

**NOVATO SANITARY DISTRICT
Solid Waste Committee**

Meeting Date: June 1, 2015

The Solid Waste Committee of Novato Sanitary District will hold a meeting at 3:00pm at the District offices, 500 Davidson Street, Novato CA

AGENDA

1. AGENDA APPROVAL:

2. PUBLIC COMMENT: (PLEASE OBSERVE A THREE MINUTE TIME LIMIT)

This item is to allow anyone present to speak on an item not on the agenda, or to request consideration to place on item on a future agenda. Individuals will be limited to a three-minute presentation. No action will be taken by the Committee at this time as a result of public comments made.

3. CONSIDER APPROVAL OF MINUTES OF THE OCTOBER 21, 2014 MEETING.

4. UPDATES/ROUTINE BUSINESS ITEMS:

- a. City of Novato.
- b. Redwood Landfill.
- c. Novato Disposal quarterly report.
- d. Marin County JPA and Local Task Force.
- e. Next meeting – September 2015 (exact date TBD).

5. PROPOSED FY2015-2016 SOLID AND HOUSEHOLD HAZARDOUS WASTE (HHW) PROGRAMS BUDGET.

- a. Review and make recommendation to District Board for adoption

6. ZERO WASTE PROGRAMS CALENDAR/TIMETABLE STATUS.

7. DISPOSAL/DIVERSION REPORTS 2014 AND 1ST QUARTER 2015

8. HOUSEHOLD HAZARDOUS WASTE PROGRAMS

- a. 2015 HHW programs report
- b. E-Waste event update

9. ADJOURN

In compliance with the American with Disabilities Act, if you need special assistance to participate in this meeting, please contact the District offices at (415) 892-1694 during their regular business hours, at least 24 hours prior to the scheduled meeting. This will enable the District to make reasonable accommodation to help ensure accessibility to this meeting. Materials that are public records and that relate to an agenda item will be made available for public inspection at the District offices, 500 Davidson Street, Novato, CA, during regular business hours.

**NOVATO SANITARY DISTRICT
SOLID WASTE COMMITTEE MEETING
October 21, 2014**

MINUTES

Members Present:

Jean Mariani Gary Butler

Others in Attendance:

Sandeep Karkal	Dee Johnson	Latisha Richardson	Delyn Kies
Steve McCaffrey	Scott Pariani	John Warren	Casey Williams
Pat Eklund	June Brown	William Schoen	

1. Approve agenda. The agenda for October 21, 2014 was approved as submitted.
2. Public Comment. There was no comment from the public.
3. Minutes of September 23, 2014. The minutes of September 23, 2014 were approved as submitted. .
4. Calendar Year 2015 Solid Waste Rate Adjustments. Sandeep Karkal described the rate adjustment request by Novato Disposal. The franchise agreement provides for an annual adjustment to Novato Disposal's rates based on the changes in the specified Refuse Rate Index(RRI). Novato Disposal requested a rate increase of 4.41 percent, based on an RRI adjustment of 1.95 percent and an additional request of 2.46 percent to mitigate the impacts on their revenues of account migration from large to smaller can size. The District engaged R3 Consulting to review Novato Disposal' rate request. R3 recommends an RRI adjustment of 1.94 percent and notes that the District is not obligated to compensate Novato Disposal for account migration impacts. However, R3 indicates that an impact of 1.85 percent could account for the account migration issue. Recognizing that account migration is, and will likely continue to be, a result of Novato's successful recycling efforts, staff negotiated a proposed overall rate increase of 3.00 percent with Novato Disposal, subject to the Board's approval. William Schoen from R3 indicated that they also looked at the balancing account. William indicated that account migration was becoming more common to all the industry. There was discussion regarding the balancing account. Gary Butler expressed concern over the balancing account and the data used. John Warren indicated that the issue will continue and the data will be updated. Novato Disposal agrees with the 3% increase. Following further discussion Committee members agreed to forward the request to the full Board.
5. Updates/Routine Business Items.
 - City of Novato. There was no update from the City. .
 - Redwood Landfill. Redwood Landfill, in a letter to Novato Disposal, restated their position that the compost operation would not be fully operational until mid 2015. Steve McCaffrey indicated that the next option for commercial food waste is to bring the material to Recology's operation in Vacaville, which would have significant cost implications.
 - Novato Disposal - Novato Disposal is continuing to work with restaurants and markets on commercial food waste.
 - Marin County JPA and Local Task Force(LTF). Dee indicated that the JPA Board was meeting on Thursday. Nothing to report from the Local Task Force.
6. 2014 Disposal/Diversion Monitoring Reports. Dee reviewed the reports. 2nd Qtr. diversion was at 57.08%.
7. Household Hazardous Waste Programs
 - a. 2014 HHW Programs update. Dee reviewed the 2014 report, indicating that July, August and September were extremely busy, with participation increasing over 15% from 2013.
8. Adjourn. The meeting adjourned at 3:55pm.

