



TOWN OF FAIRFAX

STAFF REPORT

February 7, 2018

TO: Mayor and Town Council

FROM: Michele Gardner, Town Clerk

SUBJECT: Approve contract with Sustainable Fairfax to implement the mandates of the Zero Waste grant including public education and outreach services related to recycling and green waste

RECOMMENDATION

Authorize the Town Manager to execute an agreement with Sustainable Fairfax in an amount not to exceed \$19,550 to implement the mandates of the Zero Waste grant and provide public education and outreach services.

DISCUSSION

For the past several years, the Town Council has approved an annual agreement with Sustainable Fairfax to provide services to implement the requirements of the Zero Waste Grant the Town receives from the Marin County Hazardous Waste and Solid Waste Management Joint Powers Authority (JPA), and to provide public education and outreach services for the Mandatory Commercial Recycling and the Construction Debris ordinances, among other things.

Sustainable Fairfax is proposing similar services for this years' contract (see Exhibit "A"), including:

- Outreach and education services for mandatory commercial recycling and commercial composting, including the new Food to Energy program (F2E)
- Public education and outreach services for residential landfill waste reduction programs, including outreach and education re proper use of curbside green bins
- Public education and outreach services, as well as support at DEA-sponsored prescription drug take back events
- Hosting a "Take-Back" day with Marin Sanitary Services
- Conducting a workshop on backyard composting
- Working to ensure diversion of materials from landfill at the Fairfax Festival
- Development of volunteer base for zero initiatives, including youth interns

The total contract cost is not to exceed \$19,550, which is slightly more than last year's contract amount of \$19,400. The proposed scope of services for 2018 is attached as Exhibit "A" to the contract.

For your reference, attached is Sustainable Fairfax's annual progress report for the January to December 2017 period.

FISCAL IMPACT

The FY17-18 budget (Fund 01-715) includes funding for Sustainable Fairfax's services. The sources of funding are: \$12,166 from the JPA Zero Waste grant, \$5,000 from the CalRecycle grant, and \$2198 in unused funds from the previous contract.

ATTACHMENTS

- A. 2018 Agreement with Sustainable Fairfax (including scope of services under Exhibit "A")
- B. Sustainable Fairfax Zero Waste Progress Report: 2017

AGENDA ITEM # 6

CONSULTANT SERVICES AGREEMENT

THIS AGREEMENT is made at Fairfax, California, as of _____, 2018, by and between the Town of Fairfax, a municipal corporation (the "TOWN") and Sustainable Fairfax, a non-profit corporation ("CONSULTANT"), who agree as follows:

1. SERVICES. Subject to the terms and conditions set forth in this Agreement, CONSULTANT shall provide to the TOWN the services described in Exhibit "A" which consists of the proposal submitted by CONSULTANT. CONSULTANT shall provide said services at the time, place, and in the manner specified in Exhibit "A."

2. PAYMENT. TOWN shall pay CONSULTANT for services rendered pursuant to this Agreement at the times and in the manner set forth in Exhibit "B." The payments specified in Exhibit "B" shall be the only payments to be made to CONSULTANT for services rendered pursuant to this Agreement. CONSULTANT shall submit all billings for said services to the TOWN in the manner specified in Exhibit "B."

3. FACILITIES AND EQUIPMENT. CONSULTANT shall, at its sole cost and expense, furnish all facilities and equipment which may be required for furnishing services pursuant to this Agreement.

4. GENERAL PROVISIONS. The general provisions set forth in Exhibit "C" are part of this Agreement. In the event of any inconsistency between said general provisions and any other terms or conditions of this Agreement, the provisions set forth in Exhibit "C" shall control.

5. INSURANCE REOUIREMENTS. The insurance requirements set forth in Exhibit "D" are part of this Agreement. In the event of any inconsistency between said general provisions and any other terms or conditions of this Agreement, the requirements set forth in Exhibit "D" shall control.

6. EXHIBITS. All exhibits referred to herein are attached hereto and are by this reference incorporated herein.

EXECUTED as of the day first above-stated.

Town of Fairfax, a municipal corporation

By: _____

CONSULTANT

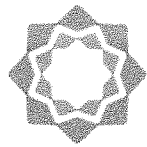
By: _____

EXHIBIT "A"

SCOPE OF SERVICES

To implement the mandates of the Zero Waste grant and provide public education and outreach services for the Mandatory Commercial Recycling ordinance per the attached scope of work. The CONSULTANT shall be authorized to perform the scope of work for the January 1, 2018 to December 31, 2018 period.

