

process ranked ECS Refining first, with ASL ranked second. During the February 2007 Agency meeting, Board member Smith requested that the Agency consider a contingency agreement with ASL transport and recycling of e-waste collected at County disposal sites. The contract for services with ASL would only be utilized if ECS Refining was unable to provide the e-waste recycling services required by its contract with the Agency. **Recommended Action: Direct staff to prepare a contingency e-waste recycling agreement with ASL, under the financial terms submitted in its October 2006 proposal.**

REGULAR CALENDAR

HOUSEHOLD HAZARDOUS WASTE

6.1) HHW Recommendations Implementation Plan At the January 2007 meeting, staff was directed to provide a summary and implementation plan for the recommendations in the Sonoma County HHW Program Benchmarking and Program Evaluation. Staff has prepared a plan for implementing the recommendations which describes the cost, savings, barriers, comments from interested parties, next steps, and timeline.

Recommended Actions: Direct staff to:

- (1) solicit proposals and return to the Board with a contract for a consulting engineer to extend the canopy of the existing facility, and**
- (2) solicit proposals and return to the Board with a contract to study the feasibility of adding HHW facilities described in the HHW Program Evaluation, and**
- (3) evaluate the HHW program fees and return to the Board with recommended fee changes.**

ADMINISTRATION

7.1) Further Consideration of FY 07-08 Conceptual Budget At the February 2007 meeting, the Board of Directors approved the proposed FY 07-08 Work Plan for the FY 07-08 Budget. However, staff was directed to return with a revised FY 07-08 draft budget that avoids the use of reserves for operating expenses, to identify specific one-time projects for which reserve funds would be used, and to estimate and include potential future capital costs for the HHW program such that tipping fee surcharge increases would increase evenly over future years, avoiding major single year rate increases.

Recommended Action: Direct to staff to prepare the FY 07-08 Final Budget based on the draft FY 07-08 Budget presented.

7.2) Unanimous Vote Requirement in JPA On April 15, 1992, an Agreement was approved by the cities of Sonoma County and the County of Sonoma. Section 4 of the Agreement stated a unanimous vote of the total membership (i.e., all members must approve) shall be required for action on (1) major program expansion(s) or (2) capital expenditures greater than \$50,000, or (3) adoption of annual budgets." At the February 2007 Agency Board meeting, staff was asked to agendize for discussion and possible action changes to the Agreement that would modify the language concerning the unanimous vote requirement. Two language options presented are:

- (1) "...a unanimous vote of the total membership (i.e., all members must approve) shall be required for major program expansion(s). A two-thirds (or three-quarters) vote of the total membership is required for action on capital expenditures greater than \$50,000 or adoption of annual budgets."
- (2) "...a unanimous vote of the total membership (i.e., all members must approve) shall be required for major program expansion(s), except for action on capital expenditures greater than \$50,000 or adoption of annual budgets, where approval requires a unanimous vote of those attending with no less than 7 (or 8) affirmative votes." **Recommended Action: Consider the alternative unanimous vote language options and direct staff to prepare a second amendment to the Agreement for adoption by the ten member jurisdictions.**

PLANNING

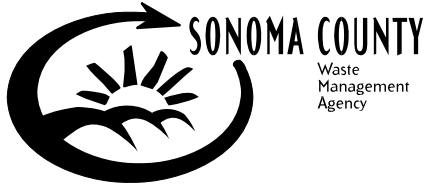
- 8.1) Recommendations from LTF for ColWMP Amendment. Use of out-of-County landfills which is inconsistent with language in the 2003 ColWMP requires a revision of the Siting Element of the Sonoma Countywide Integrated Waste Management Plan. Language changes to the Siting Element have been approved by the Local Task Force. Significant changes include the alteration of text indicating waste disposal at the Central Landfill Site, the addition of waste haul by truck to out-of-county landfills, and the addition of waste haul by rail to out-of-county landfills. CEQA review, including an Environmental Impact Report, will be necessary before the revision can be adopted.

Recommended Action:

- (1) Consider accepting the draft language provided by the Local Task Force for this revision to the Summary Plan and the Siting Element and,**
- (2) direct Staff to continue the Summary Plan and Siting Element revision process as defined by Title 14, Division 7, Chapter 9, Article 8, Sections 18780 – 18784 of the California Code of Regulations and,**
- (3) direct staff to solicit proposals from consultants qualified to perform CEQA review of the revised Summary Plan and Siting Element.**

COMPOSTING/WOOD WASTE

- 9.1) Compost Program Update Report. Staff will update Board members on the status of the composting program for yard debris and wood waste. **No action required.**



MINUTES OF FEBRUARY 21, 2007

The Sonoma County Waste Management Agency met on February 21, 2007, at the City of Santa Rosa Utilities Department's Subregional Water Reclamation System Laguna Plant, 4300 Llano Road, Santa Rosa, California.

PRESENT:

City of Santa Rosa	Dell Tredinnick, Chair (2007)
City of Cotati	Dianne Thompson
City of Cloverdale	Steve Holsinger
City of Petaluma	Vince Marengo
City of Rohnert Park	Tim Smith
City of Sebastopol	Dave Brennan
City of Sonoma	Steve Barbose
County of Sonoma	Dave Knight
Town of Windsor	Christa Johnson

ABSENT:

City of Healdsburg

STAFF PRESENT:

Director	Ken Wells
Counsel	Janet Coleson
Staff	Karina Chilcott
	Charlotte Fisher
	Patrick Carter
	Tammy Port
Recorder	Elizabeth Koetke

- 1. CALL TO ORDER**
Chair, Dell Tredinnick, called the meeting to order at 9:05 a.m.
- 2. ATTACHMENTS/CORRESPONDENCE/CLERK**
Dell Tredinnick, Chair, called attention to items on file with the clerk.
- 3. ON FILE WITH CLERK**
Resolution 2007-01 Electing Chair, Vice Chair, and Chair Pro Tempore
- 4. PUBLIC COMMENTS**
None

CONSENT

- 5.1** Minutes of January 17, 2007
- 5.2** FY 06-07 Mid-Year Financial Report
- 5.3** Appropriation Transfers – **unanimous vote**
- 5.4** Green Purchasing Policy

Tim Smith, Rohnert Park moved to approve the consent calendar, removing item 5.1 for additions and deferring item 5.3 until all Board members were present. Steve Holsinger, Cloverdale, seconded. Agenda items 5.2 and 5.4 approved.

