

**SONOMA COUNTY WASTE MANAGEMENT AGENCY**

June 20, 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 ITEMS 6.3, 7.1\*\*\***

<u>ITEM</u>	<u>AGENDA</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 May 16, 2007 2007-010 Approving the Third Amendment to the Agreement for AB 939 and HHW Facility Services by and Between the Agency and the City of Petaluma. 2007-011 Approving the Second Amendment with C2 Alternative Services to Audit Oil Recycling Centers and Coordinate Oil Recycling Publicity and Programs.	
4.	Public Comments	
<u>CONSENT</u> (w/attachments)		Discussion/Action
5.1	Minutes of May 16, 2007	
5.2	Agreement with the City of Santa Rosa in Marking Catch Basins on Private Property	Discussion/Action

**REGULAR CALENDAR**

**HOUSEHOLD HAZARDOUS WASTE**

6.1	RFP for HHW Program Expansion Study [Carter] (Attachment)	Discussion/Action
6.2	Universal Waste E-Waste Collection Presentation [Wells]	Discussion/Action
6.3	The Fifth Amendment to Agreement between Sonoma County Waste Management Agency and Clean Harbors El Dorado, LLC for Operation of the Household Hazardous Waste Program [Steinman](Attachment)	<b>Unanimous Vote</b>

- |     |  |                   |
|-----|--|-------------------|
| 6.4 | Agreement with VBN Architects for the HHW Building Canopy Extension at the Central Disposal Site.<br>[Wells](Attachment) | Discussion/Action |
|-----|--|-------------------|

**ADMINISTRATION**

- |     |   |                       |
|-----|---|-----------------------|
| 7.1 | Approval of Final FY 2007-08 Budget<br>[Fisher](Attachment) | <b>Unanimous Vote</b> |
|-----|---|-----------------------|

**PLANNING**

- |     |   |                   |
|-----|---|-------------------|
| 8.1 | Update on ColWMP Revision<br>[Carter](Attachment) | Discussion/Action |
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**EDUCATION**

- |     |   |                   |
|-----|---|-------------------|
| 9.1 | New UCCE-Sonoma County Agreement<br>[Wells](Attachment) | Discussion/Action |
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**COMPOSTING/WOOD WASTE**

- |      |                        |  |
|------|------------------------|--|
| 10.1 | Compost Program Update |  |
|------|------------------------|--|

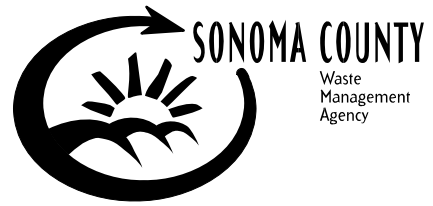
- 11. Boardmember Comments
- 12. Staff Comments
- 13. Adjourn

**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:** JUNE 20, 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 May 16, 2007 SCWMA meeting.

5.2) Agreement with the City of Santa Rosa in Marking Catch Basins on Private Property

There is an ongoing project with the City of Santa Rosa to place labels next to storm drains to inform people that the water going into the drains goes directly into a waterway. The project is funded with Used Oil Block Grant funds because a major pollutant is oil from roadways or people using the drains to dispose of used oil from their motor vehicles. The Used Oil Block Grant funds are from the California Integrated Waste Management Board (CIWMB) and administered by the Agency. To date, the labeling project has been used on public streets at the curb inlets. There is no direct funding impact to the Agency. \$20,000 of the Used Oil Block Grant funds have been designated for this purpose from UBG11-05-0019. **Recommended Action: Staff recommends approving the Agreement to Participate with the City of Santa Rosa in Marking Catch Basins on Private Property. The alternative would be to spend the grant funds on current projects.**

### **REGULAR CALENDAR**

#### **HHW**

6.1) RFP for HHW Program Expansion Study Staff is proposing a two-phased approach to examining additional HHW collection facilities in Sonoma County. Phase one would consist of determining facility feasibility, while phase two would encompass the majority of the design, public and local government feedback, CEQA analysis, and permitting of the proposed HHW facilities. Staff will return to the Board for direction to proceed with further work at the end of phases one and two. **Recommended Action: Staff seeks direction from the SCWMA Board to solicit proposals and return to the Board with a contract to study the feasibility, design, and permitting of additional HHW collection facilities in Sonoma County.**

6.2) Universal Waste Management E-Waste Collection Presentation A company called Universal Waste Management has contacted various Sonoma County jurisdictions about setting up e-waste recycling collection events that would be sponsored by that city. Their marketing person, Scarlet Garcia, has asked to describe their proposal to the Agency members at the June 2007 meeting. It seems that it would be beneficial to discuss the UWM proposal with all cities at an Agency meeting to see how it might best fit with our existing e-waste recycling program and consider how we'd like to deal with this opportunity.

Additional background info: The state funding from SB20/50 that is available for e-waste recycling has created a bit of a "feeding frenzy" with private companies that are organizing and holding these events. In discussions with our existing e-waste contractor, ECS Refining, they indicated that although they aren't happy that they'd lose this

material, these events aren't their primary business approach and understand/accept that we'd like to offer our residents more e-waste recycling opportunities than only at the County disposal sites. Also, another negative impact is on Goodwill Industries, an organization that we've partnered with in the past that is also willing to hold these events for a city and they also accept other reusable items as well, but, they wouldn't give us any money for their service like UWM would. And Goodwill uses the state money from accepting e-waste to help our local community with their training programs. And there are other companies (like the Computer Recycling Center) here in the county that take e-waste. However, if we decline to work with UWM, they will likely hold the collection events with other sponsors and the Agency and cities would get no financial benefit at all. **Recommended Action: Three potential responses to this proposal include: 1) each city can work w/ UWM (if they desire) individually and work out the program details (we understand that the City of Sonoma recently held an event with UWM and we can get a report on that event), or 2) the Agency staff can coordinate w/ UWM for all Agency members that would like to have collection events (and the SCWMA will keep the revenue to offset our other HHW program expenses) and we'll schedule the events to everyone's advantage, or 3) the Agency and cities can decline to partner with UWM, and UWM will hold events as they wish.**

- 6.3) The Fifth Amendment to Agreement between Sonoma County Waste Management Agency and Clean Harbors El Dorado, LLC for Operation of Household Hazardous Waste Program As discussed in more detail in the attached staff report, during the May 16, 2007 Agency meeting the Board directed staff 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.

**Recommended Action: Adopt Resolution to approve the Fifth Amendment to the Agreement with Clean Harbors El Dorado, LLC and to authorize the Chair to execute the Fifth Amendment to the Agreement on behalf of the Agency. UNANIMOUS VOTE.**

- 6.4) Agreement with VBN Architects for HHW Building Canopy Extension at the Central Disposal Site As discussed in the attached staff report, the Sonoma County Household Hazardous Waste Program Benchmarking and Program Evaluation included suggestions for modifications to the HHW building at the Central Disposal Site, including extension of the canopy. At the March 21, 2007 Agency meeting staff was given direction to solicit proposals and return to the Board with a contract with a consultant to prepare construction documents to extend the canopy of the existing facility. The Agency has received a proposal from VBN Architects, a company already working with the County of Sonoma at the Central Disposal Site, to perform this work for a fee of \$11,100. Staff is proposing to add \$2,900 to the agreement for contingencies, bringing the total value of the agreement to \$14,000. **Recommended Action: Adopt the Resolution to approve the Agreement for Services between the Agency and VBN Architects and to authorize the Chair to execute the Agreement on behalf of the Agency.**

## **ADMINISTRATION**

- 7.1) Approval of Final Budget FY 2007-08 Budget At the April 18, 2007 Agency meeting staff was directed to prepare a final FY 07-08 budget for approval at the June 2007 meeting based on the draft budget unanimously approved at the April 2007 Agency meeting. **Recommended Action: Staff recommends that the Board approve the Final FY 07-08 Budget. UNANIMOUS VOTE.**

## **PLANNING**

- 8.1) Update on ColWMP Revision As the enclosed staff report explains, at the May 2007 Agency meeting the Board gave staff direction to issue an RFP and return with a contract for a consultant to assist with preparation of a CEQA document to address the

revisions to the Goals, Objectives, and Policies and Siting Element chapters of the Sonoma ColWMP. At the same meeting, in a separate action, the Board directed the LTF to revise the Household Hazardous Waste Element (HHWE) chapter of the ColWMP to allow for more than one permanent HHW collection facility. At this meeting staff will report on the status of the LTF HHWE revision and its potential for inclusion in the contract to update the ColWMP. **Recommended action: There are three potential recommended actions, depending on the outcome of the June 14, 2007 LTF meeting:**

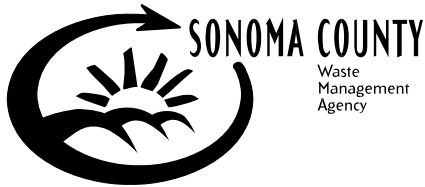
- If the LTF approves the HHWE revision without alteration, staff recommends the Board review the revised language, and if acceptable, authorize staff to extend the scope of the ColWMP revision RFP to include the HHWE revision;
- If the LTF approves the HHWE revision with alterations, staff recommends the Board consider those changes and, if acceptable, authorize staff to extend the scope of the ColWMP revision RFP to include the HHWE revision, or;
- If the LTF does not approve the HHWE revision at the June 14 meeting, staff will return at a future Board meeting to present the LTF-recommended HHWE revision.

## **EDUCATION**

- 9.1) New UCCE-Sonoma County 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 the Resolution to authorize the Executive Director to execute the Letter Agreement with University of California Cooperative Extension - Sonoma County.**

## **COMPOSTING/WOOD WASTE**

- 10.1) Compost Program Update Staff will update Board members on the status of the composting program for yard debris and wood waste. Compost reports for the first quarter of 2007 are included in the packet. Compost allocations for the first quarter of 2007 will be provided at the meeting. **No action requested.**



Item #5.1

### MINUTES OF MAY 16, 2007

The Sonoma County Waste Management Agency met on May 16, 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	Linda Huntley
City of Sebastopol	Dave Brennan
City of Sonoma	Steve Barbose
County of Sonoma	Susan Klassen
Town of Windsor	Christa Johnson

#### **STAFF PRESENT:**

Executive Director	Ken Wells
Counsel	Janet Coleson
Staff	Charlotte Fisher
	Patrick Carter
	Karina Chilcott
	Lisa Steinman
Recorder	Elizabeth Koetke

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

#### CONSENT

- 5.1 **Minutes of April 18, 2007**  
Motion to approve the minutes was made by Steve Holsinger, Cloverdale, and seconded by Susan Klassen, County of Sonoma. Motion approved.
- 5.2 **Extension of City of Petaluma Agreement for Agency Services**  
Motion to approve the Agreement was made by Vince Marengo, Petaluma, and seconded by Linda Huntley, Rohnert Park. Motion approved.
- 5.3 **Third Quarter Financial Report for FY 06-07**  
Motion to approve was made by Susan Klassen, County of Sonoma, and seconded by Vince Marengo, Petaluma.

Dave Brennan, Sebastopol, commented that the HHW budget appeared to have revenues in excess of expenses and he suggested having a discussion at the end of the fiscal year as to whether the fund balance is excessive.

Susan Klassen, County of Sonoma, noted that the Fee Schedule for County disposal sites had been submitted, with the Agency's \$0.90/ton tipping fee surcharge increase, for a scheduled Public Hearing on June 19 and would be difficult to change at this point in time.

Ken Wells added that the favorable balance was due to the new contract for E-waste recycling. With the old agreement, the Agency was paying \$0.13/ton to dispose of e-waste and with the new contract the Agency is being paid \$0.26/ton. Ken suggested that a review of the HHW budget could be included at the August or September meetings during technical adjustments for the FY 2007-2008 budget. The year-end calculations will be complete at that time and this would allow for more accurate accounting of the reserve funds. **Motion approved.**

**5.4 HHWE Amendment**

At the request of the Executive Director, Ken Wells, this item was moved from the consent calendar to item 8.0 on the regular calendar.

**5.5 FY 05-06 Financial Audit**

**Motion to approve was made by Susan Klassen, County of Sonoma, and seconded by Vince Marengo, Petaluma. Motion approved.**

REGULAR CALENDAR

PLANNING

**6.1 COIWMP AMENDMENT AND CONSULTANT RFP**

Patrick Carter explained that this is the fourth month the Agency has discussed the ColWMP update. The Board members are now well acquainted with the proposed amendment. The key issue is that in the current ColWMP all County solid waste is supposed to be landfilled in publicly owned facilities in Sonoma County. As the County has been hauling 100% of its trash to private landfills outside the county since 2005, an adjustment to the ColWMP is needed. This amendment provides the flexibility to outhaul or allow private companies to own landfills in Sonoma County. The CEQA document is going to look at truck outhaul and rail outhaul in order to be prepared for either of those disposal methods. Language was also added to put an emphasis on zero waste and reducing greenhouse gas emissions.

**Susan Klassen, County of Sonoma moved to approve the ColWMP amendment language and direct staff to issue an RFP for a consultant to prepare the CEQA document. Steve Holsinger, Cloverdale, seconded. Motion approved.**

EDUCATION

**7.1 NEW UCCE-SONOMA COUNTY AGREEMENT**

At the request of the Executive Director, Ken Wells, this item was moved to the June 20, 2007 meeting. The existing agreement does not expire until July 2007.

HHW

**8.0 HHWE AMENDMENT**

Ken Wells said that in the report from Sweetser and Associates the Agency received an evaluation that suggested there would be cost savings to the Agency, and the community would be better served, with more permanent facilities in the county in place of the Community Toxics Collections. Staff is preparing a grant application to study the feasibility of this option in more detail. The current HHW Element of the ColWMP explicitly states that there will be one permanent facility in Sonoma County. In order to provide the Agency the opportunity to have more than one permanent facility the HHW Element should be amended. Staff requests direction to work with the Local Task Force

and make edits to the HHW Element of the ColWMP in order to provide the option to establish multiple HHW facilities.

**Steve Barbose, Sonoma moved to direct the LTF to prepare an HHWE Amendment. Marsha Sue Lustig, Cotati, seconded. Motion approved.**

#### **8.1 DIRECTION ON CONTRACT EXTENSION WITH CLEAN HARBORS**

At the February 2007 meeting the contract with Clean Harbors was discussed. That contract expires at the end of 2007 but can be extended two additional years. If that agreement were not to be extended then staff should begin the process of starting an RFP to find a new contractor. At the February meeting the Board gave staff direction to begin negotiations for a two-year extension. Staff was also given direction to find cost savings. As the letter from Clean Harbors (included in the agenda packet) indicates, Clean Harbors is interested in a two-year contract extension but they are unable to provide any cost savings to the Agency. Staff seeks Board approval to extend the contract with Clean Harbors, without any cost savings. The agreement also includes exhibits that describe the various fees that are charged to our customers. Since those fees are listed in the agreement, staff asks for direction to bring back revised charges that more closely reflect the actual costs of those programs. In summary, staff seeks direction to return to the Board with this amendment to the HHW contract with Clean Harbors, to extend the term for two years and to return with revised service fees for the CESQG program, the load checking program and the Toxic Rover program.

**Vince Marengo, Petaluma, moved to direct staff to return with the 2-year contract extension and revised fees. Linda Huntley, Rohnert Park, seconded. Motion approved.**

#### **8.2 SECOND AMENDMENT TO C2 ALTERNATIVES AGREEMENT FOR USED OIL GRANT PROGRAM**

Ken Wells explained that this is a second amendment to an agreement the Agency has with C2 Alternatives. This agreement, which assists the Agency with state-required audits of used oil recycling facilities, is entirely funded by used oil block grant money from the CIWMB. C2 has provided these services since 2003; this would be the second amendment, which would extend the agreement for another year. The scope has been somewhat modified and, for the first time since 2003, the reimbursement rate has increased slightly. As the cost of the entire agreement is approximately \$60,000 it requires a unanimous vote.

Dave Brennan, Sebastopol asked if there were specific reports available that would show the amount of used oil that is collected. Ken Wells responded that Board members will be provided future reports on the program.

**Dave Brennan, Sebastopol, moved to approve. Susan Klassen, County of Sonoma seconded. The motion was approved unanimously.**

### COMPOSTING/WOOD WASTE

#### **9.1 COMPOST PROGRAM UPDATE**

Compost allocation reports for the fourth quarter of 2006 were given to each jurisdiction. Alan Siegle, Sonoma Compost, said if any cities would like to request their allocations, they have plenty of material. Sales this spring exceeded previous years and the program is running well. A wood-sorting program was started in February on the tipping floor. They are diverting about 25% more wood waste as a result of that program.

#### **9.2 JUSTIFICATION FOR COMPOST SITE RELOCATION**

At a prior Agency meeting, the Board requested that the County provide some additional information for the need to relocate the composting facility off the Central Disposal Site. Included in the agenda packet is a letter describing the justification for the need to relocate from the current location to a permanent location.



Dave Brennan asked why the County is discussing closing the landfill but also discussing how the current location is restricts access for future disposal.

Susan Klassen explained that in April of 2006 the Board of Supervisors gave staff some directives related to the landfill. The directions were to suspend the current application for future expansion and look at potential divestiture of the site. The County will be sending out an RFQ to explore any interest in purchasing the site. There is potential landfill capacity under the compost site, which would be of value for interested buyers. If it is not sold, the Water Board wants the site capped as soon as possible. The site cannot be capped to the Water Boards' specifications if Sonoma Compost is still operating there.

Dell Tredinnick asked if the site is capped how it would affect the landfill gas production.

Susan Klassen said that gas production should continue for twenty years or so.

Ken Wells added that during the siting process for the new compost site, the CEQA document will evaluate the existing site as the "No Action" alternative as well as other potential sites.

During public comments on this item, Ernie Carpenter suggested that the Agency consider establishing an Institutional Rate for permitted C&D recycling facilities to encourage delivery of wood waste to the compost program at the Central Disposal Site.

**After a brief discussion, Dave Brennan, Sebastopol, made a motion to direct staff to meet with Ernie Carpenter to examine the potential for such a rate and return to the Board with the results of that discussion. Marsha Sue Lustig, Cotati, seconded. The Board voted unanimously in favor of the motion.**

#### **10. BOARD MEMBER COMMENTS**

Dell Tredinnick asked about the status of the Waste Characterization Study.

Ken Wells said that the wet season sort had been completed and the consultant is analyzing the data, and then there will be a dry season sort in July. There should be some preliminary data back by September or sooner.

Susan Klassen, County of Sonoma, announced that David Knight has retired and the new Director of Transportation and Public Works, Phillip Demery, will attend the June Agency meeting. He will be the representative for the County and Ms. Klassen will remain the alternate.

Steve Barbose, Sonoma, commented that a Spanish version of the Recycle Guide is needed. Karina Chilcott said that the garbage companies provide some materials in Spanish, but it makes sense to translate some of the pages of the Guide and also make it downloadable from the website. The Spanish Eco-desk, approved by the Board earlier this year, is working well.

Ken Wells added that a targeted approach is feasible with possible production for informational pamphlets in Spanish for food waste composting, toxics disposal, and single stream recycling. Due to budget and staff constraints it's not feasible at this time to produce the entire Recycling Guide in Spanish.

#### **11. STAFF COMMENTS**

Ken Wells introduced the new Agency staff person, Lisa Steinman; she will be handling the HHW and used oil agreements.

#### **12. ADJOURN**

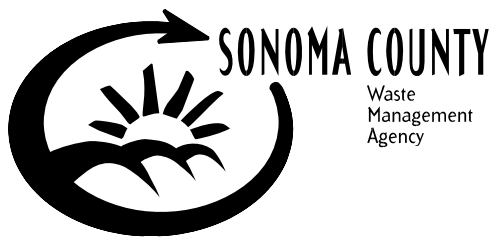
Meeting adjourned at 10:00 a.m.

Respectfully submitted,

Elizabeth Koetke

Distributed at meeting:

- Compost Allocations
- Third Amendment to Agreement for HHW and AB939 Program Services for Petaluma



<b>Agenda Item #:</b>	<b>5.2</b>
<b>Cost Center:</b>	<b>HHW</b>
<b>Staff Contact:</b>	<b>Wells</b>
<b>Agenda Date:</b>	<b>6/20/07</b>

**ITEM: Agreement with the City of Santa Rosa in Marking Catch Basins on Private Property**

**I. BACKGROUND**

There has been an ongoing project with the City of Santa Rosa to place labels next to storm drains to inform people that the water going into the drains goes directly into a waterway. The project is funded with Used Oil Block Grant funds because a major pollutant is oil from roadways or people using the drains to dispose of used oil from their motor vehicles. The Used Oil Block Grant funds are from the California Integrated Waste Management Board (CIWMB) and administered by the Agency. To date, the labeling project has been used on public streets at the curb inlets.

**II. DISCUSSION**

The City of Santa Rosa would like to expand the labeling project by marking catch basins on private property, such as parking lots for multi-family housing and businesses, particularly fast food dispensers and automotive suppliers. These targets have been selected because the potential for oil contamination, as well as other contaminants, directly into waterways is high. These areas are heavily used and other informational or educational methods would be very difficult.

The labels have been purchased with Used Oil Block Grant funds. The Scope of Work proposed for this project is to identify locations, approach owners for permission to label and install the labels properly. The City of Santa Rosa intends to hire C2 Alternatives to do the work and is requesting an agreement with the Agency for reimbursement of the cost of the agreement with C2 Alternatives. The grant manager from CIWMB has approved this project.

To be effective in the affixing the labels properly, this project needs to be done before the weather becomes too hot. The focus area for this project will be Colgan Creek. This area was identified during Santa Rosa's routine water quality testing program.

**III. FUNDING IMPACT**

There is no direct funding impact to the Agency. \$20,000 of the Used Oil Block Grant funds have been designated for this purpose from UBG11-05-0019.

**IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION**

Staff recommends approving the Agreement to Participate with the City of Santa Rosa in Marking Catch Basins on Private Property. The alternative would be to spend the grant funds on current projects.

## **Agreement to Participate with the City of Santa Rosa in Marking Catch Basins on Private Property**

This agreement ("Agreement"), dated as of \_\_\_\_\_, 2007 ("Effective Date") is by and between the Sonoma County Waste Management Agency, a joint powers agency (hereinafter "Agency"), and the City of Santa Rosa (hereinafter "City").

### **R E C I T A L S**

WHEREAS, City represents that it is expanding an ongoing program (the Decal Program) to place decals near storm drains discouraging illegal dumping of contaminants into waterways; and

WHEREAS, City represents that the expansion will concentrate on marking catch basins on private property, mainly parking lots (the Decal Program Expansion); and

WHEREAS, the City has contracted with a consultant, C2 Alternatives (hereinafter "Consultant"), to perform the marking services with decal placement for the City; and

WHEREAS, Agency desires to support the Decal Program Expansion and to reimburse City for expenses as set forth herein.

NOW, THEREFORE, in consideration of the foregoing recitals and the mutual covenants contained herein, the parties hereto agree as follows:

### **A G R E E M E N T**

#### **I. Scope of Services.**

City entered into an Agreement with Consultant to perform services as set forth in Exhibit "A," attached hereto and incorporated herein by this reference (hereinafter "Scope of Services"), and within the times or by the dates provided for in Exhibit "A" and pursuant to Article 3. In the event of a conflict between the body of this Agreement and Exhibit "A", the provisions in the body of this Agreement shall control.

1.2 Cooperation With Agency. City has historically worked with the Agency and Agency staff, using Used Oil Block Grant funds, on the Decal Program. City shall cooperate with Agency and Agency staff in the performance of all work as described in keeping with Agency's Used Oil grant award requirements.

1.3 Performance Standard. If Agency determines that any of City's acceptance of work by Consultant is not in accordance with the level of competency and standard of care defined in the Used Oil Block grant award, Agency, in its sole discretion, shall have the right to withhold reimbursement to City of grant funds received by Agency (for the specific purpose of protecting the waterways from illegal dumping)

1.4 Assigned Personnel.

- a. Work in conjunction with the Decal Program Expansion will be performed by Consultant.
- b. City shall not remove, replace, substitute, or otherwise change contracted Consultant without the prior written consent of Agency Executive Director.

2. Payment.

City shall be reimbursed by Agency for expenses upon completion of all work by Consultant, in accordance with the amounts specified for completion tasks in Exhibit A. The invoice presented by City shall contain itemization as described in Exhibit "B", Scope and Budget Table.

3. Term of Agreement. The term of this Agreement shall be from \_\_\_\_\_, 2007 to September 30, 2007 unless terminated earlier in accordance with the provisions of Article 4 below.

4. Termination.

4.1 Termination Without Cause. Notwithstanding any other provision of this Agreement, at any time and without cause, Agency shall have the right, in its sole discretion, to terminate this Agreement by giving 10 days written notice to City.