If there are any inconsistencies between CONSULTANT's proposal and this Agreement, the provisions of this Agreement shall control.



Sustainable Fairfax 2018
Description and Scope of Services

Consultant shall implement the Marin County Solid and Hazardous Waste Management Joint Powers Authority Zero Waste Grant as submitted by the Town of Fairfax and include the following:

A. Continue outreach and education on mandatory commercial recycling for licensed businesses and multifamily complexes of 4 or more units (Ordinance 772), and commercial composting services available including the new “Food to Energy” program.

- a. Coordinate with Marin Sanitary Service (MSS) to assure that the terms of the franchise contract are being adhered to and MSS services are provided and utilized to the fullest.
- b. Coordinate with managers of multi-family apartment buildings to schedule and invite tenants to short trainings with Sustainable Fairfax in conjunction with MSS on proper use of green kitchen pails. Pails will be distributed to all tenants of the buildings whose managers sign up and complete the training.
- c. Facilitate contact between local commercial businesses and MSS to set up training and implement/expand recycling and composting services.
- d. Promote Food To Energy (F2E) and be available to support businesses as issues and questions arise.

B. Residential Landfill Waste Reduction.

- a. Utilize Sustainable Fairfax volunteers to attend and staff local events to provide information and educational materials on backyard composting and proper use of the Marin Sanitary Service green curbside bins.
- b. Conduct door-to-door residential green waste outreach with high school interns.
- c. Develop a zero waste mentor program. Residents can sign-up for a personal visit from a Sustainable Fairfax zero waste mentor who will consult on systems and practices to make it easier to reduce the amount of landfill waste from their households.
- d. Set up zero waste education stations in downtown Fairfax and staff with volunteers and student interns.
- e. Coordinate compost deliveries from Marin Sanitary Service to the Pavilion parking lot pursuant to the terms of the franchise contract.
- f. Utilize Fairfax Zero Waste Facebook page, online blogs and other social media to promote food waste diversion from landfill. Highlight youth blogs on the home page of the Sustainable Fairfax website.
- g. Create a Zero Waste October educational campaign and host weekly activities

h. Organize a film and speaker night featuring a film re: food waste at the Women's Club. This event will offer information and resources on how to decrease landfill waste.

C. Outreach, education and promotion/staffing at DEA sponsored prescription drug take back days on safe disposal of pharmaceuticals as pertains to the environmental and social crisis that exists as a result of improper disposal.

D. Take Back Day As stipulated in the resource recovery contract between MSS and the Town of Fairfax, we will host a one-day event with MSS, promoting resource recovery services offered by MSS. This is an opportunity to provide education to the community about zero waste initiatives, as well as offer free paper shredding, battery take-back, e-waste recycling and prescription drug take back locations. This year Take Back Day will be on April 28th to coincide with the DEA sponsored prescription medicine take back hosted by the Fairfax Police.

E. Fairfax Festival. Coordinate with the Town, the Fairfax Festival Committee, CCNB and MSS to ensure the best possible diversion of materials from landfill at the Fairfax Festival. Research and implement the use of best practices as pertains to cups, cutlery and plates. Pursue more opportunities for reusable/refillable cups to further reduce the use of single use plastics.

a. Coordinate zero waste resource recovery stations at special Town events such as the Fairfax Town Picnic and Fairfax Streets for People.

F. Backyard Compost Workshop. Conduct one backyard composting workshop for local residents.

G. Zero Waste Volunteers

a. Develop and maintain a volunteer base to work on zero waste initiatives. Mentor youth interns in waste reduction practices and help facilitate outreach to their schools and the community.

Proposed Draft Budget

Draft Budget for Scope of Services agreement between Consultant and Town of Fairfax under the Marin County Solid and Hazardous Waste Management Joint Powers Authority Zero Waste Grant.