CITY OF NOVATO
1st Quarterly Report
January- March 2015

Submitted by Novato Disposal Service

A. Solid Waste Data

A. Tons Delivered to Disposal Site

		This Quarter	Same Quarter One Year Ago
Residential	*	3,515.15	3,474.27
Commercial	**	2,761.90	2,729.78
TOTAL:		6,277.05	6,204.50

*includes commercial/multifamily locations served with carts

**includes multifamily accounts service with bins

B. Recycling Data

Tons Collected and Processed

This Quarter:	1,990.56
Same Quarter One Year Ago	3,049.69

Commodity	Curbside	Buyback	Total
	Commercial Multifamily Residential		
Cardboard	402.74	-	402.74
Paper (News & Mixed)	737.28	-	737.28
Paper (Overages)*	118.59	-	118.59
Aluminum Cans & Foil	4.47	10.20	14.67
Metal Cans	32.80	-	32.80
**Glass	507.81	51.03	558.84
Plastic PET	60.63	-	60.63
Plastic NHDPE	9.91	.44	10.34
Plastic All Other	9.27	13.08	22.35
Other diverted materials	17.42	-	17.42
Total	1,915.80	74.75	1,990.56

* Please note this number was included in Mixed Paper in past reports.

**This includes glass overages

C. Greenwaste Data

Tons Collected and Processed

This Quarter: 3,619.64

Same Quarter One Year Ago: 3,047.53

Final Disposition:

All green waste was used as compost.

D. Construction and Demolition Data, including inert solids

Tons Collected and Processed

This Quarter: 692.85

Same Quarter One Year Ago: 711.70

E. Service Accounts

Residential Cart Weekly		Same Quarter One Year Ago
Can size	Number of Customers	Number of Customers
20 gallon	2,171	1,972
32 gallon	11,221	11,344
68 gallon	3,068	3,054
95 gallon	307	302
Non-Auto	6	6

Multifamily Cart Customers**			Cart Amt. ,Same Quarter One Year Ago**	
Can size	Weekly	2 or more times weekly	Weekly	2 or more times weekly
20 gallon	13	0	1	0
32 gallon	306	0	21	0
68 gallon	112	0	12	0
95 gallon	21	0	6	0

Multifamily Bin Customers				Same Quarter One Year Ago		
Bin size	Weekly	2 times weekly	3 or more times weekly	Weekly	2 times weekly	3 or more times weekly

2 yd.	18	4	2	20	3	1
3 yd.	38	40	56	25	22	25
4 yd.	0	0	2	0	0	2
6 yd	0	1	7	1	0	2

Commercial Cart Weekly		Same Quarter One Year Ago
Can size	Number of Customers	Number of Customers
20 gallon	0	0
32 gallon	230	124
68 gallon	174	111
95 gallon	132	86

Commercial Bin Customers				Same Quarter One Year Ago		
Bin size	Weekly	2 times weekly	3 or more times weekly	Weekly	2 times weekly	3 or more times weekly
2 yd.	97	10	3	97	9	3
3 yd.	158	91	84	158	87	74
4 yd.	13	12	7	17	11	1
6 yd	7	3	10	4	3	6

Commercial Special Service*		Same Quarter One Year Ago
Bin Size	Number of Customers	Number of Customers
3 yd.	7	10
15 yd.	2	2
20 yd.	3	2
30 yd.	2	2
Compactor	11	4

*Special service is bimonthly, monthly, on-call or other irregular service

F. Holiday Tree Collection

Novato Disposal Service collected holiday trees from residents during the week of January 5th-9th. Novato Disposal also provided boxes and tree removal service to San Marin High School's tree drop-off Project Safe Grad Fundraiser. Over 52 tons of holiday trees were collected and disposed of as compost.

G. E-Waste Event

Novato Disposal Service will be participating in the Novato Sanitary District's E-Waste Drop-off event April 25th -27th.