4.2 Termination for Cause. Notwithstanding any other provision of this Agreement, should Consultant fail to perform any of its obligations under Agreement referenced in exhibit A, within the time and in the manner herein provided, or otherwise violate any of the terms of this Agreement, Agency may immediately terminate this Agreement by giving City written notice of such termination, stating the reason for termination.

4.3 Delivery of Work Product and Final Payment Upon Termination. In the event of termination, City shall use best efforts to obtain from Consultant, within 14 days following the date of termination, to deliver all materials and work product subject to Section 9.9 and City will submit to Agency an invoice showing the services performed, hours worked, and copies of receipts for reimbursable expenses up to the date of termination.

4.4 Authority to Terminate. The Executive Director has the authority to terminate this Agreement on behalf of the Agency.

5. Prosecution of Work. The execution of this Agreement shall constitute City's authority to proceed immediately with the performance of this Agreement. Performance of the services hereunder shall be completed within the time required herein, provided, however, that if the performance is delayed by earthquake, flood, high water, or other Act of God or by strike, lockout, or similar labor disturbances, the time for City's performance of this Agreement shall be extended by a number of days equal to the number of days Consultant has been delayed.

6. Extra or Changed Work. Extra or changed work or other changes to the Agreement may be authorized only by written amendment to this Agreement, signed by both parties.

7. Representations of City.

7.1 Standard of Care. Agency has relied upon the experience and resources of City as a material inducement to enter into this Agreement. City hereby agrees that all its work will be performed and that its operations shall be conducted in accordance with generally accepted and applicable professional practices and standards as well as the requirements of applicable federal, state and local laws, it being understood that acceptance of City's work by Agency shall not operate as a waiver or release.

7.2 Records Maintenance. City shall keep and maintain full and complete documentation and accounting records concerning all services performed that are compensable under this Agreement and shall make such documents and records available to Agency for inspection at any reasonable time. City shall maintain such records for a period of four (4) years following completion of work hereunder.

7.3 Nondiscrimination. City shall comply with all applicable federal, state, and local laws, rules, and regulations in regard to nondiscrimination in employment because of race, color, ancestry, national origin, religion, sex, marital status, age, medical condition, pregnancy, disability, sexual orientation or other prohibited basis, including without limitation, the County of Sonoma's Non-Discrimination Policy. All nondiscrimination rules or regulations required by law to be included in this Agreement are incorporated herein by this reference.

7.4 AIDS Discrimination. City agrees to comply with the provisions of Chapter 19, Article II, of the Sonoma County Code prohibiting discrimination in housing, employment, and services because of AIDS or HIV infection during the term of this Agreement and any extensions of the term.

8. Assignment and Delegation. Neither party hereto shall assign, delegate, sublet, or transfer any interest in or duty under this Agreement without the prior written consent of the other, and no such transfer shall be of any force or effect whatsoever unless and until the other party shall have so consented.

9. Method and Place of Giving Notice, Submitting Bills and Making Payments. All notices, bills, and payments shall be made in writing and shall be given by personal delivery or by U.S. Mail or courier service. Notices, bills, and payments shall be addressed as follows:

TO: AGENCY:	Sonoma County Waste Management Agency Attention: Ken Wells 2300 County Center Dr., Suite B100 Santa Rosa, CA 95403
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TO: CITY: City of Santa Rosa  
Public Works Department  
Attention: Forest Frasier  
69 Stony Circle  
Santa Rosa, CA 95401

When a notice, bill or payment is given by a generally recognized overnight courier service, the notice, bill or payment shall be deemed received on the next business day. When a copy of a notice, bill or payment is sent by facsimile or email, the notice, bill or payment shall be deemed received upon transmission as long as (1) the original copy of the notice, bill or payment is promptly deposited in the U.S. mail and postmarked on the date of the facsimile or email (for a payment, on or before the due date), (2) the sender has a written confirmation of the facsimile transmission or email, and (3) the facsimile or email is transmitted before 5 p.m. (recipient's time). In all other instances, notices, bills and payments shall be effective upon receipt by the recipient. Changes may be made in the names and addresses of the person to whom notices are to be given by giving notice pursuant to this paragraph.

#### 10. Miscellaneous Provisions.

10.1 No Waiver of Breach. The waiver by Agency of any breach of any term or promise contained in this Agreement shall not be deemed to be a waiver of such term or provision or any subsequent breach of the same or any other term or promise contained in this Agreement.

10.2 Construction. To the fullest extent allowed by law, the provisions of this Agreement shall be construed and given effect in a manner that avoids any violation of statute, ordinance, regulation, or law. The parties covenant and agree that in the event that any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired, or invalidated thereby. City and Agency acknowledge that they have each contributed to the making of this Agreement and that, in the event of a dispute over the interpretation of this Agreement, the language of the Agreement will not be construed against one party in favor of the other. City and Agency acknowledge that they have each had an adequate opportunity to consult with counsel in the negotiation and preparation of this Agreement.

10.3 Consent. Wherever in this Agreement the consent or approval of one party is required to an act of the other party, such consent or approval shall not be unreasonably withheld or delayed.

10.4 No Third Party Beneficiaries. Nothing contained in this Agreement shall be construed to create and the parties do not intend to create any rights in third parties.

10.5 Applicable Law and Forum. This Agreement shall be construed and interpreted according to the substantive law of California, regardless of the law of conflicts to the contrary in any jurisdiction. Any action to enforce the terms of

this Agreement or for the breach thereof shall be brought and tried in Santa Rosa or the forum nearest to the city of Santa Rosa, in the County of Sonoma.

10.6 Captions. The captions in this Agreement are solely for convenience of reference. They are not a part of this Agreement and shall have no effect on its construction or interpretation.

10.7 Merger. This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Code of Civil Procedure Section 1856. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

10.8 Time of Essence. Time is and shall be of the essence of this Agreement and every provision hereof.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the Effective Date.

AGENCY: SONOMA COUNTY WASTE MANAGEMENT AGENCY

By: \_\_\_\_\_  
Dell Tredinnick, Chair

CITY: CITY OF SANTA ROSA, a charter city

By: \_\_\_\_\_  
Rick Moshier, Director of Public Works

By: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney's Office

Title

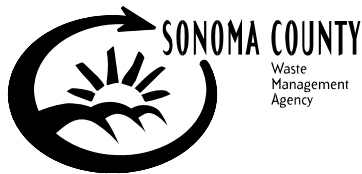
APPROVED AS TO SUBSTANCE BY  
AND CERTIFICATES OF INSURANCE  
ON FILE WITH:

By: \_\_\_\_\_  
Agency Executive Director

APPROVED AS TO FORM FOR AGENCY:

By: \_\_\_\_\_  
Agency Counsel





**Agenda Item #:** 6.1  
**Cost Center:** HHW  
**Staff Contact:** Carter  
**Agenda Date:** 6/20/07

## **ITEM: RFP for HHW Program Expansion Study**

### **I. BACKGROUND**

Due to Board concerns regarding the cost of the HHW program, the Board gave staff direction in April 2006 to solicit a consultant to study HHW programs and facilities similar to the Agency's. Staff created and released a request for proposals for a qualified consultant to conduct a benchmarking and evaluation study of the Agency's HHW program. The purpose of this study was to explore options for greater operational efficiencies, and ways to offset the expenditures of the program.

At the June 21, 2006 Agency Board meeting a contract was awarded to Sweetser & Associates to conduct the Sonoma County HHW Program Benchmarking and Program Evaluation.

On January 17, 2007, the results of the HHW program study were presented to the Board. The report covered a substantial amount of material and staff was directed to return to the Board with an implementation plan to organize and address the dozens of recommendations. One of the most significant recommendations from this report was to expand the collection infrastructure by adding five additional permanent facilities throughout the county, composed of three satellite collection locations and two full-service facilities, much like the current Household Toxics Facility. At the presentation of the implementation plan at the March 21, 2007 Agency meeting, among other actions, staff recommended that a consultant be retained to assist with the analysis and planning for the recommended additional facilities. Along with direction to proceed with the other recommendations, staff was directed to return with more details about the scope of work that would be performed by the consultant.

### **II. DISCUSSION**

Staff proposes a two-phased approach to examining additional HHW collection facilities in Sonoma County. A consultant selected through a competitive Request for Proposals process would perform this work. PHASE ONE would consist of creating a preliminary design of the proposed facilities which could then be used to determine the economic feasibility of construction and operation of such facilities. PHASE TWO would proceed after Board review and direction on the outcome of PHASE ONE and consist of meetings with local government agencies and the public to examine and receive feedback about potential sites. Feedback would be incorporated into site-specific design documents with sufficient detail for permitting and CEQA purposes. Staff would return again at the conclusion of PHASE TWO to receive direction to initiate actions for construction of proposed facilities.

### **III. FUNDING IMPACT**

\$60,000 has been included in the SCWMA FY 2007-08 budget for the purposes of determining the preliminary design and feasibility of additional HHW collection facilities in Sonoma County (PHASE ONE of the attached Scope of Services). Should the design and utilization of potential facilities be considered by the SCWMA Board to be feasible, additional funds (\$200,000) would be required to complete the second phase.

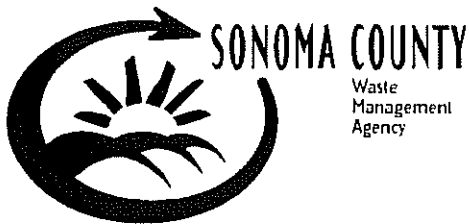
These funds would either be supplied by the CIWMB HD-16 grant in this Fiscal Year, or by the SCWMA in the FY 2008-09 budget.

#### IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff seeks direction from the SCWMA Board to solicit proposals and return to the Board with a contract to study the feasibility, design, and (potentially) permitting of additional HHW collection facilities in Sonoma County.

#### V. ATTACHMENTS

Exhibit A – Scope of Services for RFP



Agenda Item #: 6.3  
Cost Center: HHW  
Staff Contact: Steinman  
Meeting Date: 6/20/2007

**ITEM: The Fifth Amendment to Agreement between Sonoma County Waste Management Agency and Clean Harbors El Dorado, LLC for operation of the Household Hazardous Waste Program**

**I. BACKGROUND**

The Sonoma County Waste Management Agency entered into an agreement with Teris, LLC (dba MSE Environmental) on June 11, 2002, which was subsequently assigned to Clean Harbors El Dorado, LLC, to operate the Agency's Household Hazardous Waste program. The contract has an initial term of three years from the program start date (operations began January 6, 2005) with an option to extend it two years. During the May 16, 2007, Agency meeting, the Board directed the Agency staff 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.

**II. DISCUSSION**

This Fifth Amendment includes an extension to the Term of Agreement, modifications to Exhibit "A" and Exhibit "H" service fees, and a change to the Key Personnel section.

The initial term of the Agreement in Section 3, has a duration of three years with the option to extend the term an additional two years under the same terms and conditions upon mutual written agreement from the Agency and Contractor. In a letter dated April 5, 2007, Clean Harbors indicated their willingness to extend the term of the contract. Section 3 will be amended to reflect the two-year extension. Additionally, as directed by the Board, the service fees for CESQG, load checking, and the Toxic Rover have been revised to more closely align revenues with expenses. Exhibit "A" and Exhibit "H" have been deleted and replaced with the attached exhibits to reflect these changes.

Section 2.6.7 Door-to-Door Service Fees of the Agreement states "Contractor may charge \$25 for residential collections.... Agency reserves the right to charge a surcharge on any or all Door-to-Door Collection Services. Should Agency opt to charge a surcharge, Contractor shall show and calculate it as a credit to Agency on Contractor's invoices...."

The Agency Staff proposes to increase the current \$10 surcharge for the Toxic Rover service to \$25, effective July 1, 2007. This increases the Toxic Rover fee from \$35 to \$50 per visit. The Agency believes that the Toxic Rover service rate is under-priced for the amount of time and labor involved as the recent HHW Program Evaluation indicates the actual cost per service visit to be \$221.65.

In addition, as recommended by the HHW Program Evaluation and Clean Harbors, the revised Exhibit "H" will increase the fee for CESQG service to the actual disposal cost plus 10% to cover the labor costs for Clean Harbors, effective July 1, 2007.

Now that the actual labor cost for the removal of load check waste from the County disposal sites is available, the site visit fee charged to the County for load check waste disposal has been increased to more closely match the actual cost of these services. The cost for load check site disposal will increase from \$150 per site to \$380 per site visit.

Finally, Section 2.4.4 of the Agreement requires Agency approval of changes to key personnel. On August 16, 2006 the Agreement was amended to replace Janice Oldemeyer as "key personnel" for the contractor with Cherri Taylor, Program Manager. However, Ms. Taylor is no longer an employee of Clean Harbors El Dorado, LLC. Curt Lock has replaced Ms. Taylor as Program Manager. Therefore, Clean Harbors is requesting a change of key personnel be made to replace Cherri Taylor with Curt Lock. John Sorensen, Project Manager and Curt Lock, Program Manager, shall be identified as Key Personnel. Staff feels these individuals are qualified to be identified as "key personnel" in the Agreement. Therefore, the Fifth Amendment to the Agreement will also accept and recognize the changes to key personnel in the Agreement.

### III. FUNDING IMPACT

There will be a positive funding impact to the Agency from these changes. It is estimated that the new CESQG fee schedule will generate \$23,000 annually to offset the HHW program expenses. The increased load checking fees will generate County reimbursements to the Agency of approximately \$4,000 annually. In addition, the increased surcharge for the Toxic Rover service will save the Agency approximately \$2,000, for a total reduction in HHW program expenses of about \$29,000 per year.

### IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Adopt Resolution to approve the Fifth Amendment to the Agreement with Clean Harbors El Dorado, LLC and to authorize the Chair to execute the Fifth Amendment to the Agreement on behalf of the Agency. As the value of the contract extension exceeds \$50,000, a unanimous vote is required for approval.

### V. ATTACHMENTS

Fifth Amendment to HHW Operations Agreement with Clean Harbors El Dorado, LLC  
New Exhibits "A" and "H"  
Resolution approving the Fifth Amendment

FIFTH AMENDMENT TO  
AGREEMENT BETWEEN SONOMA COUNTY WASTE MANAGEMENT AGENCY,  
COUNTY OF SONOMA AND CLEAN HARBORS EL DORADO, LLC  
FOR OPERATIONS OF HOUSEHOLD HAZARDOUS WASTE PROGRAMS

This Fifth Amendment ("Amendment") to the Agreement for Operations of Household Hazardous Waste Programs ("Agreement"), dated as of \_\_\_\_\_, 2007, is by and between the Sonoma County Waste Management Agency ("Agency"), a joint powers agency, the County of Sonoma, a political subdivision of the State of California ("County"), and Clean Harbors El Dorado, LLC, ("Contractor"). All capitalized terms used herein shall, unless otherwise defined, have the meaning ascribed to those terms in the existing Agreement.

RECITALS

WHEREAS, the parties desire to amend the Agreement to extend the initial term of the Agreement for an additional (2) years, until January 6, 2010; and,

WHEREAS, the parties desire to amend the Agreement to reflect the cost changes set forth in the attached Exhibit "A"; and,

WHEREAS, the parties desire to amend the Agreement to reflect the cost changes set forth in the attached Exhibit "H"; and,

WHEREAS, the parties desire to amend the Agreement to reflect a proposed change in the Key Personnel identified in Section 2.4.4 of the Agreement; and

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

AGREEMENT

1. Section 3. TERM OF AGREEMENT is hereby amended to read as follows:

The term of this Agreement shall commence on the Effective Date and terminate on January 6, 2010.

2. Exhibit A is hereby deleted and replaced in its entirety to read as attached Exhibit A which includes A-1, A-2, and A-3.

3. Exhibit H is hereby deleted and replaced in its entirety to read as attached Exhibit H which includes H-1 and H-2.

4. Section 2.4.4 Key Personnel of the Agreement is hereby modified to read as follows:

"2.4.4 Key Personnel. The parties hereby acknowledge that John Sorensen, Project Manager and Curt Lock, Program Manager are the key personnel whose services are a material inducement to the Agency to

enter into this Agreement and without whose services the Agency would not have entered into this Agreement. Mr. Sorensen and Mr. Lock shall be the principal persons of Contractor overseeing Contractor's performance herein. In no event shall any other person perform such services unless Contractor has obtained Agency's prior written consent thereto."

5. Other than as stated above, the Agreement shall remain in full force and effect.

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 as of the Effective Date.

CONTRACTOR: CLEAN HARBORS  
EL DORADO, LLC

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

APPROVED AS TO FORM FOR AGENCY:

By: \_\_\_\_\_  
Janet Coleson, Agency Counsel

CERTIFICATES OF INSURANCE ON FILE  
WITH AND APPROVED AS TO SUBSTANCE  
FOR COUNTY:

By: \_\_\_\_\_  
Department Head

AGENCY: SONOMA COUNTY WASTE  
MANAGEMENT AGENCY

By: \_\_\_\_\_  
Dell Tredinnick, Agency Chair

APPROVED AS TO SUBSTANCE FOR  
AGENCY:

By: \_\_\_\_\_  
Ken Wells, Executive Director

COUNTY: COUNTY OF SONOMA

By: \_\_\_\_\_  
Board of Supervisors

ATTEST:

By: \_\_\_\_\_  
Clerk of the Board

APPROVED AS TO FORM FOR COUNTY:

By: \_\_\_\_\_  
County Counsel

Date: \_\_\_\_\_

## Exhibit A-1

### Mobilization Cost Sheet

#### Personnel

	Hours per week	Hours per year	Cost per hour	Annual Cost
Contract Manager	4	208	50	\$10,400.00
Project Manager	40	2080	44	\$91,520.00
Chemist	40	2080	32	\$66,560.00
Technician 1	40	2080	24	\$49,920.00
Technician 2	40	2080	24	\$49,920.00
Technician 3	40	2080	24	\$49,920.00
Technician 4	40	2080	24	\$49,920.00
Admin Support	40	2080	19	\$39,520.00
Annual Labor Costs				\$407,680.00

#### Equipment

Capital equipment charges are based on amortizing the total costs over a five year contract term.

Annual Equipment Cost	\$12,840
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#### Materials/Supplies/Administration

Annual Materials/Supplies/Administration	\$17,760
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#### Bonds\*

\$500,000 Performance Bond	\$15,000
\$100,000 Payment Bond	

#### Annual Operating Costs

	Annual Cost	Monthly Cost
Personnel	\$407,680	\$33,973
Equipment	\$12,840	\$1,070
Materials	\$17,760	\$1,480
Bonds	\$15,000	\$1,250
Total Costs	\$453,280	\$37,773

### Load Check Cost Sheet

\$380 per site

Disposal based on Exhibit A - 3

## Exhibit A-2 Waste Disposal Cost Sheet

Chemical Category	Disposal Method	Packing Method	Meter Box	Yard Box	55 gallon Drum	30 gallon Drum	20 gallon Drum	10 gallon Drum	5 gallon Drum	Other
<b>Flammable &amp; Poison</b>										
Flammable solid/liquid	DI	LO	600	610	210	170	150	120	75	
Bulked Flammable liquids	FT	B		*	145	120	*	*	*	
Oil-base paint	FT	B		*	160	135	*	*	*	
Oil-base paint	FT	LO	600	480	150	120	*	*	*	
Poison (excl. aerosols)	DI	LO	760	680	235	190	170	130	75	
Poison (excl. aerosols)	DI	B		*	285	230	*	*	*	
<b>Acid</b>										
Inorganic acid	DI	LO		*	*	170	150	120	75	
Inorganic acid	T	B		*	*	180	*	*	*	
Organic acid	DI	LO		*	240	170	150	120	75	
Organic acid	DI	B		*	250	180	*	*	*	
<b>Base</b>										
Inorganic base	DI	LO		*	*	170	150	120	75	
Inorganic base	T	B		*	*	180	*	*	*	
Organic base	DI	LO		*	240	170	150	120	75	
Organic base	DI	B		*	250	180	*	*	*	
<b>Oxidizer</b>										
Neutral oxidizers	DI	LP		*	270	190	160	130	80	
Organic peroxides	DI	LP		*	*	*	*	*	80	
Oxidizing acid	DI	LP		*	*	190	160	130	80	
Oxidizing base	DI	LP		*	*	190	160	130	80	
<b>PCB-containing</b>										
PCB-containing paint	DI	B		*	520	420	*	*	*	
PCB-containing paint	DI	LO		*	485	390	*	*	*	
Other PCB waste	DI	LO		*	485	390	315	205	100	
PCB Ballasts/Capacitors	R	LO		*	485	390	315	205	100	
<b>Aerosol</b>										
Corrosive aerosols	DI	LO	710	620	200	170	150	120	75	
Flammable aerosols (1)	R	LO	680	590	190	170	150	120	75	
Flammable aerosols (1)	DI	LO	710	620	200	170	150	120	75	
Poison aerosols	DI	LO	710	620	200	170	150	120	75	
<b>Reclaimable</b>										
Antifreeze	R	B		*	*	*	*	*	*	2.00/gal
Car batteries	R	PA		*	*	*	*	*	*	no charge
Fluorescent bulbs (4', 6' & 8')	R	LO		*	*	*	*	*	*	0.14/foot
HID Lamps (Metal Halide)	R	EA	*	*	*	*	*	*	*	\$1.25/lamp
Circular & Compact Fluor. Lamps	R	EA	*	*	*	*	*	*	*	\$0.65/lamp
High/Low Pressure Sodium lamps	R	EA	*	*	*	*	*	*	*	\$2.25/lamp
Mercury Vapor Fluorescent lamps	R	EA	*	*	*	*	*	*	*	\$0.65/lamp
Latex paint (3)	R	B		*	170	*	*	*	*	
Latex paint (3)	R	LO		390	180	*	*	*	*	
Motor oil/oil products	R	B		*	*	*	*	*	*	\$100/ P/U
Oil filters	R	LO		*	95	80	*	*	*	
Mercury (metallic)	R	LP		*	*	*	*	*	245	
<b>Other</b>										
Medical waste	DI	LO		*	*	110	100	90	50	
Household batteries	R	LO		*	*	*	*	*	*	0.70/pound
Household batteries	LF	LO		*	190	140	125	115	90	
Lithium batteries	R	LO		*	*	60	50	40	35	
Nicad batteries	R	LO		*	75	60	50	40	35	
Creosote Treated Wood	LF	RO		*	*	*	*	*	*	\$160/Cu.Yd.
Creosote Treated Wood	LF	LO	500	460	190	*	*	*	*	
Propane (Coleman Stove)	DI	LO		*	540	460	*	*	*	
Propane (BBQ Type)	R	EA		*	*	*	*	*	*	\$25/each
Labpacks - non-reactive (2)	R	EA		*	*	*	*	*	*	\$2.85/lb
Labpacks - reactive (2)				*	*	*	*	*	*	\$ 5.65/lb
Overpacked drums (addition to disposal)				*	*	*	*	*	*	\$100 each
Class 9/Non-RCRA (excl. fertilizers)	DI	LO	760	680	235	190	170	130	75	
Class 9 Fertilizers	DI	LO	*	*	*	190	160	130	80	
Empty Contaminated Drums	R	EA		*	30	20	20	*	*	
<b>Asbestos</b>										
	LF	RO		*	*	*	*	*	*	\$160/Cu.Yd.
	LF	LO		460	190	140	125	115	90	

Key: Packing Method: LO = Loosepack; B = Bulk; LP = Labpack; RO = Rolloff; TT = Tank Truck  
Disposal Method: R = Recycle; T = Treat; I = Incinerate; L = Landfilled

- \* Not an appropriate size/type package for the waste stream
- (1) Aerosols going for incineration can be mixed types, shipped as consumer commodity, ORM-D
- (2) A minimum of \$100 per container will be charged