Proposed annual budget (January 1, 2018-December 31, 2018)

Project Manager Stipend	650 hours (over 50 weeks)	\$16,250
Film Expenses	--Film License (\$150) --Refreshments for attendees (\$50) --Speaker stipend (\$100)	\$300
Materials	--Printed materials for education at events and promotion of zero waste campaign --Pamphlets and bookmarks for outreach --Materials for interactive zero waste education --Materials for signage at events --Bring it Home Compost Banner	\$1000
Marketing	--Social media (ie Facebook ads and promotions) (\$300) --Professional design for Zero Waste October promotional materials (\$500)	\$800
10 % Overhead		\$1,200
		\$19,550

Proposed annual budget

Total funds required are **\$19,550**. Funds will be distributed on a monthly or quarterly cycle as needs arise and costs are fixed. Remaining funds can be applied to the next year contract.

EXHIBIT "B"

PAYMENT

1) The total contract price for services rendered by CONSULTANT under this Agreement shall not exceed \$19,550.00, which shall be paid on a time and materials basis, as specified in the attached Scope of Work.

Other fees, costs, expenses, and rates as described in the PROPOSAL (Exhibit A). In the event of any inconsistency between the terms of this Exhibit "B" and the PROPOSAL, the terms of this Exhibit "B" shall control.

2) Payment shall be made to CONSULTANT on a time and materials basis, and CONSULTANT shall submit monthly invoices to the Town of Fairfax, Attention: Town Manager 142 Bolinas Road, Fairfax, CA 94930 for the same.

3) Any additional meetings or work required beyond that set forth in Exhibit "A" shall be mutually agreed to by the TOWN and CONSULTANT, and shall be billed on a time and materials basis to the Town of Fairfax , Attention: Town Manager 142 Bolinas Road, Fairfax, CA 94930

EXHIBIT "C"

GENERAL PROVISIONS

- 1) INDEPENDENT CONSULTANT. At all times during the term of this Agreement, CONSULTANT shall be an independent contractor and shall not be an employee of TOWN. TOWN shall have the right to control CONSULTANT only insofar as the results of CONSULTANT's services rendered pursuant to this Agreement; however, TOWN shall not have the right to control the means by which CONSULTANT accomplishes services rendered pursuant to this Agreement.

- 2) LICENSES, PERMITS, ETC. CONSULTANT represents and warrants to TOWN that CONSULTANT has all licenses, permits, qualifications, and approvals of whatsoever nature which are legally required for CONSULTANT to practice CONSULTANT's profession. CONSULTANT represents and warrants to TOWN that CONSULTANT shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement, any licenses, permits and approvals which are legally required for CONSULTANT to practice CONSULTANT's profession.

- 3) TIME. CONSULTANT shall devote such services pursuant to this Agreement as may be reasonably necessary for satisfactory performance of CONSULTANT's obligations pursuant to this Agreement.

- 4) CONSULTANT NOT AN AGENT. Except as TOWN may specify in writing, CONSULTANT shall have no authority, express or implied, to act on behalf of TOWN in any capacity whatsoever as an agent. CONSULTANT shall have no authority, express or implied pursuant to this Agreement, to bind TOWN to any obligation whatsoever.

- 5) ASSIGNMENT PROHIBITED. No party to this Agreement may assign any right or obligation pursuant to this Agreement. Any attempted or purported assignment of any right or obligation pursuant to this Agreement shall be void and of no effect.

- 6) PERSONNEL. CONSULTANT shall assign only competent personnel to perform services pursuant to this Agreement. In the event that TOWN, in its sole discretion, at anytime during the term of this Agreement, desires the removal of any person or persons assigned by CONSULTANT to perform services pursuant to this Agreement, CONSULTANT shall remove any such person immediately upon receiving notice from TOWN of the desire of TOWN for the removal of such person or persons.

- 7) STANDARD OF PERFORMANCE. CONSULTANT shall perform all services required pursuant to this Agreement. Services shall be performed in the manner and according to the standards observed by a competent practitioner of the profession in which CONSULTANT is engaged in the geographical area in which CONSULTANT practices its profession. All products which CONSULTANT delivers to TOWN pursuant to this Agreement shall be prepared in a workmanlike manner, and conform to the standards of

quality normally observed by a person practicing in CONSULTANT's profession. TOWN shall be the sole judge as to whether the product of the CONSULTANT is satisfactory.

8) CANCELLATION OF AGREEMENT. This Agreement may be canceled at any time by the TOWN at its discretion upon written notification to CONSULTANT. CONSULTANT is entitled to receive full payment for all services performed and all costs incurred up to and including the date of receipt of written notice to cease work on the project. CONSULTANT shall be entitled to no further compensation for work performed after the date of receipt of written notice to cease work. All completed and incomplete products up to the date of receipt of written notice to cease work shall become the property of TOWN.

