



Minutes of the February 15, 2017 Regular Meeting

The Sonoma County Waste Management Agency met on February 15, 2017, at the City of Santa Rosa Council Chambers, 100 Santa Rosa Avenue, Santa Rosa, California.

Present:

City of Cloverdale	Melanie Bagby	City of Santa Rosa	John Sawyer
City of Cotati	Susan Harvey	City of Sebastopol	Henry Mikus
City of Healdsburg	Brent Salmi	City of Sonoma	Madolyn Agrimonti
City of Petaluma	Dan St. John	County of Sonoma	Susan Gorin
City of Rohnert Park	Pam Stafford	Town of Windsor	Deb Fudge

Staff Present:

Executive Director	Patrick Carter	Staff	Felicia Smith
Counsel	Ethan Walsh		Kristin Thigpen
Agency Clerk	Sally Evans		Courtney Scott

1. Call to Order Regular Meeting

The meeting was called to order at 8:35a.m.

2. Agenda Approval

Agenda was approved.

3. Public Comments (items not on the agenda)

None

4. Consent (w/attachments)

- 4.1 Minutes of January 18, 2017 Regular Meeting
- 4.2 February and March 2017 Outreach Calendar
- 4.3 2016 Education and Outreach Reports
- 4.4 SCWMA FY 2016-17 Second Quarter Financial Report
- 4.5 Annual Review of SCWMA Rules of Governance
- 4.6 SCWMA FY 14-15 Financial Audit

Board Comments:

Susan Gorin, County of Sonoma, recommended the financials include a percentage remaining figure and include future projections.

Pam Stafford, City of Rohnert Park, requested the language on page 8 of the SCWMA January 18, 2017 minutes be changed from "Rohnert Park would be unable to participate" to "Mr. Schwartz had concerns."

Ms. Gorin and Ms. Stafford abstained from the minutes, as they was not present at the January 18, 2017 Board meeting.

Public Comments:

None.

The motion for consent calendar approval was made by Madolyn Agrimonti, City of Sonoma, and seconded by Brent Salmi, City of Healdsburg.

Item 4.1 Minutes of January 18, 2017 Regular meeting

Vote Count:

Cloverdale	Aye	Santa Rosa	Aye
Cotati	Aye	Sebastopol	Aye
Healdsburg	Aye	City of Sonoma	Aye
Petaluma	Aye	County of Sonoma	Abstain
Rohnert Park	Abstain	Windsor	Aye

AYES -8- NOES -0- ABSENT -0- ABSTAIN -2-

Motion passed.

Items 4.2 – 4.6

Vote Count:

Cloverdale	Aye	Santa Rosa	Aye
Cotati	Aye	Sebastopol	Aye
Healdsburg	Aye	City of Sonoma	Aye
Petaluma	Aye	County of Sonoma	Aye
Rohnert Park	Aye	Windsor	Aye

AYES -10- NOES -0- ABSENT -0- ABSTAIN -0-

Motion passed.

Regular Calendar

5. Discussion and Possible Action on the Results of a Request for Information for Organic Waste Processing

Patrick Carter, Executive Director, reported the Agency received 16 responses to the Request for Information for Organic Waste Processing, which indicated there was sufficient interest in the project. Mr. Carter explained the next step would be to release a Request for Proposals to obtain solid information and agreements with SCWMA members interested in proceeding as a region.

Board Comments:

Susan Harvey, City of Cotati, inquired if Sonoma County currently generated approximately 100,000 tons of organic waste yearly.

Mr. Carter replied if Petaluma was included, it would be approximately 100,000 tons.

Ms. Harvey shared she noted some of the respondents were going through the permitting process for a new facility and inquired if that was an 18-36 month process.

Mr. Carter replied the solid waste permit process can take at least 6 months, and the site construction process would require additional time.

Ms. Stafford inquired why Redwood Landfill did not respond to the RFI.

Mr. Carter replied the RFI announcement was sent to Redwood Landfill, and it's unknown why they did not submit a proposal.

Public Comment:

None.

6. Discussion and Possible Action to Approve an Agreement with R3 Consulting Group for RFP Process Assistance

Mr. Carter provided information regarding work the R3 Consulting Group had done for the Agency with the Request for Information proposal process, as well as the City of Santa Rosa and the Town of Windsor.

Mr. Carter described the scope of work and budget had been developed with R3. Mr. Carter explained that because that scope exceeded the \$50,000 maximum this item required a unanimous vote. Mr. Carter stated Agency staff believed assistance was viable for this project, as this was one of the most complex projects the Agency had undertaken.

Board Comments:

Ms. Gorin stated she agreed seeking consultant assistance to evaluate the proposal was necessary. Ms. Gorin noted the cost for the evaluation may be low and inquired if Mr. Carter anticipated Agency staff returning to the Board for additional funding and whether the timeline was too optimistic.

Mr. Carter replied at this point the Agency did not anticipate additional funds needed and the while some things were unforeseeable at this point, he believed it was a reasonable amount of time.

Ms. Stafford, Ms. Fudge, Ms. Harvey and Chair Sawyer expressed their appreciation for the work the R3 Consulting Group had provided for their jurisdictions in the past..

Ms. Stafford inquired if more points would be awarded for proposals for in county facilities.

Mr. Carter replied that would need to be determined by the Board, but was not included as one of the criteria at this time.

Ms. Stafford asked if the stakeholder meeting would include the Board.

Mr. Carter replied the R3 Consulting Group proposed it both ways and added seeking feedback from the public in particular would be included.

Ms. Harvey suggested a preference within the county if possible.

Garth Schultz, R3 Consulting Group, introduced himself and stated he looked forward to moving forward with the project.