## Exhibit A-3

### Loadcheck Disposal Cost Sheet

Chemical Category	Disposal Method	Packing Method	Cost per Lb	Other
<b>Labor Fee \$380/visit</b>				
<b>Flammable &amp; Poison</b>				
Flammable solid/liquid	DI	LO	\$1.50	
Bulked Flammable liquids	FT	B	\$0.37	
Oil-base paint	FT	B	\$0.29	
Oil-base paint	FT	LO	\$0.79	
Poison (excl. aerosols)	DI	LO	\$1.51	
<b>Acid</b>				
Inorganic acid	DI	LO	\$2.05	
Organic acid	DI	LO	\$1.79	
<b>Base</b>				
Inorganic base	DI	LO	\$2.22	
Organic base	DI	LO	\$1.82	
<b>Oxidizer</b>				
Neutral oxidizers	DI	LP	\$2.03	
Organic peroxides	DI	LP	\$17.78	
Oxidizing acid	DI	LP	\$2.03	
Oxidizing base	DI	LP	\$2.03	
<b>PCB-containing</b>				
PCB-containing paint	DI	B	\$1.53	
PCB-containing paint	DI	LO	\$1.53	
Other PCB waste	DI	LO	\$1.53	
PCB Ballasts/Capacitors	R	LO	\$1.53	
<b>Aerosol</b>				
Corrosive aerosols	DI	LO	\$1.61	
Flammable aerosols (1)	R	LO	\$1.61	
Flammable aerosols	DI	LO	\$1.61	
Poison aerosols	DI	LO	\$1.61	
<b>Reclaimable</b>				
Antifreeze	R	B	\$0.18	
Fluorescent bulbs (4' & 8')	R	LO		0.14/ft
HID Lamps (Metal Halide)	R	LO	\$1.25/lamp	
Circular & Compact Fluor. Lamps	R	LO	\$0.65/lamp	
High/Low Pressure Sodium lamps	R	LO	\$2.25/lamp	
Mercury Vapor Fluorescent lamps	R	LO	\$0.65/lamp	
Latex paint	R	B	\$0.31	
Motor oil/oil products	R	B	\$0.04	
Oil filters	R	LO	\$0.48	
Mercury (metallic)	R	LP	\$13.61	
<b>Other</b>				
Medical waste	DI	LO	\$5.48	
Household batteries	R	LO	\$0.46	
Household batteries	LF	LO	\$0.46	
Lithium batteries			\$0.46	
Nicad batteries			\$0.46	
Propane (Coleman Stove)	DI	LO		\$4/ea
Propane (BBQ Type)	R	EA		\$25/ea
Labpacks - non-reactive	DI	LP	\$2.85	
Labpacks - reactive	DI	LP	\$5.65	
Overpacked drums (addition to disposal)				\$100.00
Class 9/Non-RCRA (excl. fertilizers)			\$1.85	
Class 9 Fertilizers			\$1.85	
Empty Contaminated Drums	R	EA		\$30/ea
<b>Asbestos</b>				
	LF	RO		
	LF	LO	\$4.20	

Key: Packing Method: LO = Loosepack; B = Bulk; LP = Labpack; RO = Rolloff  
Disposal Method: R = Recycle; T = Treat; I = Incinerate; L = Landfilled

(1) Aerosols going for incineration can be mixed types, shipped as consumer commodity, ORM-D

# Exhibit H-1

## CESQG Cost Sheet

Chemical Category	Disposal Method	Packing Method	Cost per Lb	Other
<b>Processing Fee \$25/visit</b>				
<b>Flammable &amp; Poison</b>				
Flammable solid/liquid	DI	LO	\$1.65	
Bulked Flammable liquids	FT	B	\$0.40	
Oil-base paint	FT	B	\$0.40	
Oil-base paint	FT	LO	\$0.90	
Poison (excl. aerosols)	DI	LO	\$1.70	
Reactive and explosive	DI	LP	\$6.20	
<b>Acid</b>				
Inorganic acid	DI	LO	\$2.25	
Organic acid	DI	LO	\$2.00	
<b>Base</b>				
Inorganic base	DI	LO	\$2.45	
Organic base	DI	LO	\$2.00	
<b>Oxidizer</b>				
Neutral oxidizers	DI	LP	\$2.25	
Organic peroxides	DI	LP	\$19.60	
Oxidizing acid	DI	LP	\$2.25	
Oxidizing base	DI	LP	\$2.25	
<b>PCB-containing</b>				
PCB-containing paint	DI	B	\$1.70	
PCB-containing paint	DI	LO	\$1.70	
Other PCB waste	DI	LO	\$1.70	
PCB Ballasts/Capacitors	R	LO	\$1.70	
<b>Aerosol</b>				
Corrosive aerosols	DI	LO	\$1.65	
Flammable aerosols (1)	R	LO	\$1.65	
Flammable aerosols	DI	LO	\$1.65	
Poison aerosols	DI	LO	\$1.65	
<b>Reclaimable</b>				
Antifreeze	R	B	\$0.20	
Fluorescent bulbs (4' & 8')	R	LO		.16/ft
HID Lamps (Metal Halide)	R	LO	\$1.37/lamp	
Circular & Compact Fluor. Lamps	R	LO	\$0.72/lamp	
High/Low Pressure Sodium lamps	R	LO	\$2.47/lamp	
Mercury Vapor Fluorescent lamps	R	LO	\$0.72/lamp	
Latex paint	R	B	\$0.40	
Motor oil/oil products	R	B	\$0.20	
Oil filters	R	LO	\$0.53	
Mercury (metallic)	R	LP	\$15.00	
<b>Other</b>				
Medical waste	DI	LO	\$5.50	
Household batteries	R	LO	\$0.70	
Household batteries	LF	LO	\$0.70	
Lithium batteries	R	LO	\$0.70	
Nicad batteries	R	LO	\$0.70	
Auto batteries	R	B	\$0.70	
Propane (Coleman Stove)	DI	LO		4.50/ea
Propane (BBQ Type)	R	EA		27.50/ea
Labpacks - non-reactive	DI	LP	\$3.15	
Labpacks - reactive	DI	LP	\$6.25	
Overpacked drums (addition to disposal)				\$100.00
Class 9/Non-RCRA (excl. fertilizers)	DI	LO	\$2.00	
Class 9 Fertilizers	DI	LO	\$2.05	
Empty Contaminated Drums	R	EA		\$30/ea
<b>Asbestos</b>				
	LF	RO		
	LF	LO	\$4.65	
Key: Packing Method: LO = Loosepack; B = Bulk; LP = Labpack; RO = Rolloff				
Disposal Method: R = Recycle; T = Treat; I = Incinerate; L = Landfilled				

(1) Aerosols going for incineration can be mixed types, shipped as consumer commodity, ORM-D

## Exhibit H-2

### Emergency Response Cost Sheet

Contractor will bill the emergency response waste in one of the following three manners:

1. By the pound or gallon, if brought in unpackaged as per the pricing listed in the CESQG Cost Sheet.
2. By the drum using costs listed in the Waste Disposal Cost Sheet, subtracting the cost of the drum, as listed below, if brought in pre-packaged using drums supplied by the emergency response crew.
3. By the drum using costs listed in the Waste Disposal Cost Sheet, if Contractor provides the drum.

Packaging Type	Size	Cost
Yard Box, Fiber		\$48
Meter Box, Fiber		\$60
Drums, Metal	85 gal (recon)	\$85
	55 gal	\$34
	55 gal (recon)	\$26
	30 gal	\$24
Drums, Fiber	55 gal	\$18
	30 gal	\$16
	20 gal	\$14
	10 gal	\$12
	5 gal	\$8
Drums, Plastic	85 gal (recon)	\$145
	55 gal	\$32
	30 gal	\$24
	5 gal	\$6

RESOLUTION NO.: 2007-

DATED: June 20, 2007

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY  
APPROVING THE FIFTH AMENDMENT TO THE AGREEMENT BETWEEN SONOMA  
COUNTY WASTE MANAGEMENT AGENCY,  
COUNTY OF SONOMA AND CLEAN HARBORS EL DORADO, LLC  
FOR OPERATIONS OF HOUSEHOLD HAZARDOUS WASTE PROGRAMS

WHEREAS, the parties desire to amend the Agreement to extend the initial term of the Agreement for an additional (2) years, until January 6, 2010; and,

WHEREAS, the parties desire to amend the Agreement to reflect the cost changes set forth in the attached Exhibit "A"; and,

WHEREAS, the parties desire to amend the Agreement to reflect the cost changes set forth in the attached Exhibit "H"; and,

WHEREAS, the parties desire to amend the Agreement to reflect a proposed change in the Key Personnel identified in Section 2.4.4 of the Agreement; and

NOW, THEREFORE, BE IT RESOLVED that the Agency hereby approves the terms of the Fifth Amendment to the Agreement between the Agency and Clean Harbors El Dorado, LLC and authorizes the Chairperson to execute the Agreement on behalf of the Agency.

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 #: 6.4**  
**Cost Center: HHW**  
**Staff Contact: Steinman**  
**Meeting Date: 6/20/2007**

**ITEM: Agreement with VBN Architects for the HHW Building Canopy Extension at the Central Disposal Site**

**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. The evaluation included suggestions for modifications to the HHW building (Household Toxics Facility - HTF), including extension of the canopy. Extending the existing canopy over the entire concrete area on the south end of the building will provide additional storage and processing space for low toxicity waste, such as latex paint. The HHW Program Recommendations Implementation Plan was presented to the Agency Board at its March 21, 2007, meeting where direction was given to staff to solicit proposals and return to the Board with a contract with a consultant to prepare construction documents to extend the canopy of the existing facility.

**II. DISCUSSION**

Following discussions with County staff at the Central Disposal Site about the canopy extension for the HTF, it is recommended that the Agency accept the proposal submitted by VBN Architects for this work. The County of Sonoma has an existing agreement with VBN Architects for the development of the Central Disposal Site Scale House Modifications and Tipping Building Expansion, which was developed from an earlier competitive RFP process. Agency staff is recommending VBN Architects because they are familiar with the site, have demonstrated that they are capable of doing the required work, and the cost of the project is very reasonable.

**III. FUNDING IMPACT**

The cost of the services provided in the Agreement with VBN Architects is \$11,100 with an additional \$2,900 available for contingencies and/or additional work. The \$14,000 funding for this Agreement will be charged to the HHW Operating Reserve fund.

**IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION**

Adopt the Resolution to approve the Agreement for Services between the Agency and VBN Architects and to authorize the Chair to execute the Agreement on behalf of the Agency.

**V. ATTACHMENTS**

Proposal letter with service costs and schedule  
Resolution approving the Agreement with VBN Architects



May 30, 2007

Ken Wells  
Ex. Director  
Sonoma County  
Waste Management Agency  
2300 County Center Drive, Suite B 100

Santa Rosa, CA 95403RE: Sonoma County Landfill, HHW Project

Dear Mr. Wells

VBN is pleased to present this proposal for continuing professional architectural services to the Sonoma County Waste Management Agency. The project is the HHW at the Central Landfill site in Petaluma. Based on our preliminary investigation and the tour Dixon Haun conducted for us we have estimated the scope of work and fees related to this project. The scope of work for the project includes the development of several options for the design of the facility, the review of each option with the Agency. Once an option is selected by the Agency, VBN will prepare construction documents suitable to obtain a building permit and for bidding including plans and specifications. VBN will assist the Agency in obtaining and reviewing bids and will provide construction administration services during the construction period. The anticipated fees for this work are based of the tasks listed in the schedule attached. They are a follows:

HHW Building Enclosure

\$11,100.00

The schedule attached is a hypothetical one starting in mid June and the calendar durations are about what we anticipate will be required to complete the design work assuming that the project can run concurrently with the scale house work at the Main Landfill site (separate proposal). Durations for plan check and construction are the best guess we can make at this time.


We at VBN Architects appreciate the opportunity to work with you and your staff. Please call with any questions or comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Timothy L. Craig", is written over a solid black rectangular redaction box.

Timothy L. Craig, AIA  
Principal

attachments

ID		Task Name	Duration	Work	Cost	Start	Finish	Jun '07				Jul '07				Aug '07				Sep '07				Oct '07				Nov '07				
								3	10	17	24	1	8	15	22	29	5	12	19	26	2	9	16	23	30	7	14	21	28	4	11	18
1		Sonoma Landfill Projects	112 days	88 hrs	\$11,100.00	Mon 6/18/07	Tue 11/20/07																									
2		HHW Building	112 days	88 hrs	\$11,100.00	Mon 6/18/07	Tue 11/20/07																									
3		Site Visit	1 day	4 hrs	\$660.00	Mon 6/18/07	Mon 6/18/07																									
4		Review Existing Drawings	1 day	4 hrs	\$560.00	Tue 6/19/07	Tue 6/19/07																									
5		Working Drawings	2 wks	46 hrs	\$5,120.00	Wed 6/20/07	Tue 7/3/07																									
6		Permit	6 wks	12 hrs	\$1,680.00	Wed 7/4/07	Tue 8/14/07																									
7		Bid	6 wks	6 hrs	\$840.00	Wed 8/15/07	Tue 9/25/07																									
8		Construction Admin	8 wks	16 hrs	\$2,240.00	Wed 9/26/07	Tue 11/20/07																									

Project: 070518- SCLF HHW Project  
Date: Wed 5/30/07

Task

Critical Task

Progress

Milestone

Summary

Rolled Up Task

Rolled Up Critical Task

Rolled Up Milestone

Rolled Up Progress

Split

External Tasks


Project Summary

Group By Summary

Deadline

Page 1

## 070518- SCLF HHW Project

ID		Task Name	Work	Cost	Duration	Start	Details	Qtr 3, 2007				Qtr 4, 2007			Qtr 1, 20
								Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan
1		<b>Sonoma Landfill Projects</b>	<b>88 hrs</b>	<b>\$11,100.00</b>	<b>112 days</b>	<b>Mon 6/18/07</b>	Work	44.8h	17.2h	6.6h	4.6h	9.2h	5.6h		
2		<b>HHW Building</b>	<b>88 hrs</b>	<b>\$11,100.00</b>	<b>112 days</b>	<b>Mon 6/18/07</b>	Work	44.8h	17.2h	6.6h	4.6h	9.2h	5.6h		
3		Site Visit	4 hrs	\$660.00	1 day	Mon 6/18/07	Work	4h							
		Project Mana	2 hrs	\$380.00		Mon 6/18/07	Work	2h							
		Project Archi	2 hrs	\$280.00		Mon 6/18/07	Work	2h							
4		Review Existing Dra	4 hrs	\$560.00	1 day	Tue 6/19/07	Work	4h							
		Project Archi	4 hrs	\$560.00		Tue 6/19/07	Work	4h							
5		Working Drawings	46 hrs	\$5,120.00	2 wks	Wed 6/20/07	Work	36.8h	9.2h						
		Project Mana	2 hrs	\$380.00		Wed 6/20/07	Work	1.6h	0.4h						
		Project Archi	16 hrs	\$2,240.00		Wed 6/20/07	Work	12.8h	3.2h						
		Junior Drafte	20 hrs	\$1,500.00		Wed 6/20/07	Work	16h	4h						
		Specification:	8 hrs	\$1,000.00		Wed 6/20/07	Work	6.4h	1.6h						
6		Permit	12 hrs	\$1,680.00	6 wks	Wed 7/4/07	Work		8h	4h					
		Project Archi	12 hrs	\$1,680.00		Wed 7/4/07	Work		8h	4h					
7		Bid	6 hrs	\$840.00	6 wks	Wed 8/15/07	Work			2.6h	3.4h				
		Project Archi	6 hrs	\$840.00		Wed 8/15/07	Work			2.6h	3.4h				
8		Construction Admin	16 hrs	\$2,240.00	8 wks	Wed 9/26/07	Work				1.2h	9.2h	5.6h		
		Project Archi	16 hrs	\$2,240.00		Wed 9/26/07	Work				1.2h	9.2h	5.6h		



RESOLUTION NO.: 2007 -

DATED: June 20, 2007

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY  
APPROVING THE AGREEMENT BETWEEN THE SONOMA COUNTY WASTE  
MANAGEMENT AGENCY AND VBN ARCHITECTS

WHEREAS, CONSULTANT represents to AGENCY that it is a duly qualified firm experienced in architectural services; and

WHEREAS, in the judgment of the Board of Directors of AGENCY, it is necessary and desirable to employ the services of CONSULTANT to prepare design plans for the HHW Building Enclosure Expansion.

NOW, THEREFORE, BE IT RESOLVED that the Agency authorizes the Agency Chairman to execute an agreement with VBN Architects for the HHW Building Canopy Extension at the Central Disposal Site.

MEMBERS:

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

AYES          NOES          ABSENT          ABSTAIN

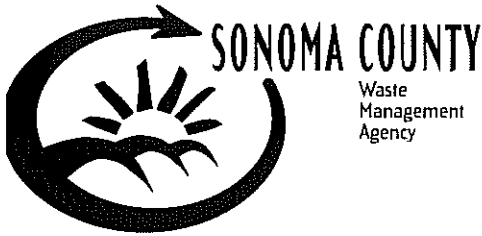
SO ORDERED.

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 #: 7.1**  
**Cost Center: All**  
**Staff Contact: Wells/Fisher**  
**Agenda Date: 6/20/07**

**ITEM: Approval of Final Budget for FY 07-08**

**I. BACKGROUND**

Historically, the preparation of the SCWMA's annual budget begins with direction and approval by the Board of a Draft Budget, establishing budget funding guidelines and other parameters. Following Agency approval of the Draft Budget, staff prepares a detailed budget for later approval.

Beginning with the budget development process for FY 06-07, a Work Plan approval process was introduced as a tool for developing the next fiscal year's budget. The Work Plan is the basis for more detailed budget development.

At the February 21, 2007 Agency meeting, the Work Plan for FY 07-08 was presented and approved. The Draft Budget for FY 07-08 was held until the March meeting.

At the March meeting, Executive Director Ken Wells presented the draft FY 07-08 budget that included the Board's direction and included a \$1.00/ton increase for the wood waste, yard debris and refuse tipping fees for FY 07-08. After a lengthy discussion focused on the amount of the surcharge tipping fee increase and the language of the reserve policy, direction was given to staff to develop another draft FY 07-08 budget that would balance revenue with expenses for all surcharge cost centers (i.e., no excess revenue transfers to Reserves), transfer \$300,000 of Contingency Reserves to the HHW Operating Reserves and increase the tipping fee surcharge evenly over future years using the same program assumptions.

At the April 18, 2007 Board meeting, a revised draft budget for FY 07-08 was presented. Based on direction from the Board at the March meeting, this FY 07-08 Draft Budget included a transfer of \$300,000 from the Contingency Reserve Fund to the HHW Operating Reserve Fund, and a \$.90 per ton increase to the surcharge tipping fee, from \$4.50/ton to \$5.40/ton. The proposed FY 07-08 budget with these parameters was approved unanimously and staff was directed to return to the June 2007 meeting with a final budget for approval. The attached budget matches all the revenue and expense parameters approved at the April meeting with the exception of the Household Hazardous Waste and HHW Operating Reserve cost centers which include an additional \$16,842 revenue to recognize the difference between the estimated Petaluma contribution and the actual funding calculated after the April meeting and approved in the separate service agreement with Petaluma.

**II. DISCUSSION/FUNDING IMPACTS**

Wood Waste Cost Center  
Revenues

Revenues for the Wood Waste cost center are based on 11,600 tons per year or 32 tons per day, estimated from actual tonnages through the first half of FY 06-07.

Revenues from fees collected at County disposal site for wood waste processing are dedicated toward the operation of the Wood Waste cost center. The Wood Waste tipping fee includes

funding for the transportation of the material from the transfer stations to the Central Disposal Site. The transportation costs component of the wood waste tipping fee is proposed to be increased by 9%, from \$2.10/ton to \$2.29/ton for wood waste delivered directly to the Central site, and from \$4.20/ton to \$4.58/ton for wood waste delivered to County transfer stations. The overall tipping fee increase is proposed to be \$1.00/ton at all County disposal sites. Another revenue source is Sale of Material, which is a revenue sharing agreement with Sonoma Compost Company. The projected revenue for wood waste is \$18,600 for FY 07-08.

#### Expenses

Contract Services, budgeted at \$289,143, is the largest expenditure for this cost center. Using the contract-specified inflation adjustment formula with the same CPI that was used in FY 06-07, the wood waste processing fees paid to Sonoma Compost Company will be \$21.45/ton for wood waste used as fuel and \$23.26/ton for non-fuel wood waste. Estimated tonnage is the same as used for the revenue projections with a split of 85% fuel and 15% non-fuel. Also included in the Contract Services expense is the organics hauling fee paid to WSCD for wood waste transported from the transfer stations to the Central Composting Facility.

#### Yard Debris Cost Center:

##### Revenues

Revenues for the Yard Debris cost center are based on 80,000 tons per year or 222 tons per day, estimated from actual tonnages through the first half of FY 06-07.

The Yard Debris tipping fee includes funding for the transportation by WSCD of the material from the transfer stations to the Central Disposal Site. The budgeted transportation rates are the same as Wood Waste, \$2.29/ton for material delivered to Central and \$4.58/ton for material delivered to County transfer stations. The overall tipping fee increase is \$1.00/ton at all County disposal sites.

Another revenue source is Sale of Material, which is a revenue sharing agreement with Sonoma Compost Company. The projected revenue for wood waste is \$85,000 for FY 07-08.

##### Expenses

Contract Services, \$2,393,870, is the largest expenditure for this cost center. Adjusting for the contract-specified inflator and using the same CPI that was used in FY 06-07, the yard debris processing fees paid to Sonoma Compost Company will be \$26.35 /ton for yard debris processed for sale. The material used at the Laguna Treatment Plant as a bulking agent remains at \$24.00/ton. Estimated tonnage is the same as used for the revenue projections with a split of 22 tons/day going to Laguna and 200 tons/day processed for sale.

Other substantial expenses in the Yard Debris cost center are Administration Costs, \$70,000, Engineering Services, \$20,000, and Enforcement Agency, \$23,000. The Engineering Services and Enforcement Agency are expenses for the composting operation.

Surcharge Cost Centers: For purposes of projecting revenues, a tipping fee surcharge increase of \$0.90/ton is used for the FY 07-08 Budget. The projected annual refuse tonnage, 368,500 tons, is based on the FY 07-08 County budget forecast. The total budgeted tipping fee surcharge revenue is \$1,989,900.

#### Household Hazardous Waste Cost Center:

##### Revenues

The tipping fee revenue request of \$1,553,117 for Household Hazardous Waste represents 78.1% of the total surcharge tipping fee revenues.

Other revenues include Donations/Reimbursements, \$491,450, which includes \$119,450, from the FY 07-08 agreement for services with Petaluma and \$372,000 from the E-waste program based on actual revenues from FY 06-07.

State-Other revenues include \$160,000 from the CIWMB used oil block grant.

#### Expenses

Contract Services, \$1,845,000, is the biggest expense for the HHW Cost Center. The budgeted program expenses are based on the extrapolated actual costs experienced during the first half of FY 06-07, which included the new E-waste contract.

Other major expenses are:

Professional Services, \$160,000, which is used oil grant funded.

Administration Costs, \$144,200, which are identified in the FY 07-08 Work Plan.

Rental Bldg/Improvements, \$23,400, which is the annual payment of the HHW facility construction cost reimbursement to the County.

#### Education:

##### Revenues

The tipping fee revenue request of \$341,268 for Education represents 17.2% of the total surcharge tipping fee revenues.

Other revenues include Donations/Reimbursements, \$21,084, which is a portion of the FY 07-08 agreement for services with Petaluma.

#### Expenses

Contract Services expense is as follows:

Recycling Guide Printing & Distribution	65,000
Website Development (SonoMax)	6,000
UC Extension Composting Education Services	16,660
Website Development (RecycleNow)	22,630
Graphic Design Services for Guide	6,000
Fair booth staffing	5,500
Radio advertising	5,870
Discover Center	5,000
EDB Programs	<u>5,000</u>
TOTAL	137,660

Other expenditures are:

Office Expense, \$26,227, which is primarily the publication and distribution of the Recycling Guide.

Administration Costs, \$174,880, due to increased staff time being allocated per the FY 07-08 Work Plan.

Legal Services, \$10,000, based on actual expenditures in FY 06-07.

#### Diversion:

##### Revenues

The tipping fee revenue request of \$48,753 for Diversion represents 2.5% of the total surcharge tipping fee revenues.

State-Other revenues are anticipated to be \$147,900, which is grant funding from the Department of Conservation to be used for beverage container recycling projects.

Other revenues include Donations/Reimbursements, \$2,810, which is a portion of the FY 07-08 agreement for services with Petaluma.

Expenses

Professional Services, \$147,900, is the expenditures for the beverage container recycling program, which is DOC grant funded.

Planning

Reserves

The tipping fee revenue request of \$46,763 for Planning represents 2.4% of the total surcharge tipping fee revenues.

Other revenues include Donations/Reimbursements, \$14,055, which is a portion of the revenue from the FY 07-08 agreement for services with Petaluma.

Expenses

Administration Costs, \$53,160, due to increased staff time being allocated per the FY 07-08 Work Plan for work on the ColWMP.

Organics Program Reserve:

Revenues

OT-Within Enterprise, \$379,012, is the anticipated contribution to the reserve from Wood Waste and Yard Debris.

Interest Earned, \$164,105, is calculated using a 5% interest rate.

Expenses

Contract Services, \$400,000, will be used to begin an environmental study and potential site evaluations.