9) PRODUCTS OF CONSULTING. All products of the CONSULTANT provided under this Agreement shall be the property of the TOWN.

10) INDEMNIFY AND HOLD HARMLESS.

a) If this AGREEMENT is an agreement for design professional services subject to California Civil Code § 2782.8(a) and CONSULTANT is a design professional, as defined in California Civil Code § 2782.8(b)(2), CONSULTANT shall hold harmless, defend and indemnify the TOWN, its officers, agents, employees, and volunteers from and against all claims, damages, losses, and expenses including attorneys' fees arising out of or pertaining to, or relating to the negligence, recklessness, or willful misconduct of CONSULTANT except where caused by the active negligence, sole negligence, or willful misconduct of the TOWN.

b) If this AGREEMENT is not an agreement for design professional services subject to California Civil Code § 2752.8(a) or CONSULTANT is not a design professional as defined in subsection (a) above, CONSULTANT shall indemnify, defend, and hold harmless the TOWN, its officers, agents, employees and volunteers from all claims, suits, or actions of every name, kind and description, brought forth on account of injuries to or death of any person or damage to property arising from or connected with the willful misconduct, negligent acts, errors or omissions, ultra-hazardous activities, activities giving rise to strict liability, or defects in design by CONSULTANT or any person directly or indirectly employed by or acting as agent for CONSULTANT in the performance of this Agreement, including the concurrent or successive passive negligence of the TOWN, its officers, agents, employees or volunteers.

c) It is understood that the duty of CONSULTANT to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code.

d) Acceptance of insurance certificates and endorsements required under this Agreement does not relieve CONSULTANT from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply whether or not such insurance policies are determined to be applicable to any such damages or claims for damages.

11) PROHIBITED INTERESTS. No employee of the TOWN shall have any direct financial interest in this Agreement. This Agreement shall be voidable at the option of the TOWN if this provision is violated.

12) LOCAL EMPLOYMENT POLICY. The TOWN desires, wherever possible, to hire qualified local residents to work on Town projects. Local resident is defined as a person who resides in Marin County. The TOWN encourages an active affirmative action program on the part of its contractors, consultants, and developers. When local projects require, subcontractors, contractors, consultants and developers will solicit proposals from qualified local firms where possible.

13) FEDERAL REQUIREMENTS. If federal funds are involved in this Agreement, CONSULTANT shall comply with the federal requirements.. As a way of responding to the provisions of the Davis-Bacon Act and this program, contractor, consultants, and developers will be asked, to provide no more frequently than monthly, a report which lists the employee's name, job class, hours worked, salary paid, city of residence, and ethnic origin.

14) CONSULTANT NOT A PUBLIC OFFICIAL. CONSULTANT is not a "public official" for purposes of Government Code §§ 87200 et seq. CONSULTANT conducts research and arrives at his or her conclusions, advice, recommendation, or counsel independent of the control and direction of the TOWN or any TOWN official, other than normal contract monitoring. In addition, CONSULTANT possesses no authority with respect to any TOWN decision beyond these conclusions, advice, recommendation, or counsel.

EXHIBIT "D"

INSURANCE REQUIREMENTS

CONSULTANT shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the CONSULTANT, its agents, representatives, or employees.

1) MINIMUM SCOPE AND LIMITS OF INSURANCE

a) Commercial General Liability coverage (occurrence Form CG 00 01) with minimum limits of \$1,000,000 per occurrence for bodily injury, personal injury, products and completed operations, and property damage. If Commercial General Liability or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.

b) Automobile Liability coverage (Form CA 00 01 with Code 1 - any auto) with minimum limits of \$300,000 per accident for bodily injury and property damage.

c) Workers' Compensation insurance as required by the State of California and Employers' Liability insurance

2) INSURANCE PROVISIONS

a) DEDUCTIBLES AND SELF-INSURED RETENTIONS. Any deductibles or self-insured retentions must be declared to and approved by the TOWN. At the option of the TOWN, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the TOWN, its officers, officials, employees and volunteers; or the CONSULTANT shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

b) The general and automobile liability policies (and if applicable, pollution liability, garage keepers liability and builder's risk policies) are to contain, or be endorsed to contain, the following provisions:

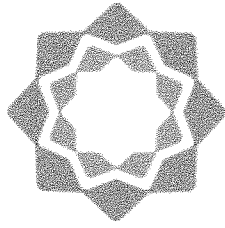
- (i) The TOWN, its officers, officials, employees and volunteers are to be covered as additional insureds as respects: liability arising out of work or operations performed by or on behalf of the CONSULTANT; products and completed operations of the CONSULTANT; premises owned, occupied or used by the CONSULTANT; or automobiles owned, leased, hired or borrowed by the CONSULTANT. The coverage shall contain no special limitations on the scope of protection afforded to the TOWN, its officers, officials, employees or volunteers.

- (ii) For any claims related to this project the CONSULTANT's insurance coverage shall be primary insurance as respects the TOWN, its officers, officials, employees and volunteers. Any insurance or self-insured maintained by the TOWN, its officers, officials, employee or volunteers shall be excess of the CONSULTANT's insurance and shall not contribute with it.
- (iii) Any failure to comply with reporting or other provisions of the policies including breaches of warranties shall not affect coverage provided to the TOWN, its officers, officials, employees or volunteers.
- (iv) The CONSULTANT's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.
- (v) Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the TOWN.
- (vi) The policy limits of coverage shall be made available to the full limits of the policy. The minimum limits stated above shall not serve to reduce the CONSULTANT's policy limits of coverage.

c) ACCEPTABILITY OF INSURER. Insurance is to be placed with insurers with a current A.M. Best's rating of no less than A:VII, unless otherwise acceptable to the TOWN.

d) VERIFICATION OF COVERAGE. CONSULTANT shall furnish the TOWN with original endorsements effecting coverage required by this Exhibit D. The endorsements are to be signed by a person authorized by that insurer to bind coverage on its behalf. The endorsements are to be on forms provided by the TOWN or on forms equivalent to CG 20 10 11 85 subject to TOWN approval. All insurance certificates and endorsements are to be received and approved by the TOWN before work commences. At the request of the TOWN, CONSULTANT shall provide complete, certified copies of all required insurance policies, including endorsements effecting the coverage required by these specifications.

e) SUB-CONTRACTORS. CONSULTANT shall require all subcontractors to procure and maintain insurance policies subject to the requirements of Exhibit D. Failure of CONSULTANT to verify existence of sub-contractor's insurance shall not relieve CONSULTANT from any claim arising from sub-contractors work on behalf of CONSULTANT.



Sustainable Fairfax
Education Activism Conservation

Zero Waste Progress Report: 2017

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Sustainable Fairfax Zero Waste Report

This report serves as a summary of Sustainable Fairfax's accomplishments for the scope of services outlined in the January 2017 Sustainable Fairfax Zero Waste contract.

Zero Waste Committee

Our Zero Waste Committee is comprised of:

- Sustainable Fairfax board members Renee Goddard and Jennifer Hammond
- Laura Vernon, Executive Director, BLUE Environmental Performance Consulting
- Lexi Neeley, Drake High School Intern (SEA-Disc)
- Emma Lauter, Drake High School Volunteer

Outreach and Education to Businesses and Multi-Family Buildings

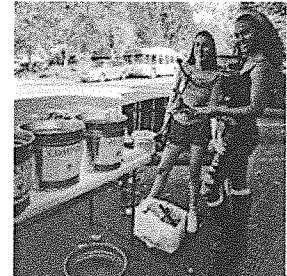
Multi-family Buildings:

Coordinated with Kim Scheibly, Director of Marin Sanitary Service Contract and Customer Relations, to provide green kitchen pails to Multi Family buildings and HOA's representing Town Home complexes *ie.*, Canon Village. This will require mini training on residential composting practices and proper use of the compost pails. Trainings and distribution to begin in February 2018.

Residential Landfill Reduction

Face-to-Face Zero Waste Education

We set up our zero waste education table at events and downtown Fairfax to educate people on proper waste sorting, zero waste practices and the importance of composting food waste. Our high school intern Lexi Neely helped run the "sorting game" downtown (see image, right). The game is an effective way to spark interest and answer questions people have about reducing landfill waste.