Community Education/Outreach

- Novato Disposal Outreach staff spoke with Chelsea and Valerie at Marine Human Society. Staff conducted an audit throughout the inside and outside of facility. Staff answered employee questions and reviewed materials to see if they were recyclable or not. Staff also provided signage for the facility to increase recycling on site.
- Novato Disposal Outreach staff met with Jill at John & Jill's Bakery. Staff answered questions about recycling materials. Staff also spoke of presentations for staff in future.
- Novato Disposal Outreach staff met owner of Good Earth Natural Foods. Staff answered questions about recycling and a business packet on how to sustain a recycling team on site and increase recycling on site.
- Novato Disposal Outreach staff met with Jesus at Dollar Tree. Staff conducted a waste audit and noticed there is no recycling on site. However, he was proud of their hazmat system. Staff provided updated signage for back room.
- Novato Disposal Outreach staff met with Manager of Wardrobe Cleaners. Staff provided a business packet and answered questions about materials.
- Novato Disposal Outreach staff met with staff at Cosabella Nails. Staff provided educational materials to increase recycling on site.
- Novato Disposal Outreach staff spoke with Julieana at US Pure Water Corporation. Staff provided updated signage for yard waste carts on site.
- Novato Disposal Outreach staff met with Larry at Baskin Robbins. Staff answered questions about recycling and provided business packet.
- Novato Disposal Outreach staff met with Lisa at Country Villa Novato. Staff guided driver to drop off box and provided staff with educational materials. Staff spoke of future presentations for residents.
- Novato Disposal Outreach spoke with Desiree at Pasta Pomodoro. Staff provided educational materials about recycling to assist with their certificate program.
- Novato Disposal Outreach spoke with Peru at Morning Glory flowers. Staff answered questions about green waste recycling and provided more information about our yard waste cart acceptable list.
- Novato Disposal Outreach spoke with Chris at Poolcraft. Staff provided updated newsletter as requested and updated signage.
- Novato Disposal Outreach spoke with Heather at Villa Maria Apartments. Staff increased recycling on site by having (1) 3yrd recycling bin on site along with educational materials for all tenants.

- Novato Disposal Outreach spoke with Kelly at Mackey Terrace. Staff completed a presentation for staff and increased recycling on site. Staff spoke with owner to get composting started on site and showed residents materials that are recyclable and what is not. Staff also answered many questions and spoke with janitor about setting up stations for batteries, light bulbs, and medications.
- Novato Disposal Outreach spoke with manager at Bay Vista apartments. Staff provided an updated move-in packet and spoke of presentations in the future.
- Novato Disposal Outreach phoned Jose at Sycamore Glades. Staff provided move-in packet with updated information about recycling.
- Novato Disposal Outreach spoke with Bob at Redwood Blvd Apartments. Staff provided updated move in packet about recycling.
- Novato Disposal Outreach spoke with David at Vallejo Apartments. Staff provided educational materials about composting and recycling to manager.
- Novato Disposal Outreach spoke with Leslie at Creekwood Properties. Staff provided updated move in packet of educational materials about recycling.
- Novato Disposal Staff spoke with Steve at La Casa Novato Apartments. Staff provided more signage for the yard waste carts that were added last quarter and would like to increase food scrap carts on site.
- Novato Disposal Staff spoke with Charlene at the 8th Street Apartments. Staff provided information about recycling to increase recycling activity on site with tenants.

Schools

During the 1st quarter of 2015, various contacts at each school in Novato were sent a quarterly recycle update email about Earth Day highlighting the importance of recycling and the free recycle services/education available to them.

- Novato Disposal Outreach staff visited Novato Charter School. Staff conducted a visual survey and delivered signage and business information to principal as well as dropped off (12) compost pails for purchase.
- Novato Disposal Outreach staff provided educational materials to Olive Elementary School. Staff provided Alexandra school posters about recycling and composting to help with their new garden. Staff also provided contact information for training classes from the Marin Garden Masters.
- Novato Disposal Outreach staff spoke with Amy from Glenwood Elementary School. Staff provided thorough education about the journey of milk carton recycling once it leaves our materials recovery facility. Staff also spoke of presentation in the future.

I. Additional Information

Mailers

Please find attached:

- New start post cards
- Novato E-waste Billing insert

Donations

- Novato Disposal service donated (8) 30 cubic yard, yard waste boxes to the City of Novato for the Annual Holiday Tree Drop off.
- Novato Disposal service donated (4) 4 yard garbage bins to Idesi for the Crab Feed on January 17th, 2015 and March 6, 2015.
- Novato Disposal service donated (1) 4 yard garbage bin to the Novato Rotary for the Novato Rotary Polenta Feed on February 6, 2015.
- Novato Disposal service donated (1) 4 yard garbage bin to Novato High School Baseball for the Novato High Baseball and Novato High Softball on March 6 2015.
- Novato Disposal service donated (1) 3 yard garbage bin to Idesi for the Fado Dinner Show on March 13, 2015.
- Novato Disposal service donated (1) 3 yard garbage bin, (1) 3 yard recycle bin to Knights of Columbus for the KC St. Patrick's Day Dinner Dance on March 13, 2015.

