I. Introductions

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

Chris Bussen announced that the Lee’s Summit landfill will be closing in April. The city is currently negotiating a contract for operation of the public disposal area. The contract will also include options for recycling and household hazardous waste. The city is also in the process of developing an RFP for a transfer station.

II. Approval of Meeting Summaries

Approval of the January 16, 2019 Executive Board Meeting Summary—Chris Bussen 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—Nadja Karpilow shared the list of priorities developed by the Advisory Committee at their February 8, 2018 meeting:

- Education – Waste reduction and recycling education is integral to the district’s mission. This priority emphasizes the need for improved awareness, increased participation, and reduced contamination in recycling programs.
- End-Market Development – Projects that support the development of new markets and the expansion of existing markets for recovered materials generated in our region. Additionally, the local manufacturing of products from recycled materials is desirable.
- Waste Reduction and Reuse – Projects that support waste reduction and reuse activities. Examples include community-based projects such as repair services, lending libraries, or resale opportunities.
- Hard-To-Recycle Items – Collection, processing and end markets for hard to recycle materials. Examples include Styrofoam, ceramics and porcelain, rigid plastics, and carpet.
- Organics Management – Projects that address infrastructure, collection and end markets for organics composting.
- Construction and Demolition Waste – Projects which effectively address the diversion of construction and demolition materials.
- Business and Multi-Family Dwelling Recycling – Recycling and composting in the business sector and at apartment buildings and condominiums.
Nadja also gave an overview of the grant timeline:

- Week of May 15 - Issue Call
- Information sessions at MARC offices: June 4, 9:00 am and June 12, 9:00 am
- July 2, 2019 – Deadline for Pre-applications
- August 22, 2019 – Deadline for Final Applications
- October 9, 2019 – Board approval for grant awards
- January 1, 2020 – Anticipated Start Date

Brad Garrett moved to approve the FY2020 grant priorities and grant timeline. Chris Bussen seconded the motion. The motion passed unanimously. There were no abstentions.

Grant Scoring—Grant applications are scored based on a set of criteria as required by MDNR. District staff and the Grant Review Committee reviewed the criteria and recommend the following adjustments:

- #4: The criteria relates to the accessibility of the proposed service and whether or not the service is available for a fee. It was agreed that the fee is not relevant and that more important is whether the service is readily available or not.

- #7: The criteria currently refers to cooperative efforts with local governments and whether documentation of support and approval from the governing body is provided. A letter of support is a required component of the application already. The committee agrees that this criteria should be changed to ask if the project involves partnerships with any cities, counties or public or private entities. A question will be added to the application to match this criteria.

- #13: The criteria judges the completeness of the application. Wording at the end “to complete the review of this application” will be omitted, therefore more directly addressing whether all required components are provided, regardless whether a committee member can complete the review of the project application or not.

- #15 and #16: These questions separately evaluate technical and managerial capability and the committee believes that they are duplicative. A single question could be used to judge both technical and managerial capability. Points will increase from 10 to 15 and 5 to 10.

Chris Bussen moved to approve the revised grant application criteria. Brad Garrett seconded the motion. The motion passed unanimously. There were no abstentions.

Staff will revise the scoring sheet used by the Grant Review Committee and will make appropriate changes to the grant application. Staff will seek approved of the revised application at the May 15, 2019 executive board meeting.

Mini-grant applications—In 2019 the district set aside $20,000 in Plan Implementation funds to support small grant projects up to $2,999. Nadja Karpilow presented the following mini-grant applications for consideration:

- Accessibility Medical Equipment submitted a request for $2,999 to support the purchase of a truck. Staff does not recommend funding since funds are not intended to pay for part of a larger project. Staff contacted applicant and suggested they submit a pre-application for 2019 funds.

  No motion was made to fund this mini-grant.

- Blue Valley Neighborhood submitted a request for $450 to purchase 50 curbside recycling bins for residents. Blue Valley received a mini-grant previously and documented the distribution of the bins. Materials and one-on-one education was provided as well.