Dave Brennan, Sebastopol, asked that his comments that were not included in the minutes from the January 17, 2007 meeting regarding the new compost siting process be included. The following discussion is hereby amended to the January minutes under Agenda item 9.1: Dave Brennan had asked whether the reason for looking for a new site was because the current site is too small. Ken Wells responded that the site wasn't too small, however, the current location was always planned to be a temporary site, as there is still landfill capacity in the area occupied by the compost site, and secondly, staff of the Regional Water Quality Control Board have made it clear that they feel this is not an appropriate site and they want us to relocate it. Dave Brennan then asked if it was possible to site this on the current landfill? Ken Wells said that it's possible but it would probably be more expensive than moving the site. However, we could look at some of our existing closed landfill sites; there's a closed landfill near the County airport on 80 acres that could be considered. Dave Brennan also asked about having 2 or 3 sites for wood waste. Ken Wells said that the Agency had conducted an in-depth financial evaluation about a decade ago and it was determined that it was less cost effective to have multiple sites because of the multiple permits, CEQA reviews, site acquisition efforts, and redundant processing equipment, although if an operation is small enough (much smaller than what we are now) the permitting is easier.

Dave Knight moved to approve the amended minutes. Vince Marengo, Petaluma, seconded. Tim Smith, Rohnert Park, abstained, as he was not at the January meeting. Consent calendar approved with amended January minutes and item 5.3 deferred.

Ken Wells suggested holding the two unanimous vote items (5.3 and 8.2) to the March meeting.

Tim Smith, Rohnert Park, agreed but stated he would like to discuss item 8.2.

REGULAR CALENDAR

HOUSEHOLD HAZARDOUS WASTE

6.1 EXTENSION OF CLEAN HARBORS HHW CONTRACT

Tammy Port explained that on June 11, 2002 the Agency signed an agreement with MSE Environmental to operate the Household Toxics Facility and dispose of the collected waste. MSE was selected through a competitive RFP process and is responsible for the collection and disposal of hazardous waste from residents, and Conditionally Exempt Small Quantity Generators at the facility. MSE also conducts Community Toxics Collection events, and the Toxic Rover, as well as collecting material from Load Check programs at each of the County disposal facilities.

On August 16, 2006 the Agency board approved a fourth amendment to reassign the agreement to Clean Harbors. This was the result of a corporate buy-out of MSE by Clean Harbors. The agreement with MSE (now Clean Harbors) is a three-year agreement that commenced with a notice to proceed on January 6, 2005 with an option to extend the agreement for two years. Based on the date of the notice to proceed, the current agreement will expire January 5, 2008. And although the initial agreement does not expire for eleven months, if the Board were to decide not to extend the current agreement it will be necessary to initiate the process to solicit new operator proposals in the near future.

Tim Smith, Rohnert Park said he appreciates that we have a contract that can be extended, that we have the opportunity to open it up to others and may get better pricing, however the prices may be higher or lower. He inquired what the satisfaction level is with the current contractor. He would lean toward going forward with the extension rather than go out with a full RFP process if we are satisfied.

Ken Wells responded that in terms of performance of Clean Harbors and prior names for that organization, in terms of collecting the waste and serving the community, we have no issue with that. Initially there were some billings that had some challenges, but those have been resolved. The company seems to have a good depth of expertise, they are based in Boston but they are responsive to phone calls. Insurance is one of the most complicated issues and they have been very good with trying to resolve the requirements for our issues. Currently all of our payments are on time. There were some issues and those have been resolved. Staffs' perspective is we would have no trouble working with this company for another two years.

Vince Marengo, Petaluma made a motion to extend the current agreement.

Christa Johnson, said that Windsor was not in support of extending the contract it's important to get a good idea of competition and doing amendment after amendment is not a good way of doing business, it ends up costing the Agency more money, we will not be supportive of the extension.

Vince Marengo asked if there was an estimate of how much time it would take to put out an RFP.

Ken Wells said clearly it would require a few more meetings with the Agency and a few more reports. It would take away from other activities and would require a significant amount of staff time. The general trend of this industry has been a consolidation; companies' acquiring each other, at this point and time there are only two companies serving California; Phillips and Clean Harbors. Staff at the end of the two-year extension would have a good handle on what we want to do in the future, at that time a strong solicitation for contracts could go out.

Dave Brennan asked if the cost would remain the same for the extension in the following two years. He suggested that staff negotiate the extension and review the sphere of the contract, and explore areas of reducing the current costs.

Vince Marengo, Petaluma made the comment that the existing service provider prevailed through a competitive RFP process just 10 months ago, the Board went into this process knowing there would be a two-year extension based on adequate performance, and they have adequately performed. To hinder the implementation plan could cost more money. Tim Smith, Rohnert Park, said it was a short period of time that they had performed adequately and the idea of using this as a re-opener is a good idea, he's willing to second that motion and add an additional friendly amendment that would take Windsor's situation in hand to direct staff to start the RFP process for the next term no later than 12 months before the expiration of this contract. Staff only has so much time, we're asking them to do a lot. He said the RFP will most likely cost money.

John Sorenson, Clean Harbors, said it would be difficult to get lower pricing. This is one of the most comprehensive contracts in the state, we not only run the facility itself, but also the load check program, the rover and the CTC programs, it's very expansive and very diverse. What the Agency is receiving is extensive for the cost.