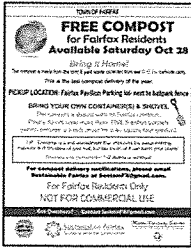
Public Right of Way Recycling

Assisted in the coordination of beautifying the downtown recycling stations, a partnership between the Town, The Chamber of Commerce and local artist Tara (?). The painted receptacles draw passersby to look more closely at the signage which directs them to place items in the proper receptacle.

Recycle Relay at EcoFest:

Sustainable Fairfax coordinated our popular Recycle Relay on the field at EcoFest. Teams of people of all ages competed to properly sort a bucket of "waste" into recycling, compost and landfill containers. Emma Lauter, our high school intern, took the lead on running the game, and educated participants about waste sorting (see image, right). Winning teams received gift certificates from Fairfax Scoop





Bring it Home Compost

Marin Sanitary made three deliveries of compost for Fairfax residents. We promoted the “Bring it Home” compost program on social media, our newsletter and through flyering. Deliveries were made in conjunction with Take Back Day and our Backyard Compost workshop.

Communications

Flyers/Newsletters/Brochures: We distributed zero waste tips and information via newsletters (reached over 1,500), social media, the Sustainable Fairfax website and flyers. We supplied our kiosk at the Good Earth with Marin Sanitary brochures on waste sorting and curbside composting.

Facebook. The Fairfax Zero Waste Facebook page currently has 503 “likes,” an increase of nearly 100 from 2016. Through paid “boosting,” the page reached 9,725 people in 2017 and over 1,000 people engaged with the page by clicking on links or commenting/reacting to posts.

Youth Blog: Kian Kazemi, a Redwood High School senior, researched and wrote a blog on the importance of using compost in agriculture to sequester carbon dioxide. Lexi Neeley our Drake High School intern researched and wrote a blog about hunger in Marin, calling attention to the high percentages of food that is wasted and the impact that food waste has on the environment.

Kitchen Compost Pails: We wrote, published and posted a **FAQs sheet** to provide information about the new kitchen compost pails distributed to Marin Sanitary Service customers in Marin.

Zero Waste October. Rebecca Newborn, Co-Founder of Richmond Grows Seed Lending Library, reached out to us about a Zero Waste October Challenge she created with her colleagues. Based on this idea, we created a campaign for Zero Waste October that included the following:

Tour of Redwood Landfill. We coordinated a free tour of the Redwood Landfill & Recycling center and compost facility in Novato. The nine people who attended were able to witness the operations at the expansive compost facility and learn about the process from collection to compost distribution and sales. Tour participants were also impressed that the captured landfill gas is converted into green energy to power the facility.

Backyard Compost Workshop. On Saturday, October 28, 2017 we held a backyard compost workshop in the backyard of a Fairfax residence near downtown. The workshop led by Marin Master Gardeners: Joan Irwin and Susan Garnett highlighted worm bin composting. The workshop was family friendly and attended by 20 people.

Good Earth Zero Waste Tour.

We organized a tour of the Good Earth led by zero waste advocate Molly Devries.

The following topics were discussed:

- The variety of options for buying food in less packaging, including buying in bulk.
- What “tare” weight is and the simple steps to use own containers, cloth bags and jars to purchase food.
- Why recycling plastic is not the answer and understanding how our waste stream/resources works is essential in moving towards a zero waste society.
- How to manage personal food waste and ways to avoid it.
- Why these practices are cost efficient.



The tour provided an opportunity for participants to learn zero waste tips and share best practices for reducing waste while food shopping. Six people attended the tour. Small groups are best due to the business of the store. We plan to have more tours in 2018.

Zero Waste Resolution. Sustainable Fairfax presented a “zero waste month” resolution to the Town of Fairfax and the Fairfax Town Council passed it at the October 4, 2017 council meeting. We posted the resolution online and at the Sustainable Fairfax Good Earth kiosk.

Zero Waste Panel / Clean Bin Project Screening – March 24, 2017



Sustainable Fairfax organized a film and speaker evening that addressed zero waste issues from the residential, government and agency perspectives. The evening included a presentation on waste sorting by Zero Waste Marin, a screening of the film “The Clean Bin Project” and a panel of experts that addressed challenges and opportunities to reduce landfill waste. The panel was comprised of the following experts: Renee Goddard, Sustainable Fairfax; Kim Scheibly, Marin Sanitary Service and Steve Devine, Program Manager, Division of Waste Management, County of Marin.

