



Meeting of the Board of Directors

February 16, 2023
REGULAR MEETING

Regular Session begins at 9:00 a.m.

Estimated Ending Time 11:30 a.m.

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

Meeting Agenda and Documents

ZERO WASTE SONOMA

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February 16, 2023

REGULAR MEETING

Regular Session begins at 9:00 a.m.

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Note: This packet is 45 pages total



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PUBLIC COMMENT:

Public Comment may be submitted via recorded voice message or email. Public comment may also be made by “raising your hand” using the Zoom platform.

Voice recorded public comment: To submit public comment via recorded message, please call 707-565-2722 by 5:00 pm Wednesday, August 17th. State your name and the item number(s) on which you wish to speak. The recordings will be limited to two minutes. These comments may be played or read at the appropriate time during the board meeting.

Email public comment: To submit an emailed public comment to the Board please email leslie.lukacs@sonoma-county.org and provide your name, the number(s) on which you wish to speak, and your comment. These comments will be emailed to all Board members and can be provided anytime leading up to and throughout the meeting.



Agenda

Item

1. Call to Order
2. Agenda Approval
3. Public Comments (items not on the agenda)

Consent (w/attachments)

- 4.1 Minutes of the January 19, 2023 Meeting
- 4.2 January, February, and March 2023 Outreach Calendar
- 4.3 ZWS FY 2022/23 Second Quarter Financial Report

Regular Calendar

5. Discussion and Possible Action on the Fiscal Year 2023-24 Work Plan [Collard]
6. Discussion and Possible Action on the Fiscal Year 2023-24 ZWS Draft Budget [Collard]
7. Boardmember Comments – NO ACTION
8. Executive Director Report – VERBAL REPORT
9. Staff Comments – NO ACTION
10. Next ZWS meeting: March 16, 2023
11. 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/Zero Waste Sonoma, 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 Zero Waste Sonoma 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 on the internet at www.zerowastesonoma.gov



To: Zero Waste Sonoma Board Members
From: Leslie Lukacs, Executive Director
Subject: February 16, 2023 Board Meeting Agenda Notes

Consent Calendar

These items include routine financial, informational 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.

- 4.1 Minutes of the January 19, 2023 Meeting
- 4.2 January, February and March 2023 Outreach Calendar
- 4.3 ZWS FY 2022/23 Second Quarter Financial Report

Regular Calendar

5.1 Discussion and Possible Action on the Fiscal Year 2023-24 Work Plan

Since FY 06-07, an annual Work Plan has been prepared for consideration and approval by the Board in order to have a detailed planning document that compliments the budget planning process. The Work Plan contains a description of Zero Waste Sonoma's (ZWS) projects, contractor costs, and staff costs for FY 23-24. The Work Plan also assisted in the preparation of ZWS's annual draft budget, Agenda Item 6 in this Board packet. **Staff recommends the Board provides feedback and considers approval of the FY 23-24 Work Plan which is used as a guide for the FY 23-24 Draft Budget.**

5.2 Discussion and Possible Action on the Fiscal Year 2023-24 ZWS Draft Budget The approval of the FY 23-24 Work Plan outlining contractor and staff costs for individual programs and planned projects is the first step in the budget development process. The next step in preparing the ZWS's annual budget is the Board's review and approval of a Draft Budget which includes establishing funding guidelines and other parameters necessary to integrate the ZWS's annual budget with the County's budget, accounting, and audit process. **Staff recommends the Board provide feedback on the FY 23-24 Zero Waste Sonoma Draft Budget with direction to return at the March 16, 2023 ZWS meeting for final approval.**



Minutes of the January 19, 2023 Meeting

Zero Waste Sonoma met on January 19, 2023, via Zoom to hold a virtual board meeting.

Board Members Present:

City of Cloverdale – David Kelley
City of Cotati – Susan Harvey
City of Healdsburg – Larry Zimmer
City of Petaluma – Patrick Carter
City of Rohnert Park – Vanessa Garrett

City of Santa Rosa – Joey Hejnowicz
City of Sebastopol – ABSENT
City of Sonoma - ABSENT
County of Sonoma – Susan Gorin
Town of Windsor - Deb Fudge

Staff Present:

Executive Director: Leslie Lukacs
Counsel: Ethan Walsh
Staff: Xinci Tan, Sloane Pagal, Thora Collard, Courtney Scott, Kristen Sales, Katherine Cushwa
Agency Clerk: Thora Collard

1. Call to