

SONOMA COUNTY WASTE MANAGEMENT AGENCY

April 16, 2008

**8:30 a.m.
*Please note time change***

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

Estimated Ending Time 11:30 a.m.

AGENDA

- | <u>ITEM</u> | <u>ACTION</u> |
|-------------|--|
| 1. | Call to Order Special Meeting |
| 2. | Open Closed Session |
| | CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION
Potential initiation of litigation - one case
Government Code Section 54956.9(c) |
| 3. | Adjourn Closed Session |
| 4. | Call to Order Regular Meeting/Introductions 9:00 a.m. or immediately following the closed session |
| 5. | <u>Attachments/Correspondence:</u>
Director's Agenda Notes
AB 2058 Letter of Support |
| 6. | <u>On file w/Clerk: for copy call 565-3579</u>
Resolutions approved in March 2008
2008-012 Appropriation Transfer for Educational Events (interns)
2008-013 Resolution of the SCWMA Approving the Purchase Order with Norseman Plastics for the purchase of kitchen veggie scrap collection pails
2008-014 Resolution of SCWMA adopting an annual budget for Fiscal Year 2008-09
2008-015 First Amendment to the Revised Organic Material Processing and Composting Services Agreement by and among the Sonoma County |

Waste Management Agency, the City of Santa Rosa and Sonoma
Compost Company
2008-016 Resolution of the SCWMA Approving the Sixth Amendment to the
Agreement for Organic Material Processing, Composting and Marketing
Services with the Sonoma Compost Company

7. Public Comments (items not on agenda)

CONSENT (w/attachments)

Discussion/Action

8.1 Minutes of March 19, 2008

8.2 Recycling Container Purchase

REGULAR CALENDAR

COMPOSTING/WOOD WASTE

9.1 Compost Program Update
[Klassen]

Discussion/Action

9.2 Compost Relocation Update
[Carter](Attachment)

Discussion/Action

HOUSEHOLD HAZARDOUS WASTE

10.1 Agreements Associated with County
Divestiture Project [Klassen]

Discussion/Action

10.2 HHW Feasibility Study (continued)
[Carter]

Discussion/Action

10.3 Sharps Presentation
[Chilcott/Sanborn]

Discussion/Action

DIVERSION

11.1 Plastic Bags Update
[Carter]

Discussion/Action

EDUCATION

12.1 2008 Bay Area Recycling Outreach Coalition
(BayROC) Stop Junk Mail / BYOB
Campaign (continued)
[Chilcott]

Discussion/Action

12.2 Re-Store Presentation
[Chilcott]

Discussion/Action

ADMINISTRATION

13.1 Update on SCWMA Executive Director
Position [Klassen]

Discussion/Action

13.2 Board Meeting Relocation
[Fisher]

Discussion/Action

14. Boardmember Comments

15. Staff Comments

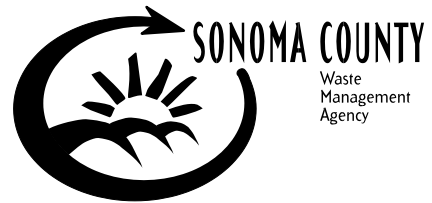
16. Adjourn

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 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: Susan Klassen, Interim Executive Director

SUBJECT: APRIL 16, 2008 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.

8.1) Minutes of March 19, 2008

8.2) Recycling Container Purchase The City of Sebastopol has requested that the SCWMA purchase fifteen recycling containers from the City/County Payment Program at a cost of \$6,714.60. **Staff recommends the Board grant the Chair authority to sign a purchase order for the selected recycling containers at a cost of \$6,714.60.**

REGULAR CALENDAR

COMPOSTING/WOOD WASTE

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

9.2) Compost Relocation Update. Staff will update Board members on the progress of the Compost Site Relocation project. **No action requested.**

HHW

10.1) Agreements Associated with County Divestiture Project (continued). The County has identified two agreements that are needed to facilitate the potential divestiture project. They are 1) an agreement between the County and the Agency for agency fees and programs and 2) a lease for the HHW facility. **Recommended Action: Form an Agency ad hoc committee to review, discuss and negotiate the proposed terms of these Agreements. Time is of the essence given the divestiture process and the necessity for consistency of operation in the Agency programs.**

10.2) HHW Feasibility Study (continued). Staff will present the Board with the results of the Additional Permanent Household Toxics Facility Feasibility Study. The study finds some operational efficiency by replacing mobile Community Toxics Collection events with permanent collection facilities, but notes that disposal costs associated with any expansion of the HHW collection system far outweigh any financial savings resulting from that efficiency. **Staff presents the following recommendations to the Board:**

- If the Board's goal with this feasibility project was to reduce current costs in the HHW Program, staff recommends more staff time and funding be focused on EPR. EPR programs have the potential to reduce the demands on the existing system. Under this scenario, the feasibility project would end, and the agreement with R.W. Beck would not proceed to Phase II.
- Alternatively, if siting additional HHW disposal facilities is determined by the Board to be the preferred option to address the capacity need of the system and achieve operational

efficiencies, staff recommends it be given authority to develop a Scope of Work with R.W. Beck for Phase II of this project. These tasks would include identification of potential sites and preliminary facility design. Staff would request the Board give direction as to the number of permanent sites to be studied further by the consultant. Staff would negotiate the scope of work with R.W. Beck and return to the Board at a future meeting with an Agreement for Phase II.

- 10.3) Sharps Presentation. Heidi Sanborn, R3 Consulting Group coordinating the Agency's CIWMB HD16C grant, will make a presentation to the Board on planning a sharps (needles, syringes and lancets) collection strategy in Sonoma County. Senate Bill 1305 bans the disposal of home-generated sharps in the trash after September 1, 2008. This bill also requires sharps waste to be transported in "approved" containers and managed by a specified facility. R3 Consulting Group's presentation is the culmination of dialog among the Sonoma County Department of Environmental Health and Health Services, hospitals and veterinarians and the culmination of research on sharps collection strategies implemented/planned by other jurisdictions. **No action requested.**

DIVERSION

- 11.1) Plastic Bag Update. Staff will update Board members on the status of plastic bag ordinances and related recycling and reduction efforts. **No action requested.**

EDUCATION

- 12.1) 2008 Bay Area Recycling Outreach Coalition (continued). BayROC is comprised of staff representing 110 Bay Area cities, counties and other public agencies working together on waste reduction, reuse and recycling. By making a nominal \$1,000 contribution towards an overall BayROC campaign budget of \$179,931, limited Agency resources can be leveraged. For 2008, BayROC chose two priority media campaigns: 1) Reducing unsolicited mail, or junk mail, and 2) Encouraging shoppers to bring their own bag to the grocery store. **No action requested.**

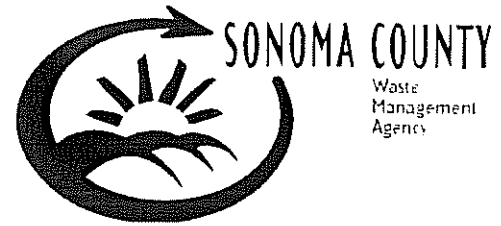
- 12.2) Re-Store Presentation. Diane Estrin, Executive Director for Habitat for Humanity, and Brent Billings, ReStore Manager, will make a presentation to the Board about ReStore. ReStore located in a 3,000 square foot retail space in Santa Rosa's historic Railroad Square, was established by a two-year Reuse Assistance Grant awarded to the the Agency by the CIWMB. ReStore supports the diversion of construction and demolition materials by collecting appliances, windows, doors, tile, sinks, flooring, electrical, cabinets and lighting. Some of the material is culled to use on Habitat's home building projects, while most of the material is sold at the store at 50% to 70% below retail prices. The grant term expired on March 31, 2008. **No action requested.**

ADMINISTRATION

- 13.1) Update of SCWMA Executive Director Position. The Recycling Manager's job description has been approved by the Civil Service Commission. The salary has been tentatively approved by the Board of Supervisors. The recruitment, which can be found on the County's website, has been opened with a stipulation regarding the salary. **No action requested.**

- 13.2) Board Meeting Relocation. After a review of meeting spaces using the criteria of central location and access to public transit, it appears there are no appropriate spaces that would fit the Agency's needs. **No action requested.**

April 16, 2008



Assembly Member Loni Hancock, Chair
Assembly Environmental Natural Resources
State Capitol
Sacramento, CA 95814
Via Fax: (916) 319-2192

RE: AB 2058 (Levine) Plastic Bag Litter Reduction – Support

Dear Assembly Member Hancock:



The Sonoma County Waste Management Agency (SCWMA) urges your support of Assembly Bill 2058 by Assembly Member Lloyd Levine, which proposes to reduce plastic bag litter by requiring retailers who wish to continue to freely distribute plastic bags to meet a plastic bag reduction and recycling benchmark. This bill also includes a provision in which retailers that do not wish to or are unable to meet the specified waste reduction goals would be required to charge a fee of no less than \$0.15 per plastic bag distributed at the point of sale.