Engineering Services, \$20,000, will be required as a part of the compost siting process.

Legal Services, \$30,000, will be required as a part of the compost siting process.

HHW Facility Closure:

The contribution and the interest earned on the fund balance will equal \$6,667.

There are no planned expenses.

HHW Operating Reserve:

Reserves

The contribution to the HHW Operating Reserve from the HHW cost center is \$316,842.

Expenses

Contract Services, \$300,000, includes expenditures for extending the roof of the facility and evaluation of the possibility of adding additional permanent HHW facilities in other locations in the County.

Contingency Reserve:

Revenues

The only revenue anticipated for this reserve is the interest earned, calculated at 5%, on the pooled cash.

Expenses

Contract Services, \$150,000, is the anticipated expenditure to hire a consultant to do the environmental work on the amendment to the ColWMP.

OT-Within Enterprise, \$300,000, is a transfer from the Contingency Reserve to the HHW Operating Reserve in anticipation of future expenditures resulting from the implementation of the recommendations from the benchmark study.

It is anticipated that all of the cost centers, including the reserves, will have technical adjustments following the close of FY 06-07. These adjustments will revise the FY 07-08 Budget to reflect; (1) the actual surcharge tipping fee collected from refuse disposed, (2) the adjusted fees for CESQGs, the Toxic Rover, and load checking services, and (3) any CIWMB grant funds awarded after the time of budget preparation. Also, contributions to reserves will be accurately calculated after the end of the fiscal year.

#### IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends that the Board unanimously approve the Final FY 07-08 Budget.

#### V. ATTACHMENTS

FY 2007-08 Budget including Summary, Fund Balance and History  
(The full detailed budget is available on request.)

RESOLUTION NO. 2007-

DATED: June 20, 2007

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY  
("AGENCY") ADOPTING AN ANNUAL BUDGET FOR FISCAL YEAR 2007-08.

WHEREAS, this Agency gave direction to Agency's Executive Director to prepare and present an annual budget; and

WHEREAS, an annual budget has been prepared and presented to this Agency;

NOW, THEREFORE, BE IT RESOLVED that the Agency's Annual Budget for the period July 1, 2007 to June 30, 2008, attached hereto as FY 2007-08 Summary Budget is hereby adopted.

BE IT FURTHER RESOLVED that the Clerk shall deliver a certified copy of this resolution to the Sonoma County Auditor-Controller.

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:

\_\_\_\_\_  
Clerk of the Sonoma County Waste Management  
Agency of the State of California in and for the  
County of Sonoma



# **FY 2007-08**

## **Budget**

**(Summary,  
Fund Balance,  
History)**



**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 2007-2008 BUDGET**

**BUDGET DIVISION SUMMARY**

**Program Description**

In 1992, the Sonoma County Waste Management Agency (Agency) was created under a Joint Powers Agreement (JPA) between the nine cities in the county and the County of Sonoma. The primary responsibility of the Agency is to reduce waste and conserve resources through diversion and education efforts and to properly manage household hazardous waste, wood waste, and yard debris generated in Sonoma County pursuant to the requirements of AB 939, the Integrated Waste Management Act of 1989.

The FY 2007-08 Sonoma County Waste Management Agency (SCWMA) budget proposes the following:

- \* an overall revenue increase from \$6,718,014 in FY 2006-07 to \$7,049,205 in FY 2007-08 (\$331,191 or 5%); and
- \* an overall expenditure increase from \$6,677,163 in FY 2006-07 to \$7,294,154 in FY 2007-08 (\$616,991 or 9%).

The Organics Reserve is funded by contributions from the Wood Waste and Yard Debris cost centers. The use planned for this reserve is for the development of a permanent site for composting to replace the current temporary Central Disposal Site location.

The HHW Facility Closure fund is funded within the Household Hazard Waste cost center and is used to collect reserves for a closure fund for the Household Toxics Facility as required by law.

The HHW Operating Reserve is funded by contributions from the HHW cost center and, this year, transferred funding from the Contingency Reserve, which has exceeded the goal of 25% of expenses in the Education, Diversion and Planning cost centers.

The Contingency Reserve is to be used for unforeseen operational needs and is funded with contributions from the Education, Diversion and Planning cost centers.

### Financial Summary

Cost Centers	Expenditures			Net Cost		
	FY 06-07 Adopted	FY 07-08 Requested	Percent Change	FY 06-07 Requested	FY 07-08 Requested	Percent Change
Wood Waste	600,390	353,504	-41%	292,550	0	-100%
Yard Debris	3,892,917	2,885,200	-26%	1,297,477	0	-100%
HHW	2,373,353	2,225,567	-6%	580,110	0	-100%
Education	728,603	362,352	-50%	401,744	0	-100%
Diversion	276,264	206,713	-25%	81,769	0	-100%
Planning	235,310	60,818	-74%	67,973	0	-100%
Organics	0	450,000	100%	(1,927,199)	(93,117)	95%
HHW Closure	0	0	0%	(8,504)	(6,667)	22%
HHW Oper.	0	300,000	100%	(467,059)	(74,892)	84%
Contingency	385,766	450,000	17%	(134,299)	419,625	412%
Total	\$8,492,603	\$7,294,154	-14%	\$184,562	\$244,949	33%

### Staffing Summary

Section	FY 06-07 Requested	FY 07-08 Requested	Number Change	Percent Change
Perm Positions	5 FTE	5 FTE	0	0%
Permanent Part-Time (50% FTE)	0 FTE	0 FTE	0	0%
Extra Help	0 FTE	0 FTE	0	0%
Total	5 FTE	5 FTE	0	0%

There are no staffing changes requested for FY 07-08.

**Summary of Issues and Significant Changes/Objectives**

Total requested revenue appropriation of \$7,049,205 is as follows:

	FY 06-07 Adopted	FY 07-08 Requested	Difference	Percent Change
Wood Waste Fees	301,840	329,904	28,064	9%
Yard Debris Fees	2,579,440	2,795,200	215,760	8%
Tipping Fee Surcharge	1,723,500	1,989,900	266,400	15%
Others*	209,285	926,186	716,901	343%
State Grant	615,000	307,900	(307,100)	-50%
OT - Within Enterprise	1,288,949	700,114	(588,835)	-46%
Total	\$6,718,014	\$7,049,205	331,191	5%

\* Interest, Sale of Materials, Donations

The difference in revenue from FY 06-07 to FY 07-08 amounts to an overall increase of \$331,191 or 5%. This increase is due to increased tipping fees for organics and the surcharge tipping fee. The organics tipping fee increase is \$1.00 per ton and the surcharge tipping fee increase is \$.90 per ton of disposed municipal solid waste.

The reserve policy establishes goals and defines uses for the reserve funds. With a comprehensive cost center treatment of all expenses, revenues and reserves, the budget process allows for approval of transfer of funds if required and use of reserves if necessary. An exception is the use of Organic Reserves, uses of which are restricted by the original Joint Powers Agreement.

**Wood Waste Cost Center**

\$31,573	Net increase in Contract Services. The increase is due to more material coming to the facility for processing.
(\$8,071)	Net decrease in Administration Costs due to less staff time required for the organics program as presented in the approved Work Plan for FY 07-08.
\$1,500	Net Increase in Small Tools due to scheduled replacement of Agency computers.
(\$272,997)	Net decrease in OT- Within Enterprise due to the one time transfer being complete and now the contributions to the Organics Reserve will be the excess funds from the cost center at year end.
\$28,064	Net increase in Tipping Fee Revenue due to anticipated increase tonnage of material for processing.
\$12,600	Net increase in Other Sales due to increased product available for sale.
\$5,000	Net increase in Donations/Reimbursement due to an agreement with the contractor to assist in funding the transport of organics from the transfer stations to the Central composting site.

**Yard Debris Cost Center**

(\$2,000)	Net decrease in Liability Insurance due to a redistribution of the expense to other Agency cost centers.
\$267,870	Net increase in Contract Services due to increased material being delivered to the composting site for processing.
(\$39,389)	Net decrease in Administration Costs due to less staff time required for the organics program as presented in the approved Work Plan for FY 07-08.
\$2,000	Net increase in Legal Services due to the amount of legal assistance anticipated for FY 07-08.
(\$5,000)	Net decrease in Audit Services due to a redistribution of expenses to other cost centers.
\$2,500	Net increase in Small Tools due to scheduled replacement of Agency computers.
(\$1,235,148)	Net decrease in OT – Fund Balance Transfer. The one-time transfer of accumulated fund balances into the Organics Reserve was in FY 06-07.
\$215,760	Net increase in Tipping Fee Revenue due to increased tonnage of material being delivered to the composting site for processing and a rate increase of \$1 per ton.
\$69,000	Net increase in Sale of Material due to more product available for distribution.
\$5,000	Net increase in Donations/Reimbursement due to an agreement with the contractor to assist in funding the transport of organics from the transfer stations to the Central composting site.

**Household Hazardous Waste Cost Center**

\$2,000	Net increase in Liability Insurance due to a redistribution of expense.
(\$12,820)	Net decrease in Office Expense due to the new E-waste program funded by the CIWMB not having as many expenses as anticipated.
(\$115,000)	Net decrease in Contract Services due to a new agreement for the E-waste program, which has less recycling expense than the previous contract.
\$36,107	Net increase in Administration Costs due to more staff time required by the program as approved in the Work Plan for FY 07-08.

\$3,000	Net increase in Legal Services due to the greater required legal assistance.
\$3,500	Net increase in Audit Services due to greater audit requirements since the HHW facility has become operational.
\$2,500	Net increase in Small Tools due to scheduled replacement of Agency computers.
(\$66,858)	Net decrease in OT – Fund Balance Transfer. The one-time transfer of accumulated fund balances into the reserve was in FY 06-07.
\$5,477	Net increase in Interest in Pooled Cash due to grant funds carried over into FY 07-08 collecting interest.
(\$260,000)	Net decrease in State-Other due to a change in the manner in which E-waste funding from the CIWMB is budgeted. The funding still comes to the Agency, but from the E-waste contractor. It is now recorded in the Donations/Reimbursement category.
\$284,621	Net increase in Tipping Fee Revenue is due to an adjustment of the fees from the surcharge being used to fund the HHW program(s).
\$402,226	Net increase in Donations/Reimbursement. This increase is due to the City of Petaluma's contract for SCWMA services being renewed and the payment for E-waste recycling per new agreement.

#### **Education Cost Center**

(\$5,273)	Net decrease in Office Expense based on historical actual expenditures.
(\$50,000)	Net decrease in Professional Services since no grants were awarded at the time of budget development.
(\$6,561)	Net decrease in Contract Services due to greater efficiencies in the publication and distribution of the Recycling Guide as well as greater participation by business in offsetting the expense.
\$63,871	Net increase in Administration Costs due to more staff time being allocated to these programs as approved in the Work Plan for FY 07-08.
\$4,000	Net increase in Legal Services due to the anticipated need for legal assistance.
\$2,000	Net increase in Audit Services due to a redistribution of the audit expense.
\$1,500	Net increase in Small Tools due to scheduled replacement of Agency computers.
(\$373,973)	Net decrease in OT – Fund Balance Transfer. The one-time transfer of accumulated fund balances into the reserve was in FY 06-07.
(\$50,000)	Net decrease in State-Other due to no grants being awarded at the time of budget development.
\$82,743	Net increase in Tipping Fee Revenue is due to a rate increase in the surcharge tipping fee rate.
\$2,750	Net increase in Donations/Reimbursements is due to additional funds from the City of Petaluma using a calculation based on the actual disposed tonnages.

#### **Diversion Cost Center**

\$2,900	Net increase in Professional Services due to anticipated grant monies awarded to the Agency for the beverage container program.
\$8,184	Net increase in Administration Costs due to additional staff time required by the programs as approved in the Work Plan for FY 07-08.

- \$1,500 Net increase in Small Tools due to scheduled replacement of Agency computers. Replacement expense will be split between the Diversion and Planning Cost Centers.
- (\$81,213) Net decrease in OT – Fund Balance Transfer. The one-time transfer of accumulated fund balances into the reserve was in FY 06-07.
- \$1,563 Net increase in Interest in Pooled Cash due to increased grant funds accruing interest.
- \$2,900 Net increase in State-Other due to more grant funds being awarded by the Department of Conservation for beverage container recycling.
- \$7,389 Net increase in Tipping Fee Revenue due to a surcharge tipping rate increase.

#### **Planning Cost Center**

- (\$1,366) Net decrease in Office Expense based on actual expenses.
- (\$100,000) Net decrease in Contract Services is due to the completion of the waste characterization study.
- (\$13,553) Net decrease in Administration Costs due to some programs being shifted to the Education cost center as approved in the Work Plan for FY 07-08.
- \$1,000 Net increase in Audit Services. This expense is estimated by the Auditor-Controller's Office.
- (\$62,907) Net decrease in OT – Fund Balance Transfer. The one-time transfer of accumulated fund balances into the reserve was in FY 06-07.
- (\$108,352) Net decrease in Tipping Fee Revenue is due to a smaller percentage of the surcharge being used to fund the Planning program(s).
- \$1,833 Net increase in Donation/Reimbursements is due to additional funds from the City of Petaluma for planning services.

#### **Organics Reserve Fund**

- \$400,000 Net increase in Contract Services. The siting process will be continuing with the hiring of consultants to do the environmental study and begin site selection efforts.
- \$20,000 Net increase in Engineering Services for the siting process project.
- \$30,000 Net increase in Legal Services for the necessary legal assistance associated with the siting process.
- \$124,063 Net increase in Interest on Pooled Cash based on interest being accrued at 5% on the funds held for the Agency by the Auditor-Controller.
- (\$1,508,145) Net decrease in OT – Fund Balance Transfer. The one-time transfer of accumulated fund balances into the reserve was in FY 06-07.

#### **HHW Facility Closure**

The only decrease in OT-Within Enterprise is due to the contribution being a net of \$6,667, which is the amount set by policy for the Closure Reserve.

#### **HHW Operating Reserve**

- \$300,000 Net increase in Contract Services due to projects being studied for potential implementation that were recommended in the HHW Program Evaluation.
- \$58,050 Net increase in Interest on Pooled Cash. This is the first time this reserve fund has earned interest since the Board policy created the reserve.

(\$150,217) Net decrease in OT-Within Enterprise due to less contribution being available from the Household Hazardous Waste Cost Center.

**Contingency Fund**

\$150,000	Net increase in Contract Services due to hiring a consultant to prepare CEQA documents necessary to amend the ColWMP.
(\$85,766)	Net decrease in OT-Within Enterprise due to less reserves being used in the cost center for operations. FY 07-08 a transfer of \$300,000 will be made to the HHW Operations Reserve since the Contingency Reserve not exceed the goal set by Board policy.
\$28,403	Net increase in Interest on Pooled Cash due to the Contingency Reserve being fully funded with an interest rate of 5%.
(518,093)	Net decrease in OT – Fund Balance Transfer. The one-time transfer of accumulated fund balances into the reserve was in FY 06-07.

**Overall Objective**

The Agency will continue to manage household hazardous waste, yard debris and wood waste through established programs to divert materials from landfill disposal. In addition, the Agency will develop and distribute education and public information materials to local residents and businesses and support and implement diversion programs including the beverage container recycling program. The Agency will continue managing the E-waste recycling program. The Agency will also set aside reserve funds, when possible, as a part of its long-term financial planning.

**Attachments**

1. Overall Budget Summary
2. Statements of Special Fund Activity
3. Summary of Tipping Fee Funded Programs
4. Budget Histories
5. Budget Section Summaries
6. Summaries of Revenues and Expenses
7. Sub-object Justifications

Sonoma County Waste Management Agency  
Fund Balance Summary Projected Year End FY 06-07

	Actual 04-05	Actual 05-06	Projected 06-07	Proposed 07-08
<b>Organics</b>				
Beginning Reserves	570,161	917,065	951,899	3,285,446
Contributions	346,904	34,834	2,333,547	543,117
Uses	0	0	0	450,000
Ending Reserve	917,065	951,899	3,285,446	3,378,563
<b>HHW Closure</b>				
Beginning Reserves	38,127	38,998	40,411	48,134
Contributions	871	1,413	7,723	6,667
Uses	0	0	0	0
Ending Reserve	38,998	40,411	48,134	54,801
<b>HHW Operations</b>				
Beginning Reserves	0	0	0	1,160,990
Contributions	0	0	1,160,990	374,892
Uses	0	0	0	300,000
Ending Reserve	0	0	1,160,990	1,235,882
<b>Contingency</b>				
Beginning Reserves	47,979	49,043	50,107	606,784
Contributions	1,064	1,064	569,386	30,339
Uses	0	0	12,709	450,000
Ending Reserve	49,043	50,107	606,784	187,123



Sonoma County Waste Management Agency							
Fund Balance Summary Projected Year End FY 06-07							
WOOD WASTE - 799114							
				Actual 04-05	Actual 05-06	Projected 06-07	Proposed 07-08
<b>Revenues</b>							
1700	Interest on Pooled Cash			5,216	9,757	8,328	0
2901	Tipping Fee Revenue			275,119	311,659	318,304	329,904
4020	Sale of Materials			20,192	25,191	24,674	18,600
4102	Donations/Reimbursement			0	650	4,000	5,000
<b>Subtotal</b>				<b>300,527</b>	<b>347,257</b>	<b>355,306</b>	<b>353,504</b>
4624	OT-Within Enterprise			0	0	0	0
<b>Total Revenues</b>				<b>300,527</b>	<b>347,257</b>	<b>355,306</b>	<b>353,504</b>
<b>Expenses</b>							
6103	Liability Insurance			785	914	899	1,000
6400	Office Expense			93	775	73	500
6521	County Services			156	133	500	525
6540	Contract Services			196,880	261,350	271,619	289,143
6573	Administration Costs			19,298	48,076	38,071	30,000
6610	Legal Services			1,488	3,099	1,000	2,000
6629	Accounting Services			475	495	470	504
6630	Audit Services			1,350	2,900	1,500	2,000
6880	Small Tools			0	0	0	1,500
7062	Enforcement Agency Fees			0	0	0	0
7301	County Car Expense			0	0	0	0
<b>Total Supplies and Services</b>				<b>220,525</b>	<b>317,742</b>	<b>314,132</b>	<b>327,172</b>
8624	OT - Within Enterprise to Organics			19,481	0	41,174	17,821
	OT-Transfer to Organics(PY)			0	0	304,450	8,511
	<b>Subtotal</b>			<b>19,481</b>	<b>0</b>	<b>345,624</b>	<b>26,332</b>
<b>Total Expenses</b>				<b>240,006</b>	<b>317,742</b>	<b>659,756</b>	<b>353,504</b>
<b>Net Cost</b>				<b>(60,521)</b>	<b>(29,515)</b>	<b>304,450</b>	<b>0</b>
<b>Beginning Reserves</b>				<b>214,414</b>	<b>274,935</b>	<b>304,450</b>	<b>0</b>
<b>Less: Current Net Cost</b>				<b>60,521</b>	<b>29,515</b>	<b>(304,450)</b>	<b>0</b>
<b>Audit Adjustments</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Reserve</b>				<b>274,935</b>	<b>304,450</b>	<b>0</b>	<b>0</b>
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Sonoma County Waste Management Agency						
Fund Balance Summary Projected Year End FY 06-07						
YARD DEBRIS - 799213						
			Actual	Actual	Projected	Proposed
			04-05	05-06	06-07	07-08
Revenues						
1700	Interest On Pooled Cash		24,227	38,002	44,407	0
2901	Tipping Fee Revenue		2,442,449	2,839,226	2,715,200	2,795,200
3700	Copy/Transcribe Fee		0	10	0	0
4020	Sale of Material		63,984	(14,776)	85,126	85,000
4102	Donations/Reimburse		(6,000)	4,350	6,000	5,000
Total Operating Income			2,524,660	2,866,812	2,850,733	2,885,200
4624	OT-Within Enterprise		0	0	0	0
Total Revenues			2,524,660	2,866,812	2,850,733	2,885,200
Expenses						
6103	Liability Insurance		3,140	3,656	3,679	2,000
6400	Office Expense		2,269	1,905	728	500
6521	County Services		224	258	0	525
6540	Contract Services		1,937,999	2,317,739	2,237,540	2,393,870
6573	Administration Costs		78,218	96,300	109,489	70,100
6590	Engineering Services		5,512	10,725	20,000	20,000
6610	Legal Services		6,186	9,771	5,897	6,000
6629	Accounting Services		2,380	2,475	2,499	2,325
6630	Audit Services		6,300	6,525	7,500	2,500
6820	Rent/Lease Equip.		4,041	4,056	5,000	5,200
6880	Small Tools		0	0	500	3,000
7062	Enforcement Agency Fees		13,562	16,915	23,000	23,000
7301	County Car Expense		2,924	2,632	2,200	3,000
7302	Travel		0	0	0	500
7309	Uncliamable County		0	0	165	
7400	Data Processing		0	(9)	0	0
Total Supplies and Services			2,062,755	2,472,948	2,418,197	2,532,520
8624	OT - Within Enterprise to Organic		342,815	0	432,536	352,680
	OT-Transfer to Organics(PY)		0	0	1,530,624	0
	Subtotal		342,815	0	1,963,160	352,680
Total Expenses			2,405,570	2,472,948	4,381,357	2,885,200
Net Cost			(119,090)	(393,864)	1,530,624	0
Beginning Reserves			1,017,670	1,136,760	1,530,624	0
Less: Current Net Cost			119,090	393,864	(1,530,624)	0
Audit Adjustments			0	0	0	0
Ending Reserve			1,136,760	1,530,624	0	0
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Sonoma County Waste Management Agency						
Fund Balance Summary Projected Year End FY 06-07						
HOUSEHOLD HAZARDOUS WASTE - 799312						
			Actual	Actual	Projected	Proposed
			04-05	05-06	06-07	07-08
Revenues						
1700	Interest On Pooled Cash		26,723	72,252	44,220	21,000
2500	State Other		129,127	338,551	420,000	160,000
2901	Tipping Fee Revenue		946,612	1,016,317	1,223,902	1,553,117
3980	Revenue-Prior Year		59,949	140,000	0	0
4102	Donations/Reimburse		0	0	89,224	491,450
4109	Outdate/Cancel Warrant		3,500	0	0	0
	Subtotal		1,165,911	1,567,120	1,777,346	2,225,567
4624	OT - Within Enterprise					
	Contribution from HHW Op.		0	0	0	0
	Total Other Revenues		0	0	0	0
Total Operating Income			1,165,911	1,567,120	1,777,346	2,225,567
Expenses						
6103	Liability Insurance		1,570	1,828	1,851	4,000
6400	Office Expense		11,560	3,903	10,553	7,180
6500	Professional Services		206,605	81,459	160,000	160,000
6521	County Services		1,126	1,295	1,500	1,575
6540	Contract Services		551,074	926,069	1,845,000	1,845,000
6573	Administration Costs		104,954	104,871	86,110	144,200
6610	Legal Services		4,192	12,706	9,201	8,000
6629	Accounting Services		953	991	825	1,010
6630	Audit Services		2,700	1,450	3,500	7,000
6840	Rental Building/Improvement		10,572	21,320	22,500	23,400
6880	Small Tools		0	0	500	3,000
7301	County Car		0	0	5	0
7302	Travel Expense		981	314	115	0
7400	Data Processing		0	9	102	100
	Total Supplies and Services		896,287	1,156,215	2,141,762	2,204,465
8624	OT - Within Enterprise					
	HHW Closure		0	0	6,667	4,260
	HHW Operation Reserve(inc. PY)		0	0	1,160,990	16,842
	Subtotal		0	0	1,167,657	21,102
Total Expenses			896,287	1,156,215	3,309,419	2,225,567
Net Cost			(269,624)	(410,905)	1,532,073	0
Beginning Reserves			779,857	1,105,174	1,532,073	0
Less: Current Net Cost			269,624	410,905	(1,532,073)	0
Audit Adjustments			55,693	15,994	0	0
Ending Reserve			1,105,174	1,532,073	0	0
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Sonoma County Waste Management Agency		
Fund Balance Summary Projected Year End FY 06-07		

