional local funds are required.



ATTACHMENT

1. Zero Waste Marin Comments on Circular Action Alliance's Draft Program Plan

RECOMMENDATION

Staff recommends that the Board receive and accept Zero Waste Marin's comments submitted on the Circular Action Alliance Draft Program Plan.

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

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

Zero Waste Marin (ZWM) is the informal name for the Marin County Hazardous and Solid Waste Joint Powers Authority (JPA), which represents Marin's 11 cities and towns and the unincorporated County of Marin on issues related to waste reduction and management. The JPA Board is comprised of city and town representatives from Belvedere, Corte Madera, Fairfax, Larkspur, Mill Valley, Novato, Ross, San Anselmo, San Rafael, Sausalito, Tiburon and the County of Marin. Our mission is to protect natural resources by promoting source reduction of waste through reuse, repair, and more mindful purchasing.

ZWM appreciates the opportunity to provide comment on CAA California's Draft Program Plan. ZWM also appreciates CAA's ongoing efforts to engage and collaborate with the broad range of parties impacted by the implementation of California's SB 54: Packaging EPR Law.

As part of ZWM's ongoing SB54 implementation efforts, ZWM staff attend monthly working group meetings hosted by StopWaste, the JPA representing Alameda County. These meetings bring together other local Bay Area jurisdictions and CAA staff to discuss SB 54 implementation, coordination, and emerging issues. StopWaste shared its CAA CA Program Plan Comment Letter with the working group for review and discussion. ZWM supports and echoes the comments of StopWaste's letter. The comments below are intended to supplement those recommendations and highlight additional issues of particular importance to ZWM and its member agencies.

Chapter 2: Reimbursement and Payment Process

ZWM's overarching concern is the lack of clarity regarding costs eligible for reimbursement and the process by which local jurisdictions will be reimbursed. ZWM recognizes that some flexibility may be necessary as CAA implements a new and unprecedented statewide program; however, the current language leaves significant questions regarding how the reimbursement framework will operate. Of particular concern is the administrative burden that appears to be placed on local jurisdictions seeking reimbursement. ZWM is concerned that such a resource-intensive process may be inconsistent with the Legislature's intent, as stated in CA Public Resources Code § 42040(2)(A-B), that local jurisdictions be adequately compensated for costs associated with implementing SB 54.

ZWM requests that the final Program Plan provide greater specificity regarding eligible reimbursable costs, the documentation and procedures required to obtain reimbursement, and the timing and methodology for reimbursement. The final Program Plan should also include clear examples of reimbursable local jurisdiction activities and administrative costs. Most importantly, the reimbursement framework should be designed to minimize unnecessary administrative

ZERØWASTEMARIN

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burden and ensure that local jurisdictions are made financially whole for eligible costs incurred in carrying out SB 54 responsibilities.

Section 2.1 – Page 21

- “Costs that would have otherwise happened, are paid for by another program, are offset by savings or revenue, do not apply to covered material categories (CMCs), or are unrelated to SB 54 are not eligible.”
- The above sentence is very unclear to local jurisdictions who have incurred covered costs between 2023 – 2026, as all costs incurred before CAA’s Program Plan implementation in 2027 have been “paid for by another program” or were “offset by savings or revenue”. Local jurisdictions have incurred costs related to planning for SB 54 program implementation through increased administrative tasks or have made programmatic changes of accepted materials based on CalRecycle’s CMC List and required-to-collect materials as described in CA PRC § 42060.5., though these have all been funded through established budgets and funding mechanisms.
- Please clarify the local jurisdiction covered costs eligible for reimbursement from 2023 – 2026, particularly the administrative and programmatic costs.

Table 1 – Page 26

- “Access to collection services in public spaces” and “the cost of adding containers and improving services on city streets, parks and public venues”.
- ZWM requests additional clarification regarding what is meant by “improving services” for collection and recycling in city streets, parks, public venues, and other public spaces. Specifically, the final Program Plan should provide greater detail regarding the types of activities and associated costs that would be eligible under this project category.
- For example, would eligible activities include contamination reduction measures; evaluation, replacement, or optimization of containers and signage to improve material capture and reduce contamination; modifications to collection frequency or methods; or implementation of back-end sorting or other processing strategies for materials collected from public space containers?
- Public space collection presents unique operational challenges, including high a variable level of contamination that can affect the recyclability of collected materials. ZWM requests that CAA more clearly define the scope and objectives of this Project Category, including examples of eligible activities and costs, and clarify whether improvements intended to address contamination and increase the recovery of recyclable materials from public spaces would qualify for funding reimbursement.

Section 2.4.4.2 – Page 52 and 2.6.1.2 – Page 59

ZERØWASTEMARIN

MARIN COUNTY HAZARDOUS AND SOLID WASTE MANAGEMENT JOINT POWERS AUTHORITY

- “CAA California provides written notification of eligible covered cost determinations to the applicant” and “CAA California will provide written notification, including the nature and amount of the approved costs, to impacted local jurisdictions when a service provider receives an eligible covered cost determination.”
- ZWM requests that local jurisdictions be notified by CAA when a recycling service provider operating in their jurisdiction submits an application to CAA, rather than when a determination is made by CAA.