2015/2017 Proposed AB939, Zero Waste and Hazardous Waste Programs Budget

Enclosed is the proposed budget and narrative for the AB939, Zero Waste and Hazardous Waste programs for FY 2015/2016 and estimated FY2016/2017.

Expenditures

67400 - Management Services. Expenditures include the ongoing operation, administration and staffing of the permanent HHW facility, E-Waste events, HHW contracts, monthly, quarterly and annual reporting requirements, staffing of Committee meetings, attending Local Task Force and JPA meetings, managing Zero Waste programs, monitoring legislation, and outreach to businesses, multifamily and community events. Expenditures also include administration of 2 grant programs – Used Oil and Beverage Container Recycling – funded entirely by these grants.

Additional staff time in FY2015/2016 will be dedicated to planning and study for move of the HHW facility to a new location, increased outreach and education at community events and multifamily/commercial properties, focus on commercial food waste diversion and working with CalRecycle on AB32 commercial/multifamily mandatory recycling requirements, Zero Waste issues and construction/demolition diversion.

67500 – Household Hazardous Waste. Expenditures include contractor costs for the HHW facility, E-Waste events and maintenance of the HHW facility including floor striping, repair of roll-up doors, signage and pigeon control.

Estimated expenditures for the current fiscal year increased due to a significant increase in participation at the HHW facility – expected to be 10-15% over 2014. This resulted in higher waste disposal and labor costs. Although the Paintcare program launched in March 2014 resulted in lower costs for disposal of latex and some oil base paints, Paintcare does not accept many paints and related products, which account for a significant portion of our waste stream. In addition, the Paintcare program requires a detailed sorting process, which has increased staff time. It is expected that these contractor costs will continue to increase with increased participation in FY2015/2016. Also included for FY2015/2016 are expenditures for purchase of sharps containers distributed at 4 Novato pharmacies for free, along with disposal of sharps waste. Costs for the E-Waste events and HHW site maintenance remain the same.

67530 – Used Oil and Beverage Container Grants. These CalRecycle grant funds are used exclusively for used oil and filter recycling, oil tank maintenance, supplies, and promotion of beverage container recycling.

67540 - Education, Publicity/Advertising, Outreach. As a result of increased outreach for the Zero Waste and multifamily/commercial programs, expenditures include sponsorship and booth rental at several community events, handouts and promotional items, and advertising. Included are costs for website development, Facebook monitoring, newsletter articles, print advertising, and social media outreach. For FY 2015/2016, outreach will continue at local community events, farmer's markets and schools, along with increased focus on food waste diversion at commercial facilities.

Other. A contingency of \$5,000. is included for unanticipated expenses.

City AB939 Administrative Services. Funds maintained for City staff services.

Revenues.

AB939 Solid Waste Fees. There is an increase (15.0%) in fees for FY2015/2016, as a result of increased HHW program and Zero Waste program outreach costs. 85% of the revenues to fund these programs come from these fees assessed on the garbage rate. (AB939 fees).

Used Oil Grant. Grant amount budgeted at \$15,060., which is preliminary amount proposed by CalRecycle. Actual amount not known until state budget passes.

Beverage Container Recycling Grant. Grant amount budgeted at \$13,836. Actual amount not known until state budget passes.

JPA reimbursement fees. JPA fee revenues are budgeted at \$30,984. for FY 2015/2016. The \$30,984. accounts for current fees on Novato self haul waste disposed at Redwood Landfill.

**AB 939 SOLID, ZERO WASTE AND HAZARDOUS WASTE BUDGET
 FY 2015/2016 AND 2016/2017 PROPOSED BUDGET**

EXPENDITURES		Budget	Est Expenditures	Preliminary	Estimated
Account	Program	FY2014/2015	Thru 6/30/15	Budget	Preliminary
				FY2015/2016	Budget
					FY2016/2017
67400	Management Services	\$130,161.00	\$90,555.00	\$131,464.00	\$134,750.00
67500	Household Hazardous Waste & E-Waste	\$164,000.00	\$201,500.00	\$211,500.00	\$214,000.00
67530	Used Oil/Beverage Container grant programs	\$22,537.00	\$22,026.00	\$22,537.00	\$22,537.00
67540	Outreach/Publicity/Education	\$37,000.00	\$16,000.00	\$22,000.00	\$23,500.00
67600	Other	\$5,000.00	\$3,500.00	\$5,000.00	\$5,000.00
67610	City AB939 Admin Services	<u>\$10,000.00</u>	<u>\$10,000.00</u>	<u>\$10,000.00</u>	<u>\$10,000.00</u>
TOTAL AB939 SOLID/HAZARDOUS WASTE EXPENDITURES		\$368,698.00	\$343,581.00	\$402,501.00	\$409,787.00
REVENUES					
	AB939 Solid Waste Fees	\$297,586.00	\$297,586.00	\$342,621.00	\$349,907.00
	Used Oil Grant	\$15,060.00	\$15,060.00	\$15,060.00	\$15,060.00
	Beverage Container Recycling Grant	\$13,836.00	\$13,836.00	\$13,836.00	\$13,836.00
	JPA reimbursement & self haul fees	\$30,984.00	\$30,984.00	\$30,984.00	\$30,984.00
TOTAL AB939 SOLID/HAZARDOUS WASTE REVENUES		\$357,466.00	\$357,466.00	\$402,501.00	\$409,787.00