Public Comment:

None.

Ms. Fudge motioned to approve the agreement with R3 Consulting Group for RFP assistance and Mr. Mikus seconded.

Vote Count:

Cloverdale	Aye	Santa Rosa	Aye
Cotati	Aye	Sebastopol	Aye
Healdsburg	Aye	City of Sonoma	Aye
Petaluma	Aye	County of Sonoma	Aye
Rohnert Park	Aye	Windsor	Aye

AYES -10- NOES -0- ABSENT -0- ABSTAIN -0-

Motion passed unanimously.

7. Discussion and Possible Action on the Fiscal Year 2017-18 SCWMA Work Plan

Mr. Carter presented the FY 17-18 SCWMA Work Plan and noted this was a primer for the Agency's annual budget, which included existing and proposed new projects.

Mr. Carter went over the list of potential new programs, which could be funded out of reserves. These projects were the rebranding of the Agency, website redesign, vehicle replacement, internship program, continued efforts to locate an appropriate site for a North County Household Hazardous Waste Facility, and model ordinances including expanded polystyrene, construction and demolition permitting requirements, and large event and venue recycling plan requirements. Mr. Carter noted Agency staff time was included in the work plan to show what it would take to put the projects together, if the Board was interested.

Melanie Bagby, City of Cloverdale, inquired what the timeframe would be for the Agency rebranding.

Mr. Carter replied public focus group meetings to obtain feedback would take place next fiscal year, which starts in July.

Ms. Bagby suggested the capability of online appointment scheduling as part of the website redesign. Ms. Bagby Inquired if online advertising costs showing as zero for the Agency was accurate.

Mr. Carter replied advertising costs was included as part of contracts in the budget.

Ms. Bagby recommended reflecting that in the budget.

Ms. Bagby expressed her support for a North County HHW facility as there was a demand for it.

Madolyn Agrimonti, City of Sonoma, shared she would like to see information put out as to how the Agency got started, as it was important for county residents to understand the Agency's mission. Ms. Harvey expressed she was in support of this and believed the rebranding and other projects could help put a focus on the diversion goals. Ms. Harvey expressed her support for the website redesign.

Henry Mikus, City of Sebastopol, provided financing suggestions for the purchase of a new Agency van.

Ms. Stafford inquired regarding the possibility of rebranding and website redesign being done concurrently.

Mr. Carter replied that would be possible if the Board was interested.

Ms. Stafford stated it would be beneficial to get legislative and regulatory updates that affect the Agency.

Mr. Mikus inquired regarding Agency staff time and past practice of totaling staff time to ensure allocations did not exceed anyone's capacity.

Mr. Carter confirmed that was done, to include a full-time department analyst. Mr. Carter noted he had contacted the County regarding filling the position.

Ms. Gorin expressed her support for the suggested projects and noted she was aware most of the funding for special projects were from reserves. Ms. Gorin requested an explanation as to how the reserves would finance the new items on the work plan, as well as the opportunity costs involved, when the Budget returns before the Board.

Public Comment:

Dan Noble, Santa Rosa resident and Executive Director of the Association of Compost Producers, a state chapter of the US Composting Council. Mr. Noble shared information regarding SB1383, a new state regulation setting greenhouse gas reduction limits, particularly relative to methane landfill diversion. Mr. Noble shared concern as to how local jurisdictions would be selling this change to the public and expressed his support for the Agency's work.

Ken Wells, Local Task Force Sierra Club Representative, expressed support for Agency staff's recommendation for new projects. Mr. Wells stated the AB 939 Local Task Force was the Board's advisory body but rarely utilized. Mr. Wells recommended the Board take advantage of the wealth of knowledge on the task force.

Ms. Harvey motioned to approve the FY 17-18 Draft Work Plan and Ms. Stafford seconded the motion.

Vote Count:

Cloverdale	Aye	Santa Rosa	Aye
Cotati	Aye	Sebastopol	Aye
Healdsburg	Aye	City of Sonoma	Aye
Petaluma	Aye	County of Sonoma	Aye
Rohnert Park	Aye	Windsor	Aye

AYES -10- NOES -0- ABSENT -0- ABSTAIN -0-

Motion passed.

8. Boardmember Comments

Mr. Mikus shared there was work being done to form a Joint Powers Authority to the Sustainable Groundwater Management and the Agency's hard work will benefit other boards.

Mr. Sawyer noted trust was key to both the small and large cities, because they all have their concerns.

Ms. Agrimonti shared Safeway in Sonoma was rebuilding and she had been encouraging the planning commission and City Council to include a reimbursement center for cans and bottles. Ms. Agrimonti said she was hopeful it could become a model for other cities in Sonoma County.

Dan St. John, City of Petaluma, mentioned the notice received regarding the possibility of changes in the franchise hauler. Mr. St. John shared he had suggested to Mr. Carter reaching out to Agency members to determine if there was interest in partnering on a due diligence effort, as Petaluma was looking to do that.

9. Staff Comments

Mr. Carter proposed Agency staff bring back a staff report at the March SCWMA Board meeting regarding the potential deal between The Ratto Group and Recology, which could potentially affect the cities, except for the City of Sonoma. Mr. Carter noted this would be to determine if the Board was interested in having an analysis done.

Mr. Carter provided an update regarding the Agency renewal process and stated Cotati and Healdsburg voted to enter into the agreement and passed a resolution to approve the JPA renewal.

Mr. Carter stated Agency staff would be sending a reminder email regarding completing the annual Statement of Economic Interests form.

10. Next SCWMA meeting: March 15, 2017

11. Adjournment:

The meeting adjourned at 9:30 a.m.

Submitted by:
Sally Evans