Section 2.5.1 – Page 56

- “Applicants must retain auditable records for at least five years following final reimbursement.”
- Please clarify what “auditable records” are and the recordkeeping requirements are expected to be for local jurisdictions.

Section 2.6.3.3 – Page 62

- “Resource-constrained jurisdictions with limited cash reserves or seasonal revenue cycles”.
- ZWM requests that CAA clearly define “resource-constrained jurisdictions” and the value of “limited cash reserves” including any financial thresholds, criteria, or other factors that will be used to make these determinations. Many local jurisdictions have limited, or no reserves specifically dedicated to solid waste, recycling or SB 54 activities, even when the jurisdiction may have reserves available for other governmental purposes. JPAs often have small percentages of reserves set aside for unanticipated costs that are not enough to fund implementation of SB 54. The final Program Plan should clarify whether the determination will be based on a jurisdiction’s overall financial position or, more appropriately, on funding and services to support solid waste and implementation of SB 54 activities.
- ZWM also requests clarification regarding how resource constraints will be documented and evaluated and how designation as a resource-constrained jurisdiction will affect funding, reimbursement timing, advance payments, or other forms of financial assistance available under the Program Plan.

Chapter 3: Materials Strategy and CMC Compliance Plan

Section 3.4.2.5 – Page 100 – 103

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- ZWM requests CAA add more detail as to how data outlined in the bullet points on page 100 will be obtained.
- Please clarify if and when the Material Characterization Program and the studies outlined in pages 100 – 103 will be publicly available.

Section 3.4.9.2.7 – Page 156

- “To receive this exemption, local jurisdictions or recycling service providers must route the application to CAA California for review and then submit it to CalRecycle. CAA California will seek to address concerns to minimize such exemptions where possible,”
- Please clarify how CAA will address CMC exemption request concerns from local jurisdictions if local jurisdictions must be compliant by January 2027.

Education & Outreach

Section 7.3.1 – Page 244

- The building blocks outlined on page 244, bullets 1, 2, 3, & 5 focus primarily on providing education, guidance, and information intended to influence public behavior, while bullet 4 states the goal of “driving measurable outcomes by increasing participation”. However, the Program Plan does not clearly explain how CAA will measure whether E&O activities result in actual behavior change, increased participation, or ultimately increased recovery of CMCs at REMS.
 - ZWM requests that the final Program Plan more clearly define the metrics that will be used to evaluate the effectiveness of E&O activities and distinguish between measures of E&O activities (such as impressions, materials distributed, website engagement, or outreach contacts), behavior outcomes (such as changes in participation or contamination), and system outcomes (such as increased quantities of CMCs collected and recycled at REMs).
- The Plan should also clarify whether, and to what extent, these performance measures will be considered when determining reimbursement eligibility or evaluating reimbursement requests from local jurisdictions. Local jurisdictions should not be required to demonstrate a direct causal relationship between individual E&O activities and downstream recycling outcomes that may be influenced by factors out of their control.

Section – Page 257

- “CAA California will implement public engagement strategies in collaboration with...”.

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- Can you please clarify what is meant by “CAA will implement”?
 - Will CAA staff implement? Will CAA reimburse a local jurisdiction for hiring new staff to implement? Will CAA reimburse a local jurisdiction for hiring a consultant to implement? Will CAA hire a consultant on their behalf to implement? Etc.

Section 2.3.3.5 – Page 34 and Section 7.7 – Pages 258-262

- ZWM requests additional clarification regarding the relationship between the E&O performance measures described in Section 7.7 and the requirements for reimbursement in Chapter 2.
- Page 34 states that “for E&O or contamination reduction projects, applicants must provide an estimate of expected benefits (e.g., increase in CMC tons collected within the service area)”. However, Table 1 on page 260 identifies surveys as a measurement approach for several E&O activities. While surveys may be useful for assessing awareness, knowledge, attitudes or self-reported behavior, ZWM is concerned that survey results will not provide sufficient data to demonstrate an increase in CMC tons collected or establish that changes in material recovery are directly attributable to a particular local E&O activity. More broadly, E&O can successfully increase public awareness and understanding without necessarily producing an immediately measurable change in behavior or collected tonnage. Material recovery and contamination rates may also be affected by numerous factors outside a local jurisdiction’s E&O efforts, including collection systems, processing infrastructure, service levels, markets, and CAA’s own statewide E&O activities. Accordingly, jurisdictions should not be required to demonstrate a direct causal relationship between an individual E&O activity and increased CMC tonnage or other downstream material outcomes as a condition of reimbursement.
- Overall ZWM requests that the Final Program Plan clearly identify the data, documentation, and performance measures local jurisdictions will be required to provide to receive reimbursement for eligible E&O activities. The Plan should also distinguish between activity measures (e.g., outreach conducted or materials distributed), awareness and knowledge measures (e.g., survey results), behavioral measures (e.g., participation or contamination changes), and system-level outcomes (e.g., changes in CMC tonnage).
- Lastly, CAA should clarify whether the “expected benefits” required under section 2.3.3.5 are intended as planning estimates used to evaluate proposed activities or as performance standards that jurisdictions must subsequently achieve or demonstrate to receive reimbursement.