Food Waste Ordinance. Sustainable Fairfax along with the Fairfax Climate Action committee supported and provided information to the public regarding an ordinance amending Section 8.08.050 of the Fairfax Municipal code to Require Source Separation of Recyclable and Compostable Materials from Solid Waste *which would ban organics and recyclables from residential landfill containers*; In 2018, Sustainable Fairfax will follow up with programs and outreach to residents regarding strategies and simple ways to comply with the new code.

Take Back Day- April 29, 2017

Sustainable Fairfax, the Fairfax Police Department, Marin Sanitary Service (MSS) and the Conservation Corps North Bay (CCNB) joined together to produce the fifth annual Fairfax Take Back Day on Saturday, April 29 at the Pavilion parking lot. Take Back Day provides an opportunity for Fairfax residents to recycle their e-waste, shred sensitive documents and safely dispose of prescription drugs at one location

The Fairfax Police Department set up a drop-off station to collect unused pharmaceuticals and ensure proper safe disposal of unused medications.

Sustainable Fairfax coordinated, promoted and staffed the event. The promotions were extensive and included flyer posting, A-frame signs, social media, newsletters and our website.

Amounts collected:

	2016		2017	
	Collected by	Weight (pounds)	Collected by	Weight (pounds)
Electronic Waste	CCNB	4,450	CCNB	4,921
Paper Shredding	MSS	2,860	MSS	4,180
Drugs & Supplements	Fairfax Police	148	Fairfax Police	116
PARTICIPANTS	186 Participants		192 Participants	

Fairfax Town Events

Fairfax Festival- June 9-10, 2017

Sustainable Fairfax coordinated the waste reduction and collection efforts at the Fairfax Festival to work toward our stated goal of making the Festival a zero waste event. We worked with the Conservation Corps North Bay to establish appropriate placement of the "eco-stations" and event specific signage to educate people on how to source separate their waste. Each year Sustainable Fairfax updates the green purchasing policies for the Festival. We then work with the food vendors to insure that they comply. In April we began exploring ways to transition away from single use plastic cups to refillable cups. We worked closely with County Environmental health Services and they approved our request to allow us to refill cups and agreed to make staff aware that CalCode allows re-use under §114075.

We received a grant from Marin Clean Energy (MCE) to purchase 1000 high quality stainless steel cups which were custom branded with the MCE logo and "CELEBRATE FAIRFAX". The cups sold quickly and enabled the EcoFest to become a single use plastic-free event.

We also scheduled and worked with MSS during the drop off and pick up of MSS debris boxes and portable toilets. Sustainable Fairfax provided signage directing people to the eco-stations, and special signs educating the public about the negative consequences of using plant based “compostable” plastics which are not composted in Marin County. We hired and managed two workers to ensure the high traffic public receptacles in Town were emptied regularly. Below is a chart of resources collected:

	Tons	Pounds
Cardboard	0.35	700
Compost	0.8	1,520
MSS Recycling	0.4956	991.2
CCNB Recycling	0.67025	1,340.5
Landfill	0.2044	408.8
Recycling Rate	92%	92%

Streets for People

Streets for People 2017 produced 2, 64 gallon MSS carts of landfill waste. We achieved a nearly zero waste event by providing reusable cutlery to the vendors and using wax coated paper water cups and paper plates which are compostable, and requiring that any unavoidable plastic cups be recyclable plastics # 1 & 2.

Fairfax Town Picnic

Each year Sustainable Fairfax sets up recycling/compost stations with signage which significantly reduces the landfill waste generated at the event. Many Town Staff and Fairfax Volunteers Board Members have learned the systems which will enable Fairfax to continue and expand our waste reduction efforts

Craft Faire

Sustainable Fairfax is committed to the Craft Faire modeling zero waste best practices. This year we were able to divert almost all waste generated, from the landfill and insure that it was either recycled or composted. Plastic wrap from baked goods and certain items from the bathroom receptacles were the only landfill waste produced.

The Craft Faire uses only mugs and silverware for all food and drinks. There are no single use items except napkins which are compostable.

Holiday Caroling

Because the Craft Faire is always the day before the Town Holiday Caroling party, we are able to wash and deliver all of the mugs and cutlery to the Women’s Club and insure that the party produces as little waste as possible. The Women’s Club has ceramic plates which are used for Town events.

****The Town of Fairfax Holiday festivities attract hundreds of people both locals and visitors, and we produce close to no landfill waste.**