EDUCATION - 799411						
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				Actual	Actual	Projected	Proposed
				04-05	05-06	06-07	07-08
Revenues							
1700	Interest On Pooled Cash			9,315	16,922	13,082	0
2500	State Other			0	0	50,000	0
2901	Tipping Fee Revenue			254,606	244,180	249,437	341,268
3980	Prior Year			15,415	0	0	0
4102	Donations/Reimbursement			15,506	11,160	18,334	21,084
4624	OT - Within Enterprise			0	0	0	0
Total Revenues				294,842	272,262	330,853	362,352
SERVICES AND SUPPLIES							
6103	Liability Insurance			785	914	1,392	1,500
6400	Office Expense			20,137	22,493	31,500	26,227
6500	Professional Services			0	0	50,000	0
6521	County Services			1,130	1,300	1,500	1,575
6540	Contract Services			87,809	79,449	146,350	137,660
6573	Administration Costs			94,368	104,515	103,488	174,880
6610	Legal Services			2,351	2,592	10,972	10,000
6629	Accounting Services			953	991	1,500	1,010
6630	Audit Services			1,575	1,450	2,000	4,000
6840	Rental Building/Improvement			3,230	3,435	4,600	3,000
6880	Small Tools			0	1,267	500	2,000
7302	Travel Expense			0	26	100	500
Total Supplies and Services				212,338	218,432	353,902	362,352
8624	OT - Within Enterprise			0	0	116,879	0
	OT - Transfer to Contingency (PY)			0	0	353,902	0
	Subtotal			0	0	470,781	0
Total Expenses				212,338	218,432	824,683	362,352
Net Cost				(82,504)	(53,830)	493,830	0
Beginning Reserves				359,625	442,129	493,830	0
Less: Current Net Cost				82,504	53,830	(493,830)	0
Audit Adjustments				(15,415)	(2,129)	0	0
Ending Reserve				442,129	493,830	0	0

Sonoma County Waste Management Agency							
Fund Balance Summary Projected Year End FY 06-07							
		Actual	Actual	Projected	Proposed		
		04-05	05-06	06-07	07-08		
DIVERSION - 799510							
Revenues							
1700	Interest On Pooled Cash	4,167	6,822	4,495	7,250		
2500	State Other	151,707	87,644	145,000	147,900		
2901	Tipping Fee Revenue	70,506	39,597	39,910	48,753		
3980	Prior Year	5,995	0	0	0		
4120	Donations/Reimburse	75	12,500	2,444	2,811		
4624	OT - Within Enterprise	0	0	12,709	0		
Total Revenues		232,450	146,563	204,558	206,714		
Operating Expense							
6103	Liability Insurance	785	914	661	1,000		
6400	Office Expense	3,998	3,724	2,750	1,804		
6500	Professional Services	135,377	86,250	190,500	147,900		
6521	County Services	1,364	1,392	500	525		
6540	Contract Services	(113)	0	0	0		
6573	Administration Costs	56,889	81,030	37,812	51,560		
6610	Legal Services	1,762	2,254	500	1,000		
6629	Accounting Services	1,575	0	200	0		
6630	Audit Services	0	1,450	1,500	1,000		
6840	Rents/Leases Bldg.	0	0	0	0		
6880	Small Tools	0	0	0	1,500		
7302	Travel Expense	20	17	29	424		
Total Supplies and Services		201,657	177,031	234,452	206,713		
8624	OT - Within Enterprise	0	0	0	0		
	OT - Transfer to Contingency	0	0	0	0		
	Subtotal	0	0	0	0		
Total Expenses		201,657	177,031	234,452	206,713		
Net Cost		(30,793)	30,468	29,894	0		
Beginning Reserves		75,069	89,454	29,894	0		
Less: Current Net Cost		30,793	(30,468)	(29,894)	0		
Audit Adjustments		(16,408)	(29,092)	0	0		
Ending Reserve		89,454	29,894	0	0		
						Page 6	

Sonoma County Waste Management Agency						
Fund Balance Summary Projected Year End FY 06-07						
PLANNING - 799619						
			Actual 04-05	Actual 05-06	Projected 06-07	Proposed 07-08
<b>Revenues</b>						
1700	Interest On Pooled Cash		1,661	2,852	2,069	0
2901	Tipping Fee Revenue		33,947	19,798	149,662	46,763
3980	Prior Year		4,282	0	0	0
4102	Donations/Reimburse		0	0	12,222	14,055
4624	OT - Within Enterprise		0	0	0	0
<b>Total Revenues</b>			<b>39,890</b>	<b>22,650</b>	<b>163,953</b>	<b>60,818</b>
<b>Expenses</b>						
6103	Liability Insurance		785	914	661	1,000
6400	Office Expense		940	241	2,000	634
6521	County Services		63	72	500	524
6540	Contract Services		0	0	100,500	0
6573	Administration Costs		23,719	11,775	40,851	53,160
6610	Legal Services		1,880	9,047	1,290	2,000
6629	Accounting Services		0	0	200	0
6630	Audit Services		0	725	1,000	2,000
6880	Small Tools		0	0	0	1,500
7302	Travel		0	0	0	0
<b>Total Supplies and Services</b>			<b>27,387</b>	<b>22,774</b>	<b>147,002</b>	<b>60,818</b>
8624	OT - Within Enterprise		0	0	16,951	0
	OT - Transfer to Contingency (P)		0	0	79,301	0
	<b>Subtotal</b>		<b>0</b>	<b>0</b>	<b>96,252</b>	<b>0</b>
<b>Total Expenses</b>			<b>27,387</b>	<b>22,774</b>	<b>243,254</b>	<b>60,818</b>
<b>Net Cost</b>			<b>(12,503)</b>	<b>124</b>	<b>79,301</b>	<b>0</b>
<b>Beginning Reserves</b>			<b>66,922</b>	<b>79,425</b>	<b>79,301</b>	<b>0</b>
<b>Less: Current Net Cost</b>			<b>12,503</b>	<b>(124)</b>	<b>(79,301)</b>	<b>0</b>
<b>Audit Adjustments</b>			<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Reserve</b>			<b>79,425</b>	<b>79,301</b>	<b>0</b>	<b>0</b>
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Sonoma County Waste Management Agency					
Fund Balance Summary Projected Year End FY 06-07					
ORGANICS RESERVE - 799221		Actual 04-05	Actual 05-06	Projected 06-07	Proposed 07-08
Revenues					
1700	Interest on Pooled Cash	12,669	33,163	24,763	164,105
4624	OT - Within Enterprise	362,296	3,342	473,710	379,012
	OT - FB Transfer (PY)	0	0	1,835,074	0
Total Revenues		374,965	36,505	2,333,547	543,117
Expenses					
6540	Contract Services	25,000	0	0	400,000
6590	Engineering Services	3,061	1,515	0	20,000
6610	Legal Services	0	156	0	30,000
Total Supplies and Services		28,061	1,671	0	450,000
8624	OT - Within Enterprise	0	0	0	0
Total Expenses		28,061	1,671	0	450,000
Net Cost		(346,904)	(34,834)	(2,333,547)	(93,117)
Beginning Reserves		570,161	917,065	951,899	3,285,446
Less: Current Net Cost		346,904	34,834	2,333,547	93,117
Audit Adjustments		0	0	0	0
Ending Reserve		917,065	951,899	3,285,446	3,378,563

<b>Sonoma County Waste Management Agency</b>							
<b>Fund Balance Summary Projected Year End FY 06-07</b>							
<b>HHW CLOSURE - 799320</b>							
				<b>Actual</b>	<b>Actual</b>	<b>Projected</b>	<b>Proposed</b>
				<b>04-05</b>	<b>05-06</b>	<b>06-07</b>	<b>07-08</b>
<b>Revenues</b>							
1700	Interest on Pooled Cash			871	1,413	1,056	2,407
4624	OT - Within Enterprise			0	0	6,667	4,260
<b>Total Revenues</b>				<b>871</b>	<b>1,413</b>	<b>7,723</b>	<b>6,667</b>
<b>Expenses</b>							
<b>Total Supplies and Services</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
8624	OT - Within Enterprise			0	0	0	0
<b>Total Expenses</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Net Cost</b>				<b>(871)</b>	<b>(1,413)</b>	<b>(7,723)</b>	<b>(6,667)</b>
<b>Beginning Reserves</b>				<b>38,127</b>	<b>38,998</b>	<b>40,411</b>	<b>48,134</b>
<b>Less: Current Net Cost</b>				<b>871</b>	<b>1,413</b>	<b>7,723</b>	<b>6,667</b>
<b>Audit Adjustments</b>				<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Ending Reserve</b>				<b>38,998</b>	<b>40,411</b>	<b>48,134</b>	<b>54,801</b>
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Sonoma County Waste Management Agency							
Fund Balance Summary Projected Year End FY 06-07							
HHW OPERATING RESERVE - 799338							
				Actual	Actual	Projected	Proposed
				04-05	05-06	06-07	07-08
Revenues							
1700	Interest on Pooled Cash			0	0	0	58,050
4624	OT - Within Enterprise(from Contin			0	0	0	300,000
	OT - Within Enterprise						16,842
	OT - FB Transfer (PY)			0	0	1,160,990	0
Total Revenues				0	0	1,160,990	374,892
Expenses							
6540	Contract Services (HHW projects)			0	0	0	300,000
8624	OT - Within Enterprise			0	0	0	0
Total Expenses				0	0	0	300,000
Net Cost				0	0	(1,160,990)	(74,892)
Beginning Reserves				0	0	0	1,160,990
Less: Current Net Cost				0	0	1,160,990	74,892
Audit Adjustments				0	0	0	0
Ending Reserve				0	0	1,160,990	1,235,882
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**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
2007-08 BUDGET HISTORY**

**TOTAL ALL DIVISIONS**

**EXPENDITURES**

	Actual FY 05-06	Adopted Budget FY 05-06	Estimated FY 06-07	Adopted Budget FY 06-07	Requested FY 07-08	Difference from prev. budget yr.	% Change
<b>SERVICES AND SUPPLIES</b>							
6103 Liability Insurance	9,140	8,700	9,143	9,850	10,500	650	7%
6400 Office Expense	33,041	67,640	47,604	56,250	36,845	(19,405)	-34%
6500 Professional Services	167,709	356,024	400,500	355,000	307,900	(47,100)	-13%
6521 County Services	4,450	4,530	4,500	5,000	5,249	249	5%
6540 Contract Services	3,584,607	4,427,198	4,601,009	4,587,791	5,515,673	477,882	10%
6573 Administration Costs	449,567	434,921	415,821	476,751	523,900	47,149	10%
6590 Engineering Services	12,240	30,400	20,000	20,000	40,000	20,000	100%
6610 Legal Services	39,625	47,560	28,860	19,315	59,000	39,685	205%
6629 Accounting Services	4,952	4,657	5,694	6,270	4,849	(1,421)	-23%
6630 Audit Services	14,500	14,510	17,000	17,000	18,500	1,500	9%
6820 Rents/Leases - Equip	4,056	4,549	5,000	5,000	5,200	200	4%
6840 Rental Bldg/Improv	24,755	25,900	27,100	27,100	26,400	(700)	-31%
6880 Small Tools	1,267	1,000	1,500	1,500	12,500	11,000	100%
7062 Enforcement Agency Fees	16,915	22,100	23,000	23,000	23,000	0	0%
7301 County Car Expense	2,632	2,106	2,200	2,200	3,000	800	36%
7302 Travel Expense	357	500	244	1,300	1,424	124	10%
7309 Unclaimable County	0	(9)	0	0	0	0	0%
7400 Data Processing	9	300	102	300	100	(200)	-67%
<b>SUBTOTAL</b>	<b>4,369,822</b>	<b>5,452,586</b>	<b>5,609,277</b>	<b>5,613,627</b>	<b>6,594,040</b>	<b>530,413</b>	<b>9%</b>
<b>OTHER CHARGES</b>							
8624 OT-Within Enterprise	2,661,245	367,097	877,483	1,063,536	700,114	(363,422)	-34%
<b>SUBTOTAL</b>	<b>2,661,245</b>	<b>367,097</b>	<b>877,483</b>	<b>1,063,536</b>	<b>700,114</b>	<b>(363,422)</b>	<b>-34%</b>
<b>PREVIOUS YEAR ENCUMBRANCES</b>							
9650 PY ENC - Professional	0	3,356	0	0	0	0	0%
<b>SUBTOTAL</b>	<b>0</b>	<b>3,356</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>7,031,067</b>	<b>5,823,039</b>	<b>6,486,760</b>	<b>6,677,163</b>	<b>7,294,154</b>	<b>616,991</b>	<b>9%</b>

**REVENUES**

<b>REVENUES</b>							
1700 Interest on Pooled Cash	174,640	84,985	150,980	65,061	283,187	218,126	335%
2500 State Other	426,195	530,246	615,000	615,000	307,900	(307,100)	-50%
2901 Tipping Fee Revenue	4,481,203	4,159,876	4,696,416	4,604,780	5,115,005	510,225	11%
4020 Sale of Materials	10,415	22,000	135,852	22,000	103,600	81,600	371%
4102 Donations/Reimburse	33,006	13,020	137,224	122,224	539,399	417,175	341%
4624 OT-Within Enterprise	3,342	244,480	614,207	1,288,949	700,114	(588,835)	-46%
<b>TOTAL REVENUES</b>	<b>5,128,801</b>	<b>5,054,607</b>	<b>6,349,679</b>	<b>6,718,014</b>	<b>7,049,205</b>	<b>331,191</b>	<b>5%</b>
<b>TOTAL NET COST</b>	<b>1,902,266</b>	<b>768,432</b>	<b>137,081</b>	<b>(40,851)</b>	<b>244,949</b>	<b>285,800</b>	<b>-700%</b>

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
2007-08 BUDGET HISTORY**

**WOOD WASTE - 799114**

**EXPENDITURES**

		Actual FY 05-06	Adopted Budget FY 05-06	Estimated FY 06-07	Adopted Budget FY 06-07	Requested FY 07-08	Difference from prev. budget yr.	% Change
<u>SERVICES AND SUPPLIES</u>								
6103	Liability Insurance	914	870	899	950	1,000	50	5%
6400	Office Expense	775	0	73	0	500	500	100%
6521	County Services	133	150	500	500	525	25	5%
6540	Contract Services	261,350	267,685	271,619	257,570	289,143	31,573	12%
6573	Administration Costs	48,076	35,585	38,071	38,071	30,000	(8,071)	-21%
6610	Legal Services	3,099	2,845	1,000	2,000	2,000	0	0%
6629	Accounting Services	495	465	470	470	504	34	7%
6630	Audit Services	2,900	1,450	1,500	1,500	2,000	500	33%
6880	Small Tools	0	0	0	0	1,500	1,500	100%
<b>SUBTOTAL</b>		<b>317,742</b>	<b>309,050</b>	<b>314,132</b>	<b>301,061</b>	<b>327,172</b>	<b>26,111</b>	<b>9%</b>
8624	OT - Within Enterprise	0	17,615	304,450	6,779	17,821	11,042	163%
	OT - Within Enterprise (PY)	0	0	41,174	292,550	8,511	(284,039)	-97%
<b>SUBTOTAL</b>		<b>0</b>	<b>17,615</b>	<b>345,624</b>	<b>299,329</b>	<b>26,332</b>	<b>(272,997)</b>	<b>-91%</b>
<b>TOTAL EXPENDITURES</b>		<b>317,742</b>	<b>326,665</b>	<b>659,756</b>	<b>600,390</b>	<b>353,504</b>	<b>(246,886)</b>	<b>-41%</b>

**REVENUES**

1700	Interest in Pooled Cash	9,757	4,780	14,535	0	0	0	0%
2901	Tipping Fee Revenue	311,659	313,885	318,305	301,840	329,904	28,064	9%
4020	Other Sales	25,191	6,000	50,726	6,000	18,600	12,600	210%
4102	Donations/Reimburse	650	0	9,000	0	5,000	5,000	100%
<b>TOTAL REVENUES</b>		<b>347,257</b>	<b>324,665</b>	<b>392,566</b>	<b>307,840</b>	<b>353,504</b>	<b>45,664</b>	<b>15%</b>
<b>NET COST</b>		<b>(29,515)</b>	<b>2,000</b>	<b>267,190</b>	<b>292,550</b>	<b>0</b>	<b>(292,550)</b>	<b>-100%</b>

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
2007-08 BUDGET HISTORY**

**YARD DEBRIS - 799213**

**EXPENDITURES**

	Actual FY 05-06	Adopted Budget FY 05-06	Estimated FY 06-07	Adopted Budget FY 06-07	Requested FY 07-08	Difference from prev. budget yr.	% Change
<u>SERVICES AND SUPPLIES</u>							
6103 Liability Insurance	3,656	3,480	3,679	4,000	2,000	(2,000)	-50%
6400 Office Expense	1,905	2,000	728	0	500	500	100%
6521 County Services	258	300	0	500	525	25	5%
6540 Contract Services	2,317,739	2,221,770	2,237,540	2,126,000	2,393,870	267,870	13%
6573 Administration Costs	96,300	101,936	109,489	109,489	70,100	(39,389)	-36%
6590 Engineering Services	10,725	20,000	20,000	20,000	20,000	0	0%
6610 Legal Services	9,771	10,845	5,897	4,000	6,000	2,000	50%
6629 Accounting Services	2,475	2,328	2,499	2,400	2,325	(75)	-3%
6630 Audit Services	6,525	7,260	7,500	7,500	2,500	(5,000)	-67%
6820 Rents/Leases - Equip	4,056	4,549	5,000	5,000	5,200	200	4%
6880 Small Tools	0	0	500	500	3,000	2,500	0%
7062 Enforcement Agency	16,915	22,100	23,000	23,000	23,000	0	0%
7301 County Car Expense	2,632	2,106	2,200	2,200	3,000	800	36%
7302 Travel	0	0	0	500	500	0	0%
7309 Unclaimable County	0	0	165	0	0	0	0%
7400 Data Processing	0	(9)	0	0	0	0	0%
<b>SUBTOTAL</b>	<b>2,472,957</b>	<b>2,398,665</b>	<b>2,418,197</b>	<b>2,305,089</b>	<b>2,532,520</b>	<b>227,431</b>	<b>10%</b>
8624 OT - Within Enterprise	342,815	342,815	432,536	290,351	352,680	62,329	21%
OT - Within Enterprise (PY)	0	0	1,530,624	1,297,477	0	(1,297,477)	-100%
<b>SUBTOTAL</b>	<b>342,815</b>	<b>342,815</b>	<b>1,963,160</b>	<b>1,587,828</b>	<b>352,680</b>	<b>(1,235,148)</b>	<b>-78%</b>
<b>TOTAL EXPENDITURES</b>	<b>2,815,772</b>	<b>2,741,480</b>	<b>4,381,357</b>	<b>3,892,917</b>	<b>2,885,200</b>	<b>(1,007,717)</b>	<b>-26%</b>

**REVENUES**

<u>REVENUES</u>							
1700 Interest On Pooled Cash	38,002	22,100	44,407	0	0	0	100%
2901 Tipping Fee Revenue	2,839,226	2,511,290	2,715,200	2,579,440	2,795,200	215,760	8%
3700 Copy/Transcribe	10	0	0	0	0	0	0%
4020 Sale of Materials	(14,776)	16,000	85,126	16,000	85,000	69,000	431%
4102 Donations/Reimbursement	4,350	0	6,000	0	5,000	5,000	100%
<b>TOTAL REVENUES</b>	<b>2,866,812</b>	<b>2,549,390</b>	<b>2,850,733</b>	<b>2,595,440</b>	<b>2,885,200</b>	<b>289,760</b>	<b>11%</b>
<b>NET COST</b>	<b>(51,040)</b>	<b>192,090</b>	<b>1,530,624</b>	<b>1,297,477</b>	<b>0</b>	<b>(1,297,477)</b>	<b>-100%</b>

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
2007-08 BUDGET HISTORY**

**HOUSEHOLD HAZARDOUS WASTE - 799312**

**EXPENDITURES**

	Actual FY 05-06	Adopted Budget FY 05-06	Estimated FY 06-07	Adopted Budget FY 06-07	Requested FY 07-08	Difference from prev. budget yr.	% Change
<b><u>SERVICES AND SUPPLIES</u></b>							
6103 Liability Insurance	1,828	1,740	1,851	2,000	4,000	2,000	100%
6400 Office Expense	3,903	30,000	10,553	20,000	7,180	(12,820)	-64%
6500 Professional Services	81,459	196,910	160,000	160,000	160,000	0	0%
6521 County Services	1,295	1,300	1,500	1,500	1,575	75	5%
6540 Contract Services	926,069	1,683,797	1,845,000	1,960,000	1,845,000	(115,000)	-6%
6573 Administration Costs	107,871	103,105	86,110	108,093	144,200	36,107	33%
6610 Legal Services	12,706	9,190	9,201	5,000	8,000	3,000	60%
6629 Accounting Services	991	932	825	1,500	1,010	(490)	-33%
6630 Audit Services	1,450	2,900	3,500	3,500	7,000	3,500	100%
6840 Rental Bldg/Improvement	21,320	21,500	22,500	22,500	23,400	900	4%
6880 Small Tools	0	0	500	500	3,000	2,500	500%
7301 County Car	0	0	5	0	0	0	0%
7302 Travel Expense	314	0	115	500	0	(500)	0%
7400 Data Processing	9	300	102	300	100	(200)	-67%
<b>SUBTOTAL</b>	<b>1,159,215</b>	<b>2,051,674</b>	<b>2,141,762</b>	<b>2,285,393</b>	<b>2,204,465</b>	<b>(80,928)</b>	<b>-4%</b>
<b><u>OTHER CHARGES</u></b>							
8624 OT - Within Enterprise	2,318,430	6,667	6,667	6,667	21,102	14,435	217%
OT - Within Enterprise (PY)	0	0	1,160,990	81,293	0	(81,293)	-100%
<b>SUBTOTAL</b>	<b>2,318,430</b>	<b>6,667</b>	<b>1,167,657</b>	<b>87,960</b>	<b>21,102</b>	<b>(66,858)</b>	<b>-76%</b>
<b><u>PREVIOUS YEAR ENCUMBRANCES</u></b>							
9650 PY ENC - Professional	0	3,356	0	0	0	0	0%
<b>SUBTOTAL</b>	<b>0</b>	<b>3,356</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>3,477,645</b>	<b>2,061,697</b>	<b>3,309,419</b>	<b>2,373,353</b>	<b>2,225,567</b>	<b>(147,786)</b>	<b>-6%</b>

<b><u>REVENUES</u></b>							
1700 Interest on Pooled Cash	72,252	36,000	44,220	15,523	21,000	5,477	35%
2500 St-Other	338,551	388,070	420,000	420,000	160,000	(260,000)	-62%
2901 Tipping Fee Revenue	1,016,317	1,003,079	1,223,902	1,268,496	1,553,117	284,621	22%
3980 Revenue-Prior Year	140,000	70,000	0	0	0	0	0%
4102 Donations/Reimburse	0	0	89,224	89,224	491,450	402,226	451%
<b>TOTAL REVENUES</b>	<b>1,567,120</b>	<b>1,497,149</b>	<b>1,777,346</b>	<b>1,793,243</b>	<b>2,225,567</b>	<b>432,324</b>	<b>24%</b>
<b>NET COST</b>	<b>1,910,525</b>	<b>564,548</b>	<b>1,532,073</b>	<b>580,110</b>	<b>0</b>	<b>(580,110)</b>	<b>-100%</b>

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
2007-08 BUDGET HISTORY**

**EDUCATION - 799411**

**EXPENDITURES**

	Actual FY 05-06	Adopted Budget FY 05-06	Estimated FY 06-07	Adopted Budget FY 06-07	Requested FY 07-08	Difference from prev. budget yr.	% Change
<b><u>SERVICES AND SUPPLIES</u></b>							
6103 Liability Insurance	914	870	1,392	1,500	1,500	0	0%
6400 Office Expense	22,493	31,200	31,500	31,500	26,227	(5,273)	-17%
6500 Professional Services	0	0	50,000	50,000	0	(50,000)	-100%
6521 County Services	1,300	1,300	1,500	1,500	1,575	75	5%
6540 Contract Services	79,449	141,446	146,350	144,221	137,660	(6,561)	-5%
6573 Administration Costs	104,515	104,492	103,488	111,009	174,880	63,871	58%
6610 Legal Services	2,592	2,535	10,972	6,000	10,000	4,000	67%
6629 Accounting Services	991	932	1,500	1,500	1,010	(490)	-33%
6630 Audit Services	1,450	1,450	2,000	2,000	4,000	2,000	100%
6840 Rental Bldg/Improvement	3,435	4,400	4,600	4,600	3,000	(1,600)	-35%
6880 Small Tools	1,267	1,000	500	500	2,000	1,500	300%
7302 Travel Expense	26	500	100	300	500	200	67%
<b>SUBTOTAL</b>	<b>218,432</b>	<b>290,125</b>	<b>353,902</b>	<b>354,630</b>	<b>362,352</b>	<b>7,722</b>	<b>2%</b>
<b><u>OTHER CHARGES</u></b>							
8624 OT - Within Enterprise	0	0	116,879	373,973	0	(373,973)	100%
OT - Within Enterprise (PY)	436,864	0	353,902	0	0	0	0%
<b>SUBTOTAL</b>	<b>436,864</b>	<b>0</b>	<b>470,781</b>	<b>373,973</b>	<b>0</b>	<b>(373,973)</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>	<b>655,296</b>	<b>290,125</b>	<b>824,683</b>	<b>728,603</b>	<b>362,352</b>	<b>(366,251)</b>	<b>-50%</b>