The SCWMA believes such a fee would be the most effective method to reduce plastic bag litter, and is vital to the success of the bill.

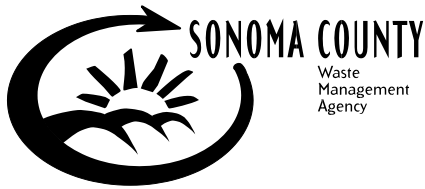
The Legislative findings attached to the At-Store Plastic Carryout Bag Recycling Program (AB 2449) states "It is the intent of the Legislature, in enacting Chapter 5.1 (commencing with Section 42250) Part 3 of Division 30 of the Public Resources Code, to encourage the use of reusable bags by consumers and retailers and to reduce the consumption of single-use bags." Given that intent, the SCWMA recommends the fees resulting from this bill collected by affected retailers be used to offset the cost of bags designed for customer reuse. Such a measure would lessen the impact increased plastic bag fees would have on low-income customers as well as further the California Integrated Waste Management Board's commitment toward Zero Waste.

The SCWMA respectfully requests your consideration of the proposed changes and, if acceptable, an 'Aye' vote when AB 2058 is heard in committee.

Sincerely,



Susan Klassen, Interim Executive Director
Sonoma County Waste Management Agency

cc: Members, Assembly Natural Resources Committee
Sonoma County Waste Management Agency Board of Directors



Item # 8.1

MINUTES OF MARCH 19, 2008

The Sonoma County Waste Management Agency met on March 19, 2008, at the City of Santa Rosa Utilities Department's Subregional Water Reclamation System Laguna Plant, 4300 Llano Road, Santa Rosa, California.

PRESENT:

City of Rohnert Park	Tim Smith, Chair
City of Cotati	Marsha Sue Lustig
City of Cloverdale	Joe Palla
City of Healdsburg	Marjie Pettus
City of Petaluma	Vince Marengo
City of Santa Rosa	Dell Tredinnick
City of Sebastopol	Sue Kelly
City of Sonoma	Steve Barbose
Town of Windsor	Christa Johnson
County of Sonoma	Phil Demery

STAFF PRESENT:

Interim Executive Director	Susan Klassen
Counsel	Janet Coleson
Staff	Patrick Carter
	Karina Chilcott

Recorder	Charlotte Fisher
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1. **CALL TO ORDER SPECIAL MEETING**

Chair Tim Smith called the special meeting to order at 8:30 a.m.

2. **OPEN CLOSED SESSION**

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Government Code Section 54956.9(b)(3)(A), one case.

3. **ADJOURN CLOSED SESSION**

No report.

4. **CALL TO ORDER REGULAR MEETING/INTRODUCTIONS**

The regular meeting was called to order at 9:23 AM by Chairman Tim Smith.

A request was made by the Chairman that during "Item 14, Board member comments", comments be kept brief. A request was made of staff to try to relocate the Agency meetings to a more centrally located location such as Santa Rosa City Hall or the County Administrative Complex due to transportation issues for those that might be reliant on public transportation to get to the meetings.

5. **ATTACHMENTS/CORRESPONDENCE**

Chairman Smith, called attention to the Director's Agenda Notes.

6. ON FILE WITH CLERK

Chair Smith, noted the resolutions from the February 20, 2008 meeting on file with the clerk.

7. PUBLIC COMMENTS

There were no public comments.

CONSENT

8.1 Minutes of February 20, 2008

8.2 Appropriation Transfer for Veggie Recycling

8.3 EPR Support Letter with Resolution

8.4 Kitchen Veggie Transfer Pail Purchase Order

Vince Marengo, Petaluma, moved to approve the consent calendar. Joe Palla, Cloverdale, seconded. Santa Rosa absent.

REGULAR CALENDAR

DIVERSION

9.1 AGILENT RECYCLING PRESENTATION

Tony McCormick of Agilent Technologies gave a presentation about Agilent's recycling accomplishments. He presented data for the past seven years which reflects a 74% average diversion from landfill, 6,500 tons of solid waste processed for recycle, 233 tons of excess equipment and furniture donated to schools and non-profits, realizing a cost savings of \$909,000. Agilent is also the annual winner of the State of California Waste Reduction Program.

Some of the key elements of the program were shared. There is single-stream recycling; each employee has a recycle container next to their desk which they self-manage. In a partnership with Becoming Independent, approximately 30 'Becoming Independent' clients work at Agilent Technologies sorting the recyclables. Once a year, an employee auction is held where furniture, office supplies, etc. are offered for auction to employees. The money earned at the auction is part of Agilent's United Way fundraising campaign. Agilent matches money raised from the auction.

Lastly, as a part of the RFP process, proposals presented to Agilent from suppliers and contractors must include environmental practices, which include landfill diversion.

9.2 PLASTIC BAGS UPDATE

Patrick Carter said discussions have taken place with haulers, cities, and the County that led to curbside plastic bag recycling. At present, all waste haulers in Sonoma County accept curbside recycling of plastic bags.

Bill AB 2058 currently in the California State Legislature has the potential to levy a fee against those using single use plastic bags.

The Town of Fairfax, City of Oakland, and the City and County of San Francisco have created ordinances which ban single-use plastic bags. Fairfax and Oakland faced litigation from groups representing the plastic bag recycling and manufacturing industries. Fairfax changed its ordinance from being mandatory to voluntary in banning the single-use plastic bags. The City of Oakland has dropped their bid for EIR and, instead, will proceed with the Superior Court process.

A citizens group in Fairfax is collecting signatures to put the measure on the ballot. According to the California Code of Regulations, initiatives submitted by a vote of the people are exempt from CEQA provided that the event isn't sponsored by a public

agency. This is why Fairfax is collecting signatures. In both of the cases, the cities' original ordinances were challenged in part because of their claimed exemption from CEQA stating that the reduction of plastic use was an obvious benefit for the environment. The groups filing suit against the city claimed that a ban was essentially an endorsement of single-use paper bags and they questioned whether or not there was a net environmental impact as an EIR has not been done to date on this subject. More information will be available when the court case concludes.

The City and County of San Francisco have avoided litigation and their ordinance took effect on November 20, 2007. Enforcement began December 1, 2007. It is not clear to staff why San Francisco's ordinance was not challenged in court while Oakland and Fairfax ordinances were.

Research was done on other cities considering bans or other measures on plastic bags. According to Californians Against Waste (CAW), a number of California municipalities have expressed interest or are considering bans. The County of Los Angeles Board of Supervisors considered a ban at their January 22, 2008 meeting, but instead of a mandatory ban, they directed staff to implement a voluntary single-use bag reduction and recycling program by July 1, 2008, and if specific benchmarks for plastic reduction use were not met, they would then consider further actions toward mandatory bans.

The 'Whole Foods' grocery store chain, which has four stores in Sonoma County, plans to phase out all single-use plastic bags in all of their stores, not just in Sonoma County but nationwide, by April 22, 2008, which coincides with Earth Day.

Internationally, China announced on December 31, 2007, their country would ban the sale of plastic bags that are less than .02 millimeters thick, and prohibit the sale of thicker plastic bags unless a fee is levied against that. This would begin on June 1, 2008.

Lloyd Levine, Assembly member who authored AB 2449 (the 'at-store' plastic bag recycling program), has introduced a new bill that sets specific targets for recycling of plastic bags. If the stores are not interested in meeting those targets or are unable to meet those targets, they can impose a fee of no less than \$0.15 per bag to get around that requirement. Under the current language of the bill, the money collected by this fee would stay at the store that collects it.

AB 2449 preempted local jurisdictions from charging the fee on plastic bags, and this bill is set to expire in 2013. In AB 2058, the preemption language is intact, so it is not circumventing that law. It is coming from the State rather than the local jurisdictions; counties, cities, etc. AB 2449 does not prevent stores from imposing fees on their customers, such as IKEA charging \$0.05/bag.

The Republic of Ireland is an example of how fees are effective at reducing plastic bag use. According to Ireland's Department of Environment, Heritage and Local Government, approximately 1.2 billion bags were disposed of annually before the fee was imposed on March 4, 2002. Since then, there has been a 90% reduction of plastic bag use. The amount of litter associated with plastic bags has dropped 95%. The fee, as of July 1, 2007, was .22 euro per bag.

In conclusion, the additional option of single-stream recycling of plastic bags makes it much more convenient, and the net effect is going to be a higher diversion rate of those plastic bags. However, with a previous recovery rate of 30% and the recovered product travelling thousands of miles before remanufacture, it is staff's opinion that this is not

necessarily the most environmentally preferred solution even though it is much more convenient.

There is significant risk surrounding the issue of banning plastic single-use plastic grocery bags, there should be more clarity after it is resolved with the City of Oakland.