CALENDAR/TIMETABLE FOR ZERO WASTE PROGRAMS IN FRANCHISE AGREEMENT

All items taken from Exhibits 4 through 6 of March 14, 2010 Solid Waste Franchise Agreement

EXHIBIT 4: Zero Waste Community Outreach

ITEM/GOAL	PERSON(S) RESPONSIBLE	TIMELINE	FINAL DUE DATE	OBJECTIVES/ ADDITIONAL ITEMS
1. Novato Disposal newsletters	Casey/Latisha	2 times a year	Notify District in Fall for dates of subsequent annual newsletters	One Zero Waste feature article in each newsletter <i>Fall newsletter articles include Food Waste FAQ's; "Brown is the New Green"; HHW/Ask the Unicycler (Dee)</i>
2. Promote 20 gallon cans	Casey/Latisha	Ongoing	Ongoing	Promote in newsletters & bills <i>Note: 20 gal can use increased 11% from 4th Q 2013</i>
3. Promote backyard compost bins	Steve/Casey/Latisha	Ongoing	Ongoing	Promote at events & with Backyard Compost classes run by Marin Food Scrap Coalition or Marin Master Gardeners
4. 2 Outreach Campaigns promoting zero waste, waste reduction and/or other diversion	Steve/Casey	Ideas for 2015 campaign submitted	October of each year to District for approval	<u>2015 Outreach Campaigns</u> 1. Commercial & multifamily recycling outreach 2. Commercial food scraps composting
5. Promote commercial audits to all businesses of 4 c.y. or greater	Scott/Dee	(see AB32 item)	(see AB32 Item)	Include in AB32 promotions
6. New customer packets to include Zero Waste promotions	Casey/Latisha	Ongoing	Ongoing	New customer to be directed to website; packets upon request and update annually
7. Visit all commercial businesses with 4 c.y. service	Scott/Dee	(see AB32 item)	Ongoing	Visits to determine service level, contact business owners

ITEM/GOAL	PERSON(S) RESPONSIBLE	TIMELINE	FINAL DUE DATE	OBJECTIVES/ ADDITIONAL ITEMS
or more and multi-family complexes of 5 units or more annually				and/or property managers; visits with multi-family also identify resident outreach methods;conduct presentations
8. Participate in 10 events annually	Steve/Casey/Latisha/Dee	Submit ideas for events to District by 4 th quarter of each year for following year	List submitted to District for 2015 events	<p>2015 Events</p> <ul style="list-style-type: none"> • Novato’s Clean & Green Day – April 25 • E-Waste Events handouts Spring 2015 • School Tour of Novato – May 2 • Novato Art & Wine Festival June 13 & 14 • 4th of July Parade • Farmer’s Markets – at least 2 • Sr. Center Health Fair – October • E-Waste event handouts – Fall 2015 • Rotary presentations • Novato Nostalgia Days - August
9. Conduct annual retraining at schools on recycling & Zero Waste; participate in developing Zero Waste curricula for schools; offer Zero Waste & recycling programs for school assemblies	Latisha/MCC/Dee	(See Ex. 5 School Recycling and Food Waste Program)	Ongoing	Novato Disposal sends email out to all schools re: recycling education opportunities; schedule meeting with School District; work with San Marin & Novato H.S. re: food waste
10. Annual Waste Audit of City facilities and work with City on Zero Waste goals	Steve/Scott/Dee/City staff	Ongoing	Ongoing	<p><u>Sites for 2015</u></p> <ul style="list-style-type: none"> • Work with City staff on sites

