

SONOMA COUNTY WASTE MANAGEMENT AGENCY

Regular Meeting
May 16, 2007
9:00 a.m.

City of Santa Rosa Utilities Department
Subregional Water Reclamation System Laguna Plant
4300 Llano Road, Santa Rosa, CA 95407
Estuary Meeting Room

*****UNANIMOUS VOTE ON ITEM 8.2*****

AGENDA

- | <u>ITEM</u> | <u>ACTION</u> |
|--|---------------|
| 1. Call to Order/Introductions | |
| 2. <u>Attachments/Correspondence:</u>
Director's Agenda Notes | |
| 3. <u>On file w/Clerk: for copy call 565-3579</u>
Resolutions approved April 18, 2007
2007-008 HHW Coordination Grant
2007-009 HHW Infrastructure Grant | |
| 4. Public Comments | |

CONSENT CALENDAR

- | | |
|--|-------------------|
| 5.1 Minutes of April 18, 2007 | Discussion/Action |
| 5.2 Extension of City of Petaluma Agreement
For Agency Services | |
| 5.3 Third Quarter Financial Report for FY 06-07 | |
| 5.4 HHWE Amendment | |
| 5.5 FY 05-06 Financial Audit | |

REGULAR CALENDAR

PLANNING

- | | |
|--|-------------------|
| 6.1 ColWMP Amendment and
Consultant RFP
[Carter](Attachment) | Discussion/Action |
|--|-------------------|

EDUCATION

- | | |
|---|-------------------|
| 7.1 New UCCE-Sonoma County
Agreement [Wells](Attachment) | Discussion/Action |
|---|-------------------|

HHW

- | | | |
|-----|--|--|
| 8.1 | Direction on Contract Extension
with Clean Harbors [Wells](Attachment) | Discussion/Action |
| 8.2 | Second Amendment to C2 Alternatives
Agreement for Used Oil Grant Program
[Wells](Attachment) | UNANIMOUS VOTE
Discussion/Action |

COMPOSTING/WOOD WASTE

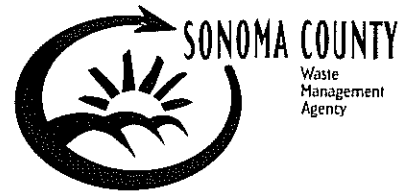
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|-----|--|-------------------|
| 9.1 | Compost Program Update
[Wells] | Discussion/Action |
| 9.2 | Justification for Compost Site Relocation
[Klassen](Attachment) | Discussion/Action |
10. Boardmember Comments
11. Staff Comments
12. Adjourn

CONSENT CALENDAR: These matters include routine financial and administrative actions and are usually approved by a single majority vote. Any Boardmember may remove an item from the consent calendar.

REGULAR CALENDAR: These items include significant and administrative actions of special interest and are classified by program area. The regular calendar also includes "Set Matters," which are noticed hearings, work sessions and public hearings.

PUBLIC COMMENTS: Pursuant to Rule 6, Rules of Governance of the Sonoma County Waste Management Agency, members of the public desiring to speak on items that are within the jurisdiction of the Agency shall have an opportunity at the beginning and during each regular meeting of the Agency. When recognized by the Chair, each person should give his/her name and address and limit comments to 3 minutes. Public comments will follow the staff report and subsequent Boardmember questions on that Agenda item, and before Boardmembers propose a motion to vote on any item.

DISABLED ACCOMMODATION: If you have a disability that requires the agenda materials to be in an alternative format or requires an interpreter or other person to assist you while attending this meeting, please contact Ken Wells at the Sonoma County Waste Management Agency Office at 2300 County Center Drive, Suite B100, Santa Rosa, (707) 565-3579, at least 72 hours prior to the meeting, to ensure arrangements for accommodation by the Agency.



TO: SCWMA Board Members

FROM: Ken Wells, Executive Director

SUBJECT: MAY 16, 2007 AGENDA NOTES

CONSENT CALENDAR

These items include routine financial and administrative items and **staff recommends that they be approved en masse by a single vote.** Any Board member may remove an item from the consent calendar for further discussion or a separate vote by bringing it to the attention of the Chair.

- 5.1) Approve Minutes of the April 18, 2007 SCWMA meeting.
- 5.2) Extension of City of Petaluma Agreement for Agency Services.
The City of Petaluma has indicated its willingness to continue paying directly for Agency services as it has for the past two years. **Recommended Action: Approve the Third Amendment to the Petaluma Services Agreement and direct staff to work with Petaluma's representative to present the Third Amendment to the Petaluma City Council for its approval.**
- 5.3) Third Quarter Financial Report for FY 06-07.
The attached Third Quarter Report is provided in accordance with the JPA requirement that the Agency prepare quarterly reports of Agency operations and of all receipts to and disbursements from the Agency. **Recommended Action: Accept the Third Quarter Financial Report.**
- 5.4) HHWE Amendment.
The Sonoma County Household Hazardous Waste Program Benchmarking and Program Evaluation, accepted by the Agency Board, included a recommendation for expansion of HHW collection services through additional facilities in Sonoma County. It has been determined by staff that the current Household Hazardous Waste Element (HHWE) in the ColWMP only allows for one permanent household hazardous waste facility. To provide for the possibility of adding additional facilities, the HHWE must be revised. **Recommended Action: Request the LTF prepare recommendations for revision of the HHWE to accommodate the potential for additional permanent HHW collection facilities.**
- 5.5) FY 05-06 Financial Audit.
The FY 05-06 audit of SCWMA financial activities is attached for the Board's information. **Recommended Action: Accept the FY 05-06 audit.**

REGULAR CALENDAR

PLANNING

- 6.1) ColWMP Amendment and Consultant RFP.
To address the inconsistency in the ColWMP created by the out-of-county disposal of the county's solid waste, language has been proposed to the Siting Element to provide the flexibility to utilize various disposal options. Text was also added to the Goals, Objectives, and Policies Chapter to formalize the Agency's pursuit of a long-term goal of zero waste.
The changes requested by the Board at the April 18, 2007 Agency meeting are being presented for approval. For FY 07-08, \$150,000 has been budgeted for a consultant to assist staff with the necessary CEQA documents to complete the revision of the

ColWMP. Staff time has been included in the FY 07-08 budget to manage the consultant and coordinate meetings and prepare staff reports. **Recommended Action: (1) approve the revised ColWMP language, (2) direct staff to continue the ColWMP revision process, and (3) direct staff to issue an RFP and return with an agreement for a consultant to assist with CEQA review of the revised ColWMP.**

EDUCATION

7.1) New Sonoma County UCCE Agreement.

The agreement for home composting educational services with the Sonoma County University of California Cooperative Extension(UCCE) has been in effect since June 1, 1997 with amendments extending the term to June 30, 2007. After direction from the Board and meeting with UCCE staff, a scope of work modifying the program has been developed for Board approval. The proposed agreement is for three years and the most significant change from the prior program is the consolidation with the UCCE's existing PURE (pesticide use reduction education) program and addition of a home composting bin distribution project. **Recommended Action: Approve new scope of work and agreement with Sonoma County UCCE.**

HHW

8.1) Direction on Extension of Contract with Clean Harbors.

As explained in more detail in the enclosed staff report, the Agreement with Clean Harbors is due to expire in January 2008. In February 2007, staff was directed to begin negotiations for a two-year extension with contract cost savings to the Agency. The attached letter from Clean Harbors indicates that they are willing to extend the Agreement within the terms of the original Agreement. Additionally, as recommended in the HHW Program Evaluation, service fees for CESQG, load checking and the Toxic Rover could be increased to reduce the overall cost of the HHW program.

Recommended Action: Direction from the Board to return with an amendment to the HHW program contract to extend the term for two years and to include revised service fees for CESQG, load checking and the Toxic Rover.

8.2) Second Amendment to C2 Alternatives Agreement for Used Oil Grant Program.

In May 2003, the Agency entered into an agreement with C2 Alternative Services with a term of three years with optional annual extensions, the first one extending the term to June 30, 2007. The Scope of Work (Exhibit A) has been modified to include implementation of various tasks developed in earlier stages of the contract. The Payment Schedule (Exhibit B) has been modified to increase the billing rates for staff time for the first time since 2003. **Recommended Action: Extend the Agreement with Contractor until June 30, 2008 with amended Scope of Work and Payment Schedule. As the Contract exceeds \$50,000, a UNANIMOUS VOTE is required for approval.**

COMPOSTING/WOOD WASTE

9.1) Compost Program Update. Staff will update Board members on the status of the composting program for yard debris and wood waste. Compost allocations for the fourth quarter of 2006 will be provided at the meeting. **No action requested.**

9.2) Justification for Compost Site Relocation.

The attached letter responds to the Board request at the March 2007 Agency meeting that the County provide definitive information for the need to relocate the composting program currently operating at the Central Disposal Site. **No action requested.**



MINUTES OF APRIL 18, 2007

The Sonoma County Waste Management Agency met on April 18, 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
City of Cotati	Marsha Sue Lustig
City of Cloverdale	Steve Holsinger
City of Healdsburg	Marjie Pettus
City of Petaluma	Vince Marengo
City of Rohnert Park	Tim Smith, Vice Chair
City of Sebastopol	Dave Brennan
City of Sonoma	Steve Barbose
County of Sonoma	Dave Knight
Town of Windsor	Christa Johnson

STAFF PRESENT:

Director	Ken Wells
Counsel	Janet Coleson
Staff	Charlotte Fisher
	Patrick Carter

1. **CALL TO ORDER**
Vice Chair, Tim Smith, called the meeting to order at 9:05 am.
2. **ATTACHMENTS/CORRESPONDENCE**
Tim Smith, Vice Chair, called attention to the Director's Agenda Notes.
3. **ON FILE WITH CLERK**
Tim Smith, Vice Chair, noted the resolutions from the March meeting on file with the clerk.
4. **PUBLIC COMMENTS**
There were no public comments.

CONSENT

- 5.1 **Minutes of March 21, 2007**
- 5.2 **Resolution for HHW Coordination Grant**
- 5.3 **Resolution for HHW Infrastructure Grant**

Ken Wells, Executive Director, noted that revised versions of the two resolutions for the CIWMB grant applications have been provided to each Board member today to replace the Resolutions sent via email to the Agency Board members. **The consent calendar was approved.**

Dell Tredinnick, Chair, arrived and relieved Tim Smith at 9:10 a.m. (cf)

PLANNING

8.1 Recommendations form LTF for ColWMP Amendment

Ken Wells explained that the County's solid waste is currently hauled to out-of-County landfills, which is inconsistent with the Countywide Integrated Waste Management Plan's (ColWMPs) Siting Element. Last year the AB939 Local Task Force was requested to develop revised language for the ColWMP to correct this situation. At the February 2007 AB939 LTF meeting recommended changes to Chapter 2 (Goals, Objectives, and Policies) and Chapter 6 (Siting Element) of the ColWMP were approved for presentation to the SCWMA. The proposed changes to the ColWMP were presented to the SCWMA at its March 2007 meeting, where staff was directed to return with a detailed explanation of the changes. The recommended revisions have been numbered and keyed on an accompanying table with an explanation of each of the changes. The Board reviewed each page of the proposed revised chapters and, by consensus, directed staff to make specific changes. In addition, as the information was not immediately available, staff was asked to return with the projected capacity of the out-of-county landfills listed in Section 6.2 and to determine what the regulations require for Section 6.8.4, Revenue Sources.

During public comments on this item, Doug Bosco suggested that the goal of reducing greenhouse gases be added to the goals of the ColWMP, which was agreed to by the Board.

The revisions to the ColWMP will be presented for further review and consideration by the Board at the next regularly scheduled Agency Board of Directors' meeting.

ADMINISTRATION

7.1 Further Consideration of FY 07-08 Draft Budget

Based on direction from the Board at the March meeting, Ken Wells presented a FY 07-08 Draft Budget that included a transfer of \$300,000 from the Contingency Reserve Fund to the HHW Operating Reserve Fund in three annual \$100,000 installments (Scenario 1). In addition to this option, staff presented two other draft budget options (Scenarios 2 and 3) for consideration. In Scenario 2, the transfer of \$300,000 from the Contingency Reserve Fund to the HHW Operating Reserve Fund was done in one \$300,000 transfer in FY 07-08. In Scenario 3, in addition to a transfer of \$300,000 from the Contingency Reserve Fund to the HHW Operating Reserve Fund in FY 07-08, the HHW program expansion was extended by one year. After discussion, **Tim Smith, Rohnert Park, moved to approve Scenario 3, which sets the surcharge tipping fee increase at \$.90 per ton, to be used to develop the final budget for FY 07-08. Vince Marengo, Petaluma, seconded the motion.**

During discussion of the motion, Dave Knight, County of Sonoma, raised the issue of the reserve policy restrictions with respect to the budget process and the necessity of finding other revenue sources. This discussion lead to an amended motion. **Tim Smith amended the previous motion to raise the surcharge tipping fee to \$1.00 per ton. Vince Marengo, Petaluma, seconded the amended motion.**

Dave Brennan, Sebastopol, expressed his concern about the size of the increase and the rapidly increasing cost of the Household Hazardous Waste program. He felt that options for increasing revenues from the HHW program should be explored rather than continuing to increase the surcharge tipping fee. He indicated that he could only support a \$0.90 increase. **Tim Smith amended the motion a second time to set the surcharge tipping fee increase at \$.90 per ton for the FY 07-08 Budget. Vince Marengo, Petaluma, seconded the amended motion.**

The motion passed with a unanimous vote. Staff was directed to return to the June meeting with a final budget to be presented for approval.

Vince Marengo, Petaluma, made a motion to direct the Executive Director to prepare an amendment to the agreement with the City of Petaluma for Agency services. This agreement is an integral part of the budget. Tim Smith, Rohnert Park, seconded the motion. The motion passed unanimously. It was agreed that the schedule for amending the agreement will be to present it first at the May 16, 2007 Agency Board meeting and then to the Petaluma City Council for their approval on May 21, 2007.

8. BOARD MEMBER COMMENTS

There were no Board comments.

9. STAFF COMMENTS

Ken Wells presented Dave Knight, County of Sonoma, a certificate recognizing his ten years of participation on the Board. Dave will be retiring from County service in May.

Ken stated the Recycling Guides for 2007 were available with a box at each Boardmember's place for distribution at each of their city halls.

Patrick Carter reminded the Boardmember's to respond to the email from the Department of Conservation that would fund the beverage container recycling program for each of their cities.

Pam Davis, North Bay Corporation, was asked to give a brief description of the "Go Green" program that she has been instrumental in unveiling.

10. ADJOURN

Meeting adjourned at 11:25 a.m.

Respectfully submitted,
Charlotte Fisher



Agenda Item #: 5.2
Cost Center: All
Staff Contact: Ken Wells
Agenda Date: 5/16/07

ITEM: Third Amendment to Petaluma Services Agreement

I. BACKGROUND

In November 2004 the Board approved an agreement with the City of Petaluma in which the Agency agreed to provide HHW services to Petaluma residents for calendar year 2005. The cost for this service was paid directly by the City of Petaluma, instead of through the tipping fee surcharge, as Petaluma's solid waste by-passes the County disposal system.

The 1st Amendment to the Agreement, approved in November 2005, extended the term until the end of FY 05-06 (June 30, 2006).

The 2nd Amendment (revised) to the Agreement, approved in April 2006, extended the term until the end of FY 06-07 (June 30, 2007) and added all Agency surcharge-funded services, in addition to HHW services.

II. DISCUSSION

At the April 2007 Board meeting, the City of Petaluma indicated that the City would like to continue paying directly for Agency services as it has for the past two years. Staff was directed to return with a draft agreement for consideration of approval at the May meeting. The schedule for this agreement would be for the Agency Board to consider the Third Amendment to the Agreement on May 16, 2007 with the City Council of Petaluma considering the Amendment at a later date.

During the term of the Third Amendment, Petaluma would also provide monthly tonnage reports to the Agency for AB939 reporting purposes and to establish subsequent compensation amounts.

III. FUNDING IMPACT

Petaluma's direct payment for Agency services for FY 07-08 will be \$157,400 assuming a \$.90/ton increase to the tipping fee surcharge (\$5.40/ton total surcharge) is instituted at County disposal sites in July 2007.

Compensation for services is proposed to be modified from the formula using waste quantity estimates used in the prior agreement and to instead be calculated using the tipping fee surcharge applied to the actual tonnage of solid waste disposed by the City of Petaluma's franchised waste hauler, GreenWaste Recovery, Inc. during the prior year, with payments to be made to the Agency by Petaluma on a quarterly basis. The basis for calculation for FY 07-08 is 29,144 tons, for the period of January 2006 through December 2006.

- IV. RECOMMENDED ACTION/ALTERNATIVES TO RECOMMENDATION
Approve the Third Amendment to the Petaluma Services Agreement and direct staff to work with Petaluma's representatives to present the Third Amendment to the Petaluma City Council for its approval.
- V. ATTACHMENTS
Draft Third Amendment to the Petaluma Services Agreement.

THIRD AMENDMENT TO AGREEMENT

Household Hazardous Waste and AB939 Program Services

This Third Amendment to Agreement, effective the 1st day of July, 2007, ("Effective Date"), is made and entered into by and between the City of Petaluma, a municipal corporation and a charter city, hereinafter referred to as "CITY," and the Sonoma County Waste Management Agency, a joint powers agency, hereinafter referred to as "AGENCY."

WHEREAS, CITY and AGENCY entered into an Agreement effective January 1, 2005 and terminating on January 1, 2006, governing the use of AGENCY's Household Hazardous Waste Facility (hereinafter the "Agreement"); and

WHEREAS, CITY and AGENCY approved the First Amendment to the Agreement to extend the term of the Agreement for an additional six (6) months, until June 30, 2006; and,

WHEREAS, CITY and AGENCY approved the Second Agreement to the Agreement (revised) to (1) add additional services for compliance to the requirements mandated by AB 939, (2) compensate the Agency for services managed and performed by the Agency, and (3) extend the term of the Agreement for an additional twelve (12) months, until June 30, 2007; and,

WHEREAS, CITY and AGENCY wish to amend the Agreement a third time to adjust the compensation to the Agency for services managed and performed by the Agency, and extend the term of the Agreement for an additional twelve (12) months, until June 30, 2008.

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions contained in this Third Amendment, AGENCY and CITY agree as follows:

Section 1. Section 1 of the Agreement, "Services," is amended to read as follows:

1. **Services.** Agency shall provide the services as described in and in accordance with the schedule set forth in Exhibit "A" attached hereto and incorporated herein ("Services").

Section 2. Section 2. of the Agreement, "Compensation; Business Tax Certificate," subsections A, B and C are amended to read as follows:

2. **Compensation; Business Tax Certificate.**

- A. For the full performance of the Services as described herein, City shall compensate Agency one hundred forty thousand, five hundred sixty dollars (\$157,400.) under the terms defined in Exhibit A, Payment of this amount is due in four equal quarterly installments, upon invoice, beginning July 1, 2007.
- B. Agency shall be compensated for services in addition to those described in Exhibit A, only if Agency and City execute a written amendment to this Agreement describing the additional services to be performed and the compensation to be paid for such services.

Section 3. Section 3 of the Agreement, "Term," is amended to read as follows:

3. **Term.** The term of this Agreement commences on the Effective Date and terminates at midnight on June 30, 2008, unless extended or terminated sooner pursuant to the provisions of this Agreement.

Section 4. Section 18 of the Agreement, "Indemnification." is amended to read as follows:

18. **Indemnification.** Agency shall indemnify, defend with counsel acceptable to City, and hold harmless City and its officers, officials, employees, agents and volunteers from and against any liability, loss, damage, claims, expenses, and costs (including, without limitation, attorney's fees and costs and fees of litigation) (collectively, "Liability") of every nature arising out of or in connection with Agency's performance of the Services required pursuant to this Agreement, except such Liability caused by the negligence or willful misconduct of City. Notwithstanding the foregoing, to the extent that this Agreement is a "construction contract" within the definition of Civil Code Section 2783, as may be amended from time to time, such indemnity shall not include Liability for the active negligence of City.

Section 5. Section 31 of the Agreement, "Entire Agreement," is amended to read as follows:

31. **Entire Agreement.** This Agreement, including Exhibits A and B2 attached hereto and incorporated herein, constitutes the entire agreement between the Parties with respect to the Services, and supersedes all prior agreements or understandings, oral or written, between the Parties in this regard.