**REVENUES**

<b><u>REVENUES</u></b>							
1700 Interest On Pooled Cash	9,315	7,280	13,082	0	0	0	100%
2500 State Other	0	0	50,000	50,000	0	(50,000)	-100%
2901 Tipping Fee Revenue	254,606	273,000	249,437	258,525	341,268	82,743	32%
3980 Prior Year	15,415	0	0	0	0	0	0%
4102 Donations/Reimburse.	15,506	520	18,334	18,334	21,084	2,750	15%
<b>SUBTOTAL</b>	<b>294,842</b>	<b>280,800</b>	<b>330,853</b>	<b>326,859</b>	<b>362,352</b>	<b>35,493</b>	<b>11%</b>
<b>NET COST</b>	<b>360,454</b>	<b>9,325</b>	<b>493,830</b>	<b>401,744</b>	<b>0</b>	<b>(401,744)</b>	<b>-100%</b>

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
2007-08 BUDGET HISTORY**

**DIVERSION - 799510**

**EXPENDITURES**

	Actual FY 05-06	Adopted Budget FY 05-06	Estimated FY 06-07	Adopted Budget FY 06-07	Requested FY 07-08	Difference from prev. budget yr.	% Change
<b>SERVICES AND SUPPLIES</b>							
6103 Liability Insurance	914	870	661	700	1,000	300	43%
6400 Office Expense	3,724	4,000	2,750	2,750	1,804	(946)	-34%
6500 Professional Services	86,250	158,584	190,500	145,000	147,900	2,900	2%
6521 County Services	1,392	1,400	500	500	525	25	5%
6540 Contract Services	0	12,500	0	0	0	0	0%
6573 Administration Costs	81,030	59,230	37,812	43,376	51,560	8,184	19%
6610 Legal Services	2,254	2,345	500	1,025	1,000	(25)	-2%
6629 Accounting Services	0	0	200	200	0	(200)	-100%
6630 Audit Services	1,450	1,450	1,500	1,500	1,000	(500)	-33%
6880 Small Tools	0	0	0	0	1,500	1,500	100%
7302 Travel	17	0	29	0	424	424	100%
<b>SUBTOTAL</b>	<b>177,031</b>	<b>240,379</b>	<b>234,452</b>	<b>195,051</b>	<b>206,713</b>	<b>11,662</b>	<b>6%</b>
<b>OTHER CHARGES</b>							
8624 OT- Within Enterprise	0	0	0	0	0	0	0%
OT- Within Enterprise(PY)	0	0	0	81,213	0	(81,213)	-100%
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>81,213</b>	<b>0</b>	<b>(81,213)</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>	<b>354,062</b>	<b>240,379</b>	<b>234,452</b>	<b>276,264</b>	<b>206,713</b>	<b>(69,551)</b>	<b>-25%</b>

**REVENUES**

<b>REVENUES</b>							
1700 Interest On Pooled Cash	6,822	4,620	4,495	5,687	7,250	1,563	27%
2500 State Other	87,644	142,176	145,000	145,000	147,900	2,900	2%
2901 Tipping Fee Revenue	39,597	39,081	39,910	41,364	48,753	7,389	18%
4102 Donations/Reimburse	12,500	12,500	2,444	2,444	2,810	366	15%
<b>TOTAL REVENUES</b>	<b>146,563</b>	<b>198,377</b>	<b>191,849</b>	<b>194,495</b>	<b>206,713</b>	<b>12,218</b>	<b>6%</b>
<b>NET COST</b>	<b>207,499</b>	<b>42,002</b>	<b>42,603</b>	<b>81,769</b>	<b>0</b>	<b>(81,769)</b>	<b>-100%</b>



**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
2007-08 BUDGET HISTORY**

**PLANNING - 799619**

**EXPENDITURES**

	Actual FY 05-06	Adopted Budget FY 05-06	Estimated FY 06-07	Adopted Budget FY 06-07	Requested FY 07-08	Difference from prev. budget yr.	% Change
<u>SERVICES AND SUPPLIES</u>							
6103 Liability Insurance	914	870	661	700	1,000	300	43%
6400 Office Expense	241	440	2,000	2,000	634	(1,366)	-68%
6521 County Services	72	80	500	500	524	24	5%
6540 Contract Services	0	0	100,500	100,000	0	(100,000)	-100%
6573 Administration Costs	11,775	30,573	40,851	66,713	53,160	(13,553)	-20%
6610 Legal Services	9,047	9,000	1,290	1,290	2,000	710	55%
6629 Accounting Services	0	0	200	200	0	(200)	-100%
6630 Audit Services	725	0	1,000	1,000	2,000	1,000	100%
6880 Small Tools	0	0	0	0	1,500	1,500	100%
<b>SUBTOTAL</b>	<b>22,774</b>	<b>40,963</b>	<b>147,002</b>	<b>172,403</b>	<b>60,818</b>	<b>(111,585)</b>	<b>-65%</b>
8624 OT- Within Enterprise	0	0	16,951	0	0	0	0%
OT- Within Enterprise(PY)			79,301	62,907	0	(62,907)	-100%
	45,548						
<b>SUBTOTAL</b>	<b>45,548</b>	<b>0</b>	<b>96,252</b>	<b>62,907</b>	<b>0</b>	<b>(62,907)</b>	<b>-100%</b>
<b>TOTAL EXPENDITURES</b>	<b>68,322</b>	<b>40,963</b>	<b>243,254</b>	<b>235,310</b>	<b>60,818</b>	<b>(174,492)</b>	<b>-74%</b>

**REVENUES**

1700 Interest on Pooled Cash	2,852	970	2,069	0	0	0	100%
2901 Tipping Fee Revenue	19,798	19,541	149,662	155,115	46,763	(108,352)	-70%
4102 Donations/Reimburse	0	0	12,222	12,222	14,055	1,833	15%
<b>TOTAL REVENUES</b>	<b>22,650</b>	<b>20,511</b>	<b>163,953</b>	<b>167,337</b>	<b>60,818</b>	<b>(106,519)</b>	<b>-64%</b>
<b>NET COST</b>	<b>45,672</b>	<b>20,452</b>	<b>79,301</b>	<b>67,973</b>	<b>0</b>	<b>(67,973)</b>	<b>-100%</b>

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
2007-08 BUDGET HISTORY**

**ORGANICS RESERVE - 799221**

**EXPENDITURES**

	Actual FY 05-06	Adopted Budget FY 05-06	Estimated FY 06-07	Adopted Budget FY 06-07	Requested FY 07-08	Difference from prev. budget yr.	% Change
<b><u>SUPPLIES AND SERVICES</u></b>							
6540 Contract Services	0	100,000	0	0	400,000	400,000	100%
6590 Engineering Services	1,515	10,400	0	0	20,000	20,000	100%
6610 Legal Services	156	10,800	0	0	30,000	30,000	100%
<b>TOTAL EXPENDITURES</b>	<b>1,671</b>	<b>121,200</b>	<b>0</b>	<b>0</b>	<b>450,000</b>	<b>450,000</b>	<b>100%</b>

**REVENUES**

1700 Interest on Pooled Cash	33,163	7,250	24,763	40,042	164,105	124,063	310%
4624 OT - Within Enterprise	3,342	178,331	473,710	297,130	379,012	81,882	28%
OT - Within Enterprise(PY)	0	0	1,835,074	1,590,027	0	(1,590,027)	100%
<b>TOTAL REVENUES</b>	<b>36,505</b>	<b>185,581</b>	<b>2,333,547</b>	<b>1,927,199</b>	<b>543,117</b>	<b>(1,384,082)</b>	<b>-72%</b>
<b>NET COST</b>	<b>(34,834)</b>	<b>(64,381)</b>	<b>(2,333,547)</b>	<b>(1,927,199)</b>	<b>(93,117)</b>	<b>1,834,082</b>	<b>-95%</b>

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
2007-08 BUDGET HISTORY**

**HHW FACILITY CLOSURE RESERVE - 799320**

**EXPENDITURES**

		Actual FY 05-06	Adopted Budget FY 05-06	Estimated FY 06-07	Adopted Budget FY 06-07	Requested FY 07-08	Difference from prev. budget yr.	% Change
8624	OT-Within Enterprise	0	0	0	0	0	0	0%
<b>TOTAL EXPENDITURES</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>

**REVENUES**

1700	Interest on Pooled Cash	1,413	700	1,056	1,837	2,407	570	31%
4624	OT-Within Enterprise	0	6,667	6,667	6,667	4,260	(2,407)	-36%
<b>TOTAL REVENUES</b>		<b>1,413</b>	<b>7,367</b>	<b>7,723</b>	<b>8,504</b>	<b>6,667</b>	<b>(1,837)</b>	<b>-22%</b>
		<b>2,826</b>						
<b>NET COST</b>		<b>(1,413)</b>	<b>(7,367)</b>	<b>(7,723)</b>	<b>(8,504)</b>	<b>(6,667)</b>	<b>1,837</b>	<b>-22%</b>

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
2007-08 BUDGET HISTORY**

**HHW OPERATING RESERVE - 799338**

**EXPENDITURES**

	Actual FY 05-06	Adopted Budget FY 05-06	Estimated FY 06-07	Adopted Budget FY 06-07	Requested FY 07-08	Difference from prev. budget yr.	% Change
6540 Contract Services	0	0	0	0	300,000	300,000	100%
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>300,000</b>	<b>300,000</b>	<b>0%</b>

**REVENUES**

1700 Interest on Pooled Cash	0	0	0	0	58,050	58,050	0
4624 OT-Within Enterprise	0	0	0	467,059	316,842	(150,217)	-32%
OT-Within Enterprise(PY)	0	0	1,160,990	0	0	0	0%
<b>TOTAL REVENUES</b>	<b>0</b>	<b>0</b>	<b>1,160,990</b>	<b>467,059</b>	<b>374,892</b>	<b>(92,167)</b>	<b>-20%</b>
	0						
<b>NET COST</b>	<b>0</b>	<b>0</b>	<b>(1,160,990)</b>	<b>(467,059)</b>	<b>(74,892)</b>	<b>392,167</b>	<b>-84%</b>

SONOMA COUNTY WASTE MANAGEMENT AGENCY  
2007-08 BUDGET HISTORY

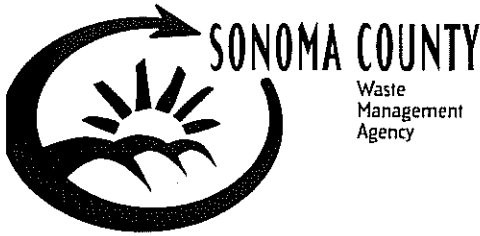
CONTINGENCY FUND - 799718

EXPENDITURES

		Actual FY 05-06	Adopted Budget FY 05-06	Estimated FY 06-07	Adopted Budget FY 06-07	Requested FY 07-08	Difference from prev. budget yr.	% Change
SERVICES AND SUPPLIES								
6540	Contract Services	0	0	0	0	150,000	150,000	100%
8624	OT-Within Enterprise	0	0	12,709	385,766	300,000	(85,766)	-22%
TOTAL EXPENDITURES		0	0	12,709	385,766	450,000	64,234	17%

REVENUES

<u>REVENUES</u>								
1700	Interest on Pooled Cash	1,064	1,285	2,353	1,972	30,375	28,403	1440%
4624	OT-Within Enterprise	0	59,482	133,830	518,093	0	(518,093)	-100%
	OT-Within Enterprise(PY)	0	0	433,203	0	0	0	0%
TOTAL REVENUES		1,064	60,767	569,386	520,065	30,375	(489,690)	-94%
NET COST		(1,064)	(60,767)	(556,677)	(134,299)	419,625	553,924	-412%



**Agenda Item #: 8.1**  
**Cost Center: Planning**  
**Staff Contact: Carter**  
**Agenda Date: 6/20/07**

**ITEM: Update on ColWMP Revision**

**I. BACKGROUND**

At the May 16, 2007 Agency Board meeting, the Board gave direction to staff to issue an RFP for consultant services to assist in the performing the necessary CEQA review to address the Sonoma Countywide Integrated Waste Management Plan (ColWMP) revision. At the same meeting, in a separate action, the Board gave direction to the AB939 Local Task Force (LTF) to revise the Household Hazardous Waste Element (HHWE) of the ColWMP to allow the possibility of multiple household toxics collection facilities. The revised HHWE text providing the potential for more than one permanent HHW facility submitted to the LTF for its June 14, 2007 meeting is attached.

**II. DISCUSSION**

Staff will provide a verbal update regarding LTF action on this issue, including the possibility of combining HHWE revisions with the Goals, Objectives, and Policies and Siting Element revisions to the ColWMP CEQA RFP, which has already been authorized by this Board.

**III. FUNDING IMPACT**

For FY 07-08, \$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**

There are three potential recommended actions, depending on the outcome of the June 14, 2007 LTF meeting:

- If the LTF approves the HHWE revision without alteration, staff recommends the Board review the revised language, and if acceptable, authorize staff to extend the scope of the ColWMP revision RFP to include the HHWE revision;
- If the LTF approves the HHWE revision with alterations, staff recommends the Board consider those changes and, if acceptable, authorize staff to extend the scope of the ColWMP revision RFP to include the HHWE revision, or;
- If the LTF does not approve the HHWE revision at the June 14 meeting, staff will return at a future Board meeting to present the LTF-recommended HHWE revision.

**V. ATTACHMENTS**

HHWE Revision (Proposed)

## CHAPTER 5

### HOUSEHOLD HAZARDOUS WASTE ELEMENT

#### 5.1 INTRODUCTION

Hazardous Waste is defined as material that meets criteria set forth in the Federal Resource Conservation and Recovery Act (RCRA). In simple terms it is a material that can cause harm to human health or the environment through its reactivity, flammability, corrosivity, or toxicity. Since many materials have these characteristics, the law has defined limits for each hazard class (reactivity, flammability, corrosivity, and toxicity). Any material falling within those limits is considered characteristically hazardous and must be handled as hazardous waste. California law requires that any waste material that meets RCRA hazardous characteristics or California's stricter limits must be handled as hazardous waste regardless of who generated the waste. Waste generated by residents is called Household Hazardous Waste (HHW).

By law, a hazardous waste is created when a generator determines that a product is no longer useful, thereby determining that the product is a waste. Most HHW was formerly common household products. Householders generate hazardous wastes while performing regular household activities such as cleaning, painting, making repairs, gardening, working on hobbies, and maintaining autos. The following are examples of some common types of HHW:

- Household cleaners
- Pesticides
- Car batteries
- Wood preservatives
- Auto and furniture polish
- Pesticides
- Automotive products
- Adhesives and sealants
- Paints and coatings
- Photographic chemicals
- Pool chemicals
- Motor oil
- Anti-freeze

The hazards associated with HHW are the same as those associated with industrially generated hazardous waste. Hazardous waste can burn or irritate skin and eyes and make people both acutely and chronically ill. Hazardous waste can poison people, pets and wildlife. Hazardous wastes can cause or fuel fires. Hazardous waste can contaminate soil, water and air. Specifically there is concern about hazardous waste: 1) leaching out of landfills into ground water; 2) being poured down the drain (i.e., when the waste water treatment plant is unable to treat such waste); and 3) being poured down storm drains, which lead straight to creeks and rivers.

#### 5.2 GOAL AND OBJECTIVES OF THE HHWE

##### 5.2.1 Goal

As stated in Chapter 2, the following goal addresses household hazardous waste management:

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.

## 5.2.2 Objectives

The following objectives address this goal:

- The SCWMA will distribute HHW 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 achieve participation in the County's Household Hazardous Waste (HHW) collection program of 3 percent annually of the county's households.
- The SCWMA will achieve measurable reduction of landfill disposal of prohibited wastes documented by waste characterizations studies at the end of the short term and medium term planning periods.

## 5.3 EXISTING CONDITIONS

### 5.3.1 History of HHW Management in Sonoma County

#### 5.3.1.1 Household Hazardous Waste Collections

HHW collections started in Sonoma County in 1985 in the City of Santa Rosa. Gradually each of the jurisdictions starting offering annual collections provided by their solid waste hauler. In 1993 the SCWMA assumed responsibility for HHW management and started offering Household Toxics Roundups (HTRs) countywide making all collections available to any county resident. Collection services for qualified businesses, referred to as CESQGs (Conditional Exempt Small Quantity Generators), started in 1994. A reuse program started in 1995 to redistribute reusable products to the public – a program that the public appreciates and provides a significant cost savings to the SCWMA. A door-to-door collection was added in 1998 in conjunction with the HTRs. Construction began on an HHW Facility in 2001, with an anticipated opening of Spring 2002, and opened January 2005.

#### 5.3.1.2 Recycle Only Collections

There has been a significant increase in recycle only collection centers, referred to as BOPs (Battery, Oil, Paint). Oil recycling started at some county disposal sites in 1990. Beginning in 1990 the recycling center at the Central Disposal Site offered a latex paint exchange. This program was duplicated at three of the County's transfer stations. When the State offered grant funds for oil recycling, businesses were recruited to collect oil and more public drop-offs were created for a total of 70 oil collection locations countywide in 2001. Starting in 1996, the SCWMA asked the oil collection centers to accept antifreeze and oil filters; in 2001, 16 centers collect antifreeze and 33 collect oil filters. Curbside oil and filter collection was added in the Cities of Rohnert Park, Santa Rosa, Sonoma and the unincorporated county in 2000.

#### 5.3.1.3 Load Checking

A load checking program was started at county disposal facilities in 1990. The program consists of spot checking commercial and residential self-haul loads for hazardous waste. The load check program emphasizes education of residents about proper HHW disposal opportunities. Identified hazardous wastes are removed from the waste stream. When a generator is not evident, waste is stored in hazardous waste lockers awaiting proper packing and disposal.



#### 5.3.1.4 Education

A variety of educational campaigns have been implemented to encourage use of Household Toxics Roundups, oil and filter recycling, Integrated Pest Management, use of safer alternatives and not to dispose of HHW in garbage cans. Nearly all residents and businesses generate HHW. Much of the education and public information efforts have been focused towards the public as a whole. In some cases, campaigns have been directed to specific populations including boaters, Spanish speakers, sports fans, children, high school students, landfill users, and government employees. Examples of a few of the efforts undertaken include: oil recycling (multiple campaigns and target audiences), Household Toxics Roundup promotion, A Health Environment Begins at Home (children); "No Toxics" garbage can stickers; Our Water Our World IPM Store campaign; and IPM Workshops (government employees).

#### 5.3.2 HHW Generation Rates

There is little known about how much HHW is generated annually. Sales of hazardous products do not equal the hazardous waste, since products put to their intended use are not considered wastes. Since HHW is created when the generator determines that a product is no longer useful, it is difficult to distinguish between products and wastes in storage. In practice, residents tend to store products past their useful life, which can create hazards in the home through the growth in quantities and the destabilization of some hazardous products with age. Additionally, it is unknown how much HHW is improperly disposed of in storm drains, down sewers or to the soil. What is quantified are estimates of how much is disposed of in the landfill and how much is collected in HHW collection programs.

In 1990 and 1995/96 solid waste characterization studies were conducted at Sonoma County disposal sites. Table 5-1 illustrates the HHW measured in Sonoma County's waste stream. While this chapter focuses on HHW, waste from businesses is also disposed of illegally as illustrated in Table 5-1. Businesses that generate small quantities of hazardous waste (known as CESQGs) may and are served by the HHW program in accordance with State and Federal law. Therefore, the programs listed are also designed to target some unknown portion of the hazardous waste being disposed of by businesses. It is an unknown portion as the law limits the businesses that HHW programs may serve, and it is unknown where business hazardous waste found in the waste stream is generated. Businesses that generate large quantities of hazardous waste are addressed through stringent hazardous waste regulations at the State and Federal level.

Table 5-2 illustrates how much HHW and CESQG waste was collected in Sonoma County by program type from 1996 to 2001. Table 5-3 illustrates the quantities of waste collected by waste type.

### 5.4 EVALUATION OF ALTERNATIVES

While Section 5.3.1 provides the program description for each of the evaluated alternatives, the evaluation is conducted in Table 5-4 Alternative Program Evaluation using criteria set forth in Title 14, Section 18751.3. This chapter evaluates all programs required to be evaluated by Title 14 and additional programs that the SCWMA considers appropriate.

#### 5.4.1 Alternative Program Descriptions

##### 5.4.1.1 Periodic Collection

A temporary collection center is set up in a paved, accessible location (e.g., a parking lot) for a short period (usually one or two days). Residents are encouraged to bring their household hazardous materials to the site on collection days. The center is staffed by trained personnel who collect, sort, and pack the HHW into 55-gallon drums. Wastes are transported by a licensed hauler to licensed hazardous waste facilities for recycling, treatment, or disposal. The hours, dates and locations must be advertised for each collection in advance. Periodic Collections can be very successful, but there are limitations. The residents may not be able to make the date selected or find it inconvenient. Residents are asked to store material until an event is held. Residents who are moving are often caught in the situation of not being able to move the material or properly dispose of it within their limited time frame. Rain or other

situations can arise that impact participation, which can increase cost. Sites acceptable for locating Periodic Collections can be limited and/or limiting.

<b>Table 5-1: Waste Characterization Studies at Sonoma County Disposal Sites (1992 and 1995/96)</b>				
Waste Type	1990 (tons annually)		1995/96 (tons annually)	
	Residential	Non-Residential	Residential	Non-Residential
Paint	breakout unavailable		219	54
Automotive Fluids			243	75
Household Batteries			158	57
Vehicle Batteries			217	118
Remainder Composite HHW			368	288
<i>Subtotal</i>	<i>119</i>	<i>976</i>	<i>1,205</i>	<i>592</i>
<b>TOTAL</b>	<b>1,095</b>		<b>1,797</b>	

Table 5-2: Hazardous Waste Collected by Sonoma County HHW Programs (reported in pounds by fiscal year)					
Program	00-01	99-00	98-99	97-98	96-97
Household Toxics Roundups	736,793	721,141	637,542	504,243	665,200
BOPs	596,104	579,418	504,290	programs not tracked	
Load Checking	36,667	48,517	34,558		
Door-to-Door	52,105	79,844	16,188	no program	
Curbside Oil & Filter Recycling	125,733	no program			
Vendor Collection	485,700	574,262	773,140	program not tracked	
TOTAL	2,035,102	2,003,182	1,965,718	504,243	665,200

<b>Table 5-3: Waste Collected by HHW Programs by Waste Type</b> (reported in pounds)		
Waste Category	2000-2001	1999-2000
Flammable solid/liquid	133,964	133,711
Bulked flammable liquids	59,296	98,805
Oil-base paint	206,577	164,249
Poison (excl. Aerosols)	55,937	55,114
Reactive and explosive	28	92
Inorganic acid	8,318	7,347
Organic acid	263	683
Inorganic base	12,274	11,001
Organic base	733	0
neutral oxidizers	0	308
Organic peroxides	100	131
Oxidizing acid	348	91
Oxidizing base	3,247	5,221
PCB-containing paint	0	0
Other PCB waste	3,674	2,981
Corrosive aerosols	1,663	1,556
Flammable aerosols	11,636	10,865
Poison aerosols	3,322	3,101
Antifreeze	14,497	16,700
Car Batteries	143,130	166,975
Fluorescent bulbs	7,068	3,806
Latex paint	176,582	192,115
Motor oil/oil products	1,141,018	1,062,782
Oil filters	27,227	25,693
Mercury	82	300
Medical waste (syringes)	497	459
Household batteries	4,439	4,957
Other	15,147	28,921
Asbestos	4,035	5,215
<b>TOTAL POUNDS</b>	<b>2,035,101</b>	<b>2,003,178</b>
Total tons	1,018	1,002

<b>Table 5-4: Alternative Program Evaluation</b>				
<b>Criteria (1= high; 5= low)</b>	<b>Periodic Collections</b>	<b>HHW Facility</b>	<b>Mobile Collections</b>	<b>Vendor Collection</b>
<b>Potential Hazard</b>	2	4	2	4
<b>Accommodate Change</b>	2	5	2	3
<b>Implementation Lead Time</b>	Three months	Three years	Six months	Four months
<b>New or Expanded Facility(s)</b>	None	Yes	Uses HHW Facility	None
<b>Consistent with Local Conditions</b>	Yes	Yes	Yes	Yes
<b>Institutional Barriers</b>	None	CEQA review and mitigations; neighbor opposition	None	None
<b>Cost</b>	\$30,000 - \$110,000/event	±\$850,000 annually	\$2,000 - \$5,000/collection	\$500/site annually
<b>End Use of Waste</b>	75% recycled 25% incinerated	75% recycled 25% incinerated	75% recycled 25% incinerated	Recycled
<b>Effectiveness</b>	Good	Excellent	Good	Fair - Excellent
<b>Criteria (1= high; 5= low)</b>	<b>Curbside Collection</b>	<b>Door-to-Door Collection</b>	<b>BOPs</b>	<b>E-waste Recycling</b>
<b>Potential Hazard</b>	2	4	5	5
<b>Accommodate Change</b>	2	2	2	1
<b>Implementation Lead Time</b>	Six months	Six months	Two months	Two months
<b>New or Expanded Facility(s)</b>	None	Recommend use with HHW Facility	Minimal, optional	None
<b>Consistent with Local Conditions</b>	Yes	Yes	Yes	Yes
<b>Institutional Barriers</b>	Perceived danger of spills and vandalism	None	None	None
<b>Cost</b>	\$0.05 - \$0.15/hh/mo	±\$60.00/pickup (collection only)	Varies on volume \$3,000 - \$20,000	Varies on volume. \$750/ton
<b>End Use of Waste</b>	Recycled	Same as HHW Facility	Recycled	Recycled
<b>Effectiveness</b>	Fair	Good	Excellent	Good
<b>Criteria (1= high; 5= low)</b>	<b>CESQG</b>	<b>Load Checking</b>	<b>Reuse Exchange</b>	<b>Disaster Response</b>
<b>Potential Hazard</b>	4	1	3	3
<b>Accommodate Change</b>	2	1	1	1
<b>Implementation Lead Time</b>	One month with existing program.	Two Months	One week	Days

<b>New or Expanded Facility(s)</b>	Uses facility(s) used for other programs	Hazardous waste lockers	None	None
<b>Consistent with Local Conditions</b>	Yes	Yes	Yes	Yes
<b>Institutional Barriers</b>	None	None	Waiver of liability	None
<b>Cost</b>	Costs passed through to businesses	\$175,000 annually	Net cost savings vary \$6,000 - \$22,000	Varies
<b>End Use of Waste</b>	Same as HHW Facility	Same as HHW Facility	Used as product	Same as HHW Facility
<b>Effectiveness</b>	Fair	Poor	Not applicable	Varies

#### 5.4.1.2 HHW Facilities

HHW Facilities provide an ongoing means for residents to properly manage HHW. These facilities vary from small, often prefabricated structures. HHW Facilities entail larger capital costs than other HHW collection options. Because of their storage and waste-handling capacity, however, these facilities can help control long-term program costs through greater flexibility and economies of scale in waste handling and disposal.