Section 7.9.2 – Page 266

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- “Reimbursement is also limited to incremental E&O activities that complement rather than duplicate CAA California’s E&O campaigns. Existing E&O activities funded through CAA California’s media, advertising and public engagement efforts are not eligible for reimbursement”.
- ZWM requests additional clarification regarding the terms “incremental”, “complement”, and “duplicate” as they are used to determine eligibility for reimbursement. The current language does not provide sufficient guidance for local jurisdictions to determine whether locally implemented E&O activities will qualify for reimbursement, particularly when CAA and a local jurisdiction may be conducting outreach on the same or similar topics at the same time. For example:
 - Example 1: if CAA and a local jurisdiction conduct CMC-related E&O during the same time period, but the local jurisdiction uses its own branding, locally tailored messaging, and established communication channels, while CAA conducts broader statewide outreach targeted to multiple regions/jurisdictions (including the specific local jurisdiction), would the local jurisdiction’s E&O costs be considered complementary and therefore eligible for reimbursement?
 - Example 2: if CAA distributed a statewide mailer to all residential addresses and a local jurisdiction also distributes an SB 54 mailer to all residential addresses in their service area using locally tailored content, branding and messaging, would the local jurisdiction’s activity be considered duplicative or complementary?
- ZWM requests that the final Program Plan establish clear criteria and provide specific examples distinguishing baseline, incremental, complimentary, and duplicative E&O activities. Local jurisdictions should be able to reasonably determine whether an activity is eligible for reimbursement before committing staff time or financial resources to that activity.
- Additionally, consistent with ZWM’s comments on Chapter 2, ZWM requests greater specificity regarding how the effectiveness of reimbursable E&O activities will be measured. The final Program Plan should identify the performance measures, documentation, and data local jurisdictions will be expected to collect and submit to demonstrate reimbursement eligibility. The Plan should further distinguish between documentation necessary to establish that an activity is eligible for reimbursement and performance metrics use to evaluate the effectiveness of that activity.

Zero Waste Marin appreciates CAA CA’s ongoing consultation and collaboration, as well as the opportunity to provide comments on the Draft CA Program Plan, particularly given the expedited timelines under which CAA has been operating. We hope these comments help

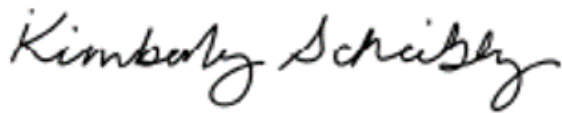
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provide greater clarity and support effective implementation of SB 54 at both the state and local levels.

Please feel free to contact us with any questions or to discuss any of the comments in this letter. ZWM looks forward to continuing to collaborate with CAA CA to support successful implementation and achieve the goals of SB 54.

Thank you for your consideration.

A handwritten signature in black ink that reads "Kimberly Scheibly". The signature is written in a cursive, flowing style.

Kimberly Scheibly, Executive Director – Zero Waste Marin

STAFF REPORT – ITEM 9

TO JPA Board of Directors
FROM Kimberly Scheibly, Executive Director
SUBJECT Executive Director Update
DATE September 22, 2026

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

RECOMMENDATION

Receive oral report. Information Only.

STAFF REPORT – ITEM 10

TO JPA Board of Directors
FROM Amy Kolnes, Senior Planner
SUBJECT Approval of Extended JPA Board Meeting Times
DATE September 22, 2026

Staff recommends extending the length of select Zero Waste Marin JPA Board meetings from one hour to 90 minutes to accommodate anticipated agenda needs during the coming year. With the recent transition in leadership, increased reporting associated with delegated contracts, and regulatory developments such as SB 54, staff anticipate a need for additional meeting time during select meetings. Staff recommends extending the October 2026 JPA Board meeting to 10:00–11:30 a.m.

The JPA Board meeting calendar has not yet been established beyond November 2026. As staff develops the 2027 meeting schedule, additional time is also anticipated during April (Executive Committee), May and June for the annual budget-setting and work planning process, which has historically required longer meetings.

Proposed Meeting Lengths:

- October 2026: 10:00–11:30 a.m.
- April–June 2027: 90-minute meetings, as applicable, when the 2027 Board calendar is established.

RECOMMENDATION

Approve extending the October 2026 JPA Board meeting to 90 minutes and direct staff to incorporate 90-minute meetings during the April–June 2027 budget-setting and work planning period when establishing the 2027 JPA Board meeting calendar.



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

Belvedere Corte Madera County of Marin Fairfax Larkspur
Mill Valley Novato Ross San Anselmo San Rafael Sausalito Tiburon

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 Corte Madera County of Marin Fairfax Larkspur
Mill Valley Novato Ross San Anselmo San Rafael Sausalito Tiburon

SUGGESTED AGENDA ITEMS – ITEM 11

TO JPA Board of Directors
FROM Kimberly Scheibly, Executive Director
SUBJECT Suggested Agenda Items
DATE September 22, 2026

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.

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.

RECOMMENDATION Information Only.