Chair, Dell Tredinnick, said we have a motion by Petaluma, a friendly amendment from Sebastopol, a second, and another friendly amendment from Rohnert Park. Motion approved. No abstentions.

Ken Wells reiterated that the direction to staff is to come back with 2-year extension of the current agreement as provided by the contract. In addition to that, there will be an opportunity for staff to negotiate with the contractor to determine if there is any way to lower the current

costs through the negotiating process and that staff would pursue an RFP process before the expiration of the two-year extension.

Christa Johnson, Windsor, gave a suggestion that an assumption fee be put into the new contract so that if the company were to be sold again the Agency could recoup their legal expenses.

Ken Wells said that could be integrated into the recommendation and the negotiation of the new contract.

6.2 STATUS OF HHW PROGRAM RECOMMENDATIONS

Tammy Port said this item is an update to the status of the HHW Program Recommendation Implementation Plan. On March 29, 2006 at the Agency Budget Workshop, the Board gave staff direction to study HHW programs and facilities similar to the Agency's. An RFP went out for a qualified consultant to conduct a benchmarking study of the HHW program. The purpose of the study was to explore options for greater operational efficiencies, and ways to offset the expenditures of the program, such as charging customers for participation. At the June 21, 2006 Agency meeting, staff was directed to enter into an agreement with Sweetser & Associates to conduct the Sonoma County HHW Benchmark Study and Program Evaluation. On January 17, 2007 David Nightingale presented the HHW Benchmark Study to the Board. There was much to consider, therefore, staff was directed to come back to the next meeting with an implementation plan. To provide more detailed information about the recommendations, staff is receiving input from Clean Harbors as well as meeting with the CUPA to determine the implications of the site operation changes. Staff is investigating costs and evaluating the complexity of the various recommendations in order to create a timeline and a priority list. The outcome of the research will be presented as part of the implementation plan with the recommendations at the March board meeting. The funding impacts will be part of the implementation to be presented at the March meeting. Some of the recommendations may require the Agency to contract with a consultant for specialized services. Implementation of any recommendations will be submitted to the board for approval either as part of the budget process, or as individual items.

6.3 EPR IMPLEMENTATION PLAN

Ken Wells said staff was given direction to develop an implementation plan to institute a take-back program for household batteries and mercury-containing lamps in Sonoma County. The Agency contracted with R3 Consulting group.

Heidi Sanborn, R3 Consulting, gave a presentation about the EPR Implementation Plan. She said that in 2001 Sonoma County passed one of the first resolutions in the State for EPR. Internationally it has expanded to over 29 countries in Europe. Canada has EPR laws in almost every province. In the United States the EPA has taken the stance that they like EPR but they want it to be voluntary in nature. They are not forcing any manufacturers to do it. Statewide programs have been going on since 1989, when a bill was passed that made retailers take back auto batteries.

The recommendation for an EPR Implementation Plan for Sonoma County is a two-phase approach.

Phase One would be to encourage and support existing EPR programs; staff would work with the programs that are voluntarily in place. Continue to push at state and federal levels.

Phase Two would be implemented if phase one doesn't work, staff will report back to the Board in September about how it is going. There is a specific list of items they will report back on such as the actions taken by the retailers and manufacturers to collect, also the increase in the number of collection sites, the increase in convenience to the public to drop these materials off. All of this information would help the Board to make decisions.

In January next year the Board could adopt an ordinance making take back mandatory. Board. Or the Board could continue to try to work to get the voluntary approach implemented.

Dell Tredinnick, Chair asked if Walmart was still recalcitrant to cooperate with take-back after all this study was from 1990, seventeen years ago.

Heidi Sanborn said she had spoken with someone at Walmart a few days ago and they were still reluctant.

Chair, Dell Tredinnick suggested an outreach campaign program for batteries and fluorescents with a slogan such as 'it's good for the bottle it's good for the can'. Also, there is a big push for compact fluorescent bulbs in our area. When these bulbs are disposed of there may be a flood of them coming in.

Heidi Sanborn said they are dangerous and Walmart is promoting them with no information about them or how to dispose of them. The mercury vapor in them is dangerous; if the bulbs are broken the mercury vapor can go up your nose and into your brain.

Heidi Sanborn said that Ken Wells is on the California take it back partnership group and when she went a meeting a few months ago, they had a PG&E representative there, Heidi made sure that Sonoma got on the list of the first pilots they are going to do for public education for the lamps.

Tim Smith would like staff to provide a draft letter for each jurisdiction to consider sending to state and federal legislators before the next meeting. The user paying a few cents that would cover the cost of disposal for batteries makes sense. Would the ordinance be a SCWMA ordinance we could adopt and it would take effect throughout the county?

Janet Coleson said that yes, this Board can adopt it and it would take effect throughout the entire county of Sonoma. The Board can also adopt an administrative citation ordinance where administrative citations could be issued for noncompliance.

Dave Brennan, Sebastopol said he thought it was important to address the issue of enforcement of an ordinance.

Vince Marengo asked Agency Counsel to redistribute the memo she had sent earlier regarding ordinances.

Tim Smith, Rohnert Park, moved to adopt the plan as proposed by staff and the consultant with the addition that letters be prepared to state and federal legislators that can be sent from the individual jurisdictions as soon as possible. And coincident with or prior to that if Agency Counsel has time, the Board be given the September report, regarding options with respect to enforcement tools that this Agency could adopt and coincident with that, those enforcement tools would reflect what staffing, if any, would be necessary. Steve Barbose, Sonoma, seconded. The motion passed. No abstentions.

EDUCATION

7.1 EARTH/DAY/GOODWILL DONATION EVENT MODEL

Karina Chilcott gave a summary of the Goodwill donation events that were conducted in 2006. These events can be accomplished with a minimal amount of staff time and yield good quantities of reuse for the effort. The first donation event the Agency conducted had an Earth Day theme; there were 212 participants that donated an average of 88 pounds each of electronics, house wares, textiles and clothing.