The imposition of a fee on single-use plastic grocery bags at the point of sale appears to be effective in reducing plastic use. However, the current law, AB 2449, preempted the local government's ability to impose this fee on grocery stores and other businesses that dispense plastic bags. This will likely continue until January 1, 2013, unless the bill is repealed by the California legislature.

AB 2058 would allow the state to impose a fee of a minimum of \$0.15 in lieu of meeting plastic bag diversion rates, but there is no guarantee this language will pass through the legislative process to the final bill if there is one. It is staff's opinion that the most effective method presented to reduce use of single-use plastic bags would be through a fee imposed at the point of sale, with the receipt clearly labeled that this fee is for plastic bags. There are indications that the County of Los Angeles and the City of Santa Monica also take a similar position on this, but local jurisdictions are preempted from doing that in AB 2449.

Staff recommends writing a letter of support specifically for the fee portion of AB 2058 indicating support of that. The emphasis on any ban should be the promotion of reusable plastic bags. Staff would also recommend extending the ban to compostable plastic bags and imposing a fee on paper bags to further emphasize the Agency's commitment to zero waste.

The curbside collection of plastic bags is for polyethylene bags, not for the "crunchy" plastic, such as CD wrappers.

Sal SanFilippo, GreenWaste Recovery Inc., was asked to comment on the low diversion rate of plastic bags. He said he had spoken to Steve McCaffrey, North Bay Corporation, about this issue and was told that it has to do with the bags not being put in the blue bin correctly. Several plastic bags can be bunched together and put into one plastic bag. Once a knot has been tied in the exterior plastic bag, it can be put into the curbside recycling container. Because of contamination from other things in the container, the exterior bag is ultimately sacrificed. The biggest contaminant is moisture. He estimated that 30% to 40% of customers use the blue bin to recycle their plastic bags. It would be nice to find out how many plastic bags are actually sold to retailers.

Dell Tredinnick, Santa Rosa, arrived at the meeting at 10:00 a.m.

A question was raised asking if the state authorizes a \$0.15/bag fee, whether that would remain with the store. Patrick Carter said as it is currently written it would be a fee charged at the point of sale to customers, which would then be revenue for the store. Patrick said as he understands the intent is to make the customer's aware of this fee separately on the bill.

The comment was made that if the store can charge its own fee; there shouldn't be any problem with it because it is a business decision on their part.

Patrick's recollection is that AB 2449 did not originally include that preemption of local government, but he thinks that that was added to get the support of the bill. Whether or not this bill will ultimately pass with that fee remains to be seen. It may be an obstacle.

Steven Joseph, Stripes2Stripes, gave a Power Point presentation. Public education is needed to get bags properly recycled. Mr. Joseph said he works with Hydrex, which is the largest plastic bag manufacturer in the country and other plastic manufacturers, including some in China. Hydrex gave a report to the California Integrated Waste Management Board (CIWMB) a month ago, asking CIWMB to host a conference in Los Angeles in September or October where all of the stakeholders could be brought together to discuss how best to promote the curbside recycling of plastic bags statewide in a single program. One option would involve identifying bags with stripes, possibly different colored stripe be based upon recyclability specifications, which then would be put into green striped recycling bags. Chairman Smith thanked Mr. Joseph for his presentation.

Mike Maguire from the Healdsburg City Council thanked North Bay Corp., for moving forward with plastic bag collection. He is on a subcommittee that has been working in the City of Healdsburg with a citizen's group, business leaders and a couple of council members. What they have found is many folks don't know about this program. The group feels if there is going to be any difference made on this issue; it needs to be done at the local level. They are working on a partnership with the Trex distributor who brings 40-yard bins to large commercial businesses within the City of Healdsburg so that Trex can then take the plastic to their Nevada plant for remanufacture. In cooperation with North Bay Corp., they will be launching a local campaign within the City of Healdsburg working with local service groups and the local newspaper to promote the bag-to-bag program. In addition, the City of Healdsburg is moving forward with a subsidized tote bag program. They are working with local businesses to raise approximately \$10,000. There is a City match (that will be determined within the next few weeks) to put subsidized totes, both recycled plastic (beverage containers) and a canvas one (recycled denim) in the hands of Healdsburg residents at a very inexpensive cost by summer. A traditional canvas tote would range about \$6.00 to \$8.00 they are hoping to sell these totes for about \$2.00. The group feels it needs to be made easy in order to change the shopping habits of Healdsburg residents.

Mr. Maguire said plastic bags have reached the saturation point, not just in the United States or in California but around the world. 80% of the grocery and convenience store markets in the United States use plastic bags. They cost about a cent and a half. A paper bag is \$0.04. to \$0.05. A compostable is \$0.07 to \$0.09. Plastic is cheapest for the retailers. They have tried to get information from national retailers in regard as to recycling quantities. The only numbers they get is what is being done on a statewide level, not locally. He encouraged the Agency to move forward on a local level. Public education and communication with all of the cities, the residents of Sonoma County, and the haulers to get the plastic bag recycling information out is essential.

Steve Barbose, Sonoma, said he was particularly interested in the Healdsburg program and would like to see Sonoma follow suit. He agrees that there may not be anything meaningful coming out of Sacramento because of the amount of political pressure being brought on this. He is in favor of the Agency moving forward.

Damien O'Bid, Cotati, said that based on staff's recommendation, a letter should be written.

Sue Kelly, Sebastopol, said she knows that there is a lot of support to do something and agrees with the recommendations in the staff report.

Phil Demery, County of Sonoma, said that 50% of Sonoma County residents don't subscribe to a collection service for trash or recyclables. There will be challenges with transporting plastic bags to the transfer stations, unloading them and repackaging them

to be hauled in trucks to a landfill. Concentrating on education through the collection franchises is the clearest line of communication.

Dell Tredinnick, City of Santa Rosa, commented about the convenience of plastic bags; they are cheap and they are convenient. Bag-to-bag (several bags placed in one bag) is a great first step, but it's not the answer. The ultimate solution is bringing your own bag. There are ways to address the convenience of reusable bags. Sonoma County is a place where people will start to make this cultural change. Oliver's Market on Stony Point Road has signs that read "Did you bring your bag?" Santa Rosa is going to be issuing bags to every city employee with stainless steel water bottles to help eliminate water bottles. They will also give mini-bags that can be put on a key chain and then unfold and use to take purchases home. This is the kind of thing that necessary to change behavior and help address this problem.

Vince Marengo, Petaluma, supports a letter to the State of California relative to AB 2058. He encouraged everyone to work in cooperation with retail merchants and ask for their participation. He also mentioned his concerns from the closed session, which are real for the City of Petaluma. Since the Press Democrat is here today, he encouraged The Press Democrat to ask for a resolution from Monday's Petaluma City Council meeting when the Council passed direction on how to go forward with such a program. The resolution can be obtained from the city clerk's office; it is also available on the City of Petaluma's website.

Joe Palla, Cloverdale, said this is his first meeting. The Cloverdale City Council has not discussed any of this in detail, but he does support the staff's recommendations. He feels they are sound and a letter should be sent. Any litigation going on in other cities should be monitored. He suggested a comment that a voluntary ban coupled with education should be put on the agenda for future dialogue.

Mike Maguire reiterated the position of the Healdsburg City Council. He stated that at the February council meeting the Council did vote unanimously to explore a ban because they are going for redemption and possible elimination of plastic bags and believe that a local effort is the best way to proceed. He supports the Staff recommendation to send a letter to the State Legislature.

Christa Johnson, Town of Windsor, thanked North Bay Corp., for starting up the program and for not requesting a rate increase. She said the Town of Windsor supports Staff's recommendations. She would like to see the education component go into the schools. Also, she suggested to her colleagues that some of the money budgeted for economic development be used to order some low cost, reusable bags. In an effort to fill two purposes (economic development and recycling) a 'Shop Local' theme would be incorporated into the bags.

Chair Smith placed on record a letter from the American Chemical Council warning against a ban. Discussion of a plastics ban is not agendized for this meeting.

Chair Smith asked for a consensus to authorize the Executive Director to submit letters of support with respect to AB 2058. The Boardmembers agreed.

Staff was given direction to monitor the litigation in Oakland, Fairfax activity, track AB 2058 and update the Agency board monthly. This reflects some of the discussions of the closed session.

Chair Smith made a motion requesting that Agency Counsel and Agency staff work on the Agency documentation needed to effectively go forward with a ban if

the Board should so decide. Other issues that Agency Counsel reported, both in closed and open sessions, are the gaps in the documentation of the Agency with regards to the charter documents. This Agency's term expires in 2017. Vince Marengo, Petaluma, seconded, motion approved.

Vince Marengo, Petaluma, made a motion directing Agency Counsel and Agency staff to work with the stakeholders and look at criteria to develop a program and return to this board with full ramifications and liabilities, and bring back a feasibility study. Motion seconded by Chair Tim Smith, Rohnert Park. Motion approved.