Section 6. Except as expressly amended hereby, all the remaining provisions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties hereto have caused this Third Amendment to Agreement to be executed as of the date first set forth above.

CITY OF PETALUMA

SONOMA COUNTY WASTE MANAGEMENT
AGENCY

City Manager

Agency Chair

APPROVED AS TO FORM:

Agency Counsel

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

APPROVED:

Risk Manager

APPROVED:

Finance Director

Exhibit "A" – Third Amendment

Services and Compensation

Under the terms of this agreement, the Sonoma County Waste Management Agency shall allow the City and its residents use of the Household Hazardous Waste (HHW) Facility at the Central Disposal Site during the term of the Agreement. City residents shall be provided any other privilege or right enjoyed by other member agencies of the Sonoma County Waste Management Agency regarding the promotion and use of the HHW Facility at the Central Disposal Site and shall be responsible for any charges for services of the HHW program paid by other member agencies.

Services provided by this agreement shall also include educational efforts, recycling and other waste diversion services, compliance with AB 939 reporting requirements and any updates necessary to state and/or county planning documents on behalf of City as required by the Countywide Integrated Waste Management Plan and state regulations.

The annual compensation for services shall be calculated by applying the SCWMA tipping fee surcharge rate on the actual tonnages of solid waste disposed of by the City of Petaluma's franchised waste hauler, GreenWaste Recovery, Inc. during the period of January 2006 through December 2006.

Petaluma's franchised waste hauler disposed of 29,144 tons of solid waste during the period January 2006 through December 2006. The tipping fee surcharge is \$5.40/ton, therefore, Petaluma's compensation for FY 07-08 to the Agency will be \$157,400.

During the term of the Third Amendment, City shall provide to Agency monthly reports of the solid waste disposed by its franchised waste hauler by the 20th of each following month for AB939 reporting purposes.

RESOLUTION NO.: 2007-

DATED: May __, 2007

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY
("AGENCY") APPROVING THE THIRD AMENDMENT TO THE AGREEMENT FOR AB
939 AND HOUSEHOLD HAZARDOUS WASTE FACILITY SERVICES, BY AND
BETWEEN THE AGENCY AND THE CITY OF PETALUMA

WHEREAS, on November 17, 2004 the Agency authorized the Agency Chair to sign a contract with the City of Petaluma, which was subsequently amended in November 2005 and April 2006, and

WHEREAS, the contract, as amended, allows the citizens of Petaluma the use of the Household Hazardous Waste Facility and includes other Agency services funded by the Agency's tipping fee surcharge, and

WHEREAS, the amount of the contract is \$157,400 for FISCAL YEAR 07-08, which is an alternative funding source in lieu of the portion of tipping fees no longer available with the City of Petaluma's outhaul of solid waste; and

WHEREAS, the City of Petaluma and the Agency agree to extend the Agreement for Household Hazardous Waste program and other Agency services for an additional twelve (12) months, until June 30, 2008.

NOW, THEREFORE, BE IT RESOLVED that the Agency hereby approves the Third Amendment to the Agreement for AB 939 and Household Hazardous Waste Facility Services with the City of Petaluma.

MEMBERS:

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

AYES -- NOES -- ABSENT -- ABSTAIN --

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 #: 5.3
Cost Center: All
Staff Contact: Wells/Fisher
Meeting Date: 5/16/07

ITEM: FY 06-07 Third Quarter Financial Report

I. BACKGROUND

In accordance with the JPA requirement that the Agency make quarterly reports of Agency operations and of all receipts to and disbursements from the Agency, this staff report covers the Third Quarter Report for FY 06-07.

II. FUNDING IMPACT

This Third Quarter Report uses information from the county accounting system (FAMIS) for expenses. Revenues include tipping fees through January 2007. Interest on Pooled Cash was posted through December. Administration Costs for the Roads portion through February and for the Refuse portion through November. The Third Quarter Report also contains the actual amounts spent or received to date, the projected revenues and expenses, the approved budget and the difference between the approved budget and the projections.

Wood Waste Cost Center

Revenues are \$84,726 over budget due to Interest on Pooled Cash, \$14,535, being accrued on the undesignated funds that have not been transferred to the Organics Reserve yet. Tipping Fee Revenue is over budget, \$16,465, due to increased tons of material being delivered to the composting site for processing. Sale of Material is over budget, \$44,726, for the same reason. Donations/Reimbursements is over budget, \$9,000, due to revenues from FY 05-06 being deposited this fiscal year from Sonoma Compost Company for their contribution for the green hauling from the transfer stations.

Expenses are \$84,726 over budget due to increased Contract Services, \$15,106, reflecting the increased tons of material to be processed by the contractor. Other Charges is anticipated to be \$69,620 over budget due to increased contributions from Wood Waste to Organics Reserve.

Yard Debris

Revenues are \$555,663 over budget due to Interest on Pooled Cash, \$77,175, being accrued on the undesignated funds that have not been transferred to the Organics Reserve yet. Tipping Fee Revenue is over budget, \$366,568, due to increased tons of material being delivered to the composting site for processing. Sale of Material is over budget, \$88,984, for the same reason. Donations/Reimbursements is over budget, \$6,000, due to revenues from FY 05-06 Sale of Material being deposited this fiscal year and \$5,000 from Sonoma Compost Company for their contribution for the green hauling from the transfer stations.

Expenses are \$555,663 over budget due to increased Contract Services, \$230,714, reflecting the increased tons of material to be processed by the contractor. Administration Costs are projected to be \$32,349 under budget due to salary savings from a vacancy for a portion of the fiscal year. Other Charges is anticipated to be \$353,181 over budget due to increased contributions from Yard Debris to Organics Reserve.

Household Hazardous Waste

Revenues are expected to be \$52,028 under budget. Tipping fee surcharge revenue are forecast to be \$112,779 under budget due to less solid waste being disposed of at the county's facilities. This reduced revenue is partially offset with Interest on Pooled Cash estimated to be over budget, \$60,751, due to interest being accrued on undesignated funds that have not yet been transferred to the HHW Operations Reserve.

Expenses (Service and Supplies) are \$640,292 under budget. Office Expense is \$10,131 under budget because there are less supplies needed for the e-waste program than was anticipated. Contract Services is \$602,697 under budget due to less expense associated with the e-waste program. The reduction is the result of the new contract for e-waste recycling. Administration Costs are \$30,672 under budget due to a vacancy in the Integrated Waste Specialist position for three months at the beginning of the fiscal year. Legal Services is \$4,995 over budget due to a greater than anticipated need for legal advice resulting from the sale of the company contracted to operate the HHW facility and all the accompanying documentation.

Education

Revenues are expected to be \$514 over budget. Interest on Pooled Cash is over budget, \$23,512, due to interest being accrued on undesignated funds that have not yet been transferred to the Contingency Reserve. The surcharge tipping fee revenue is \$22,998 under budget due to less solid waste being disposed of at the county's disposal sites.

Expenses are projected to be \$514 under budget. Service and Supplies being \$19,272 under budget. Administration Costs are \$23,579 under budget due to a vacancy in the Integrated Waste Specialist position for three months at the beginning of the fiscal year. Legal Services is \$5,151 over budget due to personnel issues. Other Charges is projected to be \$19,786 over budget due to increased contributions to the Contingency Reserve.

Diversion

Revenues are expected to be \$12,509 over budget due to greater than anticipated Interest on Pooled Cash, which is interest calculated on the grant funds from the Beverage Container Recycling Grant from the Department of Conservation. While the overall tipping fee surcharge revenues have dropped, the Diversion cost center revenues are projected to be \$8,884 over budget, which is based on the actual revenues posted to this cost center.

Expenses (Service and Supplies) are \$12,509 over budget primarily because Legal Services is over budget, \$3,168, due to increased services per Board direction. Other Charges are projected to be \$9,601 over budget due to increased contributions to the Contingency Reserve.

Planning

Revenues are \$9,557 under budget. Interest on Pooled Cash is over budget, \$4,234, due to interest being accrued on undesignated funds that were not transferred to the Contingency Reserve. The surcharge tipping fee revenue is \$13,791 under budget due to less solid waste being disposed of at the county's disposal sites.

Expenses are projected to be \$9,557 under budget with Administration Costs being \$28,775 less than anticipated as a result of Integrated Waste Specialist vacancy. Other Charges is projected to be \$18,799 over budget due to increased contribution to the Contingency Reserve.

Organics Reserve

At the Third Quarter, the Organics Reserve is projected to be \$425,573 over budget due to greater than anticipated funds being contributed to the reserve from the Wood Waste and Yard Debris cost centers.

HHW Facility Closure Reserve

The reserve fund for the closure of the HHW facility is projected to be at budget at the end of FY 06-07.

HHW Operations Reserve

At the Third Quarter, the HHW cost center is projected to contribute \$669,557 to the reserve, which is \$202,498 over budget.

Contingency

The anticipated expenses were a transfer of funds from the Contingency Reserve to the HHW cost center. At the Third Quarter, this transfer does not appear to be necessary resulting in the expenses being \$385,766 under budget.

The interest earned on the pooled cash is \$322 over budget. The contributions from the Education, Diversion and Planning cost centers is anticipated to be \$48,186 over budget.

III. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends approving the Third Quarter Financial Report on the Consent Calendar.

IV. ATTACHMENT

Third Quarter 06-07 Revenue and Expenditure Comparison Summary

**THIRD QUARTER 06-07 REVENUE AND EXPENDITURE SUMMARY AND PROJECTION
SONOMA COUNTY WASTE MANAGEMENT AGENCY**

INDEX 799114, 799213, 799312, 799411, 799338
799510, 799619, 799221, 799320, 799718

PREPARED BY: CHARLOTTE FISHER

DIRECTOR: [REDACTED]
KEN WELLS

A. SUMMARY OF PROJECTIONS

	FY 06-07 Adopted Budget	Adjustment	FY 06-07 Adjusted Budget	FY 05-07 Projection	Over/(Under) Budget
TOTAL EXPENDITURES	8,154,466	0	8,154,466	8,746,293	591,827
TOTAL REVENUES	8,308,041	0	8,308,041	9,576,447	1,268,406
NET COST	(153,575)	0	(153,575)	(830,154)	(676,579)

B. SUMMARY OF EXPENDITURES

	Actual July 05-Mar 07	Expense Estimated Apr-June 07	Total Estimated FY 05-07	Adjusted Budget FY 06-07	Over/(Under) Budget
SERVICES & SUPPLIES	3,228,490	1,967,342	5,193,832	5,661,256	(467,424)
OTHER CHARGES	0	3,552,461	3,552,461	2,493,210	1,059,251
FY ENCUMBRANCES	0	0	0	0	0
TOTAL EXPENDITURES	3,228,490	5,519,803	8,746,293	8,154,466	591,827

C. SUMMARY OF REVENUES

	Actual July 05-Mar 07	Revenue Estimated Apr-June 07	Total Estimated FY 05-07	Adjusted Budget FY 06-07	Over/(Under) Budget
INTEREST ON POOLED CASH	125,982	126,005	251,987	65,061	186,926
TIPPING FEE REVENUE	2,965,613	1,061,516	4,047,129	4,604,780	242,349
SALE OF MATERIAL	155,710	0	155,710	22,009	133,710
STATE-OTHER	185,637	441,299	626,936	615,000	11,936
DONATIONS/REIMBURSE	79,112	63,112	142,224	122,224	20,000
CITIES	195,164	(195,164)	0	0	0
OT - WITHIN ENTERPRISE	0	3,552,461	3,552,461	2,678,976	673,485
TOTAL REVENUES	3,707,218	5,669,229	9,576,447	8,308,041	1,268,406

C. SUMMARY OF NET COSTS

	Actual July 05-Mar 07	Estimated Apr-June 07	Total Estimated FY 05-07	Adjusted Budget FY 06-07	Over/(Under) Budget
NET COST	(480,720)	(349,426)	(830,154)	(153,575)	(676,579)

**THIRD QUARTER 06-07 REVENUE AND EXPENDITURE SUMMARY AND PROJECTION
SONOMA COUNTY WASTE MANAGEMENT AGENCY**

INDEX 769114 WOOD WASTE

PREPARED BY: CHARLOTTE FISHER

DIRECTOR: XXXXXXXXXX
KEN WELLS

A. SUMMARY OF PROJECTIONS

	FY 06-07 Adopted Budget	Adjustment	FY 06-07 Adjusted Budget	FY 06-07 Projection	Over/(Under) Budget
TOTAL EXPENDITURES	600,390	0	600,390	685,116	84,726
TOTAL REVENUES	307,840	0	307,840	392,566	84,726
NET COST	292,550	0	292,550	292,550	0

B. SUMMARY OF EXPENDITURES

	Actual July 06-Mar 07	Expenditure Estimated Apr-June 07	Total Estimated FY 06-07	Adjusted Budget FY 06-07	Over/(Under) Budget
SERVICES & SUPPLIES	197,340	118,827	316,167	301,061	15,106
OTHER CHARGES	0	368,949	368,949	299,329	69,620
TOTAL EXPENDITURES	197,340	487,776	685,116	600,390	84,726

Services and Supplies is projected to be \$15,106 over budget primarily as a result of:

Contract Services will be over budget due to increased tonnage of material being delivered to the composting site. When the FY 06-07 budget was developed, it was estimated the tonnage would be 28 tons/day. The actual tonnages for the first half of FY 06-07 is 32 tons/day.

This mid-year estimated tonnage was used to project the cost for processing the additional material expected to be delivered to the composting site for the remainder of the fiscal year reflecting the greater volumes typical of the spring months.

Administration Costs is anticipated to be \$1,421 over budget due to increased staff time to reconcile invoices submitted by Contractor.

OT-WITHIN ENTERPRISE is estimated to be over budget \$69,620. This represents increased transfer of funds to the reserve account (Organics) due to increased material coming to the composting site.

C. SUMMARY OF REVENUES

	Actual July 06-Mar 07	Revenue Estimated Apr-June 07	Total Estimated FY 06-07	Adjusted Budget FY 06-07	Over/(Under) Budget
INTEREST ON POOLED CASH	7,285	7,270	14,535	0	14,535
CITIES	21,892	(21,892)	0	0	0
SALE OF MATERIAL	50,726	0	50,726	6,000	44,726
DONATIONS/REIMBURSEMENT	6,500	2,500	9,000	0	9,000
TIPPING FEE REVENUE	187,933	130,372	318,305	301,840	16,465
TOTAL REVENUES	274,416	118,150	392,566	307,840	84,726

Interest on Pooled Cash is anticipated to be \$14,535 over budget due to the delayed transfer of reserve funds to the Organics Reserve. These funds will be transferred at the end of FY 06-07 along with the revenue that has been accrued during this fiscal year.

Tipping Fee Revenue will be \$16,465 over budget due to increased tonnage of material coming to the composting site for processing. A coding error occurred that deposited Tipping Fee Revenue into the Cities subobject; this will be reversed before year end.

Sale of Materials is anticipated to be \$44,726 over budget due to increased sales of processed material.

Donations/Reimbursement is \$9,000 over budget due to \$4,000 shared revenue from FY 05-06 being deposited in FY 06-07. The additional \$5,000 is payment from SCC for green hauling from the transfer stations to the composting facility.

D. SUMMARY OF NET COST

Overall, with the increased contribution to Organics, the Wood Waste Cost Center is anticipated to be at budget.

**THIRD QUARTER 06-07 REVENUE AND EXPENDITURE SUMMARY AND PROJECTION
SONOMA COUNTY WASTE MANAGEMENT AGENCY**

INDEX 799213 YARD DEBRIS

PREPARED BY: CHARLOTTE FISHER

DIRECTOR: XXXXXXXXXX
KEN WELLS

A. SUMMARY OF PROJECTIONS

	FY 06-07 Adopted Budget	Adjustment	FY 06-07 Adjusted Budget	FY 06-07 Projection	Over/(Under) Budget
TOTAL EXPENDITURES	3,892,917	0	3,892,917	4,448,580	555,663
TOTAL REVENUES	2,595,440	0	2,595,440	3,151,103	555,663
NET COST	1,297,477	0	1,297,477	1,297,477	0

B. SUMMARY OF EXPENDITURES

	Actual July 06-Mar 07	Expenditure Estimated Apr-June 07	Total Estimated FY 06-07	Adjusted Budget FY 06-07	Over/(Under) Budget
SERVICES & SUPPLIES	1,611,451	895,120	2,507,571	2,305,089	202,482
OTHER CHARGES	0	1,941,009	1,941,009	1,607,826	333,181
TOTAL EXPENDITURES	1,611,451	2,837,129	4,448,580	3,892,917	555,663

Services and Supplies is projected to be \$202,482 over budget primarily as a result of:

Office Expense is \$5,127 over budget due to a brochure for the food composting program that was added after the FY 06-07 budget was developed.

Contract Services will be over budget due to increased tonnage of material being delivered to the composting site. When the FY 06-07 budget was developed, it was estimated the tonnage would be 211 tons/day. The actual tonnages for three quarters of FY 06-07 is 228 tons/day. This actual tonnage was used to estimate the cost for processing the additional material expected to be delivered to the composting site for the remainder of the fiscal year.

Administration Costs will be \$32,349 under budget due to a vacancy for a portion of the fiscal year.

County Car is anticipated to be \$1,340 over budget based on the actual expenses incurred so far this fiscal year.

OT-WITHIN ENTERPRISE is estimated to be over budget \$353,181. This represents increased transfer of funds to the reserve account (Organics) due to increased material coming to the composting site and additional prior year funds to be transferred.

C. SUMMARY OF REVENUES

	Actual July 06-Mar 07	Revenue Estimated Apr-June 07	Total Estimated FY 06-07	Adjusted Budget FY 06-07	Over/(Under) Budget
INTEREST ON POOLED CASH	38,565	38,590	77,175	0	77,175
STATE-OTHER	11,936	(11,936)	0	0	0
TIPPING FEE REVENUE	1,730,536	1,215,172	2,945,008	2,579,440	365,568
CITIES	173,172	(173,172)	0	0	0
SALE OF MATERIALS	104,984	0	104,984	16,000	88,984
DONATION/REIMBURSEMENT	8,500	2,500	11,000	0	11,000
TOTAL REVENUES	2,068,013	1,083,090	3,151,103	2,595,440	555,663

Interest on Pooled Cash is anticipated to be \$77,175 over budget due to the delayed transfer of reserve funds to the Organics Reserve. These funds will be transferred at the end of FY 06-07 along with the interest that has been accrued during this fiscal year.

State Other was coded to the wrong index. These funds should have been deposited to Household Hazardous Waste as a part of the e-waste program. The transaction will be reversed by year end.

Tipping Fee Revenue will be \$365,568 over budget due to increased tonnage of material delivered for processing. The reversed entry from "Cities" is included in the tipping fee projection. The funds in the Cities subobject is a coding error, which should be tipping fee revenue. A reversing entry will be done by year end.

Sale of Materials is anticipated to be \$88,984 over budget due to increased sales of processed material.

Donations/Reimbursement is \$11,000 over budget due to \$6,000 shared revenue from FY 05-06 being deposited in FY 06-07. The additional \$5,000 is payment from SCC for green hauling from the transfer stations to the composting facility.

D. SUMMARY OF NET COST

Overall, with the increased contribution to Organics, the Yard Debris Cost Center is anticipated to be at budget.

