

**SONOMA COUNTY WASTE MANAGEMENT AGENCY**

**July 21, 2010**

**9:00 a.m.**

**City of Santa Rosa Council Chambers  
100 Santa Rosa Avenue  
Santa Rosa, CA**

**\*\*Please note new meeting location\*\*  
Estimated ending time 11:30 a.m.**

**AGENDA**

- | <u>ITEM</u> | <u>ACTION</u>   |
|-------------|---|
| 1.          | Call to Order/Introductions   |
| 2.          | Agenda Approval   |
| 3.          | <u>Attachments/Correspondence:</u><br>Director's Agenda Notes   |
| 4.          | <u>On file w/Clerk: for copy call 565-3579</u><br>Resolutions approved in June 2010<br>2010-014 Appropriation Transfer for Planning<br>2010-015 Resolution Confirming the AB 939 Local Task Force Bylaws<br>2010-016 Appropriation Transfer for Yard<br>2010-017 Resolution between the SCWMA and Goodwill Industries for E-Waste Collection Event Services<br>2010-018 Resolution between the SCWMA and ECS Refining for E-Waste Collection Event Services<br>2010-019 Resolution of the SCWMA approving the Revised Sixth Amendment to the Agreement for AB 939 and HHW Services, by and between the Agency and the City of Petaluma<br>2010-020 Resolution Approving C2 Alternative Services to Conduct Spanish Language Outreach Services |
| 5.          | Public Comments (items not on the agenda)   |

**CONSENT (w/attachments)**

**Discussion/Action**

- |     |  |
|-----|--|
| 6.1 | Minutes of June 16, 2010                     |
| 6.2 | ColWMP Five Year Review                      |
| 6.3 | SCC Monthly Reports for April and May 2010   |
| 6.4 | Household Hazardous Waste Facility Expansion |

## REGULAR CALENDAR

- |     |  |                               |
|-----|--|-------------------------------|
| 7.  | Sonoma County/City Solid Waste Advisory<br>[Barbose] | Discussion/Action<br>PLANNING |
| 8.  | Compost Relocation Update<br>[Carter](Attachment)    | Discussion/Action<br>ORGANICS |
| 9.  | Unveiling of New Website<br>[Chilcott]               | Presentation<br>EDUCATION     |
| 10. | Boardmember Comments                                 |                               |
| 11. | Staff Comments                                       |                               |
| 12. | Next SCWMA Meeting                                   |                               |
| 13. | Adjourn  |                               |

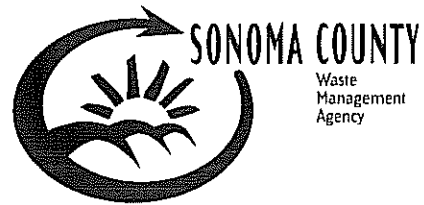
**CONSENT CALENDAR:** These matters include routine financial and administrative actions and are usually approved by a single majority vote. Any Boardmember may remove an item from the consent calendar.

**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 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.

**NOTICING:** This notice is posted 72 hours prior to the meeting at The Board of Supervisors, 575 Administration Drive, Santa Rosa, and at the meeting site, the City of Santa Rosa Council Chambers, 100 Santa Rosa Avenue, Santa Rosa. It is also available on the internet at [www.recyclenow.org](http://www.recyclenow.org)



TO: SCWMA Board Members

FROM: Susan Klassen, Interim Executive Director

SUBJECT: JULY 21, 2010 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.

- 6.1 Minutes of June 16, 2010
- 6.2 ColWMP Five Year Review State law requires the ColWMP be reviewed for applicability every five years. The Sonoma County ColWMP must be reviewed before November 2010. The attachments included in this transmittal would satisfy this requirement.
- 6.3 SCC Monthly Reports for April and May 2010 These monthly reports are submitted as a condition of the composting agreement with Sonoma Compost Company.
- 6.4 Household Hazardous Waste Facility Expansion Staff recommends 1) granting the Interim Executive Director signing authority for up to \$20,000 in change order costs for identified improvements needed to meet ADA compliance requirements 2) approval of an Appropriation Transfer for \$7,302.41 for additional work.

### **REGULAR CALENDAR**

- 7. Sonoma County/City Solid Waste Advisory Verbal report from Steve Barbose, City of Sonoma, serving as SCWMA liaison to the recently convened advisory group. **No action required.**
- 8. Compost Relocation Update Staff will present information regarding the potential compost locations in preparation for the expected August 18, 2010 public hearing and release of the Draft Environmental Impact Report. **No action required.**
- 9. Unveiling of New Website Staff will demonstrate features of the Agency's new web site at [www.recyclenow.org](http://www.recyclenow.org). **No action required.**



MINUTES OF JUNE 16, 2010

The Sonoma County Waste Management Agency met on June 16, 2010, at the City of Santa Rosa Utilities Department's Subregional Water Reclamation System Laguna Plant, 4300 Llano Road, Santa Rosa, California.

**PRESENT:**

Town of Windsor	Christa Johnson, Chair
City of Cloverdale	Nina Regor
City of Cotati	Marsha Sue Lustig
City of Healdsburg	Mike Kirn
City of Petaluma	Vince Marengo
City of Rohnert Park	Linda Babonis
City of Santa Rosa	Dell Tredinnick
City of Sebastopol	Jack Griffin
City of Sonoma	Steve Barbose
County of Sonoma	Phil Demery

**STAFF PRESENT:**

Interim Executive Director	Susan Klassen
Counsel	Janet Coleson
Staff	Patrick Carter
	Karina Chilcott
	Lisa Steinman
Recorder	Elizabeth Koetke

**1. CALL TO ORDER MEETING/INTRODUCTIONS**

The meeting was called to order at 9:05 a.m.