Phil Demery asked how much time it would take staff to come back with the information that was requested in the motions.

Susan Klassen, Interim Executive Director, said that because there is such a broad range of things to be addressed in the program development, it could be done in steps. Staff could come back next month or the month after with an outline of what aspects the Board would be looking at in program development, do the outline first and then get some direction on how to move forward.

Sue Kelly, Sebastopol, commented that this item may or may not be covered in the work plan, which is the next item on the agenda.

ADMINISTRATION

10.1 APPROVAL OF REVISED WORK PLAN

Susan Klassen stated that the Work Plan is a reiteration of what was adopted by the Board at the February meeting, with a modification. The primary modification to the Work Plan acknowledges the board's direction to increase our education effort rather than have any contributions to reserves.

The proposal is to develop a program for recycling education targeted at 5th/6th grade students. An outline will be brought to a later meeting for discussion and approval.

Sue Kelly, Sebastopol, moved to approve the Work Plan. Phil Demery, County of Sonoma, seconded. Motion passed.

10.2 APPROVAL OF FY 08-09 FINAL BUDGET

Susan Klassen said since the approval of the preliminary budget there have been a few modifications which have been appropriated into the budget.

There is one typographical error on the staff report related to expenses on the wood waste cost center. Under contract services under expenses, it reads 'the amount will increase from \$254,000 to \$155,000'. It should read 'the amount will increase from \$254,000 to \$255,000.

The Work Plan and the Preliminary Budget have been incorporated into this Final Budget. There is not an increase to the surcharge, or to the wood or yard waste fees. There are significant reserves in organics, enough to fund the compost site relocation project.

The information on the 'HHW Facility Closure Reserve' has not been prepared yet. There is a slight increase in the HHW Reserves. And there is a change in the Contingency Reserves to reflect that there will not be a deposit from the Education Cost Center as directed by the Board.

Vince Marengo, Petaluma said he was fine with it and he would like to see the HHW Facility Closure Reserve information.

Phil Demery, County of Sonoma, said the funding structure needs to be looked at since the Agency has been so successful.

Chairman Smith said the tip fee is the Agency's death spiral. Petaluma is a model for another way to fund the Agency. The Agency has a conscious reserves policy with needed funding for a new HHW Facility and a new Organics Facility.

Chairman Smith asked for a roll call vote. The FY 08-09 budget passed unanimously.

10.3 UPDATE ON SCWMA EXECUTIVE DIRECTOR POSITION

Susan Klassen said the former Executive Director position, Recycling, Marketing Integrated Solid Waste Manager, had two roles. One was the Executive Director of the SCWMA, the other was the County Integrated Waste Manager, managing the County Disposal System Engineering and Operations.

In the past, the position was budgeted 50/50. In the FY 08-09 budget it is budgeted 55% paid by the Agency and 45% by the County. The position was paid at a civil service classification within the County System of Deputy Director level with an approximate salary and benefits package totaling about \$200,000.

Although at one time the 50/50 distribution made sense, the Agency's activities continue to progress and as such have become more complex and demanding, requiring additional time and commitment on the part of the Executive Director. For both budgetary reasons and workload, the County is proposing a position reclassification. Under consideration is a specific classification for this position called 'Recycling Manager'. A position description was approved by the Civil Service Commission on March 6th. The way it is budgeted is Executive Director of the Agency for 80% of the time and for County activities approximately 20% of the time. In the future the County activities would be related to the oversight of the diversion and recycling efforts that are County efforts and not related to managing, engineering and operating of the County disposal sites.

The new position will track actual time spent on activities, so in the future, the Agency will only be charged actual expenditures. The County would like to include per the MOU, a number of the Agency Board on the selection interview panel so the Agency can have input as to the final candidate selected. The position has not been opened yet. The position classification was approved, but salary approval comes from the BOS. The salary resolution will indicate when the position will open. In terms of funding impact, the preliminary salary anticipated is about \$147,000 a year including benefits with approximately \$117,000 being charged to the Agency. The FY 08-09 Budget included \$118,000 for this position.

Tim Smith offered to serve on the selection panel.

10.4 PROCEDURES FOR SUPPORT OF LEGISLATIVE ACTIONS

Susan Klassen said many requests come in for letters of support regarding pending legislation and projects that are going on at the CIWMB as well as other different organizations on a regular basis. The timing and deadlines of submissions for those requests are often not conveniently aligned with the regularly scheduled Board meetings. Without direction from the Board, opportunities are missed. This issue is being brought to the Board for some direction. Every year the County BOS adopts a legislative

program that gives staff some authority to write letters. Resolutions that need to be adopted come back to the Board.

Since the Agency's mission is well documented in the Work Plan and the Solid Waste California Integrated Waste Management Plan, it is requested that the Executive Director be given authority to write letters of support and comment on issues directly related to the mission of the Agency. Any letters written would be attached in the agenda packet in the 'Attachments and Correspondence' section each month. Any document requiring a Board resolution would come back to the Board for approval.

Vince Marengo, Petaluma moved to approve the motion, Chair Tim Smith, Rohnert Park, seconded. Motion approved. Sue Kelly, Sebastopol, temporarily absent.

Chair Smith asked the Board's permission to address Item 11.2 and 12.1 prior to addressing Item 11.1.

COMPOSTING/WOOD WASTE

11.2 COMPOST RELOCATION PROJECT UPDATE

Susan Klassen said Staff has been working with Agency Counsel and the Department of Transportation and Public Works Chief Right-of-Way Agent drafting a letter to property owners who have property that may be considered for a future compost facility. The letter will express the Agency's interest in the property and ask the property owner if they are interested in selling the property. Staff will report back to the Board after the letter has gone out and feedback received. Also, Staff suggests agendaizing a Closed Session for either April or May with Agency Counsel and Chief Right-of-Way Agent to discuss the acquisition process.

Chair Smith asked that the time of the closed session be highlighted on the agenda.

Chair Smith left the meeting at 11:14 a.m.

Phil Demery, Sonoma County, left the meeting at 11:14 a.m.

At this point, the meeting was chaired by Vice-Chair Vince Marengo.

HOUSEHOLD HAZARDOUS WASTE

12.1 HHW PROGRAM EXPANSION STUDY

Patrick Carter gave a brief history of the Household Hazardous Waste Expansion study.

Patrick introduced the presenters from R.W.Beck, Inc., Karl Hufnagel and David Nightingale. Due to time constraints, the full report will be presented at the April meeting.

Dell Tredinnick, Santa Rosa, asked that the action items be moved up on the calendar.

COMPOSTING/WOOD WASTE

11.1 COMPOST PROGRAM UPDATE

Vice-Chair Marengo asked if there were any updates on this item, there were none.

11.3 FIRST AMENDMENT TO THE COMPOSTING AGREEMENT WITH THE CITY OF SANTA ROSA

Susan Klassen said Items 11.3 and 11.4 were tied together. These two amendments concern the use of prepared yard debris by the City of Santa Rosa in their composting program. This item addresses the First Amendment to the three-party agreement between the Agency, the City of Santa Rosa and Sonoma Compost Company for use of the prepared yard debris as a bulking agent in the City's bio-solids program. This

amendment provides guaranteed delivery and removes the compensation obligation for the Agency and amends some reporting provisions.

Sue Kelly, Sebastopol moved to approve the First Amendment. Joe Palla, Cloverdale, seconded. Motion approved.

11.4 SIXTH AMENDMENT TO THE COMPOSTING AGREEMENT WITH SONOMA COMPOST COMPANY

Susan Klassen said this amendment is between the Agency and Sonoma Compost Company with the County acting as landlord of the compost facility. The Sixth Amendment is the companion to Item 11.3 which the Board just approved. This amendment reflects the commitment provisions to deliver the material and prepare it in accordance with a manner that is agreeable to the City. In addition it amends the compensation to the Contractor. The prepared yard debris that is described in the existing agreement was not subject to a CPI adjustment provision the other products were. This amendment allows the CPI provisions to apply to the prepared yard debris as well. Between the two agreements there is no financial impact to the Agency.

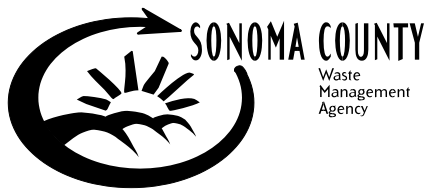
Steve Barbose, Sonoma, moved to approve the Sixth Amendment and Christa Johnson, Windsor, seconded. Motion approved. *Rohnert Park and County of Sonoma were absent.*

Cloverdale, Cotati, Sebastopol, and Sonoma left the meeting at 11:28 a.m.

At this time, there was no quorum.