ITEM/GOAL	PERSON(S) RESPONSIBLE	TIMELINE	FINAL DUE DATE	OBJECTIVES/ ADDITIONAL ITEMS
11. Bilingual Zero Waste recycling and diversion guides	Casey/Latisha	Initial revisions	Ongoing	Update as needed
12. Interactive website with links to Zero waste & reuse options	Casey/Dee	See Exhibit 6	See Exhibit 6	
13. Billing inserts on program updates as needed	Steve/Casey	4 2-sided inserts annually	March 2015, June 2015, Sept 2015 & December 2015	<i><u>March insert – paperless billing & E-Waste event</u></i> <i><u>June insert –HHW facility</u></i> <i><u>Sept. insert.- E-Waste event & paperless billing</u></i> <i><u>Dec. insert - Xmas tree recycling</u></i> <i><u>Permanent 2nd side – debris box & Recycling Center</u></i>
14. Annual selective route audits to gauge program success	Steve/ Scott	Annual baseline audit	Ongoing	Conducted route audits in 2011, 2012 and 2013 for food waste program and green waste program participation; <i><u>route audit for “set out rates” now scheduled for 2015</u></i>
15. Corrective action cart hangers	Steve/Route supervisor	As needed	As needed	

Exhibit 5: School Recycling and Food Waste Program outline

Latisha and MCC working on this item; needs more discussion and a separate calendar of goals, tasks and due dates

EXHIBIT 6: Zero Waste Program Implementation Schedule

ITEM/GOAL	PERSON(S) RESPONSIBLE	TIMELINE	FINAL DUE DATE	OBJECTIVES/ ADDITIONAL ITEMS
Food/Green Waste Composting				
1. Single family residential	Steve/Scott/Casey/Latisha/Dee	Ongoing	Ongoing	Work with HOA's without green carts, but with single family service; List of Novato HOA's updated; residential food waste audit in 2013; meet with HOA's to provide carts for food and green waste
2. Place food waste diversion stickers on food carts and notify re: food scrap pail availability	Steve/Scott/Casey	Stickers mailed week of 1/20/12	Stickers - April 2012 Over 1500 free food scrap pails distributed	Food Waste green can stickers mailed January 2012, asking all households to place on cart; 85% of households have stickers on green cans; food scrap pails advertised in newsletter, website, ads; distributed at Farmer's Market & Senior Center; NDS notice in newsletters re: can stickers and availability of food scrap pails for purchase at \$6.00 each
3. Supermarket food waste diversion	Steve/Scott/Casey	Begin early 2013	Ongoing	Redwood accepting commercial food waste in compost program; promote businesses diverting food waste in newsletters and with window stickers

ITEM/GOAL	PERSON(S) RESPONSIBLE	TIMELINE	FINAL DUE DATE	OBJECTIVES/ ADDITIONAL ITEMS
4. Restaurant Food waste diversion	Steve/Scott/Casey	Begin early 2013	Ongoing	Redwood accepting restaurant food waste in compost program; <i>promote businesses diverting food waste in newsletters and with window stickers</i>
5. Multi-family food waste diversion	Steve/Scott/Casey	Ongoing	Ongoing	<i>Continue work with multifamily units on food waste diversion; review cost structure</i>
C&D Recycling, reports & enforcement				
1. Monitor C&D recycling reports & conduct outreach to contractors	Casey/Dee	Ongoing/quarterly reports	Ongoing	NDS provides quarterly C&D recycling reports to City & Dee
2. Enforce C&D recycling thru Solid Waste ordinance	Sandeep/Dee	Ongoing	2014	District solid waste ordinance to be reviewed, updated & enforced
AB32 /AB341/AB818 Multi-family & Commercial mandated recycling				
1. Identify all multifamily & commercial sites & review recent legislation for changes to program	Casey/Dee/Scott/Latisha	Staff meeting – completed		Novato Disposal & District staff meeting on 2/1/12 to discuss databases to obtain accurate site information; Novato Disposal database to include site name, address, phone, bill payer and/or site owner, level & type of service provided (garbage; recycling); site visits; outcome

ITEM/GOAL	PERSON(S) RESPONSIBLE	TIMELINE	FINAL DUE DATE	OBJECTIVES/ ADDITIONAL ITEMS
2. Develop materials for commercial & multifamily residents	Latisha/Dee review	Current	Ongoing	Novato Disposal mailers, door hangers and web page; District web page & Patch ads; develop additional handouts & mailers for property managers
3. Make site visits	Scott/Dee/Latisha	Ongoing	Ongoing	Visits to include information on AB32 recycling requirements, waste audit availability; Dee, Latisha & Scott to make ongoing site visits; conducted Bel Marin Keys area walk-thru on May 19
4. Participate in workshops for multifamily & commercial property managers	Dee/Scott/Latisha	Ongoing	Ongoing	District and Novato Disposal to develop materials and schedule meetings with property managers as necessary; revised HOA list; contact rental housing associations, HOA's and property managers; follow-up with site visits
5. Provide recycling containers	Steve/Scott	Ongoing	Ongoing	Following site visits, to determine size & placements, Novato Disposal can begin delivery of recycling containers
6. Implement mandated multifamily & commercial recycling	District & Novato Disposal	Ongoing	Ongoing	District to provide ongoing outreach/ education