Ken Wells added that April 22nd is Earth Day, a collection event might be a simple way for some communities to acknowledge that, staff can help plan your donation event.

ADMINISTRATION

8.1 WORK PLAN FY 07-08

Ken Wells gave a summary of the history of the work plan; beginning in FY 06-07 as a part of the budget process, a project list (Work Plan) was prepared and submitted to the Board for approval.

The work plan is used as a tool for developing the next fiscal years budget. The budget requires unanimous approval. Any changes to the work plan, will impact the proposed budget. Questions were accepted from the Board.

Vince Marengo, Petaluma asked about E-waste collection program. Ken Wells said it was a fantastic program.

Dave Brennan, Sebastopol asked if the county had done an EIR on the outhaul versus disposal at the Central landfill.

Ken Wells said that the decision to outhaul had been done under an emergency exemption. No CEQA review had been done on outhaul.

Dell Tredinnick, Chair asked how many landfills the county is out-hauling to.

Ken Wells said primarily four; we have contracts with them through 2010. A full fifteen years of impacts will need to be evaluated for the solid waste plan.

Dave Brennan, Sebastopol, said it was confusing that the county has already adopted a plan to do outhaul when the Brown and Caldwell report that the Board of Supervisors approved, talks about all these other options like rail haul, now we're doing an EIR.

Ken Wells said the change to out haul was done under an emergency. The BVA report provides some options. County staff still needs to come back to the BOS for a final decision that has not been made. There are other options such as selling the landfill, arranging for outhaul to Nevada with rail haul, even long term agreements with outside landfills. All those decisions are still out there. The current plan is an interim plan dealing with the present situation.

Tim Smith, Rohnert Park, asked how much the BVA report cost because this is going to cost more, at least twice as much. He asked that the record show that this is a good faith estimate from staff, but he doesn't think a little CEQA document is going to cut it, it will have to be a full blown report.

Susan Klassen, County of Sonoma said it cost about \$120,000.

Christa Johnson, Windsor, asked what the deadline was for amending the ColWMP.

Ken Wells said there is a five-year review required. The last review was done in 2001, so in 2008 it would be required.

Christa Johnson, asked if it made any sense to wait to for the county to decide what they are going to do before we do the update.

Ken Wells said one option that would limit the kinds of impacts would be the sale of the site to a private party, that is not included in the plan so that would trigger some review or revision to the plan. The BOS says we no longer landfill trash in Sonoma County, yet the waste plan says we are. The direction that staff has been given is to examine all of the options so the plan could handle any of them.

Tim Smith, Rohnert Park, moved to adopt the work plan. Vince Marengo, Petaluma, seconded. Motion approved.

Item 5.3 had been deferred to later in the meeting when all Board members might be present. Chair, Dell Tredinnick chose to address Item 5.3 at this time.

5.3 APPROPRIATION TRANSFERS

Ken Wells explained that when the FY 06-07 budget was prepared staff made an estimate on how much green waste and wood waste would come into the system. Those estimates have been surpassed which is why an appropriation transfer for the FY 06-07 budget in order to accommodate the extra costs for the contractor and also reflecting additional revenue. This item will be continued to next month, as it requires a unanimous vote and all members are not present today.

8.2 FY 07-08 PROPOSED DRAFT BUDGET

Ken Wells proposed that the Board discuss this Agenda item although no action could be taken on it today, as it requires a unanimous vote. The Agency's budget is integrated within the County of Sonoma's budget, our funding and tipping fee surcharges are all supported through the County's efforts. The numbers approved in the proposed budget get integrated within the Transportation and Public Works budget, which then gets approved by the BOS. This is normally done in February because the County's deadline is in March.

Funding impacts for revenues, staff is proposing to increase costs for both wood waste and yard debris by \$1.00 per ton.

There is no proposed increase in the tipping-fee surcharge because there is excess revenue in the Contingency Reserve.

The City of Petaluma's service agreement would stay the same in 07-08 as it was in 06-07, which is \$122,224 with their share of increased expenses covered by the Contingency Reserve.

The interest on Pooled Cash was calculated at about 5% interest which is a number provided by the County Auditor.

Tim Smith, Rohnert Park said that the Board had made a policy decision about increasing tip fees over the next several years in order to smooth the effects of the future. Up to a dollar a year for the next four years.

Ken Wells said there was direction to staff to prepare the next four years budget with an increase of a dollar a ton however the reserves policy indicated that that would not be necessary. We increased by a dollar a ton last year. This would be the second of the four years. Staff is recommending that we suspend that \$1/ton this year. The HHW program recommendations will likely require some capital investment. Next year that dollar could be back again. Right now we are postponing that dollar.

Tim Smith, Rohnert Park, said that reserves would be better spent for capital improvements rather than subsidizing operating expenses especially when the policy has been a \$1/ton increase. The reserves policy does not trump the reserves smoothing policy; they need to be in balance. Maybe we don't need to increase rates by \$1.00, maybe just an increase by .50 cents.

Ken Wells said on the expenses side of the ledger there are anticipated legal expenses.

Wood waste and Yard waste expenses should go up but the \$1/ton proposal should cover that. For the HHW expenses with no changes in the program, we are anticipating similar costs for the program. On Education and Diversion there are some increases for salary costs, but no new programs. Planning, the ColWMP has already been discussed.

A break-even tipping fee increase would be .40/ton.

This proposed budget is very cognizant of cost impacts; we cannot gather money when we have reserves that are in excess of the reserve policy.

Dave Brennan, Sebastopol, asked if excess reserves should offset increases?

Tim Smith, Rohnert Park, said he would like a balanced approach of a .40 or .50 cent increase. There are going to be some capital expenses this year.

Dave Brennan, Sebastopol suggested that staff be directed to come back with information about where excess reserves are being used. Those excess reserves should be used for particular programs such as the EIR or the ColWMP amendment so we program that money so there are no excess reserves.