Respectfully submitted,
Charlotte Fisher

Distributed at meeting:
Agilent Solid Waste management programs
Stripes2Stripes announcement
RW Beck / HHW Program Expansion Power Point



Agenda Item #: 8.2
Cost Center: Diversion
Staff Contact: Carter
Agenda Date: 4/16/2008

ITEM: Recycling Container Purchase

I. BACKGROUND

In January 2000, the California Department of Conservation (DOC) appropriated \$10.5 million annually to be paid to cities and counties to support the recycling of cans and bottles. The SCWMA has administered this program for all Sonoma County jurisdictions since 2000, collecting the funds, creating agreements for beverage container collection service, and purchasing new collection containers and enclosures. Each cycle, the SCWMA staff makes the Board aware that funding is available for projects meeting the DOC's guidelines.

II. DISCUSSION

The City of Sebastopol has requested that the SCWMA purchase fifteen recycling containers. Five would replace containers previously provided through the DOC grant, and ten additional containers would expand collections in the downtown areas and parks.

III. FUNDING IMPACT

Purchasing 15 recycling containers for the City of Sebastopol costs \$6,714.60. These containers would be purchased using funds from the DOC's City/County Payment grant.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends the Board grant the Chair authority to sign a purchase order for the selected recycling containers at a cost of \$6,714.60.

V. ATTACHMENTS

Price quote from Ross Recreational Equipment
Resolution



Ross Recreation
Equipment Co. Inc.
100 Brush Creek Rd
#101
Santa Rosa CA 95404
Phone 707-538-3800
Fax 707-538-3826

Quote #
Quote Date
Expiration
Date
Project Name
Quote Name

Q-01120
03/27/2008
05/30/2008
Sebastopol Receptacles

Bill To
Sonoma County Waste Mgt 2300 County Center Dr B100 Santa Rosa, CA 95403

Ship To
Santa Rosa,

Customer Auth/PO#		Terms	Salesperson	Est. Ship Date
		Net 30 On Materials Shipment	Rebecca Whitten	//
Part Number	Quantity	Description	Unit Price	Extended Price
41-32PL	15.0	41-32PL/ 32 Gal Receptacle Recycled Plastic - includes lid 46-00 (no label), Green PL, S-1	\$358.00	\$5,370.00
Freight	1.0	Freight - Common Carrier - offload not included	\$915.00	\$915.00
24	1.0	24 Hr Call Prior To Delivery - Patrick Carter 707-565-3687	\$0.00	\$0.00
Freight Quote #	1.0	Freight Quote # - 722-041602-08A	\$0.00	\$0.00
Total Weight		NaN LB		
Notes:			Total Materials	\$5,370.00
			Sales Tax (8.0%)	\$429.60
			Total Freight	\$915.00
			Subtotal	\$6,714.60
			Total Labor	\$0.00
			Total Other	\$0.00
			Total	\$6,714.60

Approved By:_____

Printed Name:_____

DATED: April 16, 2008

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY AUTHORIZING THE PURCHASE OF RECYCLING CONTAINERS FROM ROSS RECREATIONAL EQUIPMENT FOR USE IN THE CITY OF SEBASTOPOL.

WHEREAS, the California State beverage container recycling legislation was amended by Senate Bill 332 to increase the number and types of containers with California Redemption Value and appropriated funds for distribution to jurisdictions for the express purpose of increasing the diversion of California Redemption Value containers; and

WHEREAS, the Cities of Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, and Sonoma, the Town of Windsor, and the County of Sonoma have authorized the California State Department of Conservation 2007/08 City/County Payment Program funds to be dispersed to the Sonoma County Waste Management Agency, once funds are received by their fiscal agents, for the purpose of continuing the implementation of the beverage container recycling program throughout the jurisdictions of Sonoma County; and

WHEREAS, diverting recyclables, including beverage containers, from the County disposal sites is one of the goals towards meeting the California Integrated Waste Management Act of 1989 (AB 939) diversion requirement of 50 percent by 2000; and

WHEREAS, each of the jurisdictions in the County have a mutual goal of serving the residents of Sonoma County.

NOW THEREFORE, BE IT RESOLVED that the Sonoma County Waste Management Agency authorizes the Agency Chair to sign a purchase order for the purchase 15 recycling containers from Ross Recreational Equipment at a cost of \$6,714.60 for use in the City of Sebastopol.

MEMBERS:

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

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

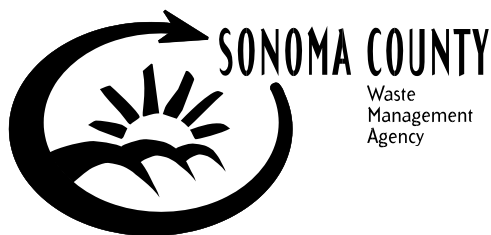
SO ORDERED.

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 #: 9.2
Cost Center: Organics
Staff Contact: Carter
Agenda Date: 4/16/2008

ITEM: Compost Site Relocation Update

I. BACKGROUND

At the August 15, 2007 SCWMA Board meeting, the Board entered into an agreement with a team of consultants led by Environmental Science Associates (ESA) to assist the SCWMA in the selection, conceptual design, and preparation of CEQA documents for a new compost site in Sonoma County. Staff and the contractor have provided updates on the progress of the siting effort at each subsequent Board meeting.

At the February 20, 2008 SCWMA meeting staff received direction from the Board of Directors to mail a letter to potentially affected property owners and meet with those property owners in person to discuss the project. A major goal of such a meeting would be to gauge which of these property owners are willing to open a dialogue with the SCWMA as it continues in the process of narrowing down to three sites to be included in the CEQA document.

II. DISCUSSION

Staff received a legal briefing from Agency Counsel and public acquisition advice from County Right of Way staff. Staff mailed the attached letter to property owners requesting a meeting between SCWMA staff, County Right-of-Way staff, and the property owners. SCWMA staff will discuss the result of these meetings. Staff cannot determine at the time of transmittal preparation what level of response will be received from the property owners, so staff recommends presenting a more comprehensive description of the meetings with the property owners at the May 21, 2008 SCWMA meeting.

III. FUNDING IMPACT

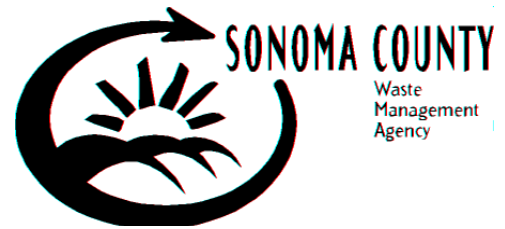
There is no funding impact as a result of this agenda item.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

This transmittal is for information purposes only. There is no staff recommendation at this time.

V. ATTACHMENTS

Letter to Property Owners



March 24, 2008

«Name»
«M_Address»
«M_City», CA «M_Zip»

RE: Compost Relocation Project

Dear Property Owner:

The Sonoma County Waste Management Agency (SCWMA) is seeking a new location in Sonoma County for its composting operations. As a Joint Powers Agency representing all nine incorporated Sonoma County cities and unincorporated Sonoma County, the SCWMA is responsible for ensuring a system exists to handle the vast amounts of yard and wood waste created within the county. From 1992 to the present, the composting operations have existed at the Central Disposal Site, 500 Mecham Road near Cotati and Petaluma. This site was always considered temporary as the operational footprint would either be needed for refuse disposal or would interfere with eventual closure of the landfill.

The SCWMA developed a set of criteria by which potential compost sites would be examined, a copy of which is enclosed with this package. The SCWMA has enlisted the services of Environmental Science Associates (ESA) to examine all Sonoma County lands and create a fair and impartial list of sites with the greatest potential to meet the needs of the community with the least potential for environmental impact. Your property at «S_Address», «S_City» (APN: «APN») has been included on the list of such sites.

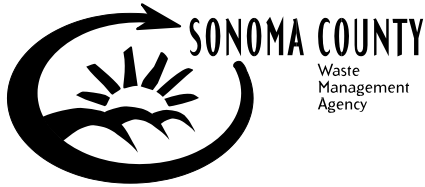
We would like to schedule an individual meeting with you to discuss the steps taken to arrive at this point and establish a dialogue for moving forward. As the meeting will be informational only, no government action or negotiation will take place.

Sonoma County residents and businesses depend on the high quality compost the SCWMA has produced for the past 16 years. Over that span, more than one million tons (two billion pounds) of yard debris and wood waste have been kept from landfill disposal and turned into rich, valuable soil amendments or fuel for biomass power plants. The relocation process must take place in the very near future to avoid interruption of this important public service.

Thank you in advance for your cooperation. Please contact Patrick Carter at (707) 565-3687 before April 4, 2008 to schedule a meeting.