ITEM/GOAL	PERSON(S) RESPONSIBLE	TIMELINE	FINAL DUE DATE	OBJECTIVES/ ADDITIONAL ITEMS
Schools Campaign				
1. Institute food waste recycling	District & Novato Disposal	Ongoing	Ongoing	Program instituted in select schools; <i>meet with School District staff re: food waste in new San Marin & Novato H.S. cafeterias</i>
2. Monitor food waste & recycling programs; meet with teachers & students	Latisha & MCC	Ongoing	Ongoing	Separate calendar & schedule to be developed
Backyard Composting				
1. Promote backyard composting through compost bin promotion	Steve/Casey/Latisha	Ongoing	Ongoing	See Item EX 4, Item 3
Wet/Dry Route Collections				
1. Discuss feasibility of system & institute if feasible	District & Novato Disposal	2018/2020	2020	Discussions begin in 2018, with system instituted in 2020 if feasible
Discuss feasibility & diversion potential of conversion technology systems	District & Novato Disposal		2025	
Zero waste diversion goals				
1. 60% diversion	Novato Disposal	12/31/15	12/31/15	With 60% diversion required by 12/31/2015, reports will be required within 60 days , or by end of February 2016 to District to prepare final reports
2. 70% diversion	Novato Disposal	12/31/20	12/31/20	With 70% diversion required by 12/31/2020, reports will be required within 60 days , or by end of February 2021 to District to prepare final reports

ITEM/GOAL	PERSON(S) RESPONSIBLE	TIMELINE	FINAL DUE DATE	OBJECTIVES/ ADDITIONAL ITEMS
3. 80% diversion	Novato Disposal	12/31/25	12/31/25	With 80% diversion required by 12/31/2025, reports will be required within 60 days , or by end of February 2026 to District to prepare final reports

CITY OF NOVATO & DISTRICT AB939 DISPOSAL AND DIVERSION MONITORING

Haulers: Novato Disposal
Self Haulers

Reporting period: January - December 2014

A. 2014 DIVERSION	1st Qtr.	2nd Qtr	3rd Qtr.	4th Qtr.	TOTAL 2014
Novato Disposal Recycled (Curbside & Buyback)	3,047.00	2,996.00	3,279.00	2,769.00	12,091.00
MRRRC recovery	587.81	796.09	540.92	410.91	2,335.73
Self haul Inerts Diverted Redwood Landfill	1,357.07	1,444.50	1,555.19	860.18	5,216.94
Redwood Landfill self haul C&D& wood waste recycled	127.67	80.63	76.66	33.15	318.11
City of Novato C&D diverted(included in Novato Disposal)	N/A	N/A	N/A	N/A	
ADC from MRRC	0.00	0.00	0.00	0.00	0.00
Compost from MRRC	46.34	56.88	45.58	40.64	189.44
Greenwaste From Redwood Landfill self haul/compost	79.31	101.68	97.90	56.17	335.06
Novato Disposal Inerts	717.00	1,042.00	1,038.00	537.00	3,334.00
Novato Disposal Green/Food Waste used for compost	3,048.00	3,360.00	2,997.00	3,758.00	13,163.00
Novato Disposal commercial food waste used for compost	19.00	27.00	15.00	27.00	88.00
North Marin Metal Recycling	10.36	N/A	21.92	18.66	50.94
2014 TOTAL TONS DIVERTED	9,039.56	9,904.78	9,667.17	8,510.71	37,122.22
B. 2014 DISPOSAL					
MSW& Debris Box/Novato Disposal	6,204.00	6,537.00	6,688.00	6,664.00	26,093.00
MRRRC Residuals	332.61	290.72	301.92	210.45	1,135.70
MRRC Wood/Yard Waste incinerated/transformation	99.72	108.75	100.73	67.59	376.79
Redwood Landfill self haul C&D waste disposed	526.76	707.84	889.79	605.85	2,730.24
Novato waste disposed out-of-county	11.48	N/A	N/A	N/A	11.48
2014 TOTAL TONS DISPOSED	7,174.57	7,644.31	7,980.44	7,547.89	30,347.21
C. 2014 TOTAL WASTE GENERATED(TONS)	16,214.13	17,549.09	17,647.61	16,058.60	67,469.43
D. COMPLIANCE WITH AB939 DIVERSION MANDATE	56.37%	57.06%	55.35%	53.42%	55.58%
Percent Diverted Using Generation Based Calculation Method(includes 10% incineration waste)					