Tim Smith, Rohnert Park, asked that if possible by the next meeting that there be a good faith estimate by staff for what capital expenditures there will be. The facility for HHW needs to be updated.

This is an unanimous vote item and there was no representation from Healdsburg at this meeting, therefore there was no action was taken.

8.3 REVIEW OF MOU FOR STAFF SERVICES

Ken Wells stated that at the November 2006 meeting there was a discussion about staffing for the Agency, which is provided by the County under the MOU (Memorandum of Understanding). At that meeting one of the Board members requested an annual review of the MOU.

Consideration of an ad hoc MOU subcommittee for staffing services could be formed to consider changes to the MOU. Staff suggests the ad hoc MOU review committee consist of the Chair, Vice-Chair, and the County of Sonoma, with support from the Agency Director and Agency Counsel.

Tim Smith, Rohnert Park, moved to create an ad hoc subcommittee as outlined in the staff report for staffing services. Dave Brennan, Sebastopol, seconded. Motion approved.

Dave Brennan, Sebastopol asked if it was the MOU or the bylaws that set the number of Board members that were required to vote on an unanimous vote item. He said he would like to look at that again.

Ken Wells said it is in the JPA agreement and the Board can revisit the JPA amendment regarding allowing a reduced number of Board members to vote on unanimous items. Chair, Dell Tredinnick said that to amend the JPA, each individual member would have to take a resolution to each of the city counsels that would amend the JPA agreement to allow for a reduced number of Board members present to vote on unanimous vote items.

Ken Wells said that was tried in 1995 and all 10 jurisdictions did not agree.

Dave Brennan, Sebastopol said he would like to give direction to staff to bring back some proposed language that amends the JPA for each member to take back to their respective agencies that would reduce the requirement from 100% to both on financial matters and on a simple majority.

Ken Wells said this is not an agenda item but it can be brought back to the next meeting and staff will be prepared.

COMPOSTING/WOOD WASTE

9.1 NEW COMPOST SITE POLICY DIRECTION

Patrick Carter explained that the current compost site was never intended to be a permanent site. In addition to that, the North Coast Regional Water Quality Control Board has hinted at possible regulatory action if the site is not moved. The possibility of County divestiture of the entire site leaves this issue of a functional composting facility on that site, a potential buyer may not want to purchase a site that has this type of encumbrance on it. There are significant issues with using the existing site. There is also the potential issue of capping of the site.

The two main methods staff has considered for paying for the site is the contractor paying for the development of the site that the Agency purchases. The Agency could pay for everything, which would be the capital, the road the paving, and everything, that would involve the Agency issuing revenue bonds. With the contractor paying for development and equipment for the site it would involve less financial liability on the part of the Agency it would also mean less control over the contractor.

The initial estimate for land was \$10,000/per acre. Staff was given two other numbers to bring back which was \$50,000/per acre and \$100,000/per acre.

Dave Knight, County of Sonoma, asked if the O & M costs were above our costs.

Ken Wells said that the cost scenarios provided by the consultants did not include any transportation costs that we are currently incurring for moving the material from the transfer stations to the current facility so that would be added to this cost. The other cost not included in this bottom line is the Agency's O & M or administrative costs. The consultant is proposing a

significantly greater capital investment and having fewer staff involved, they would use sorting lines instead of staff to sort.

Vince Marengo left the meeting at 11:36 a.m. (EK)

Tim Smith, Rohnert Park, suggested that the Agency consider sites that are not in the North Coast Water Boards' jurisdiction. Public/private partnership is a good idea as long as Counsel feels we can have a strong contract with a trusted contractor.

Dave Brennan, Sebastopol, said he would like the RFP to include some analysis of the existing site, and other existing permitted sites. There is already a leachate line for runoff water at the existing site. If the issue is about the county divesting of the existing site, that's not an obstacle that cannot be overcome in terms of subdividing the property or making that part of the sale arrangement with whomever purchases the site. These are elements that should be included in the RFP to explore these options that have previously been overlooked.

Ken Wells said that was jumping ahead one item but those comments could be carried to the next item.

Alan Siegle, Sonoma Compost spoke about the numbers in the proposal and said some are high and some are low. The proposal also suggests using a lot less equipment and fewer employees and that is not feasible.

Ken Wells said if there is an interest in the Agency owning and developing the site we need to begin now in preparing for preliminary work. If the Agency is simply going to own the land and develop the permit and CEQA document with the current proposal then we move on as we have. We'd like direction on what the funding model should be.

Tim Smith, Rohnert Park, moved the funding model be the latter. Steve Barbose, Sonoma, seconded. Motion approved.

9.2 AUTHORIZE RFP FOR NEW COMPOST SITE/CEQA

Patrick Carter said to summarize the action that was taken by the Board previously in 1993 the original agreement was with Sonoma Compost in partnership with Empire Waste Management for the composting services at Central. In October of 2003 the CoIWMP was updated and included language for citing a new composting facility. In September 2004 this Board approved the citing criteria and the evaluation process. November 2004 an approved agreement was entered into with the City of Santa Rosa for a feasibility study, the Brown and Caldwell Report. In October 2005 we received the feasibility study and in January of this year we received the cost analysis that was included in the last agenda item. Staff has attached the Scope of Services. Staff is requesting approval of the Scope of Services for the New Compost Site selection RFP and CEQA Assistance.

Tim Smith, Rohnert Park said regarding the RFP, the Water Board jurisdiction should be a screen, and also leachate disposal options should be a screen as well.

Ken Wells reiterated what was said earlier in the meeting that when the CEQA evaluation of multiple they are to include that we have a preferred site that we include the current site as one of the other sites to be evaluated. Potentially we will have multiple sites and that's something else that the CEQA document should review. That might reduce the environmental impacts.