  Daniel Erickson moved to approve the mini-grant in the amount of $450 for the purchase of curbside recycling bins. Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

- Vineyard Neighborhood Association requested $2,500 for curbside recycling education as follows: $1,000 for bins; $1,000 for printing; and $500 for education. Staff recommended funding to purchase bins, but noted that educational materials could be provided by the district.
Chris Bussen moved to approve partial funding of the mini-grant in the amount of $1,000 for the purchase of curbside recycling bins. Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

- ScrapsKC requested $2,881 to support their recycled fashion show scheduled for October. Funds would be used for rental of a runway set and sound system. Staff recommended omitting $360 that was requested for labor, which would bring the total to $2,521.

Chris Bussen moved to approve partial funding of the mini-grant in the amount of $2,521 to exclude labor charges. Brad Garrett seconded the motion. The motion passed unanimously. There were no abstentions.

- Historical Eastside Neighborhood Association originally requested $2,975 for recycling bins and educational materials. The association is made up of eight neighborhoods. When Eastside learned that the district had educational materials, they revised their request to $2,500 for 275 bins.

Chris Bussen moved to approve funding of the mini-grant in the amount of $2,500 for the purchase of curbside recycling bins. Matt Wright seconded the motion. The motion passed unanimously. There were no abstentions.

II. Board Discussion

Recycling Education Campaign—Matt Riggs gave an update on the recycling education campaign:

- Sliders – The three sliders are updated on RecycleSpot.org each month. Themes are: “yes” item, “no” item, and seasonal. The March sliders focus on medical sharps, food and dry cleaning bags.
- Service providers – RecycleSpot.org now has information on not only thrift stores but consignment, resale and retailers who also take used clothing and accessories.
- Social media – RecycleSpot.org currently has 4,239 Facebook followers, 911 Twitter followers, and 200 Instagram followers. Posts continue to heavily emphasize “Recycle Better” topics.
- Northland KCMO Recycling Center – The city opened a temporary recycling center March 16, 2019 in Pleasant Valley Park, in the northland, to replace the closed Metro North Mall location.
- Recycle Better 2019:
  - Theme - “Top 5 Ways to Recycle Better.” It is based on the top RecycleSpot.org material searches in 2018, top contaminates in the recycling stream, and top materials we’re currently sending to the landfill. It includes: cardboard, e-waste, food, hazardous waste, and plastics.
  - Budget - $25,000
  - Plan – Includes paid, owned, social, earned, and Recycle More At Work:
    - Paid includes billboards (digital, poster and junior poster sizes), transit (7 queen-size ads), KC Star (eBlast email sent to 100,000 recipients), KCPT (6-month TV and web sponsorship), and digital (Media - KMBC.com, Weather Channel; target audience - Kansas City Metro Area, interested in the environment, home owners; ad types - portrait, interscroller, home page take over, and pre-roll).
    - Owned includes RecycleSpot.org menu updates (plastics page, and the Get Started and About menus/pages), 2019 monthly slider schedule, and Recycle Better flier promotion.
    - Social includes continued posting on/promotion of Facebook, Twitter, Instagram and blog.
    - Earned includes pitching the Top 5 theme to local TV and radio station shows, and sending a press release to small area papers.
    - Recycle More At Work will target current partners, Business Recycling & Waste Reduction (BTG project) participants, and umbrella organizations such as chambers of commerce, associations, etc.
- Additional outreach:
  - Working with Ch. 9 on 4-part story to air around Earth Day.
  - Gave presentations to 5 chemistry classes at Cristo Rey.
  - Oak Hall Condos – Did walk through, wrote report, lunch ‘n’ learn is scheduled.
  - Leawood Annual Sustainability Summit, Feb. 21 – Talked with multiple HOAs, mailed out packets of Recycle Better fliers to them.
  - Met with City of Raymore staff about how to improve internal and resident program: grants, Recycle More At Work, Recycle Better, etc.