**THIRD QUARTER 06-07 REVENUE AND EXPENDITURE SUMMARY AND PROJECTION
SONOMA COUNTY WASTE MANAGEMENT AGENCY**

INDICES 799312 HOUSEHOLD HAZARDOUS WASTE
799411 EDUCATION
799510 DIVERSION
799619 PLANNING

PREPARED BY: CHARLOTTE FISHER

DIRECTOR: 
KEN WELLS

A. SUMMARY OF PROJECTIONS

	FY 06-07 Adopted Budget	Adjustment	FY 06-07 Adjusted Budget	FY 06-07 Projection	Over/(Under) Budget
TOTAL EXPENDITURES	3,661,159	0	3,661,159	3,612,597	(48,562)
TOTAL REVENUES	2,481,934	0	2,481,934	2,433,372	(48,562)
NET COST	(1,179,225)	0	(1,179,225)	1,179,225	(97,124)

B. SUMMARY OF EXPENDITURES

	Actual July 06-Mar 07	Expenditure Estimated Apr-June 07	Total Estimated FY 06-07	Adjusted Budget FY 06-07	Over/(Under) Budget
SERVICES & SUPPLIES	1,417,699	952,395	2,370,094	3,055,108	(685,012)
OTHER CHARGES	0	1,242,503	1,242,503	608,053	636,450
TOTAL EXPENDITURES	1,417,699	2,194,898	3,612,597	3,661,159	(48,562)

SERVICES AND SUPPLIES is projected to be \$685,012 under budget primarily as a result of the following:

Household Hazardous Waste Cost Center

Office Expense is anticipated to be \$10,131 under budget due to less than anticipated expense for the e-waste program.

Contract Services is anticipated to be \$602,697 under budget due to the renegotiated contract with ECS Refining for the e-waste program. In addition, the HHW facility anticipated contract expenses are \$169,140 less than was budgeted.

Administration Costs will be \$30,672 under budget due to a vacancy for a portion of the fiscal year.

Legal Services are anticipated to be \$4,995 over budget due to requested legal services by the Board.

Education Cost Center

Administration Costs will be \$23,579 under budget due to a vacancy for a portion of the fiscal year.

Legal Services are anticipated to be \$5,151 over budget due to requested legal services by the Board.

Diversion Cost Center

Legal Services are anticipated to be \$3,168 over budget due to requested legal services by the Board.

Planning Cost Center

Administration Costs will be \$28,755 under budget due to a vacancy for a portion of the fiscal year.

OTHER CHARGES is projected to be \$636,450 over budget as a result of the following:

Household Hazardous Waste Cost Center

The contributions from the HHW Cost Center to the two reserve centers are \$6,777 to the HHW Closure and an estimated \$689,557 to the HHW Operations Reserve due to savings from renegotiation of the E-waste contract.

Education Cost Center

Contributions to the Contingency Reserve from the Education Cost Center are anticipated to be \$19,786 over budget due to interest being accrued from a grant awarded after the approval of the FY 06-07 budget.

Diversion Cost Center

Contributions to the Contingency Reserve from the Diversion Cost Center are anticipated to be \$9,061 over budget due to greater than anticipated interest being accrued.

Planning Cost Center

Contributions to the Contingency Reserve from the Planning Cost Center are anticipated to be \$18,799 over budget due to interest being accrued and salary savings resulting from a vacancy.

C. SUMMARY OF REVENUES

	Actual July 06-Mar 07	Revenue Estimated Apr-June 07	Total Estimated FY 06-07	Adjusted Budget FY 06-07	Over/(Under) Budget
INTEREST ON POOLED CASH	56,666	56,666	113,332	21,210	92,122
STATE - OTHER	173,701	441,299	615,000	615,000	0
TIPPING FEE REVENUE	1,046,844	535,972	1,582,816	1,723,500	(140,684)
DONATIONS/REIMBURSE	64,112	58,112	122,224	122,224	0
TOTAL REVENUES	1,341,323	1,092,049	2,433,372	2,481,934	(48,562)

Interest on Pooled Cash is anticipated to be \$92,122 over budget due to the delayed transfer of reserve funds to the appropriate reserve centers.

Tipping Fee Revenue is projected to be \$140,684 under budget due to reduced tonnages coming through the County system, which in turn reduces the surcharge available to the four cost centers.

D. SUMMARY OF NET COST

		Budgeted	Estimated	Difference
Index 799312	Household Hazardous Waste	580,110	580,110	0
Index 799411	Education	403,873	403,873	0
Index 799510	Diversion	127,269	127,269	0
Index 799619	Planning	67,973	67,973	0
	Overall Net Cost	1,179,225	1,179,225	

The reason that there is no net cost for the surcharge cost centers is any funds not used for operations are transferred at the end of the fiscal year. At the end of the fiscal year, the actual amount of the transfers will be brought to the Board for approval in the form of technical budget adjustments.

**THIRD QUARTER 06-07 REVENUE AND EXPENDITURE SUMMARY AND PROJECTION
SONOMA COUNTY WASTE MANAGEMENT AGENCY**

INDICES 799221 ORGANICS RESERVE
799320 HHW FACILITY CLOSURE
799338 HHW OPERATIONS
799718 CONTINGENCY

PREPARED BY: CHARLOTTE FISHER

DIRECTOR: _____
KEN WELLS

A. SUMMARY OF PROJECTIONS

	FY 06-07 Adopted Budget	Adjustment	FY 06-07 Adjusted Budget	FY 06-07 Projection	Over/(Under) Budget
TOTAL EXPENDITURES	385,766	0	385,766	0	(385,766)
TOTAL REVENUES	2,922,827	0	2,922,827	3,599,406	676,579
NET COST	(2,537,061)	0	(2,537,061)	(3,599,406)	(1,062,345)

B. SUMMARY OF EXPENDITURES

	Actual July-Dec 06	Expenditure Estimated Jan-June 07	Total Estimated FY 06-07	Adjusted Budget FY 06-07	Over/(Under) Budget
SERVICES & SUPPLIES	0	0	0	0	0
OT-WITHIN ENTERPRISE	0	0	0	385,766	(385,766)
TOTAL EXPENDITURES	0	0	0	385,766	(385,766)

SERVICES AND SUPPLIES is anticipated to be \$385,766 under budget because the HHW cost center was expected to need additional funding and it was going to be transferred from the Contingency reserve. At third quarter, it appears that the HHW cost center will not be needing the funding.

C. SUMMARY OF REVENUES

	Actual July-Dec 06	Revenue Estimated Jan-June 07	Total Estimated FY 06-07	Adjusted Budget FY 06-07	Over/(Under) Budget
INTEREST ON POOLED CASH	23,466	23,479	46,945	43,851	3,094
OT-WITHIN ENTERPRISE	0	3,552,461	3,552,461	2,878,976	673,485
TOTAL REVENUES	23,466	3,575,940	3,599,406	2,922,827	676,579

Interest on Pooled Cash is anticipated to be \$3,094 over budget based on actuals year to date.

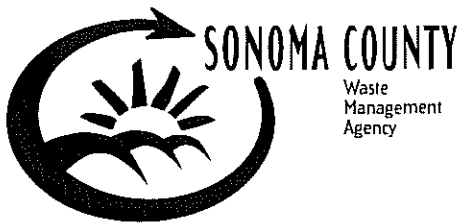
OT-WITHIN ENTERPRISE is anticipated to be \$673,485 over budget due to greater than anticipated contributions from the cost centers.

	FY 06-07 Actual Budgeted	FY 06-07 Projected Reserves	Difference
Organics	1,927,199	2,352,772	425,573
HHW Closure	8,504	8,504	0
HHW Operations	467,059	669,557	202,498
Contingency	520,065	568,573	48,508
	2,922,827	3,599,406	676,579

D. SUMMARY OF NET COST

The summary of net costs, which include the transfer of undesignated reserves, for the reserve centers are:

Organics	(2,352,772)
HHW Closure	(8,504)
HHW Operations	(669,557)
Contingency	(568,573)
	(3,599,406)



Agenda Item #: 5.4
Cost Center: Planning
Staff Contact: Carter
Agenda Date: 5/16/07

ITEM: Household Hazardous Waste Element Revision

I. BACKGROUND

At the January 17, 2007 Agency Board meeting, the Sonoma County Household Hazardous Waste Program Benchmarking and Program Evaluation was accepted by the Agency Board. Staff was given direction at that time to implement some of the recommended program changes (extended roof at the Household Toxics Facility and revise the CESQG and Load Checking rates) and return to the Board at a later date with more information about implementing other recommendations (additional collection facilities). As the HHW program is one of the greatest expenses to the Agency, containing costs while meeting the toxics disposal needs of the community is a high priority.

The most significant recommendation in the HHW Program Evaluation was the expansion of HHW collection services through additional facilities in Sonoma County. Currently, all of the HHW collected in the county is processed and consolidated at the Household Toxics Facility (HTF) located at the Central Disposal Site. The HHW Program Evaluation determined that the HTF is over capacity, serving over 16,000 customers in 2006, with a design capacity of 12,000 customers annually. The addition of other facilities would reduce the demand on the current facility, add collection capacity in other locations, and reduce costs by replacing the Community Toxics Collections (CTC) events with permanent facilities, which are less expensive on a per pound and per household basis than CTC events.

II. DISCUSSION

The Household Hazardous Waste Element (HHWE) in the current Countywide Integrated Waste Management Plan (ColWMP) contains language that only allows for one permanent household hazardous waste facility.

To provide the option to develop additional permanent facilities, it is recommended that the Board direct the AB939 Local Task Force (LTF) to prepare a recommendation for revised language in the HHWE to allow for the possibility of more than one permanent HHW facility. Depending on the timing of the LTF response, it is possible that the HHWE revision could be included with the other changes to the ColWMP currently underway. If the timing does not work, the HHWE revision can be conducted as a separate ColWMP amendment.

III. FUNDING IMPACT

The only funding impact for this action is for the staff time necessary to support the LTF to develop a recommendation for the SCWMA for revised HHWE language.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Direct the LTF to revise the HHWE to allow for the potential for additional permanent HHW collection facilities. The decision of whether to actually implement additional facilities would be decided at a future meeting. The alternative would be to take no action and leave the HHWE as is. With this alternative, there would continue to be only one permanent SCWMA HHW facility in Sonoma County.

SONOMA COUNTY WASTE MANAGEMENT AGENCY

**ANNUAL REPORT
FOR THE FISCAL YEAR ENDED
JUNE 30, 2006**

SONOMA COUNTY WASTE MANAGEMENT AGENCY

**ANNUAL REPORT
FOR THE FISCAL YEAR ENDED
JUNE 30, 2006**

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Members of the Board
Sonoma County Waste Management Agency

AUDITOR-CONTROLLER'S REPORT

We have audited the accompanying basic financial statements of the Sonoma County Waste Management Agency, (the Agency) as of and for the year ended June 30, 2006, as listed in the table of contents. These basic financial statements are the responsibility of the management of the Agency. Our responsibility is to express an opinion on these basic financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the basic financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe our audit provides a reasonable basis for our opinion.

As discussed in Note I.A, the basic financial statements of the Agency are intended to present only the financial position and results of operations of only the Agency, which are held in trust by the Agency. They do not purport to, and do not, present fairly the financial position of the County of Sonoma as of June 30, 2006, and the respective changes in its financial position for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

As described in Note III.B of the Notes to the Basic Financial Statements, the Auditor-Controller is mandated by various statutes within the California Government Code to perform certain

accounting, auditing and financial reporting functions. These activities, in themselves, necessarily impair the auditor's independence. However, we believe adequate safeguards and divisions of responsibility exist.

In our opinion, except for the effects, if any, of the impairment to auditor independence, the basic financial statements referred to above present fairly, in all material respects, the financial position of the Agency as of June 30, 2006 and the respective changes in its financial position for the year then ended, in conformity with accounting principles generally accepted in the United States of America.

The Management's Discussion and Analysis (MD&A) on pages 1 through 4 is not a required part of the basic financial statements but is supplementary information required by the Government Accounting Standards Board. We have applied certain limited procedures, which consisted principally of inquiries of management regarding the methods of measurement and presentation of the MD&A. However, we did not audit the information and express no opinion on it.

March 8, 2007

Management's Discussion and Analysis

As management of the Sonoma County Waste Management Agency (the Agency) we offer readers of the Agency's financial statements this narrative overview and analysis of the financial activities of the Agency for the fiscal year ended June 30, 2006. We encourage readers to consider the information presented here in conjunction with the Agency's financial statements and the accompanying notes to the basic financial statements.

Financial Highlights

- The assets of the Agency exceeded its liabilities at the close of the most recent fiscal year by \$4,967,779 (net assets). Of this amount, \$4,967,779 (unrestricted net assets) or 100% may be used to meet the agency's ongoing obligations to citizens and creditors.
- The Agency's total net assets increased by \$688,521 or 16 %. This increase is a result of revenues exceeding expenses in the agency activities.

Overview of the Basic Financial Statements

This discussion and analysis is intended to serve as an introduction to the Agency's basic financial statements. The Agency's basic financial statements are comprised of two components: 1) proprietary fund financial statements and 2) notes to the financial statements.

Proprietary Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Agency, like other state and local governments, uses fund accounting to ensure and demonstrate compliance with finance-related legal requirements. The Agency maintains one type of proprietary fund. The Agency uses enterprise funds to account for its agency activities, which include waste management.

Notes to the financial statements. The notes provide additional information that is essential to a full understanding of the fund financial statements.

Financial Analysis

The Agency applied Governmental Accounting Standards Board (GASB) Statement No. 34 in this report.

As noted earlier, net assets may serve over time as a useful indicator of financial position. In the case of the Agency, assets exceeded liabilities by \$4,967,779 at the close of the most recent fiscal year.

Net Assets June 30, 2006

	<u>2006</u>	<u>2005</u>
Current and other assets	\$ <u>6,959,356</u>	\$ <u>4,979,531</u>
Total assets	<u>6,959,356</u>	<u>4,979,531</u>
Liabilities outstanding	<u>1,991,577</u>	<u>700,273</u>
Total liabilities	<u>1,991,577</u>	<u>700,273</u>
Net assets:		
Unrestricted	<u>4,967,779</u>	<u>4,279,258</u>
Total net assets	\$ <u><u>4,967,779</u></u>	\$ <u><u>4,279,258</u></u>

The Agency's unrestricted net assets (\$4,967,779) may be used to meet the Agency's ongoing obligations to citizens and vendors.

At the end of the current fiscal year, the Agency is able to report a positive balance in its net assets. The same held true for the prior fiscal year. The Agency's net assets increased by \$688,521 during the current fiscal year.

Business-type activities. Business-type activities increased the Agency's net assets by \$688,521. This increase is a result of revenues exceeding expenses in the business-type activities.

Changes in Net Assets
For the Fiscal Year Ended June 30, 2006

	<u>2006</u>	<u>2005</u>
Revenues:		
Program Revenues:		
Tipping fees and surcharge	\$ 4,540,778	\$ 4,108,880
Sale of recycled products	299,279	61,337
Miscellaneous	28,670	13,081
General Revenues:		
Intergovernmental	203,672	350,834
Investment earnings	<u>194,777</u>	<u>86,166</u>
Total revenues	<u>5,267,176</u>	<u>4,620,298</u>
Expenses:		
Operating expenses	<u>4,578,655</u>	<u>3,581,668</u>
Total expenses	<u>4,578,655</u>	<u>3,581,668</u>
Increase in net assets	688,521	1,038,630
Net assets - beginning of the year	<u>4,279,258</u>	<u>3,240,628</u>
Net assets - end of the year	<u>\$ 4,967,779</u>	<u>\$ 4,279,258</u>

Capital Assets. The Agency has no investment in capital assets, as of June 30, 2006. All of Agency's capital assets purchases are below its capitalization threshold of \$5,000. Additional information on the Agency's capital assets can be found in Note I.E.3 of the Notes to the Basic Financial Statements.

Economic Factors and Next Year's Budgets and Rates

- The Agency has a goal to stabilize the surcharge tipping fees in the next four years in order to mitigate effects on each of the jurisdictions' individual budget plans.
- The Agency expects to see only a minimal change in net assets in the coming year. Assumptions used in budget planning are a 4% increase in expenses, a 5% interest rate on funds held in reserve and a 0.95% growth in refuse disposed is assumed.
- The Agency has increased its reserve policies to provide for future program changes and a capital project.

All of these factors were considered in preparing the Agency's budget for the fiscal year ending June 30, 2007.

Request for Information

This financial report is designed to provide a general overview of the Agency's finances for all those with an interest in the agency's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to the Sonoma County Waste Management Agency, 2300 County Center Drive, Santa Rosa, CA 95403.

Sonoma County Waste Management Agency
Statement of Net Assets
June 30, 2006

Assets

Cash and investments	\$ 6,805,914
Due from contractors	88,162
Due from other governments	<u>65,280</u>
Total assets	<u>6,959,356</u>

Liabilities

Accounts payable	1,936,077
Deferred revenue	<u>55,500</u>
Total liabilities	<u>1,991,577</u>

Net Assets

Unrestricted	\$ <u><u>4,967,779</u></u>
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The notes to the basic financial statements are an integral part of this statement.

Sonoma County Waste Management Agency
Statement of Revenues, Expenses and Changes in Fund Net Assets
for the Fiscal Year Ended June 30, 2006

Operating revenues

Tipping fees and surcharge	\$ 4,540,778
Sale of recycled products	299,279
Miscellaneous	<u>28,670</u>
Total operating revenues	<u>4,868,727</u>

Operating expenses

Contract services	3,729,105
Professional services	235,050
Administration	446,567
Other services and supplies	<u>167,933</u>
Total operating expenses	<u>4,578,655</u>
Operating income	<u>290,072</u>

Nonoperating revenues

Intergovernmental	203,672
Investment earnings	<u>194,777</u>
Total nonoperating revenues	398,449

Change in net assets	688,521
Net assets - beginning of year	<u>4,279,258</u>
Net assets - end of year	<u>\$ 4,967,779</u>

The notes to the basic financial statements are an integral part of this statement.

Sonoma County Waste Management Agency
Statement of Cash Flows
for the Fiscal Year Ended June 30, 2006

Cash flows from operating activities:

Cash received from customers/other funds	\$ 4,829,151
Cash payments to suppliers for goods and services	<u>(3,286,603)</u>
Net cash provided by operating activities	<u>1,542,548</u>

Cash flows from noncapital financing activities:

Intergovernmental	<u>223,487</u>
Net cash provided by noncapital financing activities	<u>223,487</u>

Cash flows from investing activities

Interest received on investments	<u>194,777</u>
Net cash provided by investing activities	<u>194,777</u>

Net increase (decrease) in cash and cash equivalents	<u>1,960,812</u>
Cash and cash equivalents - beginning of year	<u>4,845,102</u>
Cash and cash equivalents - end of year	<u><u>\$ 6,805,914</u></u>

Reconciliation of operating income (loss) to net cash provided (used) by operating activities:

Operating income (loss)	\$ <u>290,072</u>
Adjustments to reconcile operating income (loss) to net cash provided (used) by operating activities:	
Increase in accounts receivable	(39,576)
Increase in accounts payable	1,292,052
Net cash provided by operating activities	<u><u>\$ 1,542,548</u></u>

The notes to the basic financial statements are an integral part of this statement.

SONOMA COUNTY WASTE MANAGEMENT AGENCY
Notes to the Basic Financial Statements
June 30, 2006

I. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

The Sonoma County Waste Management Agency (the Agency) was formed in April 1992 to assist the cities and County with the implementation of programs necessary to satisfy the requirements of AB939, the Integrated Waste Management Act of 1989. This Act requires that every jurisdiction in California plan for and implement programs that reduce the amount of waste disposed in landfills by 25% by 1995 and 50% by 2000. The Agency was granted a three-year extension to 2003 by the State. The State has determined that the Agency has met its 2003 goal. The Agency is continuing its efforts to reduce the amount of waste disposed in landfills, beyond the current 50% required by AB939. As of the date of this report, no new laws requiring waste reduction beyond 50% have been enacted.

The Agency's activities include a regional composting program, household hazardous waste collection, and countywide efforts towards waste reduction and recycling.

The Agency is governed by ten board members, with one member from each city (9), and one from the County. The Director of the Agency is also the Integrated Waste Division Manager of the Transportation and Public Works Department. The staffing for the Agency is provided by the County through a contract with the Agency.

The Agency's programs are funded through garbage disposal fee surcharges, charges for services, and grants. Each program of the Agency is accounted for with a separate cost center. The composting program is entirely funded by charges for delivery of material to its program. The household hazardous waste, education and waste diversion efforts are funded through a surcharge on garbage brought to County disposal sites along with support from State Grants.

Since its creation in April of 1992, the Agency has added two new components to its scope of work: the Planning and Diversion Programs. Planning efforts currently include preparation of Annual Reports submitted to the California Integrated Waste Management Board. The Diversion Program is a cost center established to track the expenditures of those Agency programs that have direct measurable diversion. Both of these programs are funded through the disposal fee surcharge.

B. Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. This means that all assets and all liabilities (whether current or noncurrent) associated with this activity are included on the

SONOMA COUNTY WASTE MANAGEMENT AGENCY
Notes to the Basic Financial Statements
June 30, 2006

statement of net assets. Basis of accounting refers to when revenues and expenditures or expenses are recognized in the accounts and reported in the financial statements, regardless of the measurement focus applied.

The Agency has elected under GASB Statement No. 20, *Accounting and Financial Reporting for Proprietary Funds and Other Governmental Entities That Use Proprietary Fund Accounting*, to apply all applicable GASB pronouncements as well as any applicable pronouncements of the Financial Accounting Standards Board or any Accounting Research Bulletins issued on or before November 20, 1989 unless those pronouncements conflict with or contradict GASB pronouncements. The GASB periodically updates its codification of the existing Governmental Accounting and Financial Reporting Standards which, along with subsequent GASB pronouncements (Statements and Interpretations), constitutes GAAP for governmental units.

The Agency's Enterprise Fund financial statements report business-type activities financed in whole or in part by fees charged to external parties for goods or services. Enterprise Funds account for operations that are financed and operated in a manner similar to private business enterprises -- where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges -- or where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes.

The accrual basis of accounting is used by enterprise funds. Under this method, revenues are recorded when earned, and expenses are recorded when a liability is incurred, regardless of the timing of the related cash flows.

Operating revenues and expenses are distinguished from nonoperating items in the statement of revenues, expenses and changes in net assets. *Operating* revenues, such as tipping fees and sales of recycled products result from exchange transactions associated with the principal activity of the fund. Exchange transactions are those in which each party receives and gives up essentially equal values. *Nonoperating* revenues, such as grants and investment earnings, result from nonexchange transactions or ancillary activities. *Operating* expenses for enterprise funds include services and supplies, and depreciation on capital assets. All expenses not falling within these categories are reported as *nonoperating* expenses.

SONOMA COUNTY WASTE MANAGEMENT AGENCY
Notes to the Basic Financial Statements
June 30, 2006

C. Accounting System Maintained by Sonoma County Financial Accounting and Management Information System (FAMIS)

The Agency uses the County's FAMIS and its budgetary recording and accounting control policies to account for all financial transactions affecting Agency funds. The County, through the Integrated Waste Management Division of the Department of Transportation and Public Works Department, tracks each load of yard and wood waste entering the landfill. A tonnage tipping fee is collected to pay for operating costs of the program.

D. Staff Services Performed by County of Sonoma

The Agency reimburses the County for services provided by the County as outlined in a Memorandum of Understanding between the County and the Agency dated July 11, 2000.

Staff services include Agency Director, professional staff, secretarial and as requested by the Agency, reasonable and necessary services from other County departments.

E. Assets, Liabilities and Equity

1. Cash and Investments

The Agency reports certain investments at fair value in the balance sheet and recognizes the corresponding change in the fair value of investments in the year in which the change occurred.

For the purposes of the accompanying statement of cash flows, all investments in the County Treasurer's Pool are considered to be cash equivalents.

2. Capital Assets

Capital assets, which include land, buildings and improvements, and equipment, are reported in the statement of net assets. Capital assets are defined by the Agency as assets with an initial, individual cost of more than \$5,000. Such assets are recorded at historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

SONOMA COUNTY WASTE MANAGEMENT AGENCY
Notes to the Basic Financial Statements
June 30, 2006

The Agency's policy is to capitalize assets with acquisition costs of at least \$5,000. Depreciation is computed using the straight-line method over estimated useful lives of 5 years for equipment. The Agency does not own land, buildings or improvements.

3. Net assets

Net assets are classified into three components - invested in capital asset (net of related debt), restricted and unrestricted. These classifications are defined as follows:

- Invested in capital assets, net of related debt (if any) - This component of net assets consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of any bonds, mortgages, notes, or other borrowings that are attributable to the acquisition, construction, or improvement of those assets.
- Restricted net assets (if any) - This component of net assets consists of net assets with limits on their use that are imposed by outside parties.
- Unrestricted net assets - This component of net assets consists of net assets that are not restricted for any project or other purpose.

F. Implementation of Governmental Accounting Standards Board (GASB) Statements

Effective July 1, 2005, the Agency implemented the following new GASB Statements:

GASB Statement No. 42

GASB Statement No. 42, Accounting and Financial Reporting for Impairment of Capital Assets and for Insurance Recoveries establishes accounting and financial reporting standards for impairment of capital assets. A capital asset is considered impaired when its service utility has declined significantly and unexpectedly. This statement also clarifies and establishes accounting requirements for insurance recoveries.

GASB Statement No. 46

Effective July 1, 2005, the Agency implemented GASB Statement No. 46, Net Assets Restricted by Enabling Legislation – an Amendment of GASB Statement No. 34, This

SONOMA COUNTY WASTE MANAGEMENT AGENCY
Notes to the Basic Financial Statements
June 30, 2006

statement clarifies the definition of a legally enforceable enabling legislation restriction, specifies the accounting and financial reporting requirements if new enabling legislation replaces existing enabling legislation or if legal enforceability is reevaluated, and requires governments to disclose the portion of total net assets that is restricted by enabling legislation.

II. DETAILED NOTES

A. Cash and Investments

The Agency follows the County's practice of pooling cash and investments with the County Treasurer, except for a petty cash fund.

The amount of cash at June 30 is as follows:

Cash and investments in County Treasury	\$ 6,805,714
Petty cash	<u>200</u>
Total	<u>\$ 6,805,914</u>

Investment in the Sonoma County Treasurer's Investment Pool

The Agency's cash is pooled with the Sonoma County Treasurer, who acts as a disbursing agent for the Agency. The fair value of the Agency's investment in this pool is reported in the accompanying financial statements at amounts based upon the Agency's pro-rata share of the fair value provided by the Treasury Pool for the entire Treasury Pool portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on accounting records maintained by the Treasury Pool, which are recorded on an amortized cost basis. Interest earned on investments pooled with the County is allocated quarterly to the appropriate fund based on its respective average daily balance for that quarter. The Treasury Oversight Committee has regulatory oversight for all monies deposited into the Treasury Pool.

Investment Guidelines

The Agency's pooled cash and investments are invested pursuant to investment policy guidelines established by the County Treasurer and approved by the Board of Supervisors. The objectives of the policy are, in order of priority: safety of capital, liquidity and maximum rate of return. The policy addresses the soundness of financial institutions in which the County will deposit funds, types of investment instruments as permitted by the California Government Code 53601, and the

SONOMA COUNTY WASTE MANAGEMENT AGENCY
Notes to the Basic Financial Statements
June 30, 2006

percentage of the portfolio that may be invested in certain instruments with longer terms to maturity.

A copy of the Treasury Pool investment policy is available upon request from the Sonoma County Treasurer at 585 Fiscal Drive, Room 100-F, Santa Rosa, California, 95403-2871.

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value is to changes in market interest rates. As a means of limiting its exposure to fair value losses arising from rising interest rates, one of the ways that the Treasury Pool manages its exposure to interest rate risk is by purchasing a combination of shorter term and longer term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturing evenly over time as necessary to provide the cash flow and liquidity needed for operations.

As of June 30, 2006, approximately 64 percent of the securities in the Treasury Pool had maturities of one year or less. Of the remainder, less than 5% had a maturity of more than five years.

Disclosures Relating to Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The Treasury Pool does not have a rating provided by a nationally recognized statistical rating organization.

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the Treasury Pool's investment policy do not contain legal or policy requirements that would limit the exposure to

SONOMA COUNTY WASTE MANAGEMENT AGENCY
Notes to the Basic Financial Statements
June 30, 2006

custodial credit risk for deposits or investments, other than the following provision for deposits and securities lending transactions:

- The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by depository regulated under stated law. The market value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies.
- The California Government Code limits the total of all securities lending transactions to 20% of the fair value of the investment portfolio.

With respect to investments, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools (such as the Treasury Pool).

Concentration of Credit Risk

The investment policy of the County contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by the California Government Code. For a listing of investments in any one issuer (other than U.S. Treasury securities, mutual funds, or external investment pools) that represent 5% or more of total County investments, refer to the 2006 Sonoma County CAFR.

B. Receivables and Payables

Transactions representing accrual of revenues and expenses at year-end are referred to as either accounts receivable or accounts payable.

C. Due from Contractors

Due from contractors represents the agency's outstanding share of revenue from the sale of compost materials and e-waste at June 30. The contractors are Sonoma Compost Company and ECS Refining.

SONOMA COUNTY WASTE MANAGEMENT AGENCY
Notes to the Basic Financial Statements
June 30, 2006

D. Due from Other Governments

Outstanding payment requests due from grantors and other governments are referred to as due from other governments. The Household Hazardous Waste program has outstanding payment requests for reimbursable costs related to the following at June 30:

	2006
Used Oil Block Grant	\$ <u>65,280</u>

III. OTHER INFORMATION

A. Risk Management

The Sonoma County Waste Management Agency is exposed to various risks for which the Agency carries insurance with coverage for bodily injury, property damage, personal injury, auto liability, and errors and omissions.

B. Auditor Independence

As required by various statutes within the California Government Code, County Auditor-Controllers are mandated to perform certain accounting, auditing and financial reporting functions. These activities, in themselves, necessarily impair the auditor's independence. Specifically, "Auditors should not audit their own work or provide non-audit services in situations where the amounts or services involved are significant or material to the subject matter of the audit." Although the office of the Auditor-Controller is statutorily obligated to maintain accounts of departments, districts or funds that are contained within the County Treasury, we believe that adequate safeguards and divisions of responsibility exist. Therefore, we believe that subject to this qualification and disclosure, the reader can rely on the auditor's opinion contained in this report.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
BOARD MEMBERS**

As of March 8, 2007, the Agency Board consisted of the following members:

DELL TREDINNICK (CHAIR) (GREG SCOLES, Alternates)	CITY OF SANTA ROSA
--	--------------------

TIM SMITH (VICE CHAIR) (STEVE DONLEY, Alternates)	CITY OF ROHNERT PARK
--	----------------------

GUS WOLTER (VACANT, Alternate)	CITY OF CLOVERDALE
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BARBARA JASON-WHITE (MARJORIE PETTUS, Alternate)	CITY OF HEALDSBURG
---	--------------------

CHRISTA JOHNSON (MATT MULLAN, ROBIN GOBLE, Alternate)	TOWN OF WINDSOR
--	-----------------

DAVE KNIGHT (SUSAN KLASSEN, Alternate)	COUNTY OF SONOMA
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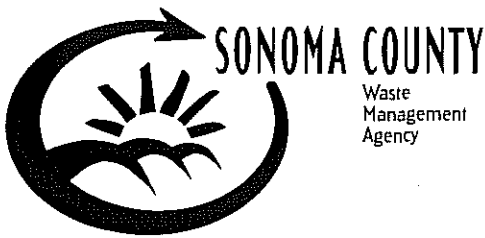
VINCE MARENGO (KEVIN HORNICK, Alternate)	CITY OF PETALUMA
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STEVE BARBOSE (MIKE FUSON, Alternate)	CITY OF SONOMA
--	----------------

DAVE BRENNAN (SUE KELLY, Alternates)	CITY OF SEBASTOPOL
---	--------------------

TERRY STUBBINGS (MARSHA SUE LUSTIG, Alternate)	CITY OF COTATI
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Meetings are held at the City of Santa Rosa Utilities Department's Subregional Water Reclamation System Laguna Plant, 4300 Llano Road, Santa Rosa every third Wednesday of each month at 9:00 A.M.



Agenda Item #: 6.1
Cost Center: Planning
Staff Contact: Carter
Agenda Date: 5/16/07

ITEM: Revision to the 2003 ColWMP

I. BACKGROUND

Beginning in October 2005, Sonoma County began hauling all county solid waste to out-of-county landfills. This waste management disposal activity is inconsistent with the 2003 County-wide Integrated Waste Management Plan's (ColWMP's) Siting Element, which indicates that solid waste will be disposed in a publicly-owned landfill in Sonoma County. To address this inconsistency, language has been proposed to be added to the Siting Element indicating solid waste disposal can be provided by private, out-of-County landfills and that contracts with these landfills will satisfy the requirement to identify at least fifteen years of disposal capacity for the county's solid waste. The proposed revision also allows for the potential transport of waste by rail in addition to truck. Provisions that prohibit private ownership of landfills within the county have been removed, allowing possible divestiture of County-owned disposal sites. Text was also added to the Goals, Objectives, and Policies section to formalize the community commitment toward zero waste.

The SCWMA is a regional agency as defined under Section 40970 of the California Public Resources Code and as such is responsible for the planning documents required for compliance with California's Integrated Waste Management Act (AB 939). The proposed language changes in waste management practices from the 2003 ColWMP require the analysis of environmental impacts to comply with the California Environmental Quality Act (CEQA). It will be necessary for the SCWMA to hold public meetings and address comments on the environmental impacts that occur as a result of any new waste management practices caused by this revision, as well as approval of environmental documents.

A. History

Sonoma County's first Countywide Integrated Waste Management Plan (1996 ColWMP) was adopted by the California Integrated Waste Management Board (CIWMB) in April 1996, as required by the California Integrated Waste Management Act of 1989 (AB 939). The 1996 ColWMP underwent a comprehensive update to include additional policies, programs, and facilities in 2003. The 2003 Countywide Integrated Waste Management Plan was adopted by the Sonoma County Waste Management Agency on October 15, 2003.

The Agency assumed responsibility for County-wide solid waste management planning from the County when it was designated by the CIWMB as a Regional Agency in 1996. As required by AB 939, the ColWMP describes policies, programs, and facilities that Sonoma County uses to divert a minimum of 50% of its solid waste from landfill disposal. As part of the ColWMP, the Siting Element is required to identify, at minimum, fifteen years of disposal capacity for Sonoma County.

The decision by the North Coast Regional Water Quality Control Board to prohibit construction of additional capacity at the Central Disposal Site resulted in the suspension of landfilling activities and the out-haul of 100% of the County's solid waste beginning in October, 2005. Contracts between the County of Sonoma and five Bay Area private landfills (Redwood Landfill, Potrero Hills Landfill, Keller Canyon Landfill, Vasco Road Landfill, and West Contra Costa Landfill)

secured disposal capacity until September 30, 2010, at which time further contracts will be required to satisfy the AB 939 requirements for disposal capacity. Following a request from the County to revise the ColWMP to reflect this new solid waste disposal situation, the AB939 Local Task Force created an ad-hoc ColWMP revision subcommittee to revise and update the ColWMP. The subcommittee met in September, October, November, and December 2006 to revise the applicable text. The revision was submitted and approved by the entire LTF on February 15, 2007.

B. Previous Actions

- March 13, 2003: LTF recommended that the SCWMA adopt the 2003 ColWMP.
- October 15, 2003: SCWMA certified the Final Supplemental Program EIR, adopted the 2003 ColWMP and directed staff to submit the 2003 ColWMP to the CIWMB.
- May 17, 2006: Sonoma County requested that the LTF revise the ColWMP with regard to the hauling of waste out of Sonoma County.
- February 15, 2007: LTF recommended that the SCWMA adopt the revisions to the text in the Goals, Objectives, and Policies (Chapter 2) and to the Siting Element (Chapter 6) of the 2003 ColWMP.
- March 21, 2007: The proposed revisions to the ColWMP were presented to the SCWMA at the March 2007 meeting, and staff was directed to return with a detailed explanation of the changes.

II. DISCUSSION

After review and editing of the recommended changes at the April 18, 2007 Agency meeting, the Board gave staff direction to return at the May 16, 2007 meeting with the revised ColWMP chapters. The suggested changes from the April 18, 2007 Agency meeting have been italicized and all other unaltered text was returned to normal font style.

III. FUNDING IMPACT

For FY 07-08, the \$150,000 has been budgeted for a consultant to assist staff with CEQA documents associated with the ColWMP revision. Staff time has been included in the FY 07-08 budget to manage the consultant and coordinate meetings and prepare staff reports.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

- (1) Approve the revised language provided by the Local Task Force and the Agency Board for the Goals, Objectives, and Policies (Summary Plan - Chapter 2) and the Siting Element (Chapter 6), and
- (2) direct staff to continue the ColWMP 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 issue an RFP and return with an agreement for a consultant to assist with CEQA review of the revised ColWMP.

V. ATTACHMENTS

Ch. 2 - Goals, Objectives, and Policies
Ch. 6 - Siting Element

CHAPTER 2

GOALS, OBJECTIVES, AND POLICIES

Direction for the county's solid waste management system is provided by AB 939 and subsequent legislation, the Sonoma County Waste Management Agency (SCWMA), and implementation regulations adopted by the California Integrated Waste Management Board (CIWMB) and is described in this chapter of the Countywide Integrated Waste Management Plan (CoIWMP). This direction is provided by a Mission Statement, Goals, Objectives, and Policies. A listing of the goals, objectives, and policies is provided for summary purposes and to emphasize their relationship to both the short- (2007-2010) and medium-term (2011-2022) planning periods and for a 50-year disposal horizon (long-term).

2.1 MISSION STATEMENT

This mission statement is implicit in, and applies to, all goals, objectives, and policies that form the basis of the CoIWMP.

The County of Sonoma will plan and implement programs to satisfy the county's solid waste management needs for the next fifteen years in a manner that is cost-effective and is operated to follow the State of California's solid waste management hierarchy with the goal of recognizing and managing discarded materials as a resource. The hierarchy consists of waste prevention (source reduction), reuse, recycling, composting, and disposal. In addition, the solid waste management system for the county shall protect public health, safety, and well being; preserve the environment; and provide for the maximum feasible conservation of natural resources and energy production.

2.2 GOALS

Goals are general statements of the desires of the community used in planning and implementing solid waste programs. The goals of this CoIWMP are applicable through the short- and medium-term planning periods and the general direction of Sonoma County thereafter (long-term).

- GOAL A:** In order to help ensure the sustainability of our communities and to conserve natural resources and landfill capacity, the Sonoma County Waste Management Agency (SCWMA), County and the Cities will continue to improve their municipal solid waste management system through emphasis on the solid waste management hierarchy of waste prevention (source reduction), reuse, recycling, composting and disposal.
- GOAL B:** The County and the Cities will exercise regional cooperation in the achievement of solid waste planning objectives through the SCWMA.
- GOAL C:** The solid waste management system in Sonoma County will be planned and operated in a manner to protect public health and the environment, *and reduce greenhouse gases emissions.*
- GOAL D:** The County, the Cities and/or the SCWMA will provide public information and education programs, economic incentives, encourage voluntary participation in waste prevention (source reduction) programs and strive to strengthen markets for recycled and composted materials to achieve solid waste planning objectives.
- GOAL E:** The County and the Cities and/or the SCWMA will provide cost-effective and environmentally sound waste management services, including special waste and household hazardous waste handling and disposal, over the long term to all community residents and promote access to the services.

GOAL F: The solid waste facilities will be sited and operated in a manner to minimize energy use, conserve natural and financial resources, protect prime agricultural lands and other environmentally sensitive or culturally sensitive areas.

GOAL G: The County, the Cities, and the SCWMA plan to achieve a 70% diversion rate by 2015 and will seek to achieve zero waste as our long term goal, *as economically feasible*.

2.3 OBJECTIVES

Objectives are measurable achievements, the attainment of which provides documentation of the success of the County, Cities and the SCWMA in meeting solid waste goals.

- The County, the Cities, and the SCWMA will achieve a 70 percent diversion rate by 2015, *based on the State measurement system*.
- The County, the Cities, and the SCWMA will, to the maximum extent possible, *strive to* achieve zero waste by implementing and supporting strategies to eliminate waste through the design of products and the use of other discarded materials for reuse or for another product or purpose.
- The SCWMA will distribute solid waste educational material to all county households and businesses at least annually.
- The SCWMA will monitor and evaluate, at the end of the short and medium terms, educational programs outlined in the SRRE and the HHWE to improve their effectiveness.
- The SCWMA, County and the Cities will continue to encourage participation in the County's Household Hazardous Waste (HHW) collection program.
- The SCWMA will achieve measurable reduction of disposal of prohibited materials documented by waste characterization studies at transfer facilities at the end of the short term and medium term planning periods.