REDWOOD LANDFILL SELF HAUL BREAKDOWN (TONS)

	1st Qtr.	2nd Qtr	3rd Qtr.	4th Qtr.	TOTAL 2014
Inerts/ Diverted	1,357.07	1,444.50	1,555.19	860.18	5,216.94
Greenwaste Diverted/compost	79.31	101.68	97.90	56.17	335.06
C&D/ Disposed	526.76	707.84	889.79	605.85	2,730.24
C&D & Wood Waste Recycled	127.67	80.63	76.66	33.15	318.11
Total	2,090.81	2,334.65	2,619.54	1,555.35	8,600.35
Percent Redwood self haul diverted	74.81%	69.68%	66.03%	61.05%	68.25%

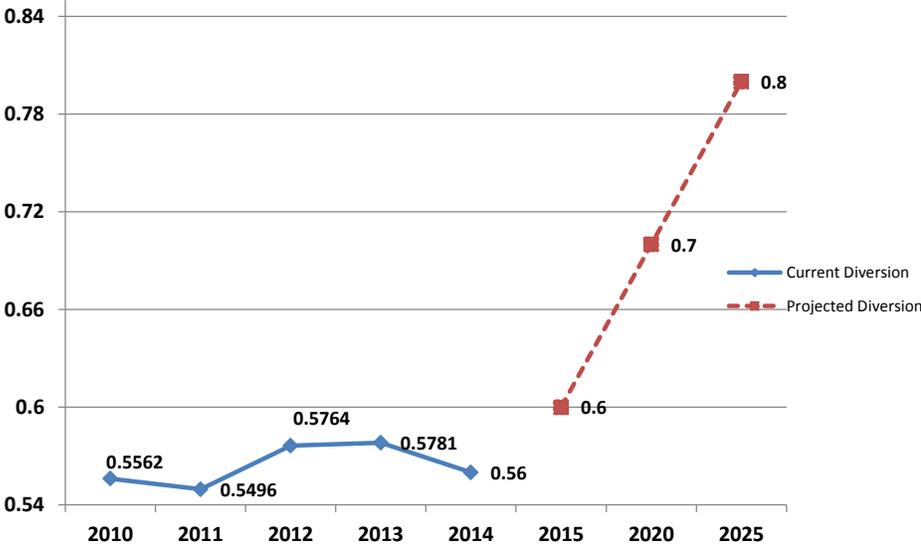
NOVATO DISPOSAL SERVICES DISPOSAL/DIVERSION 2014

DIVERSION	<u>1stQ</u>	<u>2ndQ</u>	<u>3rdQ</u>	<u>4thQ</u>	<u>TOTAL</u>
Novato Disposal Recycled (Curbside & Buyback)	3,047	2,996	3,279	2,769	12,091
Novato Disposal C&D, Wood, Inerts & Bulky waste	717	1,042	1,038	537	3,333
Novato Disposal Green waste & residential food waste for compost	3,048	3,360	2,997	3,758	13,162
Novato Disposal Commercial Food Waste for compost	19	27	15	27	88
TOTAL TONS DIVERTED	6,830	7,425	7,328	7,091	28,674
DISPOSAL					
MSW& Debris Box/Novato Disposal	6,204	6,537	6,688	6,664	26,093
TOTAL TONS DISPOSED	6,204	6,537	6,688	6,664	26,093
TOTAL WASTE GENERATED(TONS)	13,034	13,962	14,016	13,755	54,767
PERCENT DIVERTED	52.40%	53.18%	52.28%	51.55%	52.36%

NOVATO DISPOSAL SERVICES DISPOSAL/DIVERSION 2015

DIVERSION	<u>1stQ</u>	<u>2ndQ</u>	<u>3rdQ</u>	<u>4thQ</u>	<u>TOTAL</u>
Novato Disposal Recycled (Curbside & Buyback)	1,991				
Novato Disposal C&D, Wood, Inerts & Bulky waste	728				
Novato Disposal Green waste & residential food waste for compost	3,586				
Novato Disposal Commercial Food Waste for compost	19				
TOTAL TONS DIVERTED	6,323				
DISPOSAL					
MSW& Debris Box/Novato Disposal	6,277				
TOTAL TONS DISPOSED	6,277				
TOTAL WASTE GENERATED(TONS)	12,600				
PERCENT DIVERTED	50.18%				

Zero Waste Goals



HHW Facility Monthly Participation 2006- 2015