Dell Tredinnick, Chair asked that two existing compost sites that are near the site at Central be looked at too in case they are willing to sell.

Steve Holsinger, Cloverdale asked if the current transfer stations had been looked at for possible locations for the composting facility.

Ken Wells said the site we are looking for should be at least 50 acres and that none of the transfer stations meet that criteria.

Tim Smith, Rohnert Park, made a motion to adopt staffs' recommendation subject to additional filters for site evaluation to consider purchasing sites that are already permitted within the county, that Water Board jurisdiction be identified in site evaluation and leachate disposal options be considered as well. Steve Holsinger, Cloverdale, seconded. Motion approved.

9.3 COMPOST PROGRAM UPDATE

Ken Wells explained that there were 3 monthly reports available. A 'compost your veggies' flyer has been put in utility bills.

Dave Knight, left the meeting at 11:56 a.m. (EK)

10. BOARD MEMBER COMMENTS

Tim Smith, Rohnert Park enjoyed the tour to ECS Refining, ASL and Zanker Landfill. He suggested future agenda items to consider.

He asked to direct staff when they are considering another contractor that having two potential contract vendors for this purpose could be a good idea.

At Zanker landfill they are creating aggregate from concrete, but Cal Trans does not accept that, he would like this Board to consider getting a report as to whether that makes sense to us.

Rohnert Park is interested in a non tip-fee contract, to be potentially negotiated he would like the board to Agendize for the next meeting to authorize staff to work with and negotiate that possibility for the City of Rohnert Park. He invited everyone to come to the next waste and recycling meeting hosted by the City of Rohnert Park which will be Monday April 16th at 1:30 p.m.

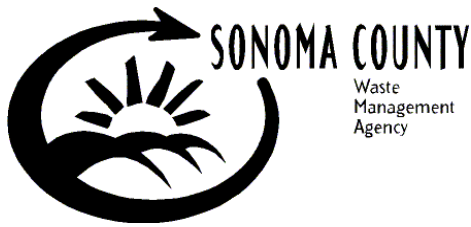
11. STAFF COMMENTS

Ken Wells thanked Jim Donnelly from ASL for providing the snacks for today's' meeting and also thanked the Board for preserving through the long meeting.

12. ADJOURN

Meeting adjourned at 12:00 p.m.

Respectfully submitted,
Elizabeth Koetke



Agenda Item #: 5.2
Cost Center: WW/Yard
Staff Contact: Wells
Meeting Date: 3/21/07

ITEM: Appropriation Transfers

I. BACKGROUND

The Agency board approved the FY 2006-07 budget at the April 2006 regular meeting using an estimation of revenues and expenses. During the preparation of the FY 06-07 Mid-Year Report, two cost centers (Wood Waste and Yard Debris) were identified as needing appropriation transfers for continued operations.

II. FUNDING IMPACT

Wood Waste

During budget preparation, it was estimated that wood waste material would be delivered to the compost facility at the rate of 31 tons per day. After five months of operations this fiscal year, the actual amount being delivered to the facility is 32 tons per day, which projects to approximately 11,600 tons annually. An appropriation transfer is necessary to document the additional Tipping Fee Revenue, which would then be available for the accompanying Contract Services expense.

The FY 06-07 budgeted amounts for wood waste recycling are revenue, \$301,840, and expenses, \$257,570. The projected amounts are: revenue, \$318,304, and expenses, \$271,619. The differences to be used in the appropriation transfer are revenue, \$16,464, and expenses, \$14,049.

Yard Debris

During budget preparation, it was estimated that yard debris would be delivered to the compost facility at the rate of 211 tons per day. After five months of operations this fiscal year, the actual amount being delivered to the facility is 222 tons per day, which projects to approximately 85,000 tons annually. An appropriation transfer is necessary to acknowledge the additional Tipping Fee Revenue, which would then be available for the accompanying Contract Services expense.

The FY 06-07 budgeted amounts for yard debris composting are revenue, \$2,579,440, and expenses, \$2,126,000. The projected amounts are revenue, \$2,715,200, and expenses, \$2,237,540. The differences to be used in the appropriation transfer are revenue, \$135,760, and expenses, \$111,540.

III. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends approval of the appropriation transfers in the Wood Waste and Yard Debris cost centers using the unanticipated revenues to increase the Tipping Fee Revenue to offset the anticipated increase in Contract Services.

IV. ATTACHMENT

Resolution for Appropriation Transfers

SPECIAL DISTRICTS GOVERNED BY
LOCAL BOARDS - BUDGETARY REVISIONS

For Auditor's Use Only
DOCUMENT # _____

Resolution No. 2007-

BATCH # _____

BATCH DATE _____

District Name: Sonoma County Waste Management Agency (JPA)
Address: 2300 County Center Dr., Ste. 100B
Santa Rosa, CA 95403
Phone: 565-2413
FY: 2006-07

	TC	INDEX	SUB-OBJECT	SUB-OBJECT TITLE	AMOUNT
TO:	203	799114	6540	Contract Services	\$14,049
		799213	6540	Contract Services	\$111,540
FROM:	002	799114	2901	Tipping Fee Revenue	\$16,464
		799213	2901	Tipping Fee Revenue	\$135,760

WHEREAS, there is a shortfall in the estimated budget for Contract Services in the Wood Waste and Yard Debris cost centers due to more material coming to the composting facility for processing than was anticipated when the Board approved the budget for FY 2006-07; and

WHEREAS, it is necessary to appropriate the revenues from unanticipated revenues in the Wood Waste and Yard Debris cost centers in order to meet the anticipated expenses.

NOW, THEREFORE, BE IT RESOLVED, the County Auditor is hereby authorized and directed to make all necessary operating transfers and the above transfer within the authorized budget of the Sonoma County Waste Management Agency (JPA).