2.3.1 Siting Element Objectives

The following objectives are specific to the Siting Element and the siting of new solid waste facilities.

Short-Term Planning Period 2007-2010 Objectives:

- Objective and consistent siting criteria and policies will be used for the siting of solid waste disposal facilities.
- Project proposers/owners will document the siting process and provide the public with information on a regular basis to ensure that the public and decision-makers are fully informed. Procedures for making siting decisions will be described in addition to the reasons for selection or elimination of potential sites.
- The County will estimate the need for countywide disposal capacity for the municipal solid waste stream after all feasible diversion programs are implemented and initiate efforts to establish or secure sufficient landfill capacity either in-county or out-of-county to allow for achievement of the County's policy to provide at least fifteen years of disposal capacity.

- The County's existing transport and disposal agreements expire in August 2010. By 2009, the County will initiate a process to either extend or bid new transport and disposal contracts which will secure landfill capacity at least until 2022.

Medium-Term Planning Period 2011 to 2022 Objectives:

- If the County or other entities implement the siting process it will provide public information to ensure that the public and decision-makers are fully informed. Procedures for making siting decisions will be described in addition to the reasons for selection or elimination of potential sites.

2.4 IMPLEMENTATION POLICIES

Implementation policies are actions taken by the SCWMA, County and City governments, and other agencies that result in specific behavior that will lead to the meeting of these goals and objectives. These policies facilitate the implementation of programs identified in the Source Reduction and Recycling Element (SRRE) and Household Hazardous Waste Element (HHWE).

2.4.1 Source Reduction Implementation Policies

- The SCWMA, County and the Cities will encourage innovative and creative methods and consider funding for waste prevention (source reduction), recycling, and education that will benefit the community and the environment *and reduce greenhouse gas emissions*.
- The SCWMA, County and the Cities will encourage and support the use of waste minimization practices for business, government agencies, and the public by distributing information on the availability of waste minimization options.
- The SCWMA, the County, and the Cities will continue to encourage and support backyard composting for businesses, residences, and government agencies by providing information and technical assistance.
- The SCWMA will support state and local material exchange programs by making information available on a countywide basis. Material exchange programs arrange contact between people who have reusable materials and those who have a use for *those reusable materials*.
- The SCWMA will encourage and support the recovery, repair, and resale of *reusable* materials by distributing information on these waste management options.

2.4.2 Recycling Implementation Policies

- The County and the Cities will provide access to residential recycling programs for all households, including single-family, multi-family, and mobile homes, that subscribe to garbage services by the end of the short-term planning period.
- The SCWMA, County and the Cities will provide convenient drop-off opportunities for recyclables.
- The SCWMA, County and the Cities will support and encourage office, commercial, industrial, and institutional recycling by providing information and technical assistance.
- The SCWMA, County and the Cities will support and encourage school recycling.

- The County and the Cities will adopt purchasing policies for buying recycled materials to support markets for recycled materials.
- The SCWMA will support and encourage source reduction, recycling and composting activities at large events and other major venues by providing information and technical support.
- The County will encourage the separation of materials for use in appropriate composting or reuse programs by setting differential disposal fees when feasible.

2.4.3 Composting Implementation Policies

- The SCWMA, County and the Cities will provide access to composting opportunities through implementation of composting facilities and programs which may be regional or local, public or private.
- The SCWMA will provide and administer a regional composting facility.

2.4.4 Special Waste Implementation Policies

- The SCWMA, County and the Cities will promote recycling of construction and demolition debris through education, regulation and economic incentives.
- The County will provide alternative disposal options for recyclable items or materials such as, but not limited to, yard debris, recyclable wood waste, whole tires, and appliances and ban the landfill disposal of these items.
- The SCWMA will provide the public access to information on recycling and reuse options for white goods (i.e., appliances), brown goods (i.e., furniture), e-waste (i.e., electronics) and other usable items that are disposed in debris boxes.

2.4.5 Education and Public Information Implementation Policies

- The SCWMA will provide the public access to information regarding solid and household hazardous waste issues and programs through the Eco-Desk hotline.
- The SCWMA will promote awareness of waste disposal and diversion options in the business community through advisory committees and other outreach efforts.
- The SCWMA will prepare an annual monitoring and evaluation report that documents progress in meeting integrated waste program objectives.
- The SCWMA will conduct evaluations to measure the effectiveness of education efforts at the end of the short- and medium-term planning periods and more often if appropriate for specific projects.

2.4.6 Zero Waste Implementation Policies

- The SCWMA will continue to support governmental and non-governmental organizations in the development and implementation of Extended Producer Responsibility policies.
- The County, the Cities, and the SCWMA will support innovations and creative methods to achieve zero waste.
- *As financially feasible*, the County, the Cities, and the SCWMA will encourage and support zero waste practices by businesses, government agencies, and the public through education and distribution of information on the definition and benefits of zero waste policies and practices.

2.4.7 Solid Waste Management Implementation Policies

- The County Department of Transportation and Public Works, Integrated Waste Division, and the Local Enforcement Agency (County Department of Health Services, Environmental Health Division) will continue to supervise and monitor, respectively, the solid waste collection and management practices in the county to ensure the health and safety of the public and protection of the environment.
- The operators of solid waste facilities will document and report all prohibited materials that are discovered as a result of load checking activities to the Local Enforcement Agency.
- The County may purchase properties adjoining the solid waste sites to provide physical and visual buffer zones for surrounding residents and land uses. The purchase(s) may be made as funds and properties are available.
- The County, the Cities, and the SCWMA will cooperate and coordinate with one another in order to provide cost effective waste disposal services to all community residents.
- Create and maintain employment opportunities for Sonoma County residents and growth opportunities for Sonoma County businesses, industries and entrepreneurs who make productive use of materials that otherwise would be landfilled.
- Complement existing and planned private sector operations for collection/processing of both refuse and recyclables.
- Make productive use of discarded resources that are not reused or recycled through energy production.
- The SCWMA will work to create and promote policies whereby producers are responsible for the cost and/or disposition of their products at the end of their usable life (i.e., Extended Producers Responsibility, Advanced Recycling Fees, Advanced Disposal Fees, etc.).
- Satisfy the AB 939 solid waste planning and diversion mandates in a manner that is consistent with the objectives of the community, as reflected by the deliberations and documents of the AB 939 Local Task Force and Sonoma County Waste Management Agency.

2.4.8 Implementation Policies to Facilitate Solid Waste Management

The following policy statements illustrate the intent and/or actions to be taken by the County and/or the Cities to achieve the goals and objectives of the Siting Element.

- The County and/or the Cities will provide solid waste management facilities within reasonable distances of the county's population centers. This policy will provide a means for achieving the goal of conservation of natural resources and energy and minimizing the cost of disposal.
- The County will cooperate with adjacent counties, considering their solid waste management planning and waste disposal needs. This includes possible export/import, as approved by the Board of Supervisors, of solid waste and encourages joint resolution of emergency problems.

CHAPTER 6

SITING ELEMENT

Pursuant to the California Code of Regulations (CCR), Title 14, Division 7, Article 6.5, the Siting Element presents an integrated strategy to ensure the provision of long-term disposal capacity in Sonoma County. The County will *prepare and adopt* a strategy to provide 15 years of combined permitted disposal capacity from the submission date of this document. The goals, objectives, and policies established for the Siting Element will be used in conjunction with siting criteria developed by County staff, the Local Task Force (LTF), and the general public to guide the development of additional disposal capacity, either through the expansion of existing and/or the construction of new solid waste disposal facilities. Procedural mechanisms to assure use of the established siting criteria and documentation from local jurisdictions agreeing to use procedures specified are presented. The final product is a blueprint for the long-term provision of solid waste disposal capacity.

6.1 GOALS, OBJECTIVES, AND POLICIES

The Sonoma County Waste Management Agency (SCWMA), in cooperation with the County of Sonoma, incorporated Cities and the LTF have developed a number of goals, objectives, and policies designed to encourage a high level of public involvement in solid waste facility siting processes. These goals and objectives will serve as benchmarks to evaluate and monitor the effectiveness of local policies and selected diversion programs over the short- (2007 to 2010) and medium-term (2011 to 2022) planning periods. Under legislation enacted in 1992, non-disposal facilities (transfer stations, recycling facilities, and composting projects) are not subject to the goals, objectives, policies, and siting criteria in the Siting Element. Discussion of these facilities can be found in the Non-Disposal Facility Element (NDFE) (see Chapter 7). Non-disposal facilities are mentioned in the following goals, objectives and policies only as needed for clarification.

6.1.1 Goals for the Safe Handling and Disposal of Solid Waste

The following goals are general statements regarding the siting and operation of solid waste disposal facilities.

- In order to help ensure the sustainability of our communities and to conserve natural resources and landfill capacity, the Sonoma County Waste Management Agency (SCWMA), County and the Cities will continue to improve their municipal solid waste management system through emphasis on the solid waste management hierarchy of waste prevention (source reduction), reuse, recycling, composting and disposal, with a goal of zero waste.
- The solid waste management system in Sonoma County will be planned and operated in a manner to protect public health, safety and the environment. Furthermore, all landfills that receive Sonoma County waste must be *in compliance* with State and Federal landfill regulations.
- Solid waste disposal facilities located in Sonoma County will be sited and operated in a manner to minimize energy use, conserve natural and financial resources, protect prime agricultural lands and other environmentally sensitive or culturally sensitive areas, *and reduce greenhouse gas emissions*.
- The County, *in consultation with the Cities and the SCWMA*, will develop a strategy for disposal capacity for solid waste not handled by other elements of the management hierarchy for at least fifteen-year horizon.

6.1.2 Objectives and Associated Programs for Achievement of Goals

The following objectives are intended to provide measurable events to document the County's progress in meeting the goals established above.

Short-Term Planning Period (2007 to 2010) Objectives

- Objective and consistent siting criteria and policies will be used for the siting of solid waste disposal facilities.
- Project proposers/owners will document the siting process and provide the public with information on a regular basis to ensure that the public and decision-makers are fully informed. Procedures for making siting decisions will be described in addition to the reasons for selection or elimination of potential sites.
- The County will estimate the need for countywide disposal capacity for the municipal solid waste stream after all feasible diversion programs are implemented and initiate efforts to establish or secure sufficient landfill capacity either in County or out of County to allow for achievement of the County's policy to provide at least fifteen years of disposal capacity.
- The County's existing transport and disposal agreements expire in August 2010. By 2009 the County will initiate a process to either extend or bid new transport and disposal contracts which will secure landfill capacity at least until 2022.

Medium-Term Planning Period (2011 to 2022) Objectives

- If the County or other entities implement the siting process, it will provide public information to ensure that the public and decision-makers are fully informed. Procedures for making siting decisions will be described in addition to the reasons for selection or elimination of potential sites.

6.1.3 Policies to Facilitate Siting of Solid Waste Facilities

The following policy statements illustrate the intent and/or actions to be taken by the County and/or the Cities to achieve the goals and objectives of the Siting Element.

- The County and/or the Cities will provide solid waste disposal facilities or transfer facilities within reasonable distances of the county's population centers. This policy will provide a means for achieving the goal of conservation of natural resources and energy and minimizing the cost of disposal.
- The County will cooperate with adjacent counties, considering their solid waste management planning and waste disposal needs. This includes possible export/import, as approved by the Board of Supervisors, of solid waste and encourages joint resolution of emergency problems.

6.2 DESCRIPTION OF EXISTING SOLID WASTE DISPOSAL FACILITIES

Landfilling of solid waste at the Central Disposal Site has been suspended. Figure 6-1 shows the boundaries of the Central Disposal Site and the surrounding land use designations.

The Santa Rosa Geothermal WMU Disposal Site, a Class III drilling muds disposal site owned and operated by Cal-Pine Operating Plant Services, is currently the only other landfill operating in Sonoma County. This privately-owned landfill does not accept municipal solid waste.

6.2.1 Description of the Central Disposal Site

The Central Disposal Site includes the Central Landfill, a Class III landfill. The following description briefly presents information regarding the Central Disposal Site, including disposal capacity, permitted capacity, permit constraints, and site characteristics:

Name:	Central Disposal Site
Address:	500 Mecham Road, Petaluma, CA 94952
Location:	2.8 miles southwest of the City of Cotati, in Sections 4 & 9, T5N, R8W, MDB&M
Assessor Parcel No.:	024-080-19 & 24-080-018
SWIS No.:	49-AA-0001
Permitted Area:	398.5 acres
Waste Types Landfilled:	All non-hazardous wastes consisting of household and commercial wastes, agricultural and demolition wastes, sludge from wastewater treatment plants (as per Title 23, Subchapter 15, Section 2523[c]).
Average Daily Loading:	1,461 tons per day; 2,435 cubic yards per day (in 2002)
Permitted Daily Capacity:	2,500 tons per day; 4,167 cubic yards per day
Site Owner:	County of Sonoma, Department of Transportation and Public Works
Site Operator:	County of Sonoma, Department of Transportation and Public Works, Integrated Waste Division

6.2.2 Description of other disposal sites

The following *nonexclusive list* presents information regarding the other disposal sites used for solid waste generated in Sonoma County¹:

Name:	Redwood Sanitary Landfill
Address:	P.O. Box 793, Novato, CA 94947
Location:	8590 Redwood Highway, Novato, CA 94958
SWIS No.:	21-AA-0001
Permitted Area:	210 acres

¹All facility statistics were copied from the CIWMB website (www.ciwmb.ca.gov/SWIS)

Waste Types Landfilled: Mixed municipal, Sludge (Biosolids), Agricultural, Construction/demolition, Asbestos, Tires, Ash, Wood waste, Other designated

Permitted Daily Capacity: 2,300 tons per day; 3,834 cubic yards per day

Cease Operation Date (est.): 1/1/2039

Site Owner: U.S.A. Waste of California

Site Operator: Redwood Sanitary Landfill, Inc.

Name: Potrero Hills Landfill

Address: 3675 Potrero Hills Lane, Suisun City, CA 94585

SWIS No.: 48-AA-0075

Permitted Area: 190 acres

Waste Types Landfilled: Agricultural, Ash, Construction/demolition, Industrial, Mixed municipal, Sludge (Biosolids), Tires

Permitted Daily Capacity: 4,330 tons per day; 7,217 cubic yards per day

Cease Operation Date (est.): 1/1/2011

Site Owner: Republic Services of California, L.L.C.

Site Operator: Potrero Hills Landfill, Inc., P.O. Box 68, Fairfield, CA 94533

Name: Keller Canyon Landfill

Address: 901 Bailey Road, Pittsburg, CA 94565

SWIS No.: 07-AA-0032

Permitted Area: 244 acres

Waste Types Landfilled: Mixed municipal, Construction/demolition, Agricultural, Sludge (BioSolids), Other designated, Industrial.

Permitted Daily Capacity: 3,500 tons per day; 5,834 cubic yards per day

Cease Operation Date (est.): 12/31/2030

Site Owner: Allied Waste Industries, Inc., 15880 N. Greenway-Hayden Loop #100, Scottsdale, AZ 83260

Site Operator: Keller Canyon Landfill, 901 Bailey Road, Pittsburg, CA 94565

Name: Vasco Road Sanitary Landfill
Address: 4001 North Vasco Road, Livermore, CA 94550
SWIS No.: 01-AA-0010
Permitted Area: 222 acres
Waste Types Landfilled: Contaminated soil, Industrial, Mixed municipal, Other designated, Green Materials, Construction/demolition.
Permitted Daily Capacity: 2,518 tons per day; 4,197 cubic yards per day
Cease Operation Date (est.): 1/1/2015
Site Owner: Republic Services of California I, L.L.C., 4001 Vasco Road, Livermore, CA 94550
Site Operator: Republic Services of California I, L.L.C., 4001 Vasco Road, Livermore, CA 94550

Name: Hay Road Landfill
Address: 6426 Hay Road, Vacaville, CA 95687
SWIS No.: 48-AA-0002
Permitted Area: 256 acres
Waste Types Landfilled: Construction/demolition, Agricultural, Sludge (BioSolids), Tires, Ash, Mixed municipal, Asbestos
Permitted Daily Capacity: 2,400 tons per day; 4,003 cubic yards per day
Cease Operation Date (est.): 1/1/2070
Site Owner: Norcal Waste Systems, Inc., 6426 Hay Road, Vacaville, CA 95687
Site Operator: Norcal Waste Systems, Inc., 6426 Hay Road, Vacaville, CA 95687

Name: Yolo County Central Landfill

Address: County Road 28H & County Road 104, Davis, CA 95616

SWIS No.: 57-AA-0001

Permitted Area: 473 acres

Waste Types Landfilled: Tires, Sludge (BioSolids), Construction/demolition, Mixed municipal, Agricultural.

Permitted Daily Capacity: 1,800 tons per day; 3,002 cubic yards per day

Cease Operation Date (est.): 1/1/2045

Site Owner: County of Yolo Public Works Department, 292 Beamer St., Woodland, CA 95695

Site Operator: County of Yolo Public Works Department, 292 Beamer St., Woodland, CA 95695

Name: Clover Flat Landfill

Address: 4380 Clover Flat Road, Calistoga, CA 94515

SWIS No.: 28-AA-0002

Permitted Area: 44 acres

Waste Types Landfilled: Contaminated soil, Industrial, Mixed municipal, Other designated, Green Materials, Construction/demolition.

Permitted Daily Capacity: 600 tons per day; 1,001 cubic yards per day

Cease Operation Date (est.): 1/1/2021

Site Owner: Clover Flat Landfill, Inc., 1285 Whitehall Ln., St. Helena, CA 94574

Site Operator: Clover Flat Landfill, Inc., 1285 Whitehall Ln., St. Helena, CA 94574

6.3 DISPOSAL CAPACITY REQUIREMENTS

Currently, no waste is disposed of within Sonoma County, so all waste must be exported. The Table 1 shows the total waste generated in Sonoma County by *jurisdictional area*, as well as *unadjusted* projections until 2022.

Each jurisdiction's proportion of the total county's waste was determined using the 2003 Disposal Report, as 2003 was the most recent year that all of the jurisdictions were channeling the waste through the County system. These proportions were applied to the disposal totals from the 2005 Disposal Report, and projected until 2022. A growth rate of 0.95% per year *is based on projections in the Brown, Vence, and Associates (BVA) report (Reassessment of the Long-Term Solid Waste Strategy Management Plan)*.

