I. INTRODUCTIONS

Marie Steiner, Chair, opened the meeting and it was determined that a quorum was present.

Marie Steiner shared that Kearney will be hosting an HHW event in October and will be trying out a new location this year.

Michael Larson shared news that Sugar Creek will be celebrating 100 years and is planning several events.

Lisa McDaniel announced that the district has reserved a room at the Kauffmann Foundation Conference Center for December 11 for the annual meeting, and that the keynote speaker will be from Missouri River Relief. She encouraged board members to attend.

II. APPROVAL OF MEETING SUMMARIES

Approval of the September 18, 2019 Executive Board Meeting Summary—Doug Wylie moved to approve the meeting summary as presented. Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

III. ADMINISTRATIVE MATTERS

FY2020 GRANT CALL—Dan McGraw, Grant Review Committee, informed the board that the grant review committee had received 13 grant applications by the deadline requesting $487,505 in funding. The committee recommended ten grants for approval with total funding in the amount of $318,623.

Each recommended grant was discussed and voted on as follows:

Robert Williams—Waste Diversion Education and Implementation: The committee recommended full funding for this grant in the amount of $49,000. Funds will be used to purchase a used truck, truck wrap and metal bins for the collection of recyclable materials. The business will focus on the collection of recyclable materials generated by factories and industrial businesses. Doug Wylie moved to approve the grant in the amount of $49,000. Mike Larson seconded the motion. The motion passed unanimously. There were no abstentions.

Midwest Recycling Center (MRC)—Box Truck for Optimization of Services: The committee recommended partial funding for this grant in the amount of $39,580 due to a $340 discrepancy between the amount requested and the amount documented by the submitted budget. Funds will be used to purchase a truck and truck wrap for the purpose of collecting electronic waste for recycling. Doug Wylie moved to approve the grant in the amount of $39,580. David Gress seconded the motion. The motion passed unanimously. There were no abstentions although it was noted by board members
representing Kansas City and Parkville that MRC had contracts with their respective cities to collect and recycle electronic waste.

Rick Caplan—INVESTT – Environmental Education: The committee recommended full funding for this grant in the amount of $10,013. Funds will be used to develop a financial literacy course focusing on reuse. The course will be taught in four high schools, all of which have already committed to participate. Doug Wylie moved to approve the grant in the amount of $10,013. Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

Lincoln-Kansas City Public School—Waste Reduction and Reuse in Lincoln Cafeterias: The committee recommended full funding for this grant in the amount of $10,106. Funds will be used to purchase durable food trays to replace the Styrofoam trays currently being used at Lincoln Middle and Lincoln Prep High School. Doug Wylie moved to approve the grant in the amount of $10,106. David Gress seconded the motion. The motion passed unanimously. There were no abstentions.

Bridging The Gap—Business Recycling and Composting: The committee recommended full funding for this grant in the amount of $86,342. Funds will support consultations with businesses and multi-family units to start or expand recycling and composting. Doug Wylie moved to approve the grant in the amount of $86,342. Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

Product Stewardship Institute—Developing a Statewide Leftover Medicine Stewardship Strategy: The committee recommended full funding for this grant in the amount of $39,873. Funds will be used to support a stakeholder summit on pharmaceuticals that would establish next steps toward a statewide pharmaceutical stewardship solution. Doug Wylie moved to approve the grant in the amount of $39,873. Mike Larson seconded the motion. The motion passed unanimously. There were no abstentions.

Composting and Organics Association of Missouri—COAM Workshop: The committee recommended full funding for this grant in the amount of $5,000. Funds will be used to hold a workshop in Kansas City on composting practices and markets. Doug Wylie moved to approve the grant in the amount of $5,000. David Gress seconded the motion. The motion passed unanimously. There were no abstentions.