**2. AGENDA APPROVAL**

Chair Christa Johnson requested that the action agenda items be addressed before the two presentations.

**3. ATTACHMENTS/CORRESPONDENCE**

Chair Christa Johnson, called attention to the Director's Agenda Notes.

**4. ON FILE WITH CLERK**

Chair Johnson noted the resolutions approved in May, 2010, on file with the clerk.

**5. PUBLIC COMMENTS (items not on the agenda)**

None.

**CONSENT**

- 6.1 Minutes of May 19, 2010**
- 6.2 Carryout Bag Update**
- 6.3. FY 08-09 Audit**
- 6.4 SCC Monthly Report for March 2010**
- 6.5 Appropriation Transfer - Planning**

**Vince Marengo, Petaluma, moved to approve the Consent Calendar. Jack Griffin, Sebastopol, seconded. The representative from Santa Rosa was not present. Motion approved.**

#### REGULAR CALENDAR

##### **7. SONOMA COUNTY/CITY SOLID WASTE ADVISORY GROUP**

Steve Barbose, City of Sonoma, is serving as liaison for SCWMA to the Sonoma Waste Advisory Group (SWAG). His report of the recent meeting included discussion of future field trips to explore different conversion technologies and Materials Recovery Facilities (MRF) in this county and other counties; a presentation given by Mark Schleich, Santa Barbara; and discussion of long-term funding of regional liabilities.

Next SWAG meeting will be held on July 15, 2010.

##### **11. CONFIRMATION OF AB 939 LOCAL TASK FORCE BYLAWS AMENDMENT**

Patrick Carter, responding to Board direction, presented the original AB 939 Local Task Force (LTF) membership list, a red-line version of the proposed changes to the membership and an explanation of the rationale behind the proposed changes to the membership.

Michael Anderson, Chair of the AB 939 LTF, defined the LTF as being a recommending body, not policy setting. He stated an important role of the LTF is having the elements of solid waste, recycling and diversion come together, discuss differences and come to a consensus in dealing with issues.

#### Public Comments

Pam Davis, Northbay Corporation, indicated that on the membership list there are categories of groups and some specific groups named. She suggested listing categories instead of naming specific groups and requested that anyone appointed to the LTF have a membership open to the general public. She also expressed a concern about dual membership.

Ken Wells, Sierra Club Representative, explained in 1992 when the LTF was formed the issue of franchised hauler versus non-franchised didn't exist. He suggested a solution would be to replace those two categories with a category entitled 'Solid Waste Industry' and have two representative positions for that category.

Michael Anderson, LTF Chair, agreed that change would be acceptable to the LTF.

#### Discussion

Ms. Coleson, Agency Counsel, clarified the changes being requested was to remove the named groups and replace them with categories.

Phil Demery, County of Sonoma, felt it should go back to the LTF group for further discussion.

Chair Johnson asked for a consensus to return the issue to the LTF. There was not a consensus of the Board.

**Mike Kirn moved to approve the change to the bylaws contingent on modification to the two hauler groups which would be to replace the franchised hauler and non-franchised hauler categories with one category entitled Solid Waste Industry. Steve Barbose, seconded. Representative from Santa Rosa was not present.**

##### **12. SCWMA ALTERNATIVE FUNDING (continued from May)**

Mr. Carter recapped the presentation from May. Three funding scenarios were presented: #1 is no change to the current surcharge tipping fee, #2 is charging the surcharge on garbage and #3 is a generation-based funding model with customers of franchised haulers, Construction & Deconstruction (C&D) facilities, and self-haulers being charged an Agency Fee based on the tonnage of solid waste

generated. Scenario #3 has the potential to significantly mitigate the declining revenues resulting from declining garbage tonnage. The Board requested additional information regarding the impacts on their individual cities' franchise agreements.

If Scenario #3 is chosen, staff recommends a cursory review of each jurisdiction's franchise agreement, looking for three specific items: 1) How is price indexing addressed? 2) Does the agreement contain a provision allowing for changes in law? 3) How is waste defined and would that definition affect the proposed Agency Fee?

Next steps would include meeting with the haulers and C&D MRF operators with the goal of understanding the impact of the funding model and get their feedback to ensure the Agency Fees are as equitable as possible. Lastly, a draft ordinance would be developed for the Agency Boardmembers consideration.

#### Public Comments

Connie Cloak, C2 Alternative Services, felt that implementing a fee on all solid waste was a great idea and said not only should the fee be levied but it should be audited.

Tim Smith, former SCWMA Boardmember, reminded the Board that the Agency will only exist until 2017 and said changing the funding would not remove the "death spiral", but postpone it. He agreed that Scenario #3 was the way to go.

Ken Wells, Guiding Sustainability, commented that Scenario #3 is one of the simplest approaches.

**Steve Barbose, moved to go forward with Option 3. Staff was directed to proceed with the proposal as outlined in the staff report and return to the Agency Board with that proposal. Phil Demery seconded, and reiterated he would like further conversation about the legal implications of annual accounting. Motion approved.**

*Santa Rosa arrived at the meeting at 10:40 a.m.*

#### **8. YARD DEBRIS APPROPRIATION TRANSFER**

Ms. Klassen, Interim Executive Director, explained the appropriation transfer is needed because of increased material being transported and processed. There is a difference in the amount budgeted and the estimated funding necessary for payment through the end of the fiscal year. And lastly, there were invoices that should have been paid in FY 08-09, but were paid with FY 09-10 appropriations. The appropriation transfer is being made from the index for yard debris services. Approximately \$1,400,000 was budgeted to be transferred into the Organics Reserve, but a smaller contribution of \$850,000 will be made to the Organics Reserve this year upon approval of the appropriation transfer.

**Jack Griffin, Sebastopol, moved to approve the appropriation transfer. Mike Kirn, Healdsburg, seconded. Motion approved unanimously.**

Recess from 10:48 a.m. to 10:53 a.m.