Year	Disposal by Jurisdictional Area (Tons)										County Total	Total (Without Petaluma)
	Cloverdale	Cotati	Healdsburg	Petaluma	Rohnert Park	Santa Rosa	Sebastopol	Sonoma	Windsor	Unincorporated		
2005	9,405	9,349	23,874	59,760	35,658	207,716	18,251	16,987	23,264	127,735	532,000	472,240.18
2006	9,494	9,438	24,101	60,328	35,997	209,689	18,424	17,149	23,485	128,949	537,054	476,726.46
2007	9,585	9,527	24,330	60,901	36,339	211,681	18,599	17,312	23,708	130,174	542,156	481,255.36
2008	9,676	9,618	24,561	61,479	36,684	213,692	18,776	17,476	23,934	131,410	547,306	485,827.29
2009	9,768	9,709	24,795	62,063	37,032	215,722	18,955	17,642	24,161	132,659	552,506	490,442.65
2010	9,860	9,801	25,030	62,653	37,384	217,772	19,135	17,810	24,391	133,919	557,755	495,101.85
2011	9,954	9,895	25,268	63,248	37,739	219,841	19,316	17,979	24,622	135,191	563,053	499,805.32
2012	10,049	9,989	25,508	63,849	38,098	221,929	19,500	18,150	24,856	136,476	568,402	504,553.47
2013	10,144	10,083	25,750	64,455	38,460	224,037	19,685	18,322	25,092	137,772	573,802	509,346.73
2014	10,241	10,179	25,995	65,068	38,825	226,166	19,872	18,496	25,331	139,081	579,253	514,185.53
2015	10,338	10,276	26,242	65,686	39,194	228,314	20,061	18,672	25,571	140,402	584,756	519,070.29
2016	10,436	10,374	26,491	66,310	39,566	230,483	20,251	18,849	25,814	141,736	590,311	524,001.46
2017	10,535	10,472	26,743	66,940	39,942	232,673	20,444	19,028	26,059	143,083	595,919	528,979.47
2018	10,635	10,572	26,997	67,576	40,322	234,883	20,638	19,209	26,307	144,442	601,581	534,004.77
2019	10,736	10,673	27,253	68,218	40,705	237,115	20,834	19,392	26,557	145,814	607,296	539,077.82
2020	10,838	10,773	27,512	68,866	41,091	239,367	21,032	19,576	26,809	147,199	613,065	544,199.06
2021	10,941	10,876	27,774	69,520	41,482	241,641	21,232	19,762	27,064	148,598	618,889	549,368.95
2022	11,045	10,979	28,037	70,181	41,876	243,937	21,434	19,949	27,321	150,009	624,769	554,587.95
Total	183,681	182,582	466,261	1,167,100	696,395	4,056,660	356,440	331,759	454,347	2,494,649	10,389,874	9,222,775

Year	Disposal by Jurisdictional Area (Cubic Yards)										County Total	Total (Without Petaluma)
	Cloverdale	Cotati	Healdsburg	Petaluma	Rohnert Park	Santa Rosa	Sebastopol	Sonoma	Windsor	Unincorporated		
2005	15,675	15,581	39,789	99,596	59,428	346,180	30,417	28,311	38,772	212,884	886,631	787,035
2006	15,823	15,729	40,167	100,542	59,993	349,468	30,706	28,580	39,141	214,906	895,054	794,512
2007	15,974	15,878	40,549	101,497	60,562	352,788	30,998	28,852	39,512	216,948	903,557	802,060
2008	16,126	16,029	40,934	102,461	61,137	356,140	31,292	29,126	39,888	219,009	912,141	809,680
2009	16,279	16,181	41,323	103,435	61,718	359,523	31,590	29,402	40,267	221,089	920,806	817,372
2010	16,433	16,335	41,715	104,417	62,305	362,938	31,890	29,682	40,649	223,190	929,554	825,137
2011	16,590	16,490	42,111	105,409	62,896	366,386	32,193	29,964	41,035	225,310	938,385	832,976
2012	16,747	16,647	42,512	106,411	63,494	369,867	32,498	30,248	41,425	227,450	947,299	840,889
2013	16,906	16,805	42,915	107,422	64,097	373,381	32,807	30,536	41,819	229,611	956,299	848,877
2014	17,067	16,965	43,323	108,442	64,706	376,928	33,119	30,826	42,216	231,792	965,384	856,942
2015	17,229	17,126	43,735	109,472	65,321	380,509	33,434	31,119	42,617	233,994	974,555	865,083
2016	17,393	17,289	44,150	110,512	65,941	384,124	33,751	31,414	43,022	236,217	983,813	873,301
2017	17,558	17,453	44,570	111,562	66,568	387,773	34,072	31,713	43,431	238,461	993,159	881,597
2018	17,725	17,619	44,993	112,622	67,200	391,457	34,395	32,014	43,843	240,727	1,002,594	889,972
2019	17,893	17,786	45,420	113,692	67,839	395,175	34,722	32,318	44,260	243,014	1,012,119	898,427
2020	18,063	17,955	45,852	114,772	68,483	398,930	35,052	32,625	44,680	245,322	1,021,734	906,962
2021	18,235	18,126	46,287	115,862	69,134	402,719	35,385	32,935	45,105	247,653	1,031,441	915,578
2022	18,408	18,298	46,727	116,963	69,790	406,545	35,721	33,248	45,533	250,006	1,041,239	924,276
Total	306,122	304,291	777,071	1,945,088	1,160,612	6,760,830	594,042	552,910	757,215	4,157,582	17,315,764	15,370,676

6.3.1 Existing Countywide Disposal Capacity

The existing disposal capacity is 9,160,293 cubic yards (5,496,176 tons) as of September 25, 2006. The decision to utilize the remaining landfill capacity will be determined in the future.

6.3.2 Anticipated Countywide Disposal Capacity Needs

Table 1 displays projected the countywide disposal capacity needs until 2022. Strategies involving disposal outside of Sonoma County are discussed further in Section 6.7.

6.4 CRITERIA FOR ESTABLISHING NEW OR EXPANDING EXISTING SOLID WASTE FACILITIES

The siting criteria included in this section are based on federal, state, and local laws and policies regarding solid waste facilities. Siting criteria were developed according to Title 14, Chapter 9, Article 6.5 for preparing the Siting Element of the County Integrated Waste Management Plan (CIWMP). The state guidelines outline specific categories of criteria to be used for establishing new, or expanding existing, solid waste facilities for ultimate disposal (landfills and transformation or incineration facilities). Several criteria were based on federal (Environmental Protection Agency) landfill locational restrictions (40 CFR 258), which are generally exclusionary in nature. It should be noted that exclusionary criteria do not necessarily exclude an entire site from consideration, but may only pertain to portions of a site.

6.4.1 Siting Criteria Development

The 1985 CoSWMP stated that public acceptance is the primary practical consideration in siting solid waste disposal facilities. The County actively sought to involve the public in the development of the siting criteria. An initial list of siting criteria was developed and presented to the public in a series of ten public workshops, five held in November, 1992 and five in February, 1993. The Sonoma County Permit Resource Management Department (PRMD) then reviewed and commented on the draft siting criteria. Based on PRMD comments and input from the LTF, the process for developing the siting criteria was revised to provide for a greater opportunity for public input into the development of the criteria. Should a public or private entity seek to create a new or expand an existing landfill, the expanded process will involve subjecting the criteria to more extensive public review during identification of specific landfill locations, an effort that was not undertaken during development of the Siting Element.

The siting criteria in this Siting Element reflect the community's interests, based on the public workshops conducted, as well as regulatory and technical considerations. The siting criteria listed provide a sound foundation for moving forward with a public process through the Siting Study and associated California Environmental Quality Act (CEQA) activities to locate new landfill site capacity.

6.4.2 Siting Criteria and Their Application

Siting criteria can be categorically defined as either exclusionary or comparative. Exclusionary criteria are generally regulatory land use restrictions created at the federal, state, or local level. Exclusionary

criteria are designed to detect and eliminate clearly inappropriate sites from further consideration before undertaking the more costly and time consuming process of applying comparative criteria.

The exclusionary criteria define parameters that need to be satisfied for a piece of land to be considered for a landfill site. For example, a parcel that is located entirely in a flood plain would be excluded from further consideration as a candidate landfill site. The exclusionary criteria do not restrict development of a parcel as a landfill if only a portion of the parcel is excluded. If the land located in a flood plain included other property that would be suitable for a landfill, the portion in the flood plain could be used as landfill buffer. As a result, a property could have a portion that is excluded and not used for landfill and the remainder potentially suitable as a landfill site.

The exclusionary criteria will be applied to the entire county to identify those broad areas of the county that are not suitable for siting a new landfill prior to beginning the CEQA process. Should any public or private entity decide to resume in-County waste disposal, that entity will conduct a Siting Study to accomplish the following:

- Review the means that are available for achieving at least fifteen years of disposal capacity.
- Provide for extensive public participation in the landfill siting process.
- Refine the comparative criteria to reflect the public's considerations.
- Adopt the final comparative siting criteria by the Board of Supervisors at a public hearing before the criteria are used to identify potential sites.
- Seek nominations from property owners for land to be considered as a potential site.
- Apply the comparative criteria to each of the sites nominated or identified in this review by the County. Rank the sites to identify the best ones to be evaluated in a process to comply with CEQA.

The development of comparative criteria is the primary mechanism available to local constituents to influence site selection prior to the public hearing process. It is essential that local citizens be included in the process of defining local comparative criteria to minimize protracted conflict over various sites as different projects arise. The comparative criteria in this Siting Element were developed through such a public process – input received from the public at workshops, input from the LTF, and review at the public hearings conducted to adopt the 1996 CoIWMP. Comparative criteria will be further structured with numeric values and modified, as needed, in the Siting Study prior to the evaluation of any proposed landfill site.

The comparative criteria, further refined into environmental, community, economic, engineering, and administrative categories, are described in more detail in the following discussion. Should the County ever decide to pursue a new landfill site, Figure 6-2 graphically depicts the process envisioned for siting landfill capacity in Sonoma County.

6.4.2.1 Exclusionary Criteria

The first set of criteria are the exclusionary criteria. These criteria identify constraints that make the siting of a landfill so difficult that further analysis or evaluation would be unproductive. The criteria are useful in the initial screening to identify general areas of the county which may have potentially suitable sites. The following list contains the exclusionary criteria selected by Sonoma County or required by local, state, and federal laws and regulations. Figure 6-3 is a map showing the areas of the county remaining after application of the exclusionary criteria which are reflected as the shaded portions of the county.

- Lands within 10,000 feet of a runway used by jet aircraft, or 5,000 feet of a runway used by propeller-driven aircraft
- Lands within a FEMA designated 100-year flood plain
- Lands restricted by State and Federal regulatory requirements over earthquake fault zones.
- Lands within channels of USGS designated perennial streams
- Lands within the urban boundary of an incorporated city
- Lands within designated Community Separators
- Lands within designated Critical Habitat
- Lands within the Coastal Zone
- Lands designated with the following land use in the County General Plan
 - Urban Residential
 - Rural Residential
 - General or Limited Commercial
 - Recreation and Visitor Serving Commercial
 - General and Limited Industrial

- Public/Quasi-Public (unless the designation is applied to accommodate a landfill)

6.4.2.2 Comparative Criteria

The comparative criteria would be used to evaluate sites which are not located in exclusionary areas and that are suitable based on their physical attributes. These criteria would be used to evaluate across a wide spectrum of environmental, engineering, socio-political, and economic factors. These Comparative Criteria, with the Exclusionary Criteria, form the basis of the Siting Study. During the Siting Study these Comparative Criteria will be modified, new criteria added, and a ranking and weighting system developed.

Environmental

1. Groundwater Flow System: In accordance with the County General Plan, watersheds and groundwater basins should be preserved by avoiding the placement of potential pollution sources in areas with high percolation rates. Therefore, sites located outside of recharge areas are the most desirable for landfill construction and operation.
2. Proximity to Surface Water: The proximity of a site to surface water and existing or beneficial uses of the surface water is of obvious importance. A candidate site which is far from a surface water body would be a highly rated site. A poorly rated site would be one that is near a surface water body.
3. Depth to Groundwater: The water table depth in the underlying sediments is important for both landfill operational considerations (such as placement of groundwater monitoring wells) and also from a standpoint of potential groundwater contamination.
4. Existence of Wetlands: Federal regulations for siting landfills (40 CFR 258) prohibit the location of landfills in wetlands unless the construction and operation of the landfill will not cause or contribute to violations of state water quality standards, violate toxic effluent standards under the Clean Water Act, violate the Marine Protection Act, jeopardize endangered species, or cause degradation of wetlands. Data sources to be evaluated will include those from the California Department of Fish and Game, California Native Plant Society, and the Corps of Engineers.
5. Air Quality - Non-Attainment for Particulates: This criterion will measure whether an area is in attainment for PM₁₀ and ozone. A site in a non-attainment area would be less desirable than one in an attainment or unclassified area. Wind direction and distance to nearby sensitive receptors will also be

considered in evaluating this criterion.

6. Proximity to Threatened or Endangered Species - Animals: In accordance with federal regulations the operation of a landfill at a site which would cause or contribute to the taking of any endangered species of plant, fish, or wildlife could constitute a fatal flaw. Similarly, the facility or operation cannot result in the destruction of critical habitat of endangered or threatened species. Data sources to be evaluated will include the State Department of Fish and Game, Federal Fish and Wildlife Service, and General Plan Open Space Element, Critical Habitat designations.
7. Proximity to Threatened and Endangered Species - Plants: This criterion is similar to the criterion above, except that it covers threatened or endangered plant species. Data sources to be evaluated will include the State Department of Fish and Game, California Native Plant Society, and General Plan Open Space Element, Critical Habitat designations.

Community

1. Population Density Near Site: This criterion is used as one measure of the proposed landfill's potential impact on people.
2. Compatibility with Adjacent Land Uses: Existing and proposed land uses are considered. Also considered is the site's potential for impact mitigation.
3. Residents Along Access Routes/Road Safety: This criterion reflects the number of residents being affected by haul traffic to a potential site.
4. Schools and Hospitals Along Access Routes: This criterion measures the impact of solid waste truck haul traffic, including noise, traffic congestion, and safety considerations, on sensitive receptors such as schools and hospitals.
5. Proximity to Parks or Resource Lands: Landfills would generally be excluded from locations within a Federal Recreation Area, State Park, Department of Natural Resources – Natural Resources Conservation Area, County Park, etc. Sites valued for their pristine environment or held in reserve for use at a future time and are incompatible with a landfill.
6. Presence of Cultural, Historic, or Archaeological Resources: This criterion excludes locations which would interfere with the County General Plan's goal of preserving sites with significant archaeological, historical, or cultural resources. These resources include sites on the National and State Historic Register, areas identified as being of archaeological importance to Native

Americans, and those sites/buildings/trees that have been identified as significant by the County Landmarks Commission.

7. Visual Impacts of Site: The magnitude of the landfill visual impacts relates to the location and topography of the site and to the availability of buffers to screen the operations. Aesthetics impacts are also important to consider.
8. Proximity to Major Transportation Corridors: This criterion considers the effects of landfill traffic on local roads, as well as the costs of hauling waste to a landfill. Those sites that are close to major transportation corridors will be less likely to impact local roads and residents (traffic congestion, noise, safety concerns, etc.) than sites located farther from major roads. Those sites closer to major transportation corridors would require less fuel to reach; this would help meet the county's goal of conserving energy.

Engineering

1. Soil Suitability: A more highly rated site would have both fine- and coarse-grained soils which could provide bottom soil liner, final soil cover and intermittent soil cover during operation. The use of on-site soils can reduce the cost of landfill construction and the impacts of importing off-site materials.
2. Geology: This criterion is a measure of the permeability/transmissivity of materials underlying a proposed site. The geologic materials that have been identified in Sonoma County can be generally divided up into two groups: (1) unconsolidated deposits and (2) semi-consolidated to consolidated rocks. The permeability and transmissivity of materials within these general groups can be an indication of site security in terms of leachate and gas containment and as an indication of barriers to groundwater movement.
3. Fault Areas: Proximity to active fault areas is an important criteria in terms of maintaining the integrity of the landfill control structures (such as leachate and gas collection) and the engineering measures that would be needed to prevent damage from seismic movements. State and Federal regulatory requirements for earthquake fault zones will be followed to evaluate potential landfill sites.
4. Unstable Areas: Locating landfills on sites that have unstable geological conditions is generally undesirable. Unstable areas are defined as those locations that are susceptible to natural or human-induced events or forces capable of impairing the integrity of some or all of those landfill structural components that are responsible for preventing releases to the environment (such as leachate or gas control structures). Criteria categories are:

- Category A – Areas of greatest relative stability due to low slope inclination – dominantly less than 15%.
 - Category B – Areas of relatively stable rock and soil units on slopes greater than 15% containing few landslides
 - Category Bf – Locally level areas within hilly terrain - may be underlain or bounded by unstable or potentially unstable rock materials
 - Category C – Areas of relatively unstable rock and soil units on slopes greater than 15% containing abundant landslides
 - Landslide Area – Areas of lowest relative slope stability; failure and downslope movement of rock and soil has occurred or may occur
5. Flood Hazard, 100-year Flood Plains: Federal regulations (40 CFR 258) prohibit the placement of a landfill within a 100-year flood plain. The hazard from floods is due primarily to potential erosion, washout of waste from the site and restrictions on reducing the water storage capacity of a watershed basin.
6. Seismic Impact Zones: Federal regulations for siting landfills (40 CFR 258) prohibit development of a landfill in seismic impact zones unless it can be proven that all containment structures (leachate collection system, surface water collection system, etc.) have been designed to resist the maximum horizontal acceleration of the earth beneath the site.
7. Annual Precipitation: This criterion measures how much water will need to be contained on the landfill site, both on the surface of the landfill property as runoff and within the landfill as leachate.
8. Erosion Potential: Soil characteristics, slope, and surrounding topography may create conditions that are particularly susceptible to erosion (from rainfall). Erosion results in stormwater runoff having high levels of sediment with the potential for impacting water quality in surface waters. Extensive and costly engineering controls may be required to prevent stormwater runoff, and siltation and sedimentation impacts to nearby surface water.

Administrative

1. Site Capacity/Site Life: A potential site should have at least fifteen years of capacity. Sites with more capacity are ranked higher.
2. Agricultural Land: The General Plan recognizes the importance of agricultural land in the county stating that lands containing agricultural and productive woodland soils should be preserved, and conversion of this land to incompatible residential, commercial, or industrial uses be avoided.
3. Proximity to Existing Uses of Groundwater: Landfill operations have the potential for contamination of groundwater. Therefore, it is important to protect beneficial uses as much as possible by choosing sites located further from these areas.
4. Airport Safety: Federal Aviation Administration Order 5200.5 prohibits the development of landfills within 5,000 feet from a runway used by propeller-driven aircraft and 10,000 from a runway used by jet aircraft.
5. Site Parcel Assemblage: This category compares the various sites as to the ease (availability of information, communications, ease of acquisitions and mitigation) with which the required parcels for the landfill site could be assembled.
6. Ownership/Acquisition Potential: This category compares sites based upon the potential ease with which a selected property might be acquired.

Economic

1. Total Operating Costs: A number of elements would be combined for the total operation costs, including: (1) landfill operation costs (cost of daily and intermediate cover, and operation and maintenance of all landfill access roads and environmental monitoring systems), +(2) leachate treatment and control, (3) gas control, and (4) post-closure costs (maintaining the final cover, surface water management systems, gas control facilities, environmental monitoring facilities and the leachate treatment facilities). For all of these elements, planning level costs for labor, equipment and materials should be estimated and daily operational costs should be considered for the projected life of the selected landfill site.
2. Site Development Costs: These are the capital expenditures at the site including the cost of building the landfill, equipment to begin operations, and other costs of opening a landfill.
3. Transportation Costs: Based upon engineering and economic analysis, the cost of

solid waste transport to each site would be estimated. The estimate for each site would include operation and maintenance costs incurred by the County, municipal haulers, and private/commercial haulers for transport and transfer of solid waste.

4. Parcel Costs: Using the assessed valuations maintained by the county and review of other county records, the purchase price for each potential site will be estimated as appropriate.

6.4.3 Procedural Mechanisms To Assure Use Of Criteria In Siting Solid Waste Disposal Facilities

The preliminary Siting Criteria were adopted by the County and incorporated Cities when they approved the 1996 CoIWMP. In adopting the Siting Criteria in this CoIWMP, the County and Cities confirmed the procedural mechanisms described here that will be used by the public or private entity for siting a new landfill. These procedural mechanisms include a Siting Study, which will refine the siting criteria and provide weighting and ranking factors for the comparative siting criteria with input from the LTF and public. Once into the CEQA process, the Siting Criteria may also have a role in identification and evaluation of alternatives to the proposed project.

6.5 PROPOSED SOLID WASTE FACILITIES

There are no pending applications for a solid waste facility at this time.

6.6 CONSISTENCY WITH COUNTY GENERAL PLAN

There are no current proposals for new or expanded landfills in Sonoma County at this time.

6.6.1 Sites Reserved For Solid Waste Disposal or Transformation Facilities

The Central Disposal Site is currently the only site with a landfill reserved for solid waste disposal in Sonoma County.

6.6.2 Sites Tentatively Reserved For Solid Waste Disposal or Transformation Facilities

There are no sites tentatively reserved for solid waste disposal or transformation facilities in Sonoma County.

6.7 STRATEGIES FOR DISPOSING OF SOLID WASTE IN EXCESS OF CAPACITY WHEN NEW OR EXPANDED SITES ARE NOT AVAILABLE

Due to significant uncertainties, *the County of Sonoma* is not considering in-county disposal at this time, although potential sites for disposal *may* exist within Sonoma County. *Risks* associated with expansion of the Central Landfill have caused in-county disposal to be rejected as the *County of Sonoma's* on-going disposal strategy. *The SCWMA supports a long-term strategy to identify potential in-county disposal sites.*

6.7.1 Short Term Disposal Strategy

Out-of-county disposal contracts are currently in place to ensure sufficient disposal capacity until 2010. The daily tonnage commitment with contracted landfills are detailed in the table below.