Hispanic Economic Development Corporation—Minimal Waste Initiative: The committee recommended full funding for this grant in the amount of $7,842. Funds will be used to develop a waste reduction program at the offices of HEDC, including washer and dryer and reusable kitchen and meeting items. Doug Wylie moved to approve the grant in the amount of $7,842. Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

Truman Heritage Habitat for Humanity—Waste Diversion Warehouse and Processing Center: The committee did not recommend funding for this grant in the amount of $131,100 to acquire additional warehouse space and equipment for the management of carpet. The grant was not recommended for funding over uncertainty regarding the logistics of carpet management. Doug Wylie moved to deny funding for the grant application. Mike Larson seconded the motion. The motion passed unanimously. There were no abstentions. Because of the need for options for the management of carpet, Doug Wylie asked staff to encourage the applicant to address committee concerns and reapply during the next call for grant funding.

Kansas City, Missouri—Improved Recycling Program within City Facilities: The committee did not recommend funding for this grant in the amount of $13,323 to conduct a waste audit and improve the recycling programs within select city buildings. The grant was not recommended for funding because it was missing several required components. Doug Wylie moved to deny funding for the grant application. David Gress seconded the motion. The motion passed unanimously. Forest Decker abstained. Doug Wylie asked staff to work with the applicant on the missing components and encourage the applicant to reapply during the next call for grant funding.

KC Can Compost—Education and Marketing Campaign: The committee recommended partial funding for this grant in the amount of $35,614. The applicant requested $48,214 to support the salary of a marketing manager as well as graphic work and signage for the new composting service launched in 2019. Funding was also requested for truck maintenance and Missouri Organic service fees for collected material. The committee suggested elimination of the truck maintenance and service fees ($12,600) because these expenses should be recouped through client costs. Doug Wylie moved to approve the grant in the amount of $35,614 (partial funding). Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

Hispanic Economic Development Corporation—Composting Initiative: The committee did not recommended funding for this grant in the amount of $11,509 to develop a program to divert compostables from the Center for Urban
Enterprise. The grant was not recommended for funding because the building is not expected to open until June 2020. The committee suggests waiting until the center opens and the HEDC has a better sense of the type of compostable wastes to be generated by tenants and how it should be managed. Doug Wylie moved to deny funding for the grant application. Mike Larson seconded the motion. The motion passed unanimously. Doug Wylie asked staff to encourage the applicant to reapply after the center has opened.

ScrapsKC—Textile Waste Diversion: The committee recommended full funding for this grant in the amount of $35,253. Funds will be used to support the salary of a textiles manager and purchase tools to manage the increased textiles diverted for reuse. Doug Wylie moved to approve the grant in the amount of $35,253. Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

FY2020 Budget and Workplan—Lisa McDaniel gave an overview of the FY20 MARC SWMD Work Plan & Budget. MARC is requesting $707,464 for FY20 district operations and plan implementation using a combination of FY19 accrued grant funds, unallocated grant funds from prior years, unencumbered carryover funds from prior years and interest income. The FY20 personnel costs are estimated at $456,363 based on 3.5 FTE staff. The remainder is an estimate of $115,840 for expenses and activities directly related to district operations and plan implementation projects.

In addition to the district operations budget of $159,329, $412,874 is allocated for planning, outreach and the household hazardous waste program. Funding for these programs will come from new district grant funds, carryover plan implementation funds and interest income. The budget also includes an allocation of $318,623 for FY20 grant projects ($246,687 from district grant funds, $71,936 from city/county carryover funds, interest income funds and returned funds). The final work plan and budget will be submitted to MDNR for release of funds.

The final budget is summarized in Table 1.

Table 1. FY20 Budget Summary

<table>
<thead>
<tr>
<th>2020 Work Plan</th>
<th>New Grant Funds</th>
<th>Other Funds</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>District Operations</td>
<td>$159,329</td>
<td></td>
<td>$159,329</td>
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<tr>
<td>Outreach</td>
<td>$224,680</td>
<td>$10,292 (carryover)</td>
<td>$234,972</td>
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<tr>
<td>Plan Implementation</td>
<td>$0</td>
<td>$75,949 Interest Income</td>
<td>$75,949</td>
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<tr>
<td>HHW</td>
<td>$56,953</td>
<td>$45,000 (Int. Inc./carryover)</td>
<td>$101,953</td>
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<tr>
<td><strong>Total</strong></td>
<td><strong>$440,962</strong></td>
<td><strong>$131,241</strong></td>
<td><strong>$572,203</strong></td>
</tr>
</tbody>
</table>

Lisa requested Executive board approval of the FY2020 SWMD Work Plan and Budget as presented. Doug Wylie moved to approve the work plan and budget as presented. Matt Wright seconded the motion. There were no abstentions. The motion passed unanimously.