Sincerely,

Susan Klassen, Interim Executive Director
Sonoma County Waste Management Agency



Agenda Item #: 10.1
Cost Center: HHW/ADMIN
Staff Contact: Klassen
Agenda Date: 4/16/2008

ITEM: Agreements Associated with County Divestiture Project

I. BACKGROUND

The County has identified two agreements that are needed to facilitate the potential divestiture project. They are:

- Agreement between the County of Sonoma and the Sonoma County Waste Management Agency for agency fees and programs
- Household Hazardous Waste Facility Lease

Agency Fee Revenues

The Joint Powers Agreement (JPA) requires that the SCWMA set fees for both operation of the Wood and Yard Waste programs and for expenses related to administration, operation and Capital expenditures of SCWMA programs for Education, Diversion, Household Hazardous Waste and Planning. The Joint Powers Agreement requires that the County collect the fees at the County owned Disposal Facilities and transmit them to the Agency. Should the divestiture place a new owner who is not a party to the JPA agreement, they would not be obligated to collect the SCWMA fees. The County therefore, is proposing a separate agreement be consummated between the new owner and the SCWMA to insure the continued collection and transmittal to SCWMA of the SCWMA set fees.

Household Hazardous Waste Facility

The Household Hazardous Waste (HHW) building is 4,200 square foot in size and is used for the collection of toxics for the Agency. This building is part of the Central Disposal Site Operational Improvements Project, which was designed by EBA Wastechologies in 1995-96. Building plans were submitted to the Permit Resource Management Department on May 9, 2000 and approved on September 9, 2000. The construction project was awarded to D.J. Amoroso Construction Co., Inc. on August 15, 2001.

The facility, constructed by the County and placed on County property, became operational in January 2005 with MSE Environmental as the contractor. The Agency is responsible for the administration of the contract. A lease payment from the Agency to the County was arranged and payment began when the facility was opened.

As part of the collection of information for the divestiture process, it was discovered an agreement between the Agency and the County for the HHW facility was never memorialized. The County is requesting that this situation be resolved. Although the County can insert a provision in the Purchase agreement requiring that the new owner allow the operation to continue, Staff and counsel believe that formalizing a lease agreement which can be assigned to the new owner, will be more protective of the Agency's interests.

II. DISCUSSION

County Counsel is preparing draft agreements between the new owner and the Sonoma County Waste Management Agency for agency fees and programs and a Household Hazardous Waste Facility Lease for consideration by the SCWMA.

The term of both agreements will be 2017, which is the term of the Joint Powers Agency agreement.

III. FUNDING IMPACT

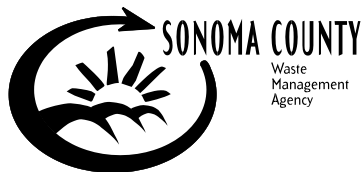
There will be no funding impact as a result of the Agreement for agency fees as this agreement just memorializes the existing practices.

The construction cost of the facility was \$850,000. This includes change orders related to the electrical system. The Agency has contributed \$150,796 to the design of the facility. This was funded by a grant (HD8-99-3041). The Agency contributed \$160,000 to offset the expense of the change orders. This was done with an appropriation transfer (Board Resolution No. 2002-027). The Agency has contributed a total of \$310,796 to the design and construction of the facility.

Three lease payments have been made to the County \$9,252, \$20,000, and \$20,900, for a total of \$50,152. The sub-object used for these payments was Rents/Lease – Bldgs/Improvements. A payment of \$23,400 is budgeted for FY 07-08 and \$20,000 proposed in the FY 08-09 Budget.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends forming an Agency ad hoc committee to review, discuss and negotiate the proposed terms of these Agreements. Time is of the essence given the divestiture process and the necessity for consistency of operation in the Agency programs.



Agenda Item #: 10.2
Cost Center: HHW
Staff Contact: Carter
Agenda Date: 4/16/2008

ITEM: HHW Program Expansion Feasibility Study

I. BACKGROUND

Due to concerns regarding the rapidly increasing cost of the HHW program, the Board gave staff direction in April 2006 to solicit consultant services to study HHW programs and facilities similar to the Agency's to compare and measure the efficiency and effectiveness of the Agency's program. At the June 21, 2006 Agency Board meeting a contract was awarded to the consultant team of Sweetser & Associates/Special Waste Associates to conduct the Sonoma County HHW Program Benchmarking and Program Evaluation (Sweetser Report).

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 up to five additional permanent facilities throughout the county.

Previous Board Actions:

June 20, 2007	Authorized Staff to issue an RFP to study the feasibility, design, and permitting of additional HHW collection facilities in Sonoma County
October 17, 2007	Directed Staff to solicit feedback from the contractors as to why they did not respond to the RFP Authorized Staff to negotiate with a small number of preferred consultants
November 28, 2007	Entered into an agreement with R.W. Beck to study the feasibility, of additional HHW collection facilities (Phase I). The Board would decide whether to proceed to the conceptual design and identification of potential sites (Phase II) at the conclusion of Phase I.

II. DISCUSSION

R.W. Beck has completed its study of a potential HHW facility expansion in Sonoma County. Eleven other jurisdictions with recently built facilities were sent a survey to develop a range of capital costs. Six responses were received. Despite the marginal response rate, the range of costs computed are in line with capital costs estimated in the Sweetser Report. Three scenarios were developed based on the range of response: low, medium, and high capital cost.

The number of participants is expected to increase as a result of the added convenience of new facilities, and this has more of an impact for the long-term feasibility of the facilities than the initial cost. Three rates of participation increase were taken from the Sweetser Report: low, medium, and high participation.

A matrix of the 20 year net present value was created as a result of the capital cost and level of participation scenarios. The cost of the existing program was included as a baseline and projected out with increased participation. It should be noted that the existing program was included for comparison purposes only, as the existing program does not have the capacity to handle the quantities projected.

Perhaps the most important finding of this study is that the long-term cost savings from replacing mobile events with permanent facilities are minor in comparison to the added disposal costs of materials brought to these facilities that ultimately will result from greater access provided by program expansion. Similarly, the capital costs associated with additional permanent facilities are low compared to the disposal costs.

Staff believes there are fundamental issues to be considered before a decision to build more facilities is made. The need for proper HHW disposal is not likely to diminish in the short-term and long-term

planning is complex. The SCWMA is faced with the decision of whether to invest in a long-term strategy of convenient HHW disposal through additional facilities, whether to focus more heavily on Extended Producer Responsibility (EPR) to lessen the need for such facilities, or a combination of both approaches.

This feasibility study indicates that replacing the Community Toxics Collections with permanent facilities will not result in a cost savings that pays for itself though it may result in some long-term operational cost saving. If it was the intent of the Board to reduce current costs, the addition of permanent facilities will not accomplish this task. Alternatively, if the intent was to enhance the current system and at the same time seek better operational efficiency, permanent facilities will increase the SCWMA's capacity to collect HHW and may result in cost savings on a per pound collected when compared to the current collection methods.

III. FUNDING IMPACT

\$60,000 has been included in the SCWMA FY 2007-08 budget for the purposes of the preliminary design and feasibility of additional HHW collection facilities in Sonoma County (phase one). \$199,755 in additional grant funds is available for the planning of additional permanent facilities from the California Integrated Waste Management Board.

If EPR is successful, cost savings will be realized through reduced disposal fees and fewer hazardous materials will enter the environment.

Construction of additional facilities will result in additional capital, operation and maintenance, and disposal costs with a net present value ranging from over \$35 million to \$91 million over 20 years, also resulting in fewer hazardous materials entering the environment.

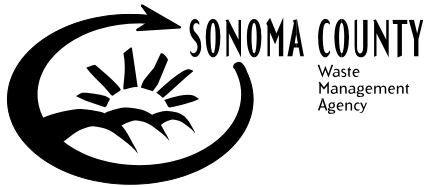
IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff presents the following recommendations to the Board:

- If the Board's goal with this feasibility project was to reduce current costs in the HHW Program, staff recommends more staff time and funding be focused on EPR. EPR programs have the potential to reduce the demands on the existing system. Under this scenario, the feasibility project would end, and the agreement with R.W. Beck would not proceed to Phase II.
- Alternatively, if siting additional HHW disposal facilities is determined by the Board to be the preferred option to address the capacity need of the system and achieve operational efficiencies, staff recommends it be given authority to develop a Scope of Work with R.W. Beck for Phase II of this project. These tasks would include identification of potential sites and preliminary facility design. Staff would request the Board give direction as to the number of permanent sites to be studied further by the consultant. Staff would negotiate the scope of work with R.W. Beck and return to the Board at a future meeting with an Agreement for Phase II.

V. ATTACHMENTS

None



Agenda Item #: 10.3
Cost Center: HHW
Staff Contact: Chilcott
Agenda Date: 4/16/2008

ITEM: Sharps Presentation

I. BACKGROUND

Improperly disposed “sharps” (needles, syringes and lancets) are a public health risk and, in the waste stream, these and other sharps pose a hazard to solid waste workers. To address this concern, Senate Bill 1305 was signed into law in July 2006, banning the disposal of home-generated sharps in the trash after September 1, 2008. Specifically, the law bans all sharps used for the care of people and animals from being placed in solid waste collection containers, including recycling and green waste containers. This bill also requires sharps waste to be transported in an approved sharps container and managed by a specified facility (i.e., hazardous waste, medical waste generator facility, or a facility managed as part of a mail back program).