Day Type	Days per Year	TPD	Contract Capacity
Weekdays	261	1,750	456,250
Saturdays	52	750	39,107
Sundays	52	300	15,643
		Total	511,000

6.7.2 Medium Term Disposal Strategy

As there are no current plans to establish a new or expand an existing disposal facility in Sonoma County, the County's medium term (2010 - 2022) disposal strategy will consider the following two options:

- Out-of-county disposal with waste transport by truck
- Out-of-county disposal with waste transport by rail

While both options will secure, at minimum, 15 years of disposal capacity through contract(s) which specify maximum allowed daily tonnages, the two options differ in capital investment and level of commitment required by participating jurisdictions. It is therefore necessary that the County work with the Cities to determine which are interested in each option. The selection of truck or rail haul will depend in part on the result of any such agreements between the County, the Cities, and appropriate regulatory agencies.

6.7.3 Waste Transport by Truck

In response to the lack of permitted landfill capacity, the County contracted for out-of-County haul and disposal through three separate companies for a five-year period beginning September 1, 2005.

The County is in a favorable position to haul to out-of-County landfills by truck. The County currently has five transfer stations that allow for transfer of solid waste to trucks to transport the waste to out-of-County disposal sites. Another positive factor is that the County owns the sites and is already permitted to operate these transfer facilities, so no additional site acquisition, regulatory, or permitting activities are anticipated. Although flow control is important for rail haul disposal commitments, it is less critical for the strategy involving truck haul and disposal. Little new capital investment is required for truck haul and the operating costs are more easily reduced should tonnage leave the disposal system.

The potential downside to out-of-County haul and disposal is the risk of losing disposal capacity sometime in the future. Although the County may contract for certain capacity, there is no assurance that this capacity will always be available. Furthermore, landfill options are more limited than with rail haul, as the cost effectiveness of truck hauling declines rapidly as distance from Sonoma County increases.

Contracts between the County, haulers, and landfill owners would secure the County's ability to guarantee disposal capacity and the means with which to transport waste generated within Sonoma

County. The BVA analysis indicates that there is adequate landfill capacity in the Bay Area for the next 15 years (source: Assessment of Long-Term Solid Waste Management Alternatives, BVA).

6.7.4 Waste Transport by Rail

The infrastructure requirements for development of hauling waste by rail (WBR) to out-of County disposal sites generally include the following five components:

- Transfer Station to collect, recover divertible materials, and load residual waste into intermodal containers or consolidate for loading gondola cars
- Local Rail Yard to load intermodal containers or gondola cars on spur track
- Rail Haul for transporting containers or gondola cars over rail lines to the remote rail yard
- Remote Rail Yard to off-load the containers or material in gondola cars to the landfill or transfer vehicles for haul to the landfill
- Landfill for disposal of residual solid waste

While WBR increases accessibility to a larger number of disposal sites than truck hauling, there is significant capital investment required. This necessitates an agreement between a significant number of Cities and the County to share the capital costs, and a long term commitment to WBR in the form of 20 to 25 year contracts with the North Coast Rail Authority (NCRA) and the destination landfill(s). Potential capital investments include the retrofit of existing transfer stations to accommodate the intermodal operating system, the purchase of sufficient intermodal containers to satisfy the disposal needs of Sonoma County, and the development of at least one or more loading stations along the rail line.

In an effort to promote waste diversion and zero waste, special care must be made with regard to tonnage commitments with the destination landfill(s). Agreements will be created with flexibility such that the County's landfill capacity commitments decrease in proportion to the success of our source reduction and recycling programs. Agreements which provide an economic disincentive for waste reduction will be avoided.

6.8 SITING ELEMENT IMPLEMENTATION

6.8.1 Responsible Agencies

Since all solid waste facilities in Sonoma County are currently owned by the County of Sonoma, the Board of Supervisors is the responsible agency for implementing the Siting Element. DTPW will implement the Board's policies by working with the SCWMA, PRMD, LEA, and the LTF.

In the event that a private entity should seek to establish a new or expand an existing landfill, that entity would be required to implement the Siting Element as defined in this CoIWMP. This entity would implement the Board's policies by working with the SCWMA, PRMD, LEA, and LTF.

6.8.2 Implementation Tasks

Should a public entity decide to expand an existing or create a new landfill within Sonoma County, the following task list summarizes the process for achieving the goal of maximizing disposal capacity.

Task 1. Siting Study/Options Evaluations

- a. Siting Study will include the Board of Supervisors adopting the refined Siting Criteria and an environmental and economic consideration of various long-term disposal options.
- b. Screen county for candidate sites and request public nomination of sites.
- c. Apply first round siting criteria to candidate sites, develop ranking, and review criteria application.
- d. Complete first round ranking of sites. It is expected that 8 to 13 sites may be identified at this step.
- e. Second round of screening of sites with field confirmation of significant siting criteria.
- f. Rank sites and recommend 3 to 5 sites as final candidates in report to Board of Supervisors. Board accepts report and gives direction to staff to proceed with preliminary design and CEQA.

Task 2. Preliminary Design

- a. Issue RFP, hold interviews and execute contract for investigation of the final candidate sites. Work will include geotechnical and hydrogeotechnical research and biological reconnaissance of the sites.
- b. Prepare preliminary design including geotechnical and hydrogeotechnical investigation and biological reconnaissance.
- c. Review of preliminary design report and recommendation for selected site.
- d. Prepare final preliminary design report and recommendation for selected site.

Task 3. CEQA

- a. Issue RFP, hold interviews and execute contract for preparation of project level EIR for candidate site(s) and selected alternatives.
- b. Prepare Initial Study, present to the Environmental Review Committee, issue Notice of Preparation (NOP), meet with regulatory agencies, and hold public meetings for input for the EIR.

- c. Prepare Draft EIR (DEIR).
- d. Issue and circulate Notice of Completion (NOC) to open public review period.
- e. Planning Commission holds hearings on DEIR and Final EIR (FEIR).
- f. Board of Supervisors certifies FEIR and adopts the project selecting the best site.

Task 4. Final Design

- a. Prepare final design plans and specifications for first phase improvements.
- b. Bid first phase improvements and award contract.
- c. Complete first phase improvements.

Task 5. General Plan Amendment

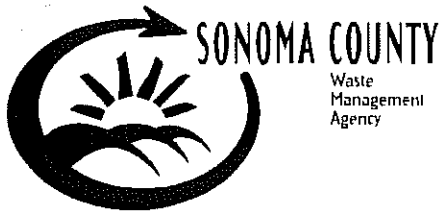
To run concurrent with design and construction. Process general plan amendment to have scheduled site zoned Public/Quasi-Public or other appropriate zoning. Includes hearing before the Planning Commission and Board of Supervisors.

Task 6. Permits

To run concurrent with design and construction. Permitting agencies include the California Integrated Waste Management Board (CIWMB), Regional Water Quality Control Board, Air Quality Management District, and Sonoma County PRMD. Documents submitted to the CIWMB will include a Joint Technical Document, including a Report of Disposal Site Information, Preliminary Closure Plan, and Preliminary Post Closure Maintenance Plan.

6.8.4 Revenue Sources

Funding for the implementation of the Sonoma County Siting Element tasks and all facility siting programs and procedures need to be identified for any proposal concerning solid waste facility siting. *If the County of Sonoma decides to site a new landfill, funds for implementing the Siting Element would come from tipping fees levied at County -owned solid waste facilities. If another public or private entity initiates efforts for a new landfill site, that entity would be responsible for identifying the revenue source(s) for the implementation of the tasks in the Siting Element.*



Agenda Item #: 7.1
Cost Center: Education
Staff Contact: Wells
Meeting Date: 5/16/07

ITEM: New Agreement with Sonoma County University of California Cooperative Extension for Home Composting Education Program

I. BACKGROUND

The Agreement for Composting Educational Services with the Regents of the University of California (UCCE) has been in effect since June 1, 1997. There have been four amendments to the agreement extending the term until June 30, 2007.

At the November 2006 Agency meeting staff was directed to develop a scope of work and return with a draft agreement for Board consideration prior to the expiration of the current agreement.

After meeting with the UCCE staff in March 2007 and discussing the home composting education program and how it might be most effectively performed in the future, the attached Scope of Work for a new agreement was developed.

II. DISCUSSION

Home composting education is listed as an educational program in the ColWMP and the FY 2007-08 Work Plan. The proposed new Letter Agreement is between the Agency and Sonoma County University of California Cooperative Extension ("SoCo-UCCE"). An advantage to the change in the contractual arrangement is the simplification of payment and a greater flexibility in facilitation of the projects. The proposed agreement is for three years and the most significant change from the prior program is the consolidation with the SoCo-UCCE's existing PURE (pesticide use reduction education) program. This will enable the Master Gardeners to address both issues (keeping organics out of the waste stream and reducing environmental pollution from pesticides) in a comprehensive manner, and supporting the Agency's HHW management goals.

III. FUNDING IMPACT

The proposed agreement is for \$49,980 for three years, which is \$16,660 per year and is included in the FY 07-08 work plan and budget. This funding level is the same as the prior agreement.

IV. RECOMMENDED ACTION

Approve Scope of Work and Letter Agreement with Sonoma County University of California Cooperative Extension.

May 3, 2007

To: Ken Wells
Executive Director
Sonoma County Waste Management Agency
2300 County Center Drive, suite B100
Santa Rosa, CA 95403

From: Linda Garcia
Director
Sonoma County UCCE

LETTER AGREEMENT

The Sonoma County University of California Cooperative Extension ("UCCE"), a department of the County of Sonoma, intends to make a technical adjustment to its 2007/08 budget in July 2007, which will remain in subsequent budgets through FY 2010-2011, or as long as this letter agreement ("Agreement") with the Sonoma County Waste Management Agency ("Agency"), a joint powers agency, exists.

Contingent upon UCCE budget approval in July 2007 and subsequent years, and upon Agency budget approval, UCCE agrees to provide the following services to Agency:

1. Provide home composting and pesticide use reduction education ("PURE") information via direct contact with 5,000-10,000 county residents at selected major public events, including, but not limited to, the Sonoma County Fair, Harvest Fair, Home and Garden Show, Cloverdale Citrus Fair, and the Sonoma-Marin Fair for a minimum of 25 event days per fiscal year.
2. Create an educational demonstration garden at the Sonoma County Fair.
3. Provide home composting and PURE information via direct contact with county residents at seven Farmers' markets (Healdsburg, Sebastopol, Cloverdale, Sonoma, Santa Rosa, Windsor, and Petaluma), and Master Gardener Library Series presentations at 6 libraries (Petaluma, Sonoma, Guerneville, Healdsburg, Windsor, and Santa Rosa) for a minimum of 200 Farmers' Market and Library Series days.
4. Distribute 10,000 educational brochures on home composting and PURE including UC Consumer Pest Cards at the events listed in paragraphs 1 and 3 above.

5. Develop a compost bin give-away or discount program in coordination with Agency and evaluate its effect for enhancing organics diversion.
6. Conduct 20 school classroom presentations in Sonoma County, providing written and demonstration materials, for students and teachers.
7. Determine the effectiveness of Master Gardener outreach efforts (landfill tonnage diversion and/or pesticide use reduction) through a short survey sent to at least two hundred people once every three (3) years who have received educational information.

Completion of the above listed services shall be contingent upon acts of nature, volunteer population, accidents or delays beyond UCCE's control. UCCE shall carry and maintain general liability and automobile insurance of at least \$1,000,000 and workers' compensation insurance as required by law. This requirement may be satisfied by a comparable self-insured retention. While performing services pursuant to this Agreement, employees of UCCE shall not be employees of Agency and Agency is not responsible for providing wages, benefits or pensions to UCCE's employees or volunteers.

UCCE shall provide to Agency quarterly invoices based on completion of the above listed services and an annual report of accomplishments. The Agency's Executive Director is authorized to make changes to the above listed scope of work not to exceed \$2,500.00 per year.

For the services listed above, Agency shall pay UCCE sixteen thousand, six hundred sixty dollars (\$16,660) per fiscal year and upon presentation of quarterly invoices. The term of this Agreement shall be three (3) years beginning on July 1, 2007 and ending on June 30, 2010.

Linda Garcia

Sonoma County
UCCE Director

Date _____

Ken Wells

Executive Director

Date _____

Copy: Andy Pickett, CAO Analyst

Home Compost Education / Pesticide Use Reduction Education (PURE) Program Proposal

July 1, 2007 to June 30, 2010

University of California Cooperative Extension - Sonoma County

Program Goals

1. Reduce organic landfill inputs by teaching home composting.
2. Reduce environmental pollution and the need for toxic materials disposal from home gardening products by teaching pesticide use reduction practices.

Scope of Work and Tasks

- Provide home composting and pesticide use reduction education (PURE) information via direct contact with 5,000 - 10,000 county residents at selected major public events such as the Sonoma County Fair, Harvest Fair, Home and Garden Shows, Cloverdale Citrus Fair, Sonoma-Marin Fair, etc. (25 event days per year).
- Create an educational demonstration garden at the Sonoma County Fair.
- Provide home composting and PURE information via direct contact with county residents at seven Farmers' Markets (Healdsburg, Sebastopol, Cloverdale, Sonoma, Santa Rosa, Windsor, and Petaluma), and Master Gardener library series presentations at 6 libraries (Petaluma, Sonoma, Guerneville, Healdsburg, Windsor, and Santa Rosa) (200 Farmers' Market and Library Series days).
- Distribute 10,000 educational brochures on home composting and PURE including UC Consumer Pest Cards at the above events.
- Develop a compost bin give-away or discount program in coordination with the Sonoma County Waste Management Agency (SCWMA) and evaluate its effect for enhancing organics diversion.
- Conduct 20 school classroom presentations, providing written and demonstration materials, for students and teachers.
- Provide a resource desk and phone line to answer composting and PURE questions 5 days per week and 4-6 hours per day. Weekend calls will be handled with an answering machine.
- Collect survey data from people who have received information on home composting and PURE to verify changes in their composting and pesticide use habits. Names and addresses collected 2007-2009, survey conducted 2010.
- Estimate landfill tonnage diversion based on most recent survey data.
- Explore other venues of information delivery at community gatherings where adults and students interact and where Master Gardener volunteers could deliver home composting and PURE information.

Benefits to the Community

Continuation of this project will encourage backyard compost diversion efforts by county residents and fill the need for information about home composting and PURE for three more years. This project will continue to serve as a model for other counties interested in an effective educational program for the reduction of both organics and toxic pesticides going into the waste stream.

Program Methodology

There are four unique aspects to this project:

1. Master Gardener volunteers are under the direction of the University of California Cooperative Extension (UCCE) and connected to UC-based research expertise.
2. Master Gardeners have a broad-based network of community projects and a reputation for providing practical science-based information.
3. The volunteer nature of the program provides multiple in-person contacts for homeowners at a substantially lower cost compared to private contracting.
4. The University of California Cooperative Extension Department provides in-kind contributions to this program through program coordination by Paul Vossen, the Horticulture Advisor; Alameda Stabler, the Office Manager; and Brian Derousseau, the Senior Ag Field Assistant. A core group of about 100 trained volunteers, under the direction of the UCCE Horticulture Advisor, and the Master Gardener Coordinator, will fulfill the tasks of the home compost education and PURE programs.

Background

Compost Program: Since 1993, the University of California Cooperative Extension has provided compost education for county residents with funding from the Sonoma County Waste Management Agency. The first few years of the program focused on training home composters during an hour-long workshop at designated composting sites equipped with raw materials, various bin designs, and finished compost. As attendance diminished at these workshops, even with good publicity, the primary focus shifted to providing information and shorter presentations and educational booths at well attended public events.

In the last twelve years, the program reached 200,000 residents with composting brochures, bin distribution programs, educational booths at large public events, library talks, farmers market booths, seminars, and by providing a resource desk for call-in questions in Santa Rosa and Sonoma. Additionally, over the last three years, almost 6,000 school children were contacted at school classroom presentations (25-30 students per class).

Three years of survey results (1994-97) documenting home composting by trained workshop and educational event participants provided the early benchmark for tonnage diversion. Almost 70% of workshop contacts began or increased composting and reduced their input into the waste

stream by 19.5 gallons per household per month. Additional survey results with a post card survey mailed to 250 county residents that had received information on composting from Master Gardeners in 2004, indicated that many people had increased or started composting. From the responses we received, we estimated that about one-quarter (23.2%) of those, who had received information on composting, started or increased their composting. Those respondents indicated that on average they were composting almost 1 gallon (0.92 gallons) of kitchen waste and almost 4 gallons (3.68 gallons) of yard waste per month. Additionally, almost one-third (29.7%) of the survey respondents indicated that on average they were diverting 13.8 gallons per month of organic materials into the curbside pick-up containers.

PURE Program: Toxic waste disposal and water quality problems presented by residential pesticide usage runoff are a source of continuing concern. By educating consumers about alternatives, we provide them with many options for pest management that reduce or eliminate toxic runoff and the need for specialized disposal of unused product. Once people are aware of the bigger picture surrounding pesticide use, they are more likely to make environmentally friendly decisions.

The Pesticide Use Reduction Education (PURE) Project was started in the fall of 2000 to conduct public outreach on the topic of pesticides and water pollution. Using the Sonoma County Master Gardeners' extensive network of outlets, such as library seminars, farmers' markets, community garden workshops, the Information Desk, and fairs of all sizes, PURE reaches local residents with practical advice on reducing pesticide use through integrated pest management (IPM) concepts. PURE was recognized in 2003 by the California Department of Pesticide regulation as an IPM Innovator for its accessible and creative approach to IPM education.

Over the years, volunteer Master Gardener trainers have received extensive training on how to conduct PURE public workshops. These PURE trainers then teach our practical B-U-G-S approach to the principles of IPM (B—Be sure you know what the problem is, U—Use common sense. Is it really a problem? G—Get physical! Try traps, barriers, water sprays, natural enemies, etc., and S—Substitute less-toxic products) as specific solutions to common pest problems. Project implications for water quality and environmental contamination are taught to the Master Gardeners who then pass this information on to home gardeners. The UC consumer pest management handouts are made available at all Master Gardener public events, and we are now offering the UC Consumer Pest Cards as well. Created in collaboration with the UC Statewide IPM Program, the pest cards are colorful, convenient and informative, incorporating the latest UC research.

In its fifth year, the PURE demonstration garden at the Sonoma County Fair delighted and enlightened fairgoers. As always, the demonstration gardens showcased the principles of IPM, water conservation, appropriate plant selection, composting and habitat gardening. Our informational kiosk made all the pest management fact sheets available, in Spanish as well as English.

Budget – Three Years (7-1-2007 to 6-30-2010)

HOME COMPOST EDUCATION AND PURE PROGRAM BUDGET FOR EACH YEAR AND THREE YEAR TOTAL JULY 1, 2007 TO JUNE 30, 2010				
	<i>Year 2007-08</i>	<i>Year 2008-09</i>	<i>Year 2009-10</i>	<i>2007 to 2010</i>
<i>Project Coordinator (15%) with benefits</i>	\$11,560.00	\$11,560.00	\$11,560.00	\$34,680.00
<i>Supplies</i>	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00	\$ 6,000.00
<i>Printing</i>	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00	\$ 7,500.00
<i>Travel</i>	\$ 600.00	\$ 600.00	\$ 600.00	\$ 1,800.00
<i>Total</i>	\$16,660.00	\$16,660.00	\$16,660.00	\$49,980.00

Supplies include: worm boxes - worms - delivery, composting and vermicomposting handouts, PURE handouts, publicity signs for events, materials for developing a fair demo garden, other composting materials for demonstrations, and mailing of surveys. Printing covers the cost of surveys and brochures: *Recycling Tips for Gardeners, Composting Matters, Abono Natural, Worm Composting, Home Composting in Sonoma County, Shepherd's Home Composting Guide, Worm Digest, Putting Worms to Work, and some PURE/IPM brochures.*

In-Kind Contributions from UCCE

- UCCE Farm Advisor (oversight) \$ 8,640.00
- UCCE (fiscal accounting & administration) \$ 9,502.36
- Office & office supplies (copier, desk, phone, internet & misc.) \$ 1,890.07
- Computer support \$ 511.53

In-Kind Yearly UC Contributions \$ 20,543.96

Three Year Total for In-Kind UC Contributions \$ 61,631.88

Adjustments

Three-year program funding is beneficial for planning and coordination from both agencies. Some flexibility may be necessary if there is a need to divert work into new areas. Coordination with the SCWMA staff is necessary for the development and implementation of a compost bin give-away or discount project. Adjustments within the three year program can be made between the Waste Management Agency Director (Ken Wells) and UC Cooperative Extension Sonoma County Farm Advisor (Paul Vossen).