#### **13. AWARD E-WASTE COLLECTION EVENT CONTRACT**

Lisa Steinman reported the SCWMA has been holding e-waste collection events since 2007. These events provide opportunities for residents and businesses of Sonoma County to bring electronics to specified city centered locations for proper recycling. A Request for Proposals was issued and four proposals were received. After review and evaluation, staff recommends awarding Goodwill Industries of the Redwood Empire the contract and award a back-up Agreement to ECS Refining and give the Chair authorization to sign both Agreements.

**Marsha Sue Lustig, Cotati, moved to approve the award of the e-waste collection event contracts. Linda Babonis, Rohnert Park, seconded. Motion approved.**

**14. REVISED SIXTH AMENDMENT TO HHW AND AB 939 PROGRAM SERVICES AGREEMENT WITH PETALUMA**

Ms. Klassen reported at the May Agency meeting a Sixth Amendment to the HHW and AB 939 Program Services Agreement with Petaluma was approved by the Agency Board and was forwarded to the Petaluma City Council for their approval. The City of Petaluma requested a change, which is a modification of the basis for charging for the services. The payment will be based on actual tons of solid waste disposed per month instead of using the prior calendar year's total tonnage. The Revised Sixth Amendment is brought back for the Board's consideration.

**Dell Tredinnick, Santa Rosa, moved to approve the Revised Sixth Amendment to the HHW and AB 939 Program Services Agreement. Linda Babonis, Rohnert Park, seconded. Motion approved.**

**15. AWARD SPANISH OUTREACH CONTRACT**

Karina Chilcott reported on the Spanish language outreach efforts, which are identified in the education component of the Countywide Integrated Waste Management Plan as well as the FY 10-11 Work Plan. At the April 2010 Board meeting, the Board directed staff to distribute a Request for Proposals for continued Spanish Language Outreach activities. Agency staff received one proposal from the current contractor, C<sup>2</sup> Alternative Services. Agency staff has had a long history with C<sup>2</sup> Alternative Services, working with Hugo Mata, and has been extremely pleased with their performance.

This is a two-year agreement from July 1, 2010 to June 30, 2012, with annual extensions based on mutual agreement. The FY 10-11 Work Plan allocates \$24,000 for Spanish Language Outreach funded by the HHW Cost Center with CalRecycle Used Oil Grant money (\$18,886) and the Education Cost Center (\$5,114). It is anticipated that a similar level of funding will be available in the FY11-12 budget.

**Dell Tredinnick moved to approve the award of the Spanish Outreach Contract. Phil Demery, County of Sonoma, seconded. Motion approved.**

**9. VIRGINIA PORTER, INCOMING EXECUTIVE DIRECTOR, RRWA, PRESENTATION "THE RUSSIAN RIVER WATERSHED AWARENESS SURVEY"**

Virginia Porter presented the Russian River Watershed Awareness Survey.

**10. ORGANICS DIVERSION SUBCOMMITTEE OF THE AB 939 LOCAL TASK FORCE PRESENTATION**

Will Bakx, AB 939 LTF member, discussed the possibility of diverting up to 68,000 tons of organic materials currently in the waste stream with a new compost facility.

Ken Wells, AB 939 LTF member, discussed the greenhouse gas impacts of the waste stream and the reduction of organics in the waste stream would reduce the levels of greenhouse gas. He expressed ideas for three actions: 1) active education i.e., doing a waste sort to see what is being thrown into garbage cans; 2) encourage extended producer responsibility (EPR) for treated wood, carpet and carpet padding; 3) build a new compost facility.

**16. BOARDMEMBER COMMENTS**

None.

#### **17. STAFF COMMENTS**

Ms. Klassen reported the recruitment for the Executive Director opened on June 4<sup>th</sup> and will close on July 6th. The July 21, 2010 meeting will be at the City of Santa Rosa City Council Chambers.

Vince Marengo inquired about an earlier start time for the SCWMA meetings, after some discussion it was decided that the regular meeting time of 9:00 a.m. would not be changed.

Ms. Chilcott said Agency staff submitted a proposal to PG&E for a grant for \$7,500, which would be used to encourage the public to recycle compact fluorescents and 4 ft. fluorescent tubes.

#### **18. NEXT SCWMA MEETING JULY 21, 2010 AT NEW LOCATION**

#### **19. ADJOURNMENT**

Meeting adjourned at 11:43 a.m.

Respectfully submitted,  
Elizabeth Koetke

**Copies of the following were distributed and/or submitted at this meeting:**

- **Organics Disposal Alternatives in Sonoma County**
- **Alternative Funding Presentation**
- **Map of parking near new meeting location site (Santa Rosa City Council Chambers)**
- **Instructions for D Street garage**





Agenda Item #: 6.2  
Cost Center: Planning  
Staff Contact: Carter  
Agenda Date: 7/21/2010

**ITEM: ColWMP Five Year Review**

**I. BACKGROUND**

As required by State Law, the AB 939 Local Task Force (LTF) is required to review the Countywide Integrated Waste Management Plan (ColWMP) for adequacy every five years after ColWMP adoption. The LTF may accept the ColWMP as sufficient or may recommend changes at that review.

The previous five year review was submitted to the California Integrated Waste Management Board (now CalRecycle) on December 3, 2008. Through miscommunication with the State on the timing of the previous Five Year Review, the SCWMA must complete another Five Year Review by November 2010. The next review will not take place until November 2015.

**II. DISCUSSION**

The LTF has performed their review and although no changes to the ColWMP are recommended, they wished to forward their comments on the ColWMP to the SCWMA's attention for incorporation in future programs and projects. Staff is forwarding these suggestions for the Board's consideration with this transmittal.