HHW Mobile Planning Update—Nadja Karpilow gave an update on 2019 HHW event planning. The events have been scheduled and are posted on RecycleSpot.org. Grandview joined the program for 2019 and an additional event has been scheduled. It is anticipated that Loch Lloyd will join, but staff has not yet received confirmation.
Financial Update—Lisa McDaniel provided an update on the district’s 2018 finances:

- Funds remaining from FY15 ($23,852) will be expended on final invoicing from Sleepyhead beds ($16,477) and the remaining ($7,375) will be used as carryover in the FY20 PI budget.
- A balance of $9,155 remains in FY16 funds. Of this, $5,736 are in open grants and the remaining $3,419 will be used in the FY20 PI budget.
- A balance of $102,025 remains in FY17 funds. Of this amount, $80,098 is for open grants and the remaining $21,927 will be used as carryover in FY20.
- A balance of $333,653 remains in FY18 funds. This amount includes $327,578 in open grants. District operations carryover of $6,075 will be used in the FY20 PI budget.
- The ending revenue balance for District Grant Interest Income account is $100,057. The district intended to use this money in FY19 to develop a revised solid waste management plan, but did not receive approval from MDNR to do so.
- No MARC match funds were required for FY18. The use of HHW Shared Revenue was required in the amount of $589.
- Returned funds: Lee’s Summit ($13,885), will be used after a final decision is made on the Lee’s Summit drop-off center. Blue Springs also returned $35,906, which will be used for FY19 grants.
- The ending revenue balance for the HHW contingency fund is $218,425. The remaining $2,130 from the FY16 HHW program will be transferred to the contingency fund.
- The remaining balance of the FY18 HHW program is $210,386. Payment of the final invoices will require use of $24,646 from the contingency fund.
- The anticipated level of funding for the FY19 HHW program is $403,940. Invoices have been sent and payments are currently being received.

MDNR Regulatory Update—Lisa McDaniel explained that MDNR is in the process of revising the district grant rule in response to the governor’s red tape reduction effort. A draft revision has been sent to stakeholders and the district intends to provide comment.

Legislative Update—Chris Bussen provided an update on Solid Waste Advisory Board (SWAB) activities. Lisa McDaniel provided an update on legislative activities, including:

- Senator Wallingford has introduced a resolution to establish the Joint Committee on Solid Waste Management District Operations. The resolution passed the Senate and has been read for a second time in the House. Staff will continue to follow.
- Representative Shaul again introduced legislation to prohibit political subdivisions from adopting ordinances restricting the use of plastic bags or other disposable containers (HB271). This bill passed out of the Local Government Committee and was referred to the Rules Committee.
- Representative Brown has introduced the Missouri Food Waste Law that would require certain restaurants and food sellers to donate 10 percent of excess food to organizations that provide food to needy individuals. This bill has been referred to the Agriculture Policy Committee.

V. Old Business/New Business

Budget Amendment for Bridging The Gap—The Bridging The Gap budget for grant #E2019-005 included several line items that could be classified as indirect expenses. For ease of invoicing, staff suggested that Bridging The Gap lump those line items into a single indirect category and invoice the district on a percentage basis, as is done by many other grantees. Because the change is creating a new budget line item, board approval is requested for the budget amendment. The overall budget amount does not change and the indirect percentage is within MDNR limits.

Daniel Erickson moved to approve the budget amendment for Bridging The Gap grant #E2019-005. Brad Garrett seconded the motion. The motion passed unanimously. There were no abstentions.
VI. Closing

The meeting adjourned at 12:50 p.m. The next full Management Council meeting is scheduled for Wednesday, 4/17/19 from 9:00 to 10:30 am. The next Executive Board meeting is scheduled for Wednesday, 5/15/19 from 11:00 am to 1:00 pm at the MARC offices.

MARC Solid Waste Management District

_________________________________________  _________________________________
Marie Steiner, Chair                             Lisa McDaniel, Secretary

Approved:  May 15, 2019