The final work plan and budget will be submitted to MDNR for release of funds.

FY2019 Memorandum of Understanding—Lisa McDaniel gave an overview of the FY20 Memorandum of Understanding between the District and MARC. The 2020 Memorandum of Understanding (MOU) outlines the scope of services to be provided by MARC with compensation in the amount of $572,203 based on the approved FY20 work plan and budget. MARC will secure district grant funds on behalf of the district and will act as fiscal administrator for the district grant, interest income, and HHW program funds. The time of performance for this MOU is January 1 – December 31, 2020.

Lisa requested executive board approval of the 2020 Memorandum of Understanding with the Mid-America Regional Council for administrative and planning services. Doug Wylie moved to approve the execution of the MOU. Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

The MOU will be presented to the MARC Board of Directors for approval at its October meeting.

Mini-grant applications—The district did not receive applications for the board to consider.
**Direct Payment to Vendor**—The Historical East Neighborhood Coalition has a mini-grant with the district for $2,500 to purchase recycling bins. The coalition is requesting that the district pay the vendor directly for the bins, as they currently do not have the funds. The coalition is working with Price Chopper for the purchase and Kansas City has offered to deliver the bins directly to the neighborhood group after payment is made. Doug Wylie moved to approve direct payment by the district to Price Chopper for the purchase of recycling bins on behalf of the Historical East Neighborhood Coalition. Chris Bussen seconded the motion. The motion passed unanimously. There were no abstentions.

**Grant Extension for Connecting for Good (formerly the Surplus Exchange)**—Connecting for Good has requested a nine-month extension of grant #2019-012 to complete the grant project (purchase of a truck to collect electronics for recycling). The project has experienced a delay due to the time spent restructuring the organization. Doug Wylie moved to approve a nine-month extension for grant #2019-012. Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

**SWAB 2019 Annual Report**—Chris Bussen shared information on the SWAB Annual Report, which is due at the end of the calendar year. SWAB will be accepting the report at its November meeting. Chris asked the board members present if they were in favor of Chris voting to accept the report at the SWAB meeting. Doug Wylie made a motion to permit the district representative to cast a vote to accept the annual report at the November SWAB meeting. Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

**Meeting Cancellation**—Doug Wylie moved to cancel the November 20 meeting as scheduled. Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

**IV. Board Discussion**

**Recycling Education Campaign:** Lisa McDaniel gave a brief update on the recycling education campaign. The final element of the fall campaign is the replacement of the current e-waste message with the “No bags in the bin” message. This ad will run on digital, billboards and KC Star eblast in November.

**Legislative Update**—Lisa McDaniel provided an update on the hearing held by the Joint Committee on Solid Waste District Operations held on September 10 in Jefferson City.

**V. Old Business/New Business**

**Second Grant Call for FY2020**—Lisa McDaniel informed the board that more than $500,000 in funding remains available after the initial 2020 grant call. Staff suggested that the board consider a second grant call to award additional funds. The anticipated timeline would be to issue the call immediately after the beginning of the year with awards anticipated for late summer. This timeline creates minimal overlap with the anticipated timeline for the FY21 grant call.

Doug Wylie moved to issue a 2nd grant call for FY20. David Gress seconded the motion. The motion passed. There were no abstentions.

**VI. Closing**

The meeting adjourned at 12:30 p.m. The next Management Council meeting is scheduled for Wednesday, 10/16/19, 9:00 to 10:30 am at MARC offices. The annual meeting is scheduled for 12/11/19 from 11:00 am to 1:00 pm at the Kauffman Foundation Conference Center. The next Executive Board meeting is scheduled for Wednesday, 1/15/20 from 11:00 am to 1:00 pm at the MARC offices.

MARC Solid Waste Management District

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Marie Steiner, Chair  Lisa McDaniel, Secretary

Approved:  January 15, 2020