Staff has completed the CalRecycle Five Year Review Report and is prepared to submit the report to CalRecycle and complete the 2010 Five Year Review.

**III. FUNDING IMPACT**

The staff time required to complete this project was included in the budget for the Planning Cost Center.

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

Staff recommends accepting the LTF's memo, directing staff to submit the Five Year Review Report to CalRecycle.

**V. ATTACHMENTS**

Memo Re: Integrated Waste Management Plan Five Year Review  
Five Year Review Report

Approved by:   
Susan Klassen, Interim Executive Director, SCWMA

## Five-Year CIWMP/RAIWMP Review Report Template

Public Resources Code (PRC) Sections 41770 and 41822, and Title 14, California Code of Regulations (CCR) Section 18788 require that each countywide or regional agency integrated waste management plan (CIWMP/RAIWMP), and the elements thereof, be reviewed, revised, if necessary, and submitted to the Department of Resources Recycling and Recovery (CalRecycle) every five years. This Five-Year CIWMP/RAIWMP Review Report template was developed in an effort to provide a cost-effective method to streamline the Five-Year CIWMP/RAIWMP review, reporting and approval process.

The purpose of this template is to document compliance with these regulatory review and reporting requirements. The county or regional agency may use this template as a tool in its review, including obtaining Local Task Force (LTF) comments, on areas of the CIWMP or RAIWMP that need revision, if any. It can also be finalized based on these comments and submitted to Cal Recycle as the county or regional agency's Five-Year CIWMP or RAIWMP Review Report.

The Five-Year CIWMP/RAIWMP Review Report Template Instructions describe each section of this template and provide general guidelines with respect to preparing the report. Completed and signed reports should be submitted to the CalRecycle's Division of Local Assistance & Market Development (LAMD) at the address below. Please know that upon submittal, LAMD staff may request additional information if the details provided in this form are not clear or are not complete. Within 90 days of receiving a *complete* Five-Year CIWMP/RAIWMP Review Report, LAMD staff will review the request and prepare their findings for CalRecycle consideration for approval.

If you have any questions about the Five-Year CIWMP/RAIWMP Review process or how to complete this form, please contact your LAMD representative at (916) 341-6199. Mail completed and signed Five-Year CIWMP/RAIWMP Review Reports to:

Dept. of Resources Recycling & Recovery  
Local Assistance & Market Development, MS-25  
P. O. Box 4025  
Sacramento, CA 95812-4025

To edit and customized this form, the editing restrictions must be disengaged To do so, select the Review tab, Protect Document, then Restrict Formatting and Editing. For the password and other questions about this form, please contact your LAMD representative at (916) 341-6199.

**General Instructions** Please complete Sections 1 through 8, and all other applicable subsections.

SECTION 1.0 COUNTY OR REGIONAL AGENCY INFORMATION			
I certify that the information in this document is true and correct to the best of my knowledge, and that I am authorized to complete this report and request approval of the CIWMP or RAIWMP Five-Year Review Report on behalf of:			
County or Regional Agency Name Sonoma County Waste Management Agency		County Sonoma	
Authorized Signature		Title Executive Director	
Type/Print Name of Person Signing Susan Klassen	Date 7/21/2010	Phone 707-565-2231	
Person Completing This Form (please print or type) Patrick Carter	Title Waste Management Specialist	Phone (707) 565-3687	
Mailing Address 2300 County Center Drive, Suite B-100	City Santa Rosa	State CA	Zip 95403
E-mail Address pcarter@sonoma-county.org			

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## SECTION 2.0 BACKGROUND

This is the SCWMA's third Five-Year Review Report since the approval of the CIWMP or RAIWMP.

The following changes have occurred since the approval of the Agency's planning documents or the last Five-Year CIWMP or RAIWMP Review Report (whichever is most recent).

- |   |   |
|---|---|
| <input type="checkbox"/> Diversion goal reduction   | <input type="checkbox"/> New city (name(s) _____) |
| <input type="checkbox"/> New regional agency        | <input type="checkbox"/> Other _____              |
| <input type="checkbox"/> Changes to regional agency |   |

*Additional Information (optional):*

None of these changes are applicable.

## SECTION 3.0 LOCAL TASK FORCE REVIEW

- a. In accordance with Title 14 CCR, Section 18788, the Local Task Force (LTF) reviewed each element and plan included in the CIWMP or RAIWMP and finalized its comments:

☒ At the June 10, 2010 LTF meeting.

- b. The SCWMA received the written comments from the LTF on July 21, 2010.

- c. A copy of the LTF comments:

- ☒ Is included as Appendix A.  
☐ Was submitted to CalRecycle on \_\_\_\_.

## SECTION 4.0 TITLE 14, CALIFORNIA CODE of REGULATIONS SECTION 18788 (3) (A) THROUGH (H)

The subsections below address not only the areas of change specified in the regulations, but also provide specific analysis regarding the continued adequacy of the planning documents in light of those changes, including a determination regarding any need for a revision to one or more of the planning documents.

### Section 4.1 Changes in Demographics in the County or Regional Agency

When preparing the CIWMP or RAIWMP Review Report, the county or regional agency must address at least the changes in demographics. The following resources are provided to facilitate this analysis.

1. Demographic data, including population, taxable sales, employment, and consumer price index, are available at <http://www.ciwmb.ca.gov/LGTools/DivMeasure/JuAdjFac.asp>.
2. The Demographic Research Unit of the California Department of Finance is designated as the single official source of demographic data for State planning and budgeting (e.g., E-5 City/County Population and Housing Estimates under *reports and research papers*).
3. The Department of Finance's Demographic Research Unit also provides a list State Census Data Center Network Regional Offices.