The foregoing resolution was introduced by:

_____, who moved its adoption, seconded by

_____, and adopted by the following vote:

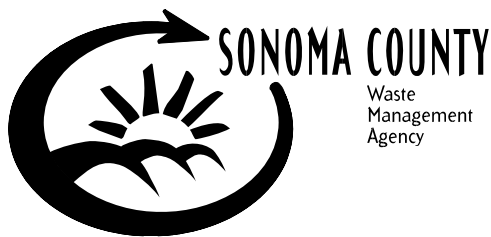
_____ Cloverdale	_____ Cotati	_____ Healdsburg	_____ Rohnert Park	_____ Petaluma
_____ Santa Rosa	_____ Sebastopol	_____ Sonoma	_____ Windsor	_____ County

WHEREUPON, the Chairperson declared the foregoing resolution adopted, and SO ORDERED.

Date: _____

Signature: _____
Clerk of the Board

Signature: _____
Chairperson



Agenda Item #: 5.3
Cost Center: Education
Staff Contact: Karina Chilcott
Agenda Date: March 21, 2007

ITEM: Resolution authorizing submittal of a Reuse Assistance Grant application to the California Integrated Waste Management Board

I. BACKGROUND

Reuse Assistance Grants are competitive grants offered to California public agencies biannually by the California Integrated Waste Management Board. This offering is a two-year grant (beginning FY 2007/08) with a maximum \$50,000 award, requiring a 50% matching contribution. The matching contribution can either be monetary, volunteer staff time, or in-kind service.

The project proposed for this grant is to publicize the new SonoMax web site www.sonomax.org through a local marketing campaign including print and radio advertising. Recognizing that construction and demolition (C&D) materials comprise about 30% of the waste stream and considering that the CIWMB has identified C&D materials as one of their key priority wastes, this media campaign would target building professionals.

This grant would seek \$15,000 in funding for this campaign, and identify in-kind Agency staff time as the matching contribution. Since this staff time is already programmed for similar activities and the Agency would be reimbursed up to 5% of the total grant funding for administrative costs, award of the grant would enable the Agency to significantly increase its efforts reduce waste beyond what is available with current resources.

II. FUNDING IMPACT

There is no direct funding impact for this requested action, beyond staff time necessary for preparing the grant application.

III. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Agency staff recommends the chair sign the attached Resolution authorizing submittal of a FY 07-08 Reuse Assistance Grant application to the California Integrated Waste Management Board.

IV. ATTACHMENTS

Resolution authorizing submittal of a Reuse Assistance Grant application to the California Integrated Waste Management Board

Resolution Number
Sonoma County Waste Management Agency
Santa Rosa, California
March 21, 2007

RESOLUTION AUTHORIZING THE SONOMA COUNTY WASTE MANAGEMENT AGENCY TO SUBMIT
A REUSE ASSISTANCE GRANT APPLICATION

WHEREAS, Public Resources Code *Section 42000* authorizes the California Integrated Waste Management Board to conduct market development activities to strengthen demand by manufacturers and end-use consumers for recyclable materials collected by municipalities, nonprofit organizations, and private entities; and

WHEREAS, the concept of reuse is an integrated approach, which encompasses integrated waste management objectives such as building materials efficiency, construction and demolition waste reduction, and maximization of reused- and recycled-content building and landscaping materials; and

WHEREAS, on November 15, 2006 the California Integrated Waste Management Board approved the Scoring Criteria and Evaluation Process for the Reuse Assistance Grants for Fiscal Year 2007/2008; and

WHEREAS, the California Integrated Waste Management Board will enter into an agreement with the Grantee for development of the project;

NOW, THEREFORE, BE IT RESOLVED that the Sonoma County Waste Management Agency authorizes the submittal of an application to the California Integrated Waste Management Board for a Reuse Assistance Grant for the period of March 21, 2007; not to extend beyond December 31, 2011.

BE IT FURTHER RESOLVED THAT the Agency Director, Ken Wells, or his/her designee, is hereby authorized and empowered to execute all necessary documents in the name of the Sonoma County Waste Management Agency, including but not limited to, applications, agreements, amendments, and payment requests to secure grant funds and to implement and carry out the purposes specified in the grant.

MEMBERS:

<u> -AYE- </u>	<u> -AYE- </u>	<u> -AYE- </u>	<u> -ABSENT- </u>	<u> -AYE- </u>
Cloverdale	Cotati	County	Healdsburg	Petaluma
<u> -AYE- </u>	<u> -AYE- </u>	<u> -AYE- </u>	<u> -AYE- </u>	<u> -AYE- </u>
Rohnert Park	Santa Rosa	Sebastopol	Sonoma	Windsor

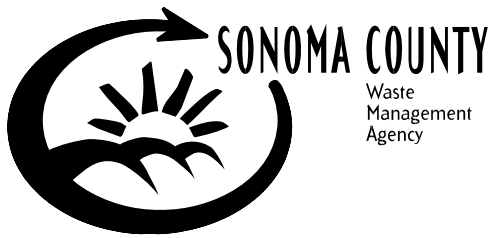
AYES -9- NOES -0- ABSENT -1- ABSTAIN -0- SO ORDERED.

The within instrument is a correct copy
of the original on file with this office.

ATTEST:

DATE:

Elizabeth Koetke
Clerk of the Sonoma County Waste Management
Agency of the State of California in and for the
County of Sonoma



Agenda Item #: 5.4
Cost Center: Education
Staff Contact: Karina Chilcott
Agenda Date: March 21, 2007

ITEM: Purchase Order with American Lithographers for printing and packaging of extra copies of the 2007 Sonoma County Recycling Guide

I. BACKGROUND

Historically, the Agency has contracted for printing extra copies of the Sonoma County Recycling Guide, beyond those included in the AT&T phone book Yellow Pages, for distribution at fairs, Welcome Neighbor organizations, Chambers of Commerce, etc.

Employing a competitive RFP process, staff distributed proposals to the following companies capable of printing on recycled newsprint.