#### 5.4.1.3 Mobile Collection

A Mobile Collection is a smaller version of a Periodic Collection and is operated in conjunction with a the HHW Facilities. The HHW Facilities that supports Mobile Collections may or may not provide service directly to the public. The idea behind a mobile program is to provide convenient, local service while still reaping the flexibility and economies of scale that a HHW Facilities provides. Wastes collected by Mobile Collections can be consolidated, bulked, and/or reused at the HHW Facilities. Typically Mobile Collections are smaller and more frequent than Periodic Collections.

#### 5.4.1.4 Vendor Collection

Since some businesses already manage hazardous wastes, they can be cost-efficient and convenient collection centers for HHW. Methods to increase vendor participation in HHW collection include identifying additional materials and vendor types (e.g., paint stores for collection of paint wastes) and providing education and/or incentives to vendors. Waste collection opportunities are specific to the product or material that each type of vendor sells (e.g., battery vendors could collect used batteries) and may be limited by cost and potential liability. SCWMA advertises participating vendors, who would benefit from increased customer traffic at their locations. In 2001, 61 vendors collect oil, 33 collect oil filters and 16 collect antifreeze. There is a State law that requires automotive battery vendors to accept trade-in batteries or collect a core charge with the new battery if a trade-in is not received. Rechargeable Battery Recycling Corp (RBRC) provides for collection of rechargeable batteries at many chain stores such as Radio Shack, Sears, Cellular One, Ace Hardware and others. In 2001, Best Buy stated they would develop a program to accept waste electronics. Several large computer manufacturers have developed fee programs for recycling of their computers (e.g., Dell, HP, IBM). Extended Producer Responsibility (EPR) efforts are working to increase management of wastes by retailers and manufacturers.

#### 5.4.1.5 Curbside Collection

Curbside Collection programs are limited to collecting oil, filter and household battery recycling due to the potential hazards involved in placing hazardous waste on the curb. Curbside oil and filter recycling can be very successful programs when run in conjunction with curbside recycling programs. Oil and filters are left at the curb with other recyclables, thereby using the existing collection infrastructure.

#### **5.4.1.6 Door-to-Door Pickup Program**

Door-to-Door Pickup programs involve pickups at residents' homes by appointment. The advantages are convenience, controlled and knowledgeable transport, early identification of materials that pose an imminent danger, and service to non-mobile residents. However, these programs can be costly.

#### **5.4.1.7 Batteries, Oil, and Paint Programs**

Batteries, Oil, and Paint Programs (BOPs) are recycling centers for HHW. By law, BOPs can only collect recyclable HHW: oil, oil filters, batteries, antifreeze, paint and fluorescent lamps. BOPs are typically operated with non-direct supervision, meaning the public places waste in well marked containers without assistance. It is best to have some supervision of the site to discourage potential abuses. BOPs are frequently located at disposal sites and municipal corporation yards.

#### **5.4.1.8 E-waste Recycling**

Electronic Waste (E-waste) can contain hazardous components, which require that the product be disposed of as hazardous waste. Cathode Ray Tubes (CRTs), the glass tubes found in TVs and computer monitors, contain four to eight pounds of lead. CRTs have been designated as Universal Waste by the State of California and must be recycled in accordance with the Universal Waste Rule. If they are not recycled as Universal Waste, then CRTs must be treated as hazardous waste. Many experts expect that other electronic wastes will also be designated as Universal Wastes, requiring hazardous waste management. The Universal Waste Rule allows for collection of Universal Wastes at facilities that do not have hazardous waste permits so long as certain handling requirements are met. Due to the size, weight, quantity and cost of managing E-waste, HHW programs could become overwhelmed. Therefore, it is recommended that E-waste be collected at disposal sites where bulky items can be more easily managed and fees can be charged to cover the recycling costs.

#### **5.4.1.9 Conditionally Exempt Small Quantity Generator**

The law allows HHW programs to serve commercial generators that meet the regulatory definition of a Conditionally Exempt Small Quantity Generator (CESQG). A CESQG cannot generate more than 27 gallons of hazardous waste per month, excluding oil, antifreeze and latex paint if recycled. CESQGs in California must still handle their hazardous wastes like large quantity generators; however, it is sometimes difficult to find haulers that will haul small quantities and the cost per unit is more expensive. Providing hazardous waste disposal opportunities can be a very valuable service to local businesses. As shown in Table 5-1, it is necessary to serve businesses to eliminate hazardous waste from local landfills. CESQG's can be served using any of the collection programs evaluated in this chapter. The disposal cost may be passed on to the CESQG. Typically CESQGs are served on an appointment only basis and inventories of wastes are required. Transportation and disposal issues may be more involved than with the average resident. The California State Department of Toxic Substances Control offers a transportation variance for CESQG's that allow transport of up to 27 gallons if specific transportation information has been shared with the CESQG by the jurisdiction.

#### **5.4.1.10 Load Checking**

Load Checking is necessary to identify hazardous materials in the solid waste stream and to reduce the amount of HHW being disposed of as solid waste. Load Checking seeks to ensure proper management of the hazardous wastes delivered to solid waste facilities, to identify generators who place hazardous wastes

in the solid waste stream, and to require them to assume responsibility for proper waste management through education and enforcement. Monitoring consists of questioning and educating self-haulers, stopping the dumping of hazardous waste when witnessed, retrieving hazardous waste identified in the solid waste, and spot checking and sorting random loads. Load Checking programs are mandated by law.

#### 5.4.1.11 Reuse Exchange

A good portion of the waste brought to a HHW collection program is still usable product (i.e., leftovers or unwanted product). Hazardous waste disposal is expensive, and even proper disposal has an environmental impact. Therefore, the best use of a hazardous product is to use it for its intended use. Reuse Exchange programs allow the public to take usable products at no cost, providing an avoided cost to the collection program. Experience has shown that the public likes Reuse Exchange programs.

#### 5.4.1.12 Disaster Response

Sonoma County has experienced three Federally declared natural disasters in the past decade. For each of those disasters, special programs to capture HHW were implemented. Should Sonoma County experience any natural disasters in the future, the HHW collection system, along with resources from emergency response agencies, will be utilized to mitigate the impact of HHW on health, the environment, and the landfill.

### 5.5 SELECTION, IMPLEMENTATION AND MONITORING OF PROGRAMS

All of the programs evaluated in Section 5.3 have been or are being implemented in Sonoma County. The SCWMA has chosen to provide the most convenient and comprehensive service to its residents and CESQGs (Table 5-5). The Periodic Collections were operated until the HHW Facility was built. The HHW Facility ~~was~~ selected as the most cost effective approach to the management HHW with the ability to offer weekly service. Additionally, the HHW Facility allows for the operation of other programs that provide convenient service in each of the SCWMA member communities. The Mobile Collection program was selected to provide convenient collection in each of the jurisdictions. Sonoma County covers 1,500 square miles, and therefore, no single facility could provide convenient service. The HHW Facility offers a place to most efficiently manage the waste from the Mobile Collections. Door-to-Door Collection is offered as a convenience for those residents and CESQGs that are willing to pay for the convenience. Additionally it addresses the issue of residents with limited transportation options. Curbside Collection, BOPs and Vendor Collection are used to collect recyclable HHW in the most cost effective manner possible so that other more costly HHW collection programs are not overwhelmed. CESQG's are served at cost to provide CESQG's a reasonable disposal option and in acknowledgment that CESQG's must be served in order to meet the SCWMA's goal of eliminating improper disposal of hazardous waste. The Load Checking program is implemented in accordance with law, and the Reuse Exchange program is implemented to save money and limit disposal liability. The collection capabilities of each program is found in Table 5-2.

The end use or disposal of hazardous waste is highly regulated. The SCWMA adheres to the US EPA's waste management hierarchy: Reduce, Reuse, Recycle, Treat, Incinerate, Landfill. As new technologies open up recycling markets for waste, the SCWMA adjusts its disposal methods. For implementation of the selected programs, ~~only one~~ HHW facility ~~will be built as needed and economically feasible~~.

Within the limitations and requirements of law, the SCWMA collects all HHW except radioactive materials, explosives, and biological wastes (excluding syringes). Should a resident bring a waste that a program does not manage, an assessment is made to determine if there is an imminent danger posed by the waste. If a danger is determined, then the appropriate agency is notified. If an imminent danger is not identified, the resident is provided with proper disposal information.

Table 5-5: Selected Programs		
Program	Implementation Dates	Responsible Agency
Periodic Collections	Started 1993 / Discontinued 2002	SCWMA
HHW Facility	2002	SCWMA
Mobile Collection	2002	SCWMA
Vendor Collection	1993	SCWMA
Curbside Collection	2000	City/County
Door-to-Door Collection	1999	SCWMA
BOPs	1990	County
E-waste Recycling	2002	County
CESQG	1994	SCWMA
Load Checking	1992	County
Reuse Exchange	1994	SCWMA
Disaster Response	As Needed	County/SCWMA

Each program is monitored annually. Waste volumes are reported annually to the State in the State's 303 Forms. Waste characterization analyses are conducted as necessary so that diversion progress can be tracked. Annually, the most recent waste characterization data and cost data are used to determine the success of programs and to modify programs accordingly. The minimal criteria used for evaluating a program's success are that it: 1) does not cost more than \$1.00 per pound; 2) is collecting reasonable amounts of waste; 3) is mandated by law; and 4) is successfully supported by direct user fees.

The funding discussion for these programs is presented in Section 5.5.6 of this chapter.

## 5.6 EDUCATION AND PUBLIC INFORMATION

The SCWMA has conducted multiple educational and publicity campaigns on HHW and participated on State committees to improve HHW education. The SCWMA has been very successful at promoting programs and encouraging participation. However, in light of the efforts of the SCWMA and other jurisdictions, the SCWMA has concluded that significant reduction of HHW creation is outside of SCWMA's capability. The reality is that there are too many barriers to effectively educate the public about reducing the use of hazardous products, including:

1. Often there are not any non-toxic alternatives to toxic products.
2. Products are not required to list ingredients, limiting knowledge of a product's hazards.
3. Assessing "safer" toxics is a matter of debate as widely accepted standards do not exist.
4. There is not enough expertise to accurately guide the public to make better choices.



5. As a public entity, the SCWMA is limited in mentioning specific brands, which in the world of safer products can make a big difference. For example, one toilet bowl cleaner may be much safer than another, but they are both labeled as toilet bowl cleaners with no distinction.
6. There are vast numbers of product types and uses in the world of HHW.
7. The consequences of choosing one product over another is often too subtle to impact consumers. While products may not cause death or imminent cancer, the difference may still be significant. For example, one product may cause immune system damage while a safer alternative may be just an irritant.
8. Sometimes better options are not the least toxic option. For example, a good insect control are baits. Baits are a better choice than sprays because of the containment of the toxics to a gel accessed only by the insect, yet the chemical composition of the bait can be equal or greater in toxicity to a spray.
9. Often when selecting less toxic options consumers are weighing one impacted ecosystem against another (i.e., air vs. water; mammals vs. aquatic life).
10. Current research on creating changes in behavior concludes that behaviors are simple and straight forward, and the public's barriers must be removed by the educational efforts.

King County, Washington recently conducted a lawn care campaign with a budget of \$600,000 over three years. They established a baseline of sales data for targeted products, which was tracked throughout the campaign. The campaign was implemented in accordance with current research on creating behavior change. During the three-year campaign, sales of weed and feed and other targeted lawn care products increased faster than the population. There is no evidence that King County succeeded in changing any targeted behavior.

### **5.6.1 HHW Education Goals and Objectives**

#### **5.6.1.1 Goal**

Increase proper disposal of HHW and decrease the cost of HHW management, improper disposal of HHW, and the generation of HHW.

#### **5.6.1.2 Objectives**

1. Promote HHW collection programs.
2. Work towards Extended Producer Responsibility (EPR) policies for any product that becomes an HHW upon disposal to reduce or eliminate the SCWMA's responsibility for HHW and to encourage redesign and reformulation.
3. Work towards the use of the Precautionary Principal (see Section 5.5.3.3) for the approval and continued use of chemicals.
4. Work towards State and national restrictions or bans on chemicals that create unnecessary harm to humans, wildlife or the environment.
5. Promote the five hazardous product management habits:
  1. Buy only what you need.
  2. Buy the least toxic option available.

3. Use up what you have.
  4. Share what you cannot use.
  5. Properly dispose of what you cannot use or share.
6. Increase Integrated Pest Management (IPM) practices by SCWMA member jurisdictions.
  7. Increase the use of safer janitorial supplies by SCWMA member jurisdictions through contractual agreements with janitorial contractors.
  8. Participate and create regional and multi-agency campaigns on HHW or related topics (e.g. storm water).

## **5.6.2 Current and Historical HHW Educational and Public Information Efforts**

### **5.6.2.1 Annual Recycling Guide**

The SCWMA has produced a Sonoma County Recycling Guide annually since 1993, providing a wealth of information on recycling and household hazardous waste, including Household Toxics Roundup (HTR) dates, locations for recycling oil and filters, antifreeze, paint, and other hazardous wastes.

### **5.6.2.2 Eco-Desk**

An information specialist answers the Eco-Desk hotline 3 hours a day, Monday through Friday. A 24-hour voice-mail system provides a variety of information such as oil and filter recycling centers (English and Spanish), HHW facility locations and operating hours, and paint recycling. Callers may leave messages in any of the information boxes and receive return calls.

### **5.6.2.3 Website**

The SCWMA has an extensive website, [www.recyclenow.org](http://www.recyclenow.org). The SCWMA website has HHW Collection information, the IPM campaign fact sheets and all the oil and filter, antifreeze and automotive battery recycling centers.

### **5.6.2.4 HHW Collection Programs Publicity**

The SCWMA widely publicizes the HHW collection programs on an ongoing basis using a variety of methods including banners, utility bill flyers, press releases, collection schedule flyers, load checking personnel, event signs, garbage can flyers, newsletters, email notices, and word of mouth.

### **5.6.2.5 Oil and Filter Recycling Publicity**

The SCWMA receives annual grant funds to promote oil and filter recycling. Since 1994, the SCWMA has implemented numerous campaigns, including advertising in Auto Traders, bilge pad give-aways, banners, boater cards, bumper stickers, Car Club Show sponsorship, car racing programs, collection center signs, direct mail, dockwalkers, driver's education videos, Earth Day events; fairs/event booths, give-aways (pens, t-shirts, magnets, tickets, etc.), live radio remotes, mailers to boaters, minor league baseball (trash can ads, outfield banners, program ads, radio spots), multi-family posters/flyers, newspaper articles, newspaper ads, oil container give-aways, oil change window decals, posters, radio spots, radio talk shows, radio dramas, scratcher games, shelf talkers, Spanish outreach (radio, newspapers, newsletters, container give-aways, give-aways, hotline), storm drain stenciling, teacher packets, television commercials, and utility bill flyers.

#### **5.6.2.6 IPM Training Workshops**

The SCWMA is conducting two workshops on Integrated Pest Management (IPM) techniques for City and County employees in the Winter of 2002. The workshops will focus on landscape pests and roadside maintenance. Depending on the outcome, future IPM workshops may be conducted.

#### **5.6.2.7 IPM Store Campaign**

The SCWMA, Sonoma County Water Agency and City of Santa Rosa teamed for the local implementation of a Bay Area regional IPM store campaign. The campaign was conducted in local hardware stores and nurseries. The campaign consisted of training store employees and distributing fact sheets, special displays, and shelf labels.

#### **5.6.2.8 "No Toxics" Garbage Can Labels**

To deter improper disposal of hazardous waste in garbage, "No Toxics" labels were applied to all residential garbage cans countywide. Stickers are applied to new cans as they are distributed.

#### **5.6.2.9 Resource Lists**

Resource lists are created and maintained for hazardous waste haulers, oil recyclers, fluorescent lamp recyclers and other resources as necessary. Resource lists are primarily used by the Eco-Desk when responding to specific requests for information.

#### **5.6.2.10 Safer Alternatives Literature**

The SCWMA has distributed a variety of brochures addressing safer alternatives to household hazardous wastes. Some of the brochure titles include: "Buy Smart, Buy Safe;" "Grow Smart, Grow Safe;" and "Recipes for Environmentally Friendly Cleaning."

#### **5.6.2.11 Fair Booths/Give-aways**

The SCWMA participates annually in fairs using a special booth display. Publicity give-aways, such as magnets, pens, posters, and t-shirts, are distributed from the booths.

#### **5.6.2.12 General Media Coverage**

The SCWMA receives a significant amount of press coverage for HHW issues. Each of the Roundups has been well advertised by the local media. Photos are not uncommon in print media, and there have been a handful of TV news spots and radio show spots. During the fall of 2001, HHW was the cover story on one issue of the Home and Garden section of the Press Democrat. HHW programs have also received coverage as some local hazardous waste dumping issues have arisen.

#### **5.6.2.13 Annual Reports**

Annual reports are published for the HHW program listing the programs and their accomplishments and is distributed to the SCWMA members.

#### **5.6.2.14 Surveys**

The SCWMA has conducted two telephone surveys that focused on HHW issues. The surveys have measured the public's knowledge of HHW issues and programs as high (70% or better).

### **5.6.2.15 California Peer Review Committee**

The SCWMA participated in a statewide committee aimed at producing researched information on safer alternatives for dissemination to the public. The committee produced two websites, a program managers manual, and a mock public brochure.

### **5.6.2.16 Storm Drain Stenciling**

The SCWMA initiated the storm drain stenciling programs in Sonoma County. The SCWMA continues to support ongoing labeling of storm drains.

### **5.6.2.17 Bay Area Oil Contest (Scratchers)**

The SCWMA participated in the Bay Area oil campaign in 1995/96, which included an extensive radio and television campaign and scratchers for prizes.

### **5.6.2.18 Re-refined Oil Workshop**

In 1997/98 the SCWMA sponsored two workshops conducted by the Community Environmental Council entitled *Re-refined Oil Workshop*: one for local government fleet managers and one for private fleet managers. The Cities of Petaluma and Santa Rosa use re-refined oil in their vehicle fleets. The SCWMA has printed bumper stickers to identify vehicles using re-refined oil.

### **5.6.2.19 Teacher Packets**

Drivers education and auto shop teachers were sent an oil recycling kit every year between 1994 and 1997, including oil recycling posters, brochures, oil change record window stickers and magnets. In 1995, each teacher also received a video, *Lean Green Drivin' Machine*.

### **5.6.2.20 GREEN**

In 1997, the SCWMA worked with 13 other local agencies, Government Resources Environmental Education Network (GREEN), to develop a campaign called *A Healthy Environment Begins at Home*. GREEN first developed a brochure that covers oil and antifreeze recycling, Household Toxics Roundups, pesticide use, hazardous waste spill clean-up, latex paint clean-up, and lead paint management, in addition to other environmental issues. GREEN expanded the campaign to include an interactive booth at the Thursday Night Market, a local weekly fair. Each week the booth was staffed by a different agency with a different emphasis. GREEN continues as a networking committee that has led to other collaborative efforts, including the IPM campaign described below.

## **5.6.3 Program Descriptions of New HHW Educational and Public Information Programs**

### **5.6.3.1 HHW Program Promotion**

The SCWMA will continue to promote HHW programs using the methods historically found successful, including utility bill flyers, press releases, banners, newsletters, emails, newspaper ads, radio spots, flyers, the annual Recycling Guide and the SCWMA website.

### **5.6.3.2 Extended Producer Responsibility (EPR) Policies**

The SCWMA will continue to work for implementation of EPR policies by manufacturers. The SCWMA will join coalitions working towards EPR and lobby administrative and legislative representatives as necessary. EPR policies incorporate the life-cycle costs of a product, including recycling or disposal, into the manufacturing and sale price of a product. EPR policies promote redesign and reformulation to make

recycling or disposal more cost effective. The SCWMA has already passed a resolution in support of EPR policies, joined the Product Stewardship Institute, and written a letter of support for the California Integrated Waste Management Board's 2002 Strategic Plan, which incorporates EPR policies.

#### **5.6.3.3 Promote the Precautionary Principal**

The Precautionary Principal states that decisions should be made based on a weight of scientific evidence. Currently, precedent requires proof of harm after a product has met initial requirements for introduction. Unfortunately, that standard has allowed products to remain in the market for decades after they have been determined to cause harm using a weight of evidence standard. While weight of evidence can be demonstrated with strong and consistent correlations between cause and effect, proof requires a great deal more science. Proof of harm can be difficult to establish with chemicals that are so pervasive in our community that no control group is available, such as with many pesticides. In order to measure and address the threat of such products, the SCWMA will promote the use of the Precautionary Principle. The SCWMA will introduce the public to the Precautionary Principal through available media such as press releases, the annual Recycling Guide, SCWMA website, and brochures. The SCWMA will lobby administrative and legislative representatives to adopt the Precautionary Principal at the State and Federal level. The SCWMA will join coalitions promoting the Precautionary Principal as such coalitions arise. The SCWMA will use the Precautionary Principal in making its own policy decisions.

#### **5.6.3.4 Bans and Restrictions**

Based on the Precautionary Principal, the SCWMA will work towards the ban and/or restriction of products that are demonstrated to pose harm to people, wildlife or the environment in Sonoma County. Due to the complexity of most hazardous product issues, it is far more effective to ban or restrict their distribution than to attempt to educate the public on appropriate use, disposal and alternatives. Therefore, products that pose particular or significant harm may be targeted for bans or restrictions. The SCWMA will introduce the public to the issues involving the product(s) of concern through available media such as press releases, the annual Recycling Guide, SCWMA website, and brochures. The SCWMA will lobby administrative and legislative representatives to adopt bans or restrictions at the State and Federal level. The SCWMA will join coalitions promoting the bans or restrictions as such coalitions arise. The SCWMA will consider all desired bans and restrictions in making its own policies decisions.