### Analysis

Upon review of demographic changes since 2008:<sup>1</sup>

- ☒ The demographic changes since the development of the CIWMP or RAIWMP do not warrant a revision to any of the countywide planning documents. Specifically, at the time of our last 5 year update (2008) the population of Sonoma County was 482,721. The current estimate for 2010 is 493,285, a 2% increase over the two year span. This does not represent a significant population increase.
- ☐ These demographic changes since the development of the CIWMP or RAIWMP warrant a revision to one or more of the countywide planning documents. Specifically, \_\_\_\_\_. See the revision schedule in Section 7.

### **Section 4.2 Changes in Quantities of Waste within the County or Regional Agency; and Changes in Permitted Disposal Capacity and Waste Disposed in the County or Regional Agency**

A number of tools to facilitate the analysis and review of such changes in the waste stream are available from the following CalRecycle sources.

1. Various statewide, regional and local disposal reports are available at <http://www.calrecycle.ca.gov/LGCentral/Reports/DRS/Default.aspx>.
  - a. CalRecycle's Disposal Reporting System tracks and reports the annual estimates of the disposal amounts for jurisdictions in California; additional California solid waste statistics are also available.
  - b. CalRecycle's Waste Flow by Destination or Origin reports include solid waste disposal, export, and alternative daily cover. They show how much waste was produced within the boundaries of an individual city, or within all of the cities

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<sup>1</sup> The year of the data included in the planning documents, which is generally 1990 or 1991.

comprising a county or regional agency. These data also cover was disposed at a particular facility, or at all of the facilities within county or regional agency.

3. The Waste Characterization Database provides estimates of the types and amounts of materials in the waste streams of individual California jurisdictions in 1999.
4. CalRecycle's Countywide, Regionwide, and Statewide Jurisdiction Diversion Progress Report provides both summary and detailed information on compliance, diversion rates/50% equivalent per capita disposal target and rates, and waste diversion program implementation for all California jurisdictions. Diversion program implementation summaries are also available at  
<http://www.calrecycle.ca.gov/LGCentral/Tools/PARIS/jurpgmsu.asp> and  
<http://www.calrecycle.ca.gov/LGCentral/Reports/DiversionProgram/jurhist.aspx>.

Together, these reports help illustrate changes in the quantities of waste within the county or regional agency as well as in permitted disposal capacity. This information also summarizes each jurisdiction's progress in implementing the Source Reduction and Recycling Element (SRRE) and complying with the 50% diversion rate requirement (now calculated as 50% equivalent per capita disposal target), see Per Capita Disposal and Goal Measurement (2007 and Later) for details.

- ☒ The county or regional agency (if it includes the entire county) continues to have adequate disposal capacity (i.e., equal to or greater than 15 years).
- ☐ The county does not have 15 years remaining disposal capacity and the Siting Element does not provide a strategy<sup>2</sup> for obtaining 15 years remaining disposal capacity. Attached is a revision schedule for the Siting Element (Section 7).

#### *Analysis*

- ☒ These changes in quantities of waste and changes in permitted disposal capacity since the development of the CIWMP or RAIWMP do not warrant a revision to any of the regionwide planning documents. Specifically, the Siting Element was revised earlier this year to reflect a new disposal strategy for the Countywide Waste System. Through a succession of short-term contracts, the County will arrange waste disposal in out-of-county landfills, while in-county disposal and/or long term out-of-county disposal options are decided upon.

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<sup>2</sup> Such a strategy includes a description of the diversion or export programs to be implemented to address the solid waste capacity needs. The description shall identify the existing solid waste disposal facilities, including those outside of the county or regional agency, that will be used to implement these programs. The description should address how the proposed programs shall provide the county or regional agency with sufficient disposal capacity to meet the required minimum of 15 years of combined permitted disposal capacity.

- ☐ These changes in quantities of waste and changes in permitted disposal capacity since the development of the CIWMP or RAIWMP warrant a revision to one or more of the countywide planning documents. Specifically, \_\_\_\_\_. The revision schedule(s) is included in Section 7.

#### **Section 4.3 Changes in Funding Source for Administration of the Siting Element (SE) and Summary Plan (SP)**

Since the approval of the RAIWMP or the last Five--Year CIWMP or RAIWMP Review Report (whichever is most recent), the regional agency has not experienced the following significant changes in the funding of the SE or SP.

##### Analysis

- ☒ There have been no significant changes in funding source administration of the SE and SP or the changes that have occurred do not warrant a revision to any of the regionwide planning documents.
- ☐ These changes in funding source for the administration of the SE and SP warrant a revision to one or more of the countywide planning documents. Specifically, \_\_\_\_\_. See Section 7 for the revision schedule(s).

#### **Section 4.4 Changes in Administrative Responsibilities**

The regional agency has not experienced significant changes in the following administrative responsibilities since the approval of the RAIWMP or the last Five--Year CIWMP or RAIWMP Review Report.

##### Analysis

- ☒ There have been no significant changes in administrative responsibilities or the changes in administrative responsibilities do not warrant a revision to any of the planning documents.
- ☐ These changes in administrative responsibilities warrant a revision to one or more of the planning documents. Specifically, \_\_\_\_\_. See Section 7 for the revision schedule(s).

#### **Section 4.5 Programs that Were Scheduled to Be Implemented But Were Not**

This section addresses programs that were scheduled to be implemented but were not, a statement as to why they were not implemented, the progress of programs that were implemented, a statement as to whether programs are meeting their goals, and if not what contingency measures are being enacted to ensure compliance with Public Resources Code section 41751.

##### 1. Progress of Program Implementation

- a. SRRE and Household Hazardous Waste Element (HHWE)

☒ All program implementation information has been updated in the CalRecycle's electronic Annual Report (EAR), including the reason for not implementing specific programs, if applicable.