At the April 2007 Agency meeting, Board members passed a Resolution authorizing the Sonoma County Waste Management Agency to submit a non-competitive Household Hazardous Waste Grant Application, FY 2007/08 Countywide Sharps Coordination Grant Application. In addition, each city submitted letters of support for the grant application. On December 12, 2007, the SCWMA received an award of \$7,000 allocated by population from the CIWMB.

The purpose of the grant is to bring stake holders such as governments, waste agencies, industry and public together to discuss and coordinate the most cost-efficient methods of collecting and processing sharps waste materials. The grant application named Heidi Sanborn, working with R3 Consulting Services, as the contractor coordinating this project. Specifically, R3 Consulting’s scope of work included the following:

- Task 1: Developing a baseline through document review of the amount of sharps currently being collected/generated in Sonoma County
- Task 2: Researching other sharps collection programs
- Task 3: Building partnerships, including conducting one stakeholder meeting in Sonoma County
- Task 4: Developing a sharps management strategy and submitting final activities to the SCWMA and CIWMB.

On March 20, 2008, R3 Consulting Group conducted a Sharps Collection Stakeholders meeting at the Sonoma County Department of Health Services office in Santa Rosa. The meeting was attended by representatives from Kaiser Permanente, Sonoma County Farm Bureau, Cotati Large Animal Hospital, Rohnert Park Animal Care Center, Walgreen’s Pharmacy, CIWMB staff, Department of Environmental Health and Health Services, SCWMA staff, Asepsis Technology, Drug Abuse Alternatives Center and Southwest Community Health Center.

II. DISCUSSION

At the April 16, 2008 Agency Board meeting, R3 Consulting Group plans to report on research and model sharps collection strategies.

III. FUNDING IMPACT

Currently, sharps are managed by Clean Harbors in the operation of the County's Hazardous Waste Programs at a cost to the Agency of \$4,400 (representing 1,121 pounds of waste) in FY 06/07 budget.

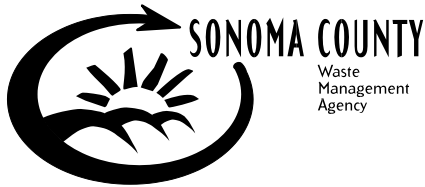
It is anticipated that to help implement the recommended Sharps Collection Strategy, the Agency could apply for competitive CIWMB grant funding. There is no additional funding being requested at this time to implement this state mandate.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

This item is informational and no action is being recommended at this time.

V. ATTACHMENTS

No attachments.



Agenda Item #: 11.1
Cost Center: Diversion
Staff Contact: Carter
Agenda Date: 4/16/2008

ITEM: Plastic Bag Update

I. BACKGROUND

At the November 2007 SCWMA Board meeting, the Board of Directors requested staff to prepare a report about the plastic bag At-Store Recycling Program (AB 2449). In response to the Board's request, the issue was discussed at the January 2008 SCWMA Board meeting.

At the March 2008 SCWMA meeting, Staff presented a detailed summary of public and private actions taken to reduce single use plastic grocery bags. Staff was directed by the Board to present an update about new developments regarding plastic bags at each subsequent SCWMA meeting.

II. DISCUSSION

Staff contacted the City of Santa Monica and was told that the City Council unanimously voted to pursue a course of action that includes drafting an ordinance banning the free distribution to customers of single use plastic (including biodegradable plastic) carryout bags at stores within the city and directed to create a proposal to require retailers to charge a fee on single use paper bags. Staff from the City of Santa Monica expects to have an ordinance ready for City Council consideration summer 2008.

The City of Yucaipa in southern California is also considering the matter. At the March 24, 2008 City Council meeting, the council directed Solid Waste Committee to hold a stakeholder meeting to discuss ways to increase reusable bag use and eliminate or reduce plastic carryout bag use. Staff was directed to return to the council subsequent to the stakeholder meeting to present the recommendations of that meeting.

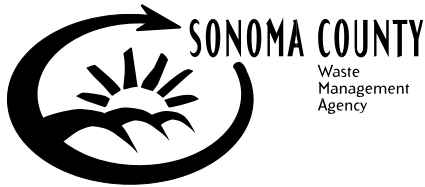
AB 2058 was amended to more clearly state that stores not meeting the 35% plastic carryout bag diversion benchmark by January 1, 2011 and 70% by January 1, 2012 must charge a fee of no less than \$0.15 per plastic carryout bag. Additionally, a provision was added that states: "A store charging customers for plastic carryout bags pursuant to subdivision (c) shall demonstrate that any revenue collected, excluding the cost of the plastic carryout bags and a reasonable financial return, shall be used, in consultation with local communities, to fund plastic bag litter reduction, cleanup, waste reduction, and recycling activities. "The bill is scheduled to be heard in the Assembly Natural Resources Committee on April 14, 2008.

III. FUNDING IMPACT

There are no funding impacts resulting from this transmittal.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

This transmittal is for informational purposes only. There is no requested action.



Agenda Item #: 12.1
Cost Center: Education
Staff Contact: Chilcott
Agenda Date: 4/16/08

ITEM: 2008 Bay Area Recycling Outreach Coalition (BayROC) Stop Junk Mail/BYOB Campaign

I. BACKGROUND

In the Work Plan for FY 08/09, the Agency budgeted money for other organizations that provide education on waste diversion and recycling topics. One of the organizations named in the Work Plan is the Bay Area Recycling Outreach Coalition (BayROC) www.bayarearecycling.org.

BayROC is comprised of staff representing 110 Bay Area cities, counties, and other public agencies working together on waste reduction, reuse and recycling. Through regional media campaigns, BayROC promotes personal action and behavior change. By making a nominal \$1,000 contribution towards an overall BayROC campaign budget of \$179,931, limited Agency resources can be leveraged. Overall, Bay Area public agency contributions allow BayROC to purchase six weeks of media buy, hire a media buyer and a campaign coordinator.

For 2008, BayROC chose two priority media campaigns: 1) Reducing unsolicited mail, or junk mail, and 2) Encouraging shoppers to bring their own bag to the grocery store.

II. DISCUSSION

A summary of the activities completed and planned by the BayROC campaigns is summarized below:

Stop Junk Mail Kits and radio campaign February 6-26, 2008 (3 weeks):

- Radio spots (60-, 30- and 15- seconds). Bay area stations, ranked within the top 20 stations reaching adults 25-54 in Sonoma County, include KGO, KCBS, KFOG, KQED and KISQ. Overall radio budget \$89,953.
- Web site www.StopJunkMail.org includes a quick, 3-step approach, to getting addresses off mailing lists.
- Stop Junk Mail Kit (a 3-fold brochure). This Kit provides addresses and phone numbers of organizations that remove or block names on mailing lists. The Kit also provides other important information on how to reduce junk mail, including contacting service providers such as banks, insurance or wireless companies and asking them to stop sending promotional mail.
- Collaboration with the San Francisco Academy of Art University to create an art show at the University Gallery: Junk Mail from Debris to Design February 14-22, 2008. Academy students created dozens of works of art across a variety of mediums using junk mail retrieved from San Francisco mailboxes.

Bring Your Own Bag radio campaign April 7-27, 2008 (3 weeks):

- Overall radio budget is \$89,978.
- A campaign web site designed by the Alameda County Waste Management Authority is being established at www.lgotmybag.org.
- In-kind donations of reusable bags are being arranged from www.reusablebags.com and www.myownbag.com
- Dan Imhoff, author of Paper or Plastic, has offered to speak at a press event, and donate some copies of his excellent book.
- Other activities are still being planned.

III. FUNDING IMPACT

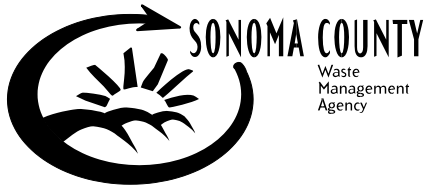
The cost to the Agency is \$1,000.00. The budget for FY 08/09, as well as FY 07-08 incorporates this outreach activity in the Education Cost Center.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

This agenda item is for informational purposes only. Staff has no recommendation at this time.

V. ATTACHMENTS

None.



Agenda Item #: 12.2
Cost Center: Education
Staff Contact: Chilcott
Agenda Date: 4/16/2008

ITEM: ReStore Habitat for Humanity of Sonoma County presentation

I. BACKGROUND



At the October 2005 Agency meeting, Board members passed a Resolution authorizing the Sonoma County Waste Management Agency to submit a competitive Reuse Assistance Grant Application to the California Integrated Waste Management Board (CIWMB). On April 13, 2006, the SCWMA received an award of \$50,000, with a 50% matching requirement, on behalf of Habitat for Humanity of Sonoma County. The project supported diversion of Construction and Demolition materials by relocating and significantly expanding Habitat for Humanity of Sonoma County's ReStore by moving it from temporary sea storage containers to a permanent 3,000 square foot retail location in Santa Rosa's historic Railroad Square.