Contacts

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Deborah Curle - University of California Cooperative Extension - Master Gardener Coordinator

133 Aviation Blvd., Suite 109

Santa Rosa, CA 95403

Phone: (707) 565-2621 Fax: (707) 565-2623 Email: dcurle@ucdavis.edu

Linda Garcia - University of California Cooperative Extension - Director

133 Aviation Blvd., Suite 109

Santa Rosa, CA 95403

Phone: (707) 565-2621 Fax: (707) 565-2623 Email: lgarcia@ucdavis.edu

Allie Stabler - University of California Cooperative Extension – Office Manager

133 Aviation Blvd., Suite 109

Santa Rosa, CA 95403

Phone: (707) 565-2621 Fax: (707) 565-2623 Email: aestabler@ucdavis.edu

RESOLUTION NO.: 2007-

DATED: May 16, 2007

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY
("AGENCY") AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN THE LETTER
AGREEMENT FOR COMPOSTING EDUCATIONAL SERVICES WITH THE SONOMA
COUNTY UNIVERSITY OF CALIFORNIA EXTENSION ("CONTRACTOR").

WHEREAS, Agency and Contractor entered into that certain Letter Agreement
for Composting Educational Services dated as of May 16, 2007(hereinafter referred to
as the "Agreement") in order to perform ongoing public education services; and

WHEREAS, Agency agrees the term of Letter Agreement shall be three (3) years
beginning on July 1, 2007 and ending on June 30, 2010;

NOW THEREFORE, BE IT RESOLVED that the Sonoma County Waste
Management authorizes the Executive Director to sign an amendment with the Sonoma
County University of California Extension, in a not-to-exceed amount of \$49,980.

MEMBERS:

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

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

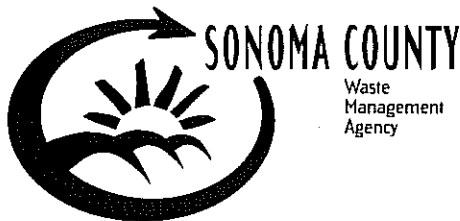
SO ORDERED.

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 #: 8.1
Cost Center: HHW
Staff Contact: Wells
Agenda Date: 5/16/07

ITEM: Extension of Clean Harbors Agreement

I. BACKGROUND

The Agency entered into an Agreement for Operation of Household Hazardous Waste Programs in June 2002 with Teris. The Agreement had a term of three years following notification to open the HHW facility, with an option to extend for an additional two years. The notice to open, sent December 2004, defined the effective start of the Agreement as January 6, 2005.

In a letter dated May 4, 2006, Teris (dba MSE Environmental) announced its intention of selling its North American operations to Clean Harbors. The assignment of Teris (dba MSE) to Clean Harbors was completed in August 18, 2006, with Clean Harbors assuming all terms and conditions of the agreement for operation of the SCWMA's Household Hazardous Waste program.

II. DISCUSSION

The Agreement with Clean Harbors is due to expire in January 2008. At the February 2007 Agency meeting, staff was directed to begin negotiations for a two year extension and for lower the contract costs with the extended term. Staff met with a representative of Clean Harbors (Curt Lock) with this request on March 6, 2007.

The original agreement Article 3. Term of Agreement, Section 3.2 Option to Extend the Term. States "Agency and Contractor, upon mutual written agreement, shall have the option to extend the term of this Agreement for an additional two (2) years on all the same terms including compensation."

The attached letter from Clean Harbors indicates that Clean Harbors is willing to extend the term of the Agreement as provided in the original Agreement but is not offering any reductions for contract costs, as requested by the Board in February.

Agency staff subsequently discussed with Clean Harbors potential changes to the HHW program fees to align revenues more closely with expenses as directed by the Board at the March 2007 meeting as a part of the HHW Program Evaluation recommendations. These discussions have identified potential fee revisions for CESQG, load checking and the Toxic Rover services that would reduce the overall cost of the HHW program by a few percent.

III. FUNDING IMPACT

Funding for the HHW services contract under the current rates is included in the draft FY 07-08 budget. Although Clean Harbors did not offer any lower contract costs, the extension of the agreement under existing terms would keep current disposal fees from increasing as experienced by other Clean Harbors clients. Increasing CESQG, load checking and the Toxic Rover service fees would reduce the overall HHW program expense to the Agency.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends direction from the Board to return with an amendment to the HHW program contract with Clean Harbors to extend the term for two years and to include revised service fees for CESQG, load checking and the Toxic Rover.

V. ATTACHMENTS

Letter from Clean Harbors Environmental Services dated April 5, 2007.



Clean Harbors Environmental Services, Inc.
1030 Commercial Street
Suite 107
San Jose, CA 95070
408.451.5000
www.cleanharbors.com

Date: April 5, 2007

To: Ken Wells, Agency Director

RE: Contract Extension

Mr. Wells:

Per our meeting on March 6, 2007 there was a verbal commitment made to the Agency to extend the current HHW contract. It was understood by Clean Harbors Environmental Services (CHES) that the Agency was interested in price reduction possibilities. Unfortunately after price analysis and the rising cost of business CHES can not offer any pricing reductions for the extension of this contract.

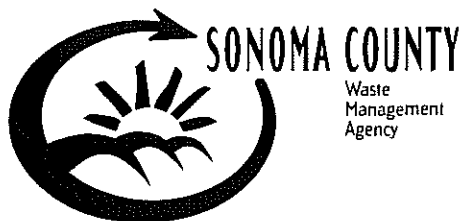
CHES would still like the opportunity to extend the contract and continue providing the Agency with our services. With the rising operations costs in the market most contractors are raising rates to all customers. CHES would like to offer the agency the current contract pricing, with no increases, if there is a decision made to extend.

Thank you for allowing Clean Harbors the opportunity to provide this proposal to you. If you have any questions please contact me at 408-592-2585 or lock.curt@cleanharbors.com.

Sincerely,

A black rectangular box redacting the signature of Curt Lock.

Curt Lock
HHW Regional Specialist, Clean Harbors Environmental Services, Inc.



Agenda Item #: 8.2
Cost Center: HHW
Staff Contact: Wells
Agenda Date: 5/16/07

ITEM: Second Amendment to Agreement with C2 Alternative Services to Audit Oil Recycling Centers and Coordinate Oil Recycling Publicity and Programs

I. BACKGROUND

In May 2003, the Agency entered into an agreement with C2 Alternative Services (Contractor) to do the following work:

- conduct CIWMB required site visits of oil recycling centers
- gather CIWMB required used oil collection data
- conduct public education campaigns as defined during the contract term
- maintain existing used oil recycling education programs (Eco-Desk voice mail boxes, 1-800-Cleanup, Recycling Guide)
- serve as liaison with oil recycling centers, e.g., trouble-shoot, assist with CIWMB paperwork, re-certify centers, keep centers stocked with signs and flyers, develop and distribute logos, etc.
- attend workshops and meetings upon request by Agency staff

This agreement term was for three years with optional annual extensions. The first amendment to the agreement was approved May 2006, extending the term to June 30, 2007.

II. DISCUSSION

The Scope of Work (Exhibit A) has been modified to include implementation of various tasks that have been developed in prior years. One additional task will be for the Contractor to receive and pay bills for oil filter collection from participating used oil collection centers, a more efficient method for handling this administrative task. Contractor will continue with all work required by the conditions of the Used Oil Block Grant. The proposed work is in the approved SCWMA FY 07-08 Work Plan. Staff has been very satisfied with the quality of this Contractor's performance and recommend continuing the relationship.

The Payment Terms Schedule (Exhibit B) has been modified for the first time since the inception of this agreement in 2003. The changes are in the billing rates for staff time. The principals will increase from \$80 per hour to \$85. Staff billing will change from \$30 per hour to \$35. Material costs, including collection of filters from used oil collection centers, will be passed through without markup.

III. FUNDING IMPACT

The amended Agreement will continue to be funded with California Used Oil Block Grant funds. The budgeted amount for this extension is \$62,825 (increased from \$59,550), which is included in the FY 07-08 HHW Professional Services budget. Due to the efficient and thorough performance of the Contractor, there is minimal Agency staff time required for contract administration.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends extending the Agreement with the Contractor until June 30, 2008 with the amended Scope of Work and Payment Terms Schedule. An alternative would be to issue an RFP for this work, although staff is unaware of any consultants in the area performing this work. Use of Agency staff for this work would require leaving other tasks undone. If the work is not performed, the Agency would not satisfy the requirements of the grant and would lose this funding source. As the contract value is greater than \$50,000, a unanimous vote is required for approval.

V. ATTACHMENTS

Second Amendment to Agreement with C2 Alternative Services to Audit Oil Recycling Centers and Coordinate Oil Recycling Publicity and Programs

SECOND AMENDMENT TO AGREEMENT WITH C2 ALTERNATIVE SERVICES
TO AUDIT OIL RECYCLING CENTERS AND COORDINATE OIL RECYCLING
PUBLICITY AND PROGRAMS

This Second Amendment (the "Amendment"), dated as of _____, 2007, is by and between the Sonoma County Waste Management Agency ("Agency"), a joint powers agency and C2 Alternative Services ("Contractor"). All capitalized terms used herein shall, unless otherwise defined, have the meaning ascribed to those terms in the existing agreement.

R E C I T A L S

WHEREAS, Agency and Contractor entered into that certain Agreement to audit oil recycling centers and coordinate oil recycling publicity and programs dated as of May 21, 2003 ("Agreement"); and

WHEREAS, the Agreement allows for annual extensions upon mutual agreement; and

WHEREAS, on May 17, 2006, Agency and Contractor extended the Agreement to expire on June 30, 2007; and

WHEREAS, Agency needs auditing and publicity services during Fiscal Year 07-08; and

WHEREAS, Agency is satisfied with services provided by Contractor.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

A G R E E M E N T

1. Section 1. Exhibit A, Scope of Work is replaced in its entirety with a new Exhibit A, Scope of Work, for FY 2007-08.

2. Section 2. Exhibit B, Payment Terms, is hereby replaced in its entirety with a New Exhibit B, Payment Terms and Schedule for FY 2007-08.

3. Section 3 of the Agreement is hereby deleted in its entirety and replaced with the following language:

"The initial term of this Agreement shall commence on July 1, 2003 and end on June 30, 2008, with annual extensions upon mutual agreement unless terminated earlier in accordance with the provisions of Article 9, below."

AGENCY AND CONTRACTOR HAVE CAREFULLY READ AND REVIEWED THIS AMENDMENT AND EACH TERM AND PROVISION CONTAINED HEREIN AND, BY EXECUTION OF THIS AMENDMENT, SHOW THEIR INFORMED AND VOLUNTARY CONSENT THERETO.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment the day and year first above written.

Agency "Agency": Sonoma County Waste Management

By: _____
Dell Tredinnick, Chair

"Contractor": C2 Alternative Services

By: _____
Connie Cloak, Owner

APPROVED AS TO FORM FOR AGENCY:

Agency Counsel

APPROVED AS TO SUBSTANCE FOR AGENCY:

Agency Executive Director

**EXHIBIT A
SCOPE OF WORK
FY 2007-08**

C²: Alternative Services shall assist Sonoma County Waste Management Agency staff to accomplish the goals of the Used Oil Recycling Program, which is funded under a Block Grant from the California Integrated Waste Management Board (CIWMB). The tasks to be addressed include:

- site visits and data gathering for certified collection centers in Sonoma County, as required by CIWMB
- assist centers with various aspects of the program
- publicity & education on recycling of used oil and filters
- liaison with related programs
- assist with reporting requirements to CIWMB

Task I. Site Visits to Used Oil Collection Centers

Anonymous field audits of oil recycling centers. The goals are to learn how well collection centers are serving the do-it-yourself public, and to determine compliance with requirements of the CIWMB, such as signage and offering the rebate for used oil.

Sub-tasks:

- A. Use existing methodology, utilizing local car club volunteers.
- B. Conduct visits
- C. Compile results.
- D. Inform the centers of results with individual letters and follow-up as needed.
- E. Problem-solve to correct issues observed during visits.

Task II. Gather Data from Used Oil Collection Centers.

Interview managers of all collection centers by phone and/or in person, and collect and tabulate log forms where available. Goals are to learn of any questions or issues managers need help with; to complete information gathering required by the CIWMB; and to determine the quantity of oil and oil filters collected from the do-it-yourself public. This will also include gathering information from public-sponsored programs. Two additional questions may be added to the survey as agreed with Agency staff.

Sub-tasks:

- A. Conduct phone interviews and/or site visits.
- B. Follow-up on any issues or questions.
- C. Compile results of interviews.

Task III. Liaison for Related & Regional Programs

Examples include but are not limited to: 1) Local storm-water programs; 2) regional Spanish-language and English-learner outreach; 3) curbside oil and filter recycling; and 4) others as they arise. Attend meetings, plan coordinated efforts and allocate budgets subject to approval.

Task IV. Program Publicity

Inform the do-it-yourself public of the importance of recycling used oil and filters and of the locations of used oil collection centers. Audiences may include government and commercial fleet managers (for outreach on re-refined oil); and targeted groups such as high school students; Spanish-speaking or other ethnic resident groups; boaters; multifamily residents; etc.

Sub-tasks:

- A. Maintain accurate information for existing outreach efforts including the Eco-Desk recorded information (English and Spanish), Recycling Guide, and 1-800-CLEANUP hotline.
- B. Develop outreach program ideas such as media releases, ads in local publications, high school programs, special interest groups etc. Research issues and costs and make recommendations.
- C. Implement outreach programs, subject to approval. Utilize existing materials wherever possible.

Task V. Serve as Primary Contact for Collection Centers

Work with collection center managers to resolve questions, issues, and problems. Examples include illegal after-hours dumping of oil, contaminated oil, confusion regarding requirements and procedures of the CIWMB, etc.

Sub-tasks:

- A. Maintain contact with center managers; make sure they know who to call for help.
- B. Answer questions and concerns that arise during interviews or as initiated by center managers.
- C. Assist any new or prospective centers with logistics. This may include developing new centers, including researching needs for new equipment, etc.
- D. Provide centers with contamination detectors ("sniffers"), signs, and other program materials as needed.
- E. Contact each certified collection center as it becomes due for re-certification to provide assistance and answer questions and concerns.
- F. Keep centers stocked with Recycling Guides and information on the HHW permanent facility, to provide information on management of contaminated oil and oil filters.
- G. Maintain the program to assist certified centers to obtain rebates from the CIWMB. This includes sending participating centers a rebate form each quarter, answering questions and seeking information from CIWMB on their behalf.
- H. Receive and pay bills for oil filter collection and recycling from participating used oil collection centers.

Task VI. Workshops and Meetings**Sub-tasks:**

- A. Meet with Agency staff as needed, by phone and in person.
- B. Attend informational workshops and meetings sponsored by the CIWMB and others where information relevant to oil recycling is being disseminated.

Task VII. Reporting**Sub-tasks:**

- A. In addition to reports documenting specific tasks, draft portions of the Agency's Annual Report and Progress Reports required by the CIWMB related to performed work, as requested by staff.
- B. Maintain records including time logs, receipts, etc. as required by CIWMB.

Exhibit B
Payment Terms Schedule
FY 2007-08

Agency shall pay Consultant the following amounts upon completion and acceptance of stated tasks and receipt of deliverables that coincide with said tasks set forth in Exhibit A to the Agreement. Agency shall withhold ten percent (10%) retainer on all payments. Retainer shall be released upon satisfactory completion of the services set forth in Exhibit A at the end of each fiscal year.

Payments shall be made to Consultant by Agency within thirty (30) days after receipt of an invoice and upon the approval by Agency's contract manager that tasks and submittals are acceptable.

All payment requests shall be directed to:

Lisa Steinman
Sonoma County Waste Management Agency
2300 County Center Dr., Rm. 100B
Santa Rosa, CA 95403

All tasks shall be billed as percent complete of lump-sum budgets as detailed in the budget table below. Time shall be billed by C2: Alternative Services principals Connie Cloak & Chris Carrieri at \$85 per hour. Staff time for tasks such as event outreach and clerical tasks shall be billed at \$35 per hour.

Material costs for large items such as printing, advertising, display materials, etc. will be incurred only with prior approval and within the budget limits. Material costs including collection of filters from used oil collection centers will be passed through without markup.

Expenses include mileage and other travel expenses as allowed by CIWMB grant requirements, fax at \$1 per page, copies at \$0.10 per page, color copies at \$1 per page, phone, postage, and incidentals at cost.

BUDGET TABLE FY 2007-2008		
Task	Total 07-08	Total each year 03-06
I. Site Visits to Centers	\$5,250.00	\$5,250.00
II. Gather Center Data	\$4,500.00	\$4,500.00
III. Liaison	\$2,375.00	\$2,250.00
IV. Targeted Outreach Campaign (s)	\$37,900.00	\$37,100.00
V. Serve as Primary Contact for Centers	\$6,500.00	\$4,500.00
VI. Workshops & Meetings	\$2,375.00	\$2,250.00
VII. Reporting & Administration	\$3,925.00	\$3,700.00
Total	\$62,825.00	\$59,550.00



Agenda Item #: 9.2
Cost Center: Yard/Wood
Staff Contact: Wells
Meeting Date: 5/16/07

ITEM: Compost Site Relocation Justification

I. BACKGROUND

At the March 2007 Agency meeting, the Board requested that the County provide a written explanation for the need to relocate the composting program currently operating at the Central Disposal Site. The attached letter is in response to that request.

II. FUNDING IMPACT

This is an informational item and there is no funding impact.

III. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

This is an informational item and there is no action requested.

IV. ATTACHMENT

Letter from County describing the need to relocate the composting program.

COUNTY OF SONOMA
DEPARTMENT OF TRANSPORTATION
AND PUBLIC WORKS
2300 COUNTY CENTER DRIVE, SUITE B-100
SANTA ROSA, CALIFORNIA 95403

David D. Knight, Director



AREA CODE (707)

ROADS 565-2231
TRANSIT 585-7516
REFUSE 565-7940
AIRPORT 565-7243
AIR POLLUTION 433-5911
FAX 565-2620
www.sonomacountypublicworks.com

May 2, 2007

Sonoma County Waste Management Agency
c/o Mr. Ken Wells, Executive Director
2300 County Center Dr., Suite B100
Santa Rosa, CA 95403

Re: Discussion of Justification for Compost Program Relocation

At the March 2007 Agency meeting, the Board requested that the County provide a detailed explanation for the need to relocate the composting program currently operating at the Central Disposal Site. This letter is provided to address that request.

It is necessary to relocate the current composting operation off the Central Landfill for several reasons:

- When the SCWMA's yard debris composting and wood waste processing program was established in 1993 it was intended to be a temporary location and was sited on top of interim cover over landfilled refuse. This location restricts access to about 2.0 million cubic yards of disposal capacity, or over three years of capacity at current disposal rates.
- Relocation of the composting program allows access to this disposal capacity and for the potential divestiture of the landfill to any other entity wishing to use that capacity for refuse disposal.
- There is no other location on the 400-acre Central Disposal Site property (that is not landfill) that provides appropriate and adequate space for a composting operation.
- Relocation of the composting program responds to requests from the North Coast Regional Water Quality Control Board staff to move the operation to address their concerns about the water quality impacts from the nutrients present in the stormwater that comes off the composting site.
- If the landfill site is formally closed with no further landfilling activity, the composting operation prevents access necessary to install the multi-layer system of soils and geosynthetics used for the final closure and capping of the site.

Please do not hesitate to contact me if you have any further questions.

DAVID D. KNIGHT, DIRECTOR
DEPARTMENT OF TRANSPORTATION AND PUBLIC WORKS

[REDACTED]
Susan R. Klassen, Deputy Director
Transportation/Operations

SRK:mjt:l:\Letters\07Klassen\LTR to SCWMA - Compost Relocation.doc

c: Dave Knight
Jim Andersen