☐ All program implementation information has not been updated in EAR. Attachment \_\_\_\_\_ lists the SRRE and/or HHWE programs selected for implementation but which have not been implemented, including a statement as to why they were not implemented.

b. Nondisposal Facility Element (NDFE)

☒ There have been no changes in the use of nondisposal facilities (based on the current NDFEs and any amendments).

☐ Attachment \_\_\_\_\_ lists changes in the use of nondisposal facilities (based on the current NDFEs).

c. Countywide Siting Element (SE)

☒ There have been no changes to the information provided in the current SE.

☐ Attachment \_\_\_\_\_ lists changes to the information provided in current the SE.

d. Summary Plan

☒ There have been no changes to the information provided in the current SP.

☐ Attachment \_\_\_\_\_ lists changes to the information provided in current the SP.

2. Statement regarding whether Programs are Meeting their Goals

☒ The programs are meeting their goals.

☐ The programs are not meeting their goals. The discussion that follows in the analysis section below addresses the contingency measures that are being enacted to ensure compliance with PRC Section 41751 (i.e., specific steps are being taken by local agencies, acting independently and in concert, to achieve the purposes of the California Integrated Waste Management Act of 1989) and whether the listed changes in program implementation necessitate a revision of one or more of the planning documents. \_\_\_\_\_

Analysis

☒ The aforementioned changes in program implementation do not warrant a revision to any of the planning documents. Specifically, the only significant changes to the planning documents since the last 5 Year Review occurred in the SE and HHWE. Both documents were revised earlier this year and forwarded to CalRecycle for confirmation in accordance with State law. As such no further revisions are required.



- ☐ Changes in program implementation warrant a revision to one or more of the planning documents. Specifically, \_\_\_\_\_. The revision schedule(s) is included in Section 7.

Additional Analysis (optional):

#### **Section 4.6 Changes in Available Markets for Recyclable Materials**

The regional agency has experienced changes in the following available markets for recyclable materials since the approval of the RAIWMP or the last Five--Year CIWMP or RAIWMP Review Report (whichever is most recent):

Analysis

- ☒ There are no significant changes in available markets for recycled materials to warrant a revision to any of the planning documents.
- ☐ Changes in available markets for recycled materials warrant a revision to one or more of the planning documents. Specifically, \_\_\_\_\_. The revision schedule(s) is included in Section 7.

Additional Analysis (optional):

#### **Section 4.7 Changes in the Implementation Schedule**

The following addresses changes to the regional agency's implementation schedule that are not already addressed in Section 4.5 above.

Analysis

- ☒ There are no significant changes in the implementation schedule to warrant a revision to any of the planning documents.
- ☐ Changes in the implementation schedule warrant a revision to one or more of the planning documents. Specifically, \_\_\_\_\_.

Note: Changes noted in sections 4.1 through 4.7 were considered for each jurisdiction in the county or regional agency with an explanation as to whether the change necessitates a revision to any of the jurisdictions' planning documents.

**SECTION 5.0 OTHER ISSUES OR SUPPLEMENTARY INFORMATION (optional)**

The following addresses any other significant issues/changes in the regional agency and whether these changes affect the adequacy of the CIWMP or RAIWMP such that a revision to one or more of the planning documents is needed.

**SECTION 6.0 ANNUAL REPORT REVIEW**

- ☒ The Annual Reports for each jurisdiction in the regional agency have been reviewed, specifically those sections that address the adequacy of the CIWMP or RAIWMP elements. No jurisdictions reported the need to revise one or more of these planning documents.
- ☐ The Annual Reports for each jurisdiction in the county have been reviewed, specifically those sections that address the adequacy of the CIWMP or RAIWMP elements. The following jurisdictions reported the need to revise one or more of these planning documents, as listed.

*Analysis*

The discussion below addresses the regional agency's evaluation of the Annual Report data relating to planning document adequacy and includes determination regarding the need to revise one or more of these documents.

The SCWMA has not identified any outstanding issues that affect the adequacy of the SCWMA's planning documents or Annual Report.

**SECTION 7.0 REVISION SCHEDULE (if required)**

\_\_\_\_\_

**SECTION 8.0 SUPPLEMENTARY INFORMATION**

\_\_\_\_\_



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

**Phillip M. Demery, Director**

**Date:** June 10, 2010  
**To:** AB 939 Local Task Force Members  
**From:** Patrick Carter, Waste Management Specialist  
**Re:** Integrated Waste Management Plan Five Year Review

According to Title 14, Section 18788 of the California Code of Regulations, the AB 939 Local Task Force is required to complete a review of the Countywide Integrated Waste Management Plan (ColWMP) to assure that the county's and regional agency's waste management practices remain consistent with the hierarchy of waste management practices defined in Public Resources Code, section 40051. Prior to the fifth anniversary of California Integrated Waste Management Board approval of the original ColWMP, the LTF shall submit written comments on areas of the ColWMP which require revision, if any, to the Sonoma County Waste Management Agency (SCWMA) and the California Department of Resources Recycling and Recovery (CalRecycle). Within 45 days of receipt of any such required changes, the SCWMA shall determine if a revision is necessary, and notify the LTF and CalRecycle of its findings in a Review Report.

At the April 8, 2010 LTF Meeting, members reviewed and provided staff with suggestions for the improving the ColWMP and the information contained in the AB 939 Annual Reporting process. These suggestions include:

- Describe commercial/industrial/residential source reduction programs, including private programs in the Annual Report.
- Describe where tonnages have been captured in other programs, and reference those programs in the jurisdiction notes of the Annual Report.
- In the Outreach work, include quantifiable tools for behavior change and updating outreach methods.
- Implement a new program requiring mandatory commercial, industrial, and residential source separation through an ordinance.
- Include an emphasis on reuse in all programs, especially e-waste programs.