ReStore

www.sonomacountyhabitat.org

24 Tenth Street at Cleveland Avenue
in Santa Rosa's historic Railroad Square
578-7707

ReStore collects; appliances, windows, doors, tile, sinks, flooring, electrical, cabinets and lighting. Some of the material is culled to use on Habitat's home building projects, while most of the material is sold at the store at 50% to 70% below retail prices. Operations are managed by paid and volunteer staff.



Reuse Assistance grant funds paid partial wages for a ReStore Manager and Warehouse Manager, paid for retail showroom rent and paid for some publicity. The matching requirement was fulfilled mainly through Habitat for Humanity volunteer and staff time. The grant term expired on March 31, 2008.

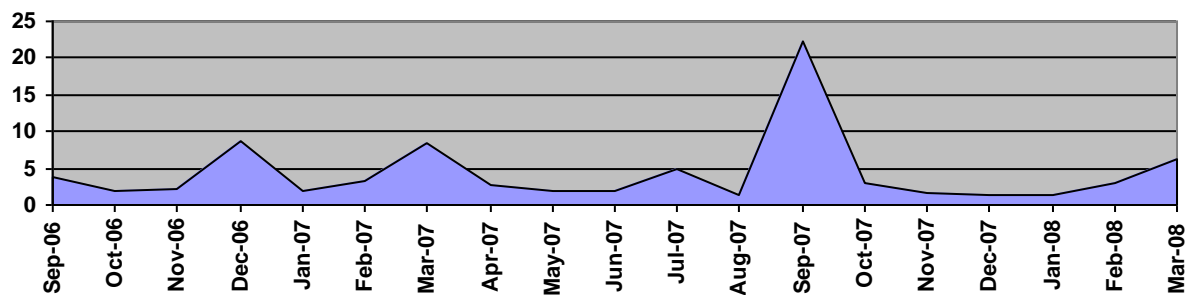
II. DISCUSSION

In the two years that ReStore has been operational, it has contributed to the diversion of construction and demolition materials in Sonoma County as evidenced by the following:

- **Local business donor base:** While most of the donors to the store are local homeowners (88%), the greatest volume of donations comes from businesses--namely contractors, manufactureres and home improvement stores. Of the business donors, 39% are regular donors.

- **Increased store hours:** To meet sales demands, ReStore increased its hours of operation from just two days per week to five days per week: Tues.-Fri. 9-5, Sat. 9-4. Volunteers successfully recruited through Habitat For Humanity's e-mail list serve and Craigslist.org, help meet the demands of the store. E-Tapestry software, used by national ReStore affiliates, tracks volunteer hours, donations and invoices.
- **Expanded customer base:** Tracked by sales transactions from cash register receipts, ReStore continues to experience a growing customer base, including regular return customers. Monthly feature sales events (e.g., October-All store 25% off, November-Plumbing, December-Tile) help to reduce overstocked inventory or inventory that is not moving well.
- **ReStore diverted 81.95 tons of building material from the landfill.** From September 2006 to March 2008, ReStore received 81.95 tons of donations. Weights of donations are compiled by using an industrial scale purchase with grant funds (see Chart 1).

Chart 1: Tons of donations from September 2006 to March 2008.



- **Donations culled for Habitat for Humanity home building projects.** Since October 2007, ReStore received a large electrical donation, enough switches, dimmers and cover plates to use on the next six home building projects. Donations of lights were set aside to complete the two houses.
- **Space challenges for future growth.** ReStore has outgrown its 2,500 sq. ft retail space and is seeking to expand into a space, minimum 10,000 sq ft., to meet continued sales growth and to accommodate larger-scale commercial donations.



III. FUNDING IMPACT

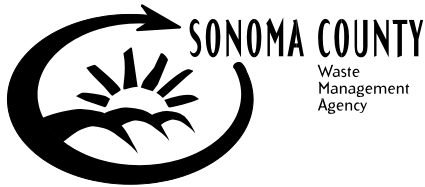
There is no funding impact for this item.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

This item is informational and no action is being recommended at this time.

V. ATTACHMENTS

No attachments



Agenda Item #: 13.1
Cost Center: All
Staff Contact: Klassen
Agenda Date: 4/16/2008

ITEM: Report on the Recruitment for Executive Director

I. BACKGROUND

Section 4. of the Agreement between the Cities of Sonoma County and Sonoma County for a Joint Powers Agency to Deal with Waste Management Issues (JPA Agreement) dated February 11, 1992 as amended January 24, 1996, states that the JPA will contract with the County of Sonoma for staff services with the Recycling, Marketing and Integrated Solid Waste Manager. A Memorandum of Understanding for Staffing Services was approved by the SCWMA and the County of Sonoma in 2007. The MOU provided an opportunity for input from the SCWMA during the Executive Direction selection process

The former Recycling, Marketing and Integrated Solid Waste Manager position used to have two roles; one of them as the Executive Director for SCWMA and the other as the County Integrated Waste Manager managing the County disposal system engineering and operations. Due to changing departmental circumstances, a reclassification as well as a modified time distribution for this position was chosen. The County revised the Civil Service Classification Recycling and Solid Waste Manager and re-titled it to Recycling Manager. The position was approved by the Civil Service Commission on March 6, 2008. The time distribution for the Recycling Manager will be split 80% as Executive Director to the SCWMA and 20% on County activities related solely to County funded diversion and recycling efforts.

The salary has modified in order to be appropriate for the revised position and has received internal approval. Final approval of the salary by the Board is still required however, this action allowed for the opening of the position. on April 2nd with a closing date of April 25th.

Tim Smith, Chairman, volunteered to be a part of the selection process representing the Agency.

The job listing for Recycling Manager can be found on the Sonoma County Human Resources website.

II. DISCUSSION

The recruitment listing is included on the usual Sonoma County Human Resources Department postings as well as list serves exclusive to the SCWMA. The list serves used by Agency staff for posting the recruitment are industry specific to the Agency. Most of these list serves are sponsored by organizations that require membership. Sonoma County Human Resources Department is aware of and has approved the use of the list serves.

III. FUNDING IMPACT

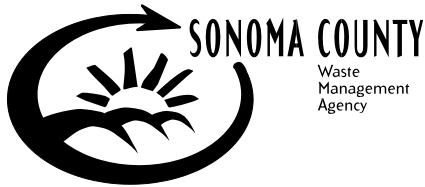
Salary and benefits budgeted by the SCWMA in the adopted FY 08-09 Work Plan presented at the January 2008 meeting and proposed preliminary budget for the Executive Director function is \$118,297 which includes a 3% increase in salary and benefits cost. The salary range \$88,140 to \$107,130 tentatively approved by the Board of Supervisors results in salary savings to the Agency.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

This is an informational Item. No action is required.

V. ATTACHMENTS

None



Agenda Item #: 13.2
Cost Center: None
Staff Contact: Fisher
Agenda Date: 4/16/2008

ITEM: Board Meeting Relocation

I. BACKGROUND

At the March 19, 2008 Agency meeting, staff was directed to explore the possibility of finding another location for the regular monthly Board meetings. One criteria for the possible relocation was public transit, as well as easier accessibility for the public.

II. DISCUSSION

Staff contacted the City of Santa Rosa and the Sonoma County General Services Department for lists of potential meeting rooms. Additional criteria used for screening appropriate rooms was being centrally located in the county and seating for 35-55 persons. Other attractive accommodations were assistance with setup and takedown, projection screen, audio/visual equipment and the ability to bring food to the meeting.

Of the 40 rooms listed for the County, fifteen were not located in a central area. While these rooms were near public transit, they were primarily located at the airport or in the Roseland area. Of the remaining rooms, eighteen were too small to accommodate the Agency meetings. Two rooms are not available due to department need of space. The five that were contacted were: Permit Resource and Management, Human Services (Sequoia and Laurel), Sheriff's Training, and Human Resources Conference.

The results of the contacts are as follows:

- Permit Resource and Management Conference Room already has a regularly scheduled meeting on Wednesday mornings.
- Human Services (Sequoia) is reserved completely and not available.
- Human Services (Laurel) is not available at this time.
- Sheriff's Training Room can be reserved by calling 30 days in advance each and every month.
- Human Resources Conference Room is only for use by employees at the Administration Building.
- The City of Santa Rosa had three possibilities: the Public Works Room #5, the Steele Lane Community Center and the Finley Recreation Center.
- The Public Works Room #5 and the Steele Lane Community Center are not available on Wednesdays.
- Finley Recreation Center is not available on 3rd Wednesdays.

III. FUNDING IMPACT

There is no funding impact to the Agency budget.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Without going outside the public sector, there are no available meeting rooms on a regular basis that would fit the Agency's needs.

V. ATTACHMENTS

None