Sonoma County companies receiving RFPs	Out-of-County companies receiving RFPs
Healdsburg Printing, Healdsburg Impress Northwestern, Santa Rosa Santa Rosa Printing/La Voz, Santa Rosa	American Lithographers, Sacramento Lighthouse Litho Inc., West Sacramento

Proposals were received from American Lithographers and Healdsburg Printing, Inc. Because of increasing demand, the quantity of extra Guides requested was increased from 22,000 to 24,000.

Name of proposer	Proposal amount	Number of Guides	Amount paid for printing services in 2006 (Quantity 22,000)
American Lithographers, Sacramento	\$8,600.00	24,000	
Healdsburg Printing Inc., Healdsburg	\$8,829.00	24,000	\$8,135.64

Agency staff has had a long history of working with Healdsburg Printing, Inc. and until 2004 was pleased with their performance. In 2004, Healdsburg Printing printed the Recycling Guide with poor color registration, saturation and binding. In 2005, the Agency selected American Lithographers and was very pleased with their print quality. In 2006, The Agency contracted again with Healdsburg Printing based on their purchase of new equipment, however this time there was an unresolved discrepancy with the quantity (a shortage) of Guides delivered. Based on American Lithographers lower bid and excellent past performance, staff recommends that the Agency award the printing contract to this contractor.

II. FUNDING IMPACT

The proposed Purchase Order for printing and packaging of extra copies of the Recycling Guide 2007 is within the amount budgeted in the Education Contract Services 799411-6450 for FY 06/07.

III. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Agency staff recommends the Chair sign the attached Purchase Order with American Lithographers for printing and packaging of extra copies of the Sonoma County Recycling Guide 2007.

IV. ATTACHMENTS

Purchase Order for printing and packaging of 24,000 extra copies of the 2007 Sonoma County Recycling Guide.

Scope of work for printing and packaging of the Sonoma County Recycling Guide 2007

Exhibit A

SCOPE OF WORK

A. QUANTITY

A total of 24,000 Guides are to be printed.

B. IMAGE SETTING

The Agency will supply twenty-eight (28) pages of camera ready copy sized 9.3125" x 10.8125" (the odd shape results from an initial printing in the AT&T Yellow Pages Phone book) via ftp on **MARCH 23, 2007**. Pages should be proportionally scaled to approximately 8 3/8" x 10 1/2" for printing. Artwork will be created using a combination of Illustrator 10 and InDesign 2.0.

C. PRINTING

1. **Stock:** 24 pages 34# Rebrate Blue Heron 60% post-consumer recycled newsprint
4 pages (front/back cover) 60# Recycled Husky Offset 30% post-consumer recycled
Printing: 28 pages in 4 color process with bleed of color on all pages. For consistency of the product, it is important that the paper selected for the cover and for the inside pages have a similar tone. See sample *Recycling Guide 2006*
2. The Guides are to be bound (staple or glue) in booklet form and trimmed.
3. The Agency requires digital and matching print proofs of all pages on **MARCH 30, 2007** for review. Proofs should be an accurate representation of the final product. Delivery charges are to be the responsibility of the Contractor. Give at least 3 days for review by Agency staff.

D. PACKAGING AND DELIVERY

Packaging and labeling guidelines

1. All materials must be packaged in cartons, with a maximum of 150 guides per carton.
2. Each carton must be clearly labeled to identify the quantity contained in each carton.

Delivery

1. Extra undelivered Guides should be delivered to the Agency's storage locker on or before **APRIL 16, 2007** between the hours of 10am-5pm at the following address:
Lock It Up Self Storage
3570 Airway Dr.
Santa Rosa, CA
Please contact Agency staff to arrange exact delivery time.

SCOPE OF SERVICES

Product Policy Institute for the Household Hazardous Waste Grant HD 15-C 06-0049 Coordination Grant

Product Policy Institute proposes to provide the following services to Sonoma County as part of the HD-15 Grant Cycle and in coordination with the California Product Stewardship Council. Services provided by Product Policy Institute will include the following:

1. COORDINATION - Coordinate California Product Stewardship Council (SC) & Universal Waste Strategic Committee (UWSC)

Prepare agendas for SC & UWSC meetings
Convene and facilitate the work of SC + UWSC meetings
Record, review and disseminate meeting summaries
Prepare and circulate draft documents
Support establishment, work of subcommittees

2. LISTENING TO LOCAL GOVERNMENT WORKSHOPS

Convene and host workshops in northern and southern California
Develop workshop agendas and promotional materials.
Solicit participation working through existing local government networks
Develop and disseminate meeting summary and recommendations

3. DEVELOP POLICY TOOLS FOR U-WASTE

Market research for universal waste (U-waste): Research key industries in California that manufacturer U-waste; analyze potential opportunities or problems by product type and affected parties, related organizations; opportunities for expanding California Take it Back Partnership U-waste product stewardship survey: Develop a survey of existing U-waste product stewardship infrastructure; disseminate to all California Household Hazardous Waste managers; compile results; draft summary.

Develop PowerPoint presentations, fact sheets and policy briefings and talking points stakeholders and local elected officials; provide content for California Integrated Waste Management Board website

Develop drafts of state policy ideas and sample local regulations for U-Waste management

4. COORDINATE PRODUCT STEWARDSHIP STAKEHOLDER STRATEGY

Develop a strategy to identify, educate and mobilize key stakeholders, including local elected officials, local retail and re-use businesses, large retailers, and industry associations, for the purpose of promoting product stewardship systems for Universal Waste. CPSC will embrace and assist the California Take it Back Partnership (CA TIBP) while improving it and placing it in the context of being an interim step toward effective EPR programs.

Use existing infrastructure & established local government meeting opportunities to disseminate and solicit buy-in of decisions and initiatives.

5. EDUCATION & OUTREACH

Build on existing networks and relationships to identify, educate and mobilize key stakeholders, including industry groups and associations, retail associations, and environmental nonprofits, for