Through previous conversations with CalRecycle staff, staff does not believe the suggestions above would require a revision to the ColWMP. Staff believes the LTF suggestions should be forwarded to the SCWMA and if the suggestions are accepted, any changes to programs could be made through the Annual Reporting process.



# SONOMA COMPOST COMPANY MONTHLY REPORT

April-10

## a) Tonnages of Each Material Delivered to Facility

total tons of yard debris:	7,646.13 tons
average tons per day of yard debris:	326.50 tons
total tons of wood debris:	412.60 tons
average tons per day of wood debris:	15.87 tons
total tons of yard debris to Laguna *	842.96 tons
Total tons of food discards **	84.89 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

	width	height	length
normal	18'	7'	700'

### Moisture Addition/Application

at grinder:	None
at compost site:	Drip

### Moisture Content (%)

by feel:	lab results:
45-65%	48.7%
(active compost)	(finished compost)

### Additives

Feathers, Food Discards, Hatchery Waste
---

### 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:	2
# of storm events:	4
<b>Operational Problems:</b>	
None	

### d) Lab tests

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

<b>analysis: NUTRIENT</b>	
next date due:	May-10
date sample taken:	4/21/10
# of sub-samples:	12
location of samples:	29

<b>analysis: HEAVY METALS</b>	
next date due:	May-10
date sample taken:	4/28/10
# of sub-samples:	54
location of samples:	8,9,15,16,17,18,21,
	22,40

<b>analysis: PATHOGEN REDUCTION</b>	
next date due:	May-10
date sample taken:	4/28/10
# of sub samples:	54
locations of samples:	8,9,15,16,17,18,21,
	22,40

#### Quarterly Test:

<b>analysis: PESTICIDE RESIDUES</b>	
next date due:	May-10
date sample taken:	4/28/10
# of sub-samples:	54
locations of samples:	8,9,15,16,17,18,21,
	22,40

### e) Sales and Distribution of Finished Product

#### Yard Debris Sold

monthly total, cubic yards of all yard debris products sold:	7,461.00	cubic yds.
total cubic yards of screened compost:	5,337.00	cubic yds.
total cubic yards of early mulch:	0.00	cubic yds.
total cubic yards of screened mulch:	2,124.00	cubic yds.
yard debris product allocations:	23.00	cubic yds.
yard debris product donations:	42.00	cubic yds.

#### Wood Debris Sold

monthly total, tons of wood debris products sold:	2,511.00	tons
total tons of wood to non-fuel markets:	422.00	tons
total tons of wood bio-fuel*:	2,089.00	tons
wood debris product allocations:	185.00	cubic yds.
wood debris product donations:	25.00	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	68.00	0.76%
recycled		

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

FINISHED MATERIALS	cubic yards
unscreened compost	6,000 cy
screened compost	500 cy
mulch	350 cy
"intermediates"	4,500 cy

INTERMEDIATELY COMPOSTED MATERIALS	
aged over 2 weeks	27,000 cy

FRESH MATERIAL	
on-site under 2 weeks	4,710 cy

EXPERIMENTAL MATERIAL	
Biodynamic	225 cy

OK.



## SONOMA COMPOST COMPANY MONTHLY REPORT

May-10

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

total tons of yard debris:	7,665.72 tons
average tons per day of yard debris:	325.23 tons
total tons of wood debris:	455.57 tons
average tons per day of wood debris:	17.52 tons
total tons of yard debris to Laguna *	790.19 tons
Total tons of food discards **	89.11 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

	width	height	length
normal	18'	7'	700'

#### Moisture Addition/Application

at grinder:	Spray
at compost site:	Drip

#### Moisture Content (%)

by feel:	lab results:
45-65%	54.0%
(active compost)	(finished compost)

#### Additives

Feathers, Food Discards, Hatchery Waste
---

#### 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:	1.625
# of storm events	4
<b>Operational Problems:</b>	
None	

### d) Lab tests

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

<b>analysis: NUTRIENT</b>	
next date due:	Jun-10
date sample taken:	5/21/10
# of sub-samples:	12
location of samples:	32,33

<b>analysis: HEAVY METALS</b>	
next date due:	Jun-10
date sample taken:	5/21/10
# of sub-samples	42
location of samples:	7,10,14,20,24,27,29

<b>analysis: PATHOGEN REDUCTION</b>	
next date due:	Jun-10
date sample taken:	5/21/10
# of sub samples:	42
locations of samples:	7,10,14,20,24,27,29

#### Quarterly Test:

<b>analysis: PESTICIDE RESIDUES</b>	
next date due:	Jun-10
date sample taken:	5/21/10
# of sub-samples:	42
locations of samples:	7,10,14,20,24,27,29

### e) Sales and Distribution of Finished Product

#### Yard Debris Sold

monthly total, cubic yards of all yard debris products sold:	7,583.00	cubic yds.
total cubic yards of screened compost:	5,040.00	cubic yds.
total cubic yards of early mulch:	6.00	cubic yds.
total cubic yards of screened mulch:	2,537.00	cubic yds.
yard debris product allocations:	31.00	cubic yds.
yard debris product donations:	131.00	cubic yds.

#### Wood Debris Sold

monthly total, tons of wood debris products sold:	2,253.00	tons
total tons of wood to non-fuel markets:	519.00	tons
total tons of wood bio-fuel*:	1,734.00	tons
wood debris product allocations:	65.00	cubic yds.
wood debris product donations:	21.00	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	85.00	95.00%
recycled		

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

FINISHED MATERIALS	cubic yards
unscreened compost	5,000 cy
screened compost	1,300 cy
mulch	1,200 cy
"intermediates"	5,500 cy

INTERMEDIATELY COMPOSTED MATERIALS	
aged over 2 weeks	25,000 cy

FRESH MATERIAL	
on-site under 2 weeks	5,010 cy

EXPERIMENTAL MATERIAL	
Biodynamic	225 cy



Agenda Item #: 6.4  
Cost Center: HHW  
Staff Contact: Steinman  
Agenda Date: 7/21/2010

**ITEM: Household Hazardous Waste Facility Expansion**

**I. BACKGROUND**

On December 2, 2009, the Agency Board executed a contract with Page Construction Company to construct the extension to the Household Toxics Facility located at the Central Disposal Site. This extension to the existing building will create a separate area that will provide additional storage and processing space for low toxicity wastes, such as universal wastes including latex paint.

**II. DISCUSSION**

As of June 30, 2010 (the end of FY 09-10), the building has been erected and the job is 99.31% complete. The bid cost of the project was \$191,142 plus an additional 10% (\$19,114.20) for construction contingency totaling \$210,256.20. The Contractor has been paid \$189,812 on the base contract. Approved change order costs are \$6,416.61 with \$12,697.59 remaining for future change orders.

It is anticipated additional work may be required to make the access to the building American Disabilities Act (ADA) compliant. Staff has received a preliminary estimate of \$16,720 from the County Design Engineering Division.

**III. FUNDING IMPACT**

An appropriation transfer is attached for \$7,302.41. While the estimate is for \$16,720, the additional requested funds are in case there is additional work necessary for the ADA compliance. The funds will be taken from retained earnings in the Household Hazardous Waste (HHW) Facility Reserve.

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

Staff recommends 1) granting the Interim Executive Director signing authority for up to \$20,000 in change order costs for identified improvements needed to meet ADA compliance requirements 2) approval of an Appropriation Transfer for \$7,302.41 for additional work.

**V. ATTACHMENTS**

Appropriation Transfer for \$7,302.41 for additional work in order to comply with ADA standards at the HHW Facility Expansion.

Approved by   
Susan Klassen, Interim Executive Director, SCWMA

SPECIAL DISTRICTS GOVERNED BY  
LOCAL BOARDS - BUDGETARY REVISIONS

Resolution No. 2010-

District Name: Sonoma County Waste Management Agency (JPA)  
Address: 2300 County Center Dr., Rm. 100B  
Santa Rosa, CA 95403  
Phone: 565-2413  
FY 2010-11

Auditor's Office Use Only  
DOCUMENT #  
BATCH #  
BATCH DATE

	TC	INDEX	SUB-OBJECT	PROJECT	SUB-OBJECT TITLE	AMOUNT
TO:	203	799338	6540	ADA Compliance	HHW Facility Contract Services	\$7,302.41
FROM:		799338	310	ADA Compliance	HHW Facility Reserve Retained Earnings	\$7,302.41

WHEREAS, the Sonoma County Waste Management Agency approved an expansion to the Household Hazardous Waste Facility in order to more efficiently reuse and dispose of universal waste; and

WHEREAS, it has been determined that the expansion needs to be American Disabilities Act compliant and \$7,302.41 is needed for this additional work and will be funded from the retained earnings in a reserve fund designated for maintenance and improvement of the HHW building;

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

The foregoing resolution was introduced by DIRECTOR ( x ) TRUSTEE ( )

\_\_\_\_\_, who moved its adoption, seconded by

\_\_\_\_\_, and adopted on roll call by the following vote:

           Cloverdale                 Cotati                 Healdsburg                 Rohnert Park                 Petaluma

           Santa Rosa                 Sebastopol                 Sonoma                 Windsor                 County

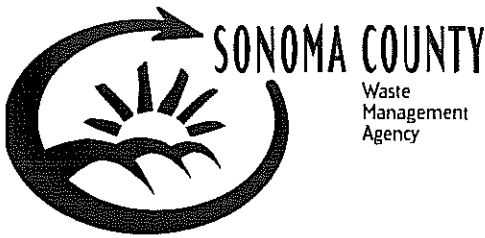
WHEREUPON, the Chairperson declared the foregoing resolution adopted, and SO ORDERED.

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

Attested: Elizabeth Koetke

Signature: \_\_\_\_\_  
Secretary/Clerk of the Board

Signature: \_\_\_\_\_  
Interim Executive Director



**Agenda Item #: 8**  
**Cost Center: Organics**  
**Staff Contact: Carter**  
**Agenda Date: 7/21/2010**

**ITEM: Compost Relocation Project (revised transmittal)**

**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 project updates at each subsequent Board meeting.

**Project Milestones:**

June 18, 2008 – the SCWMA Board selected one preferred site (Site 5a) and two alternative sites (Sites 13 and 14) to be studied further in an Environmental Impact Report (EIR).

March 18, 2009 – First Amendment, the term of the agreement with ESA was extended to December 31, 2009 and an alternative composting technology, aerated static pile, was added to the EIR.

May 20, 2009 – Second Amendment, Site 40 was added to the EIR to be studied at an equal level of detail as Site 5a.

December 2, 2009 – Third Amendment, the term of the agreement was extended to June 30, 2010.

February 17, 2010 – Fourth Amendment, the Central Disposal Site was added to the analysis and the term of the agreement was extended to October 31, 2010.

**II. DISCUSSION**

Staff intends to release the Draft Environmental Impact Report (EIR) regarding the potential compost sites before the August 18, 2010 Agency meeting. At the August meeting, staff also intends to hold a public hearing in which to present information pertinent to the site and receive public comments on the Draft EIR. At this meeting, staff will present a general overview of the four sites under consideration in the Draft EIR.

**III. FUNDING IMPACT**

There are no funding impacts resulting from this transmittal.

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

Staff is requesting direction from the Board regarding completing studies for the Draft Environmental Impact Report.

**V. ATTACHMENTS**

Presentation (to be distributed at the meeting)

Approved by:   
Susan Klassen, Interim Executive Director, SCWMA