#### **5.6.3.5 Promote the Five Hazardous Product Habits**

The SCWMA will promote the following hazardous product management habits:

1. Buy only what you need.
2. Buy the least toxic option available.
3. Use up what you have.
4. Share what you can't use.
5. Properly dispose of what you can't use or share.

The SCWMA will use available media, including flyers, utility bill flyers, press releases, HHW Facility signage, newsletters, emails, newspaper ads, radio spots, flyers, the annual Recycling Guide, the SCWMA website, give-aways, and posters.

#### **5.6.3.6 Integrated Pest Management**

Integrated Pest Management (IPM) incorporates a variety of management techniques to control pests. IPM does not exclude the use of pesticides, but seeks to find other solutions leaving pesticides as a last resort. IPM techniques are training intensive, and can generally not be well applied by the general public. Therefore, this program will target the training of public employees that maintain public properties to minimize the exposure of the public and the environment to pesticides and reduce disposal needs. It will also establish local government as a model and resource for other elements of the community.

#### **5.6.3.7 Safer Janitorial Supplies**

Each of the SCWMA's member jurisdictions has contracted janitorial services. The SCWMA will create guidelines designed to lead to the use of safer products by janitorial contractors. Member jurisdictions can use the guidelines in their bidding process and contracts with janitorial service providers. Since the selection of products can be very complex and involved, the guidelines will consist primarily of lists of banned or restricted ingredients with the intent to eliminate carcinogens, mutagens and teratogens. The guidelines will also include recommendations on how to further reduce the impact of products.

#### **5.6.4 Implementation of New HHW Educational and Public Information Programs**

Table 5-6 addresses the six criteria of implementation as required by Title 14, Section 18751.7(4)(d).

#### **5.6.5 Monitoring and Evaluation of New HHW Educational and Public Information Programs**

Table 5-7 addresses the six criteria of monitoring and evaluation as required by Title 14 Section 18751.7(4)(e).

#### **5.6.6 Funding**

The HHW infrastructure has already been implemented using a variety of stable funding sources as presented in Table 5-8. An SCWMA staff person is assigned to manage the HHW program and further develop the program. Limited additional funding is necessary to implement the new education and public information programs selected in this Element. Funding requirements and sources are presented in Table 5-8. The SCWMA reserves the right to modify, limit or discontinue programs as necessitated by funding limitations.

<b>Table 5-6: Program Implementation: HHW Education and Public Information Programs</b>				
	<b>HHW Program Promotion</b>	<b>EPR Policies</b>	<b>Precautionary Principal</b>	<b>Bans &amp; Restrictions</b>
<b>Audience</b>	Potential Program Users	Manufactures, State and Federal Agencies and Legislators, General Public	Manufactures, State and Federal Agencies and Legislators, General Public	Manufactures, State and Federal Agencies and Legislators, General Public
<b>Responsible Agency</b>	SCWMA	SCWMA	SCWMA	SCWMA
<b>Implementation Tasks</b>	<ul style="list-style-type: none"> <li>• Vary with program</li> </ul>	<ul style="list-style-type: none"> <li>• Write letters</li> <li>• Attend meetings</li> <li>• Speak on topic</li> <li>• Network</li> <li>• Sit on committees</li> </ul>	<ul style="list-style-type: none"> <li>• Write letters</li> <li>• Attend meetings</li> <li>• Speak on topic</li> <li>• Network</li> <li>• Sit on committees</li> <li>• Create short educational writeups</li> </ul>	<ul style="list-style-type: none"> <li>• Write letters</li> <li>• Attend meetings</li> <li>• Speak on topic</li> <li>• Network</li> <li>• Sit on committees</li> <li>• Create short educational writeups</li> </ul>
<b>Implementation Timeline</b>	Ongoing	Ongoing	Short-term	As necessary
<b>Implementation Cost</b>	Varies with Program	Staff time	Staff time	Staff time
<b>Safer Alternatives</b>	Possibly	No	Possibly	Indirectly, yes
	<b>Hazardous Waste Habits</b>	<b>IPM</b>	<b>Janitorial Supplies</b>	
<b>Audience</b>	Residents	City and County employees who do landscaping or roadside maintenance	City and County purchasing agents and janitorial contractors	
<b>Responsible Agency</b>	SCWMA	SCWMA and member jurisdictions	SCWMA and member jurisdictions	
<b>Implementation Tasks</b>	<ul style="list-style-type: none"> <li>• Develop brochures</li> <li>• Develop signage</li> <li>• Indoctrinate employees</li> </ul>	<ul style="list-style-type: none"> <li>• Organize workshops</li> <li>• Create networks</li> <li>• Develop/purchase resources</li> </ul>	<ul style="list-style-type: none"> <li>• Develop guidelines</li> <li>• Meet with purchasing agents</li> </ul>	
<b>Implementation Timeline</b>	Short-term	Short-term	Short-term	
<b>Implementation Cost</b>	\$2,000 annually	\$10,000 annually	Staff time	
<b>Safer Alternatives</b>	Yes	No	No	

**Table 5-7: Program Monitoring and Evaluation: HHW Education and Public Information Programs**

	<b>HHW Program Promotion</b>	<b>EPR Policies</b>	<b>Precautionary Principal</b>	<b>Bans &amp; Restrictions</b>
<b>Measurement Methods</b>	Participation in HHW programs being promoted	Success in establishing EPR policies	Success in changing legislative and legal mind set	Success in banning or restricting targeted products or effecting their redesign or reformulation
<b>Evaluation Criteria</b>	<ul style="list-style-type: none"> <li>• Participation in HHW programs</li> </ul>	<ul style="list-style-type: none"> <li>• EPR policies adopted</li> <li>• Willing legislative sponsors</li> <li>• Strong coalitions</li> </ul>	<ul style="list-style-type: none"> <li>• Receptive CIWMB</li> <li>• Receptive legislators</li> </ul>	<ul style="list-style-type: none"> <li>• Ban/restrictions adopted</li> <li>• Willing legislative sponsors</li> <li>• Strong coalitions</li> </ul>
<b>Responsible Agency</b>	SCWMA	SCWMA	SCWMA	SCWMA
<b>Funding Requirements</b>	None	None	None	None
<b>Shortfall Contingencies</b>	Modify approach being utilized	Modify "requests"	Long-term effort Keep up the pressure	Implement local bans and restrictions as necessary
<b>Schedule</b>	Varies with program	Flexible with legislative priorities	Long-term effort Keep up the pressure	Flexible with legislative priorities
	<b>Hazardous Waste Habits</b>	<b>IPM</b>	<b>Janitorial Supplies</b>	
<b>Measurement Methods</b>	Phone Surveys	Increased knowledge and use of IPM techniques and active network	Inclusion of guidelines in janitorial contracts	
<b>Evaluation Criteria</b>	<ul style="list-style-type: none"> <li>• Familiarity of public with five habits</li> <li>• Reported changes in behavior</li> </ul>	<ul style="list-style-type: none"> <li>• Attendance at training</li> <li>• Positive feedback from participants</li> <li>• Decrease in pesticide use</li> </ul>	<ul style="list-style-type: none"> <li>• Adoption of guidelines in contracts</li> <li>• Adherence of contractual requirements</li> <li>• Use of other recommendations</li> </ul>	
<b>Responsible Agency</b>	SCWMA	SCWMA and member jurisdictions	SCWMA and member jurisdictions	
<b>Funding Requirements</b>	\$30,000 every five years	None	None	
<b>Shortfall Contingencies</b>	Research new behavior change approaches	<ul style="list-style-type: none"> <li>• Modify training approach</li> <li>• Seek Council mandates</li> </ul>	Seek Council mandates	
<b>Schedule</b>	Annual HHW report Five year report	Annual HHW report	Annual HHW report	



Table 5-8: Funding			
Program	Funding Needs	Funding Sources	Contingency Funding
<b>COLLECTION PROGRAMS</b>			
<b>Periodic Collections</b>	Program discontinued in 2001		
<b>HHW Facility</b>	\$600,000 annually	SCWMA Tipping Fee Surcharge	Increase to SCWMA Tipping Fee Surcharge and/or Reduce Service
<b>Mobile Collection</b>	\$200,000 annually	SCWMA Tipping Fee Surcharge	Increase to SCWMA Tipping Fee Surcharge and/or Reduce Service
<b>Vendor Collection</b>	\$30,000 annually	Used Oil Block Grant	Larger Portion of Used Oil Block Grant
<b>Curbside Collection</b>	\$0.05-\$0.10/HH/month	Garbage Rates	Increase Garbage Rates
<b>Door-to-Door Collection</b>	\$100/pickup	User Fees and SCWMA Tipping Fee Surcharge	Increase User Fees and SCWMA Tipping Fee Surcharge and/or Reduce Service
<b>BOPs</b>	\$15,000 annually	Landfill Tipping Fee	Increase to Landfill Tipping Fee and/or Reduce Service
<b>E-waste Recycling</b>	\$750/ton, \$150,000 annually	Recycling Fee	Increase Recycling Fee
<b>CESQG</b>	Varies	User Fees	Increase User Fees
<b>Load Checking</b>	\$50,000 annually	Landfill Tipping Fee	Increase Landfill Tipping Fee
<b>Reuse Exchange</b>	Generates Cost Savings	Not Applicable	Not Applicable
<b>EDUCATION PROGRAMS</b>			
<b>HHW Program Promotion</b>	Varies, Unknown	SCWMA Tipping Fee Surcharge	Increase to SCWMA Tipping Fee Surcharge and/or Reduce Service
<b>EPR Policies</b>	Staff time	SCWMA Tipping Fee Surcharge	Increase to SCWMA Tipping Fee Surcharge and/or Reduce Service
<b>Precautionary Principals</b>	Staff time	SCWMA Tipping Fee Surcharge	Increase to SCWMA Tipping Fee Surcharge and/or Reduce Service
<b>Bans &amp; Restrictions</b>	Staff time	SCWMA Tipping Fee Surcharge	Increase to SCWMA Tipping Fee Surcharge and/or Reduce Service
<b>Hazardous Waste Habits</b>	\$2,000 annually \$30,000 every 5 years	SCWMA Tipping Fee Surcharge	Increase to SCWMA Tipping Fee Surcharge and/or Reduce Service
<b>IPM</b>	\$10,000 annually	SCWMA Tipping Fee Surcharge	Increase to SCWMA Tipping Fee Surcharge and/or Reduce Service
<b>Janitorial Supplies</b>	Staff time	SCWMA Tipping Fee Surcharge	Increase to SCWMA Tipping Fee Surcharge



**Agenda Item #:**  
**Cost Center:**  
**Staff Contact:**  
**Meeting Date:**

**9.1**  
**Education**  
**Wells**  
**6/20/07**

**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 concurrently supporting the Agency's HHW management goals.

**III. FUNDING IMPACT**

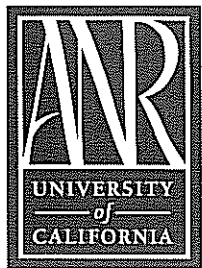
The proposed agreement is for \$49,980 for three years, which is \$16,660 per year and is included in the FY 07-08 work plan and budget. This funding level is the same as the prior agreement.

**IV. RECOMMENDED ACTION**

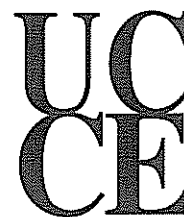
Authorize the Executive Director to sign the Letter Agreement with Sonoma County University of California Cooperative Extension.

**V. ATTACHMENT**

Letter Agreement with UCCE – Sonoma County  
Resolution Authorizing the Executive Director to sign the Letter Agreement



UNIVERSITY of CALIFORNIA  
**Agriculture & Natural Resources**



**COOPERATIVE EXTENSION • SONOMA COUNTY**

133 Aviation Blvd., Suite 109 • Santa Rosa, CA 95403  
Tel. (707)565-2621 Fax (707)565-2623 4-H (707)565-2681  
Master Gardeners (707)565-2608 <http://cesonoma.ucdavis.edu>

June 1, 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 request to the Board of Supervisors for 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, subject to Board approval.

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.

LETTER AGREEMENT

Sonoma County Waste Management Agency

June 1, 2007


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. Notwithstanding any other provision herein, either party may, at any time and without cause, terminate this Agreement by giving ten (10) calendar days written notice to the other party. Upon termination, UCCE shall be entitled to compensation for any services performed prior to the effective date of termination.

**Sonoma County UC Cooperative Extension**

  
\_\_\_\_\_  
Linda Garcia  
Director

  
\_\_\_\_\_  
Date

**Sonoma County Waste Management Agency**

\_\_\_\_\_  
Ken Wells  
Executive Director

\_\_\_\_\_  
Date

Copy: Andy Pickett, CAO Analyst

RESOLUTION NO.: 2007-

DATED: June 20, 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 June 20, 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 the Letter Agreement 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 -- 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



**SONOMA COMPOST COMPANY  
MONTHLY REPORT**

**January-07**

***a) Tonnages of Each Material Delivered to Facility***

total tons of yard debris:	5,688.71 tons
average tons per day of yard debris:	189.62 tons
total tons of wood debris:	649.34 tons
average tons per day of wood debris:	21.64 tons
total tons of yard debris to Laguna *	1,077.50 tons
Total tons of food discards **	67.66 tons

\* This tonnage is not included in total tons of yard debris

\*\* This tonnage is included in the total yard debris tonnage above

***b) Deviations From Normal Operating Plans***

***Windrow Characteristics***

	<u>width</u>	<u>height</u>	<u>length</u>
normal	18'	7'	700'

***Moisture Addition/Application***

at grinder:	None
at compost site:	None

***Moisture Content (%)***

by feel:	lab results:
55-60%	48.30%
(active compost)	(finished compost)

***Additives***

Feathers, Grape Pomace
------------------------

***Temperature Measurements***

*(data on file at SCC office)*

Has temperature of finished compost reached 131 degrees Fahrenheit for at least 15 days, during which time the material was turned 5 times? YES

***Aeration (turning)***

type: SCARAB	frequency: 5 times in 15 days or longer during pathogen reduction, plus additional turnings to enhance the composting process (weather permitting).
-----------------	---

### c) Highlights and Anomalies of Program

<b>Weather/Rainfall:</b>	
total inches:	1.00
# of storm events	2
<b>Operational Problems:</b>	
None	

### d) Lab tests

#### Monthly tests: Nutrient/Pathogen Reduction/Heavy Metals

<b>analysis: NUTRIENT</b>	
next date due:	Feb-07
date sample taken:	1/17/07
# of sub-samples:	12
location of samples:	25

<b>analysis: HEAVY METALS</b>	
next date due:	Feb-07
date sample taken:	1/17/07
# of sub-samples:	108
location of samples:	8,9,11,12,15,19,20, 24, 31, 33, 38

<b>analysis: PATHOGEN REDUCTION</b>	
next date due:	Feb-07
date sample taken:	1/17/07
# of sub samples:	108
locations of samples:	8,9,11,12,15,19, 20,24, 31, 33, 38

#### Quarterly Test:

<b>analysis: PESTICIDE RESIDUES</b>	
next date due:	Feb-07
date sample taken:	1/17/07
# of sub-samples:	12
locations of samples:	25

### e) Sales and Distribution of Finished Product

#### Yard Debris Sold

monthly total, cubic yards of all yard debris products sold:	3,122.00 cubic yds.
total cubic yards of screened compost:	2,308.00 cubic yds.
total cubic yards of early mulch:	78.00 cubic yds.
total cubic yards of screened mulch:	736.00 cubic yds.
yard debris product allocations:	95.00 cubic yds.
yard debris product donations:	30.00 cubic yds.

#### Wood Debris Sold

monthly total, tons of wood debris products sold:	2,824.94 tons
total tons of wood to non-fuel markets:	168.68 tons
total tons of wood bio-fuel*:	2,656.26 tons
wood debris product allocations:	147.00 cubic yds.
wood debris product donations:	20.00 cubic yds.

\* Bio-fuel tonnage includes overs from compost process

## Shipment Log

A shipment log showing date, compost product description, volume and destination of each load leaving the facility is on file at the Sonoma Compost office and is available for review by the Agency for purposes of verifying compensation records or other auditing functions.

### *f) Complaints and Environmental Concerns*

None

### *g) Contaminants Landfilled, Recovered or Recycled*

	tons	overall %
disposed	119	1.60%
recycled		

### *h) Inventory of Tonnage, Volume and Composition of Finished Products*

#### FINISHED MATERIALS

cubic yards

unscreened compost	9,000 cy
screened compost	6,800 cy
mulch	1,500 cy
"intermediates"	800 cy

#### INTERMEDIATELY COMPOSTED MATERIALS

aged over 2 weeks	22,800 cy
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#### FRESH MATERIAL

on-site under 2 weeks	7,530 cy
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#### EXPERIMENTAL MATERIAL

None	0 cy
------	------





**SONOMA COMPOST COMPANY  
MONTHLY REPORT**

**February-07**

***a) Tonnages of Each Material Delivered to Facility***

total tons of yard debris:	4,214.69 tons
average tons per day of yard debris:	150.52 tons
total tons of wood debris:	592.68 tons
average tons per day of wood debris:	21.17 tons
total tons of yard debris to Laguna *	581.50 tons
Total tons of food discards **	47.96 tons

\* This tonnage is not included in total tons of yard debris

\*\* This tonnage is included in the total yard debris tonnage above

***b) Deviations From Normal Operating Plans***

***Windrow Characteristics***

	<u>width</u>	<u>height</u>	<u>length</u>
normal	18'	7'	700'

***Moisture Addition/Application***

at grinder:	None
at compost site:	None

***Moisture Content (%)***

by feel:	lab results:
55-60%	55.50%
(active compost)	(finished compost)

***Additives***

Feathers, Grape Pomace
------------------------

***Temperature Measurements***

*(data on file at SCC office)*

Has temperature of finished compost reached 131 degrees Fahrenheit for at least 15 days, during which time the material was turned 5 times? YES

***Aeration (turning)***

type: SCARAB	frequency: 5 times in 15 days or longer during pathogen reduction, plus additional turnings to enhance the composting process (weather permitting).
-----------------	---

### c) Highlights and Anomalies of Program

<b>Weather/Rainfall:</b>	
total inches:	7.25
# of storm events:	5
<b>Operational Problems:</b>	
None	

### d) Lab tests

#### Monthly tests: Nutrient/Pathogen Reduction/Heavy Metals

<b>analysis: NUTRIENT</b>	
next date due:	Mar-07
date sample taken:	2/22/07
# of sub-samples:	12
location of samples:	25,35,36,44

<b>analysis: HEAVY METALS</b>	
next date due:	Mar-07
date sample taken:	2/22/07
# of sub-samples:	63
location of samples:	13,22,40,42,46,47
	54

<b>analysis: PATHOGEN REDUCTION</b>	
next date due:	Mar-07
date sample taken:	2/22/07
# of sub samples:	63
locations of samples:	13,22,40,42,46,47
	54

#### Quarterly Test:

<b>analysis: PESTICIDE RESIDUES</b>	
next date due:	Mar-07
date sample taken:	2/22/07
# of sub-samples:	12
locations of samples:	25,35,36,44

### e) Sales and Distribution of Finished Product

#### Yard Debris Sold

monthly total, cubic yards of all yard debris products sold:	2,327.50 cubic yds.
total cubic yards of screened compost:	1,630.00 cubic yds.
total cubic yards of early mulch:	96.00 cubic yds.
total cubic yards of screened mulch:	601.50 cubic yds.
yard debris product allocations:	95.00 cubic yds.
yard debris product donations:	10.00 cubic yds.

#### Wood Debris Sold

monthly total, tons of wood debris products sold:	6,242.06 tons
total tons of wood to non-fuel markets:	89.62 tons
total tons of wood bio-fuel*:	6,152.44 tons
wood debris product allocations:	118.00 cubic yds.
wood debris product donations:	45.00 cubic yds.

\* Bio-fuel tonnage includes overs from compost process

## Shipment Log

A shipment log showing date, compost product description, volume and destination of each load leaving the facility is on file at the Sonoma Compost office and is available for review by the Agency for purposes of verifying compensation records or other auditing functions.

### *f) Complaints and Environmental Concerns*

None

### *g) Contaminants Landfilled, Recovered or Recycled*

	tons	overall %
disposed	108.8	2.02%
recycled		

### *h) Inventory of Tonnage, Volume and Composition of Finished Products*

FINISHED MATERIALS	cubic yards
unscreened compost	8,300 cy
screened compost	6,100 cy
mulch	950 cy
"intermediates"	250 cy

#### INTERMEDIATELY COMPOSTED MATERIALS

aged over 2 weeks	19,500 cy
-------------------	-----------

#### FRESH MATERIAL

on-site under 2 weeks	3,330 cy
-----------------------	----------

#### EXPERIMENTAL MATERIAL

None	0 cy
------	------



**SONOMA COMPOST COMPANY  
MONTHLY REPORT**

**March-07**

*a) Tonnages of Each Material Delivered to Facility*

total tons of yard debris:	7,559.66 tons
average tons per day of yard debris:	251.99 tons
total tons of wood debris:	733.26 tons
average tons per day of wood debris:	24.44 tons
total tons of yard debris to Laguna *	378.69 tons
Total tons of food discards **	79.38 tons

\* This tonnage is not included in total tons of yard debris

\*\* This tonnage is included in the total yard debris tonnage above

*b) Deviations From Normal Operating Plans*

*Windrow Characteristics*

	<u>width</u>	<u>height</u>	<u>length</u>
normal	18'	7'	700'

*Moisture Addition/Application*

at grinder:	sprinklers
at compost site:	None

*Moisture Content (%)*

by feel:	lab results:
45-60%	50.80%
(active compost)	(finished compost)

*Additives*

Feathers, Grape Pomace
------------------------

*Temperature Measurements*

*(data on file at SCC office)*

Has temperature of finished compost reached 131 degrees Fahrenheit for at least 15 days, during which time the material was turned 5 times? YES

*Aeration (turning)*

type: SCARAB	frequency: 5 times in 15 days or longer during pathogen reduction, plus additional turnings to enhance the composting process (weather permitting).
-----------------	---

### c) Highlights and Anomalies of Program

<b>Weather/Rainfall:</b>	
total inches:	0.5
# of storm events:	2
<b>Operational Problems:</b>	
None	

### d) Lab tests

#### Monthly tests: Nutrient/Pathogen Reduction/Heavy Metals

<b>analysis: NUTRIENT</b>	
next date due:	Apr-07
date sample taken:	3/30/07
# of sub-samples:	12
location of samples:	32,37,38

<b>analysis: HEAVY METALS</b>	
next date due:	Apr-07
date sample taken:	3/30/07
# of sub-samples:	99
location of samples:	6,9,14,15,17,25, 26,29,36,41,48

<b>analysis: PATHOGEN REDUCTION</b>	
next date due:	Apr-07
date sample taken:	3/30/07
# of sub samples:	99
locations of samples:	6,9,14,15,17,25, 26,29,36,41,48

#### Quarterly Test:

<b>analysis: PESTICIDE RESIDUES</b>	
next date due:	Apr-07
date sample taken:	3/30/07
# of sub-samples:	12
locations of samples:	32,37,38

### e) Sales and Distribution of Finished Product

#### Yard Debris Sold

monthly total, cubic yards of all yard debris products sold:	5,255.00 cubic yds.
total cubic yards of screened compost:	3,809.00 cubic yds.
total cubic yards of early mulch:	157.00 cubic yds.
total cubic yards of screened mulch:	1,289.00 cubic yds.
yard debris product allocations:	89.00 cubic yds.
yard debris product donations:	105.00 cubic yds.

#### Wood Debris Sold

monthly total, tons of wood debris products sold:	4,058.90 tons
total tons of wood to non-fuel markets:	118.87 tons
total tons of wood bio-fuel*:	3,940.03 tons
wood debris product allocations:	265.00 cubic yds.
wood debris product donations:	45.00 cubic yds.

\* Bio-fuel tonnage includes overs from compost process

## Shipment Log

A shipment log showing date, compost product description, volume and destination of each load leaving the facility is on file at the Sonoma Compost office and is available for review by the Agency for purposes of verifying compensation records or other auditing functions.

### f) Complaints and Environmental Concerns

None

### g) Contaminants Landfilled, Recovered or Recycled

	tons	overall %
disposed	136	1.57%
recycled		

### h) Inventory of Tonnage, Volume and Composition of Finished Products

FINISHED MATERIALS	cubic yards
unscreened compost	6,500 cy
screened compost	5,500 cy
mulch	600 cy
"intermediates"	150 cy

### INTERMEDIATELY COMPOSTED MATERIALS

aged over 2 weeks	19,000 cy
-------------------	-----------

### FRESH MATERIAL

on-site under 2 weeks	3,030 cy
-----------------------	----------

### EXPERIMENTAL MATERIAL

None	0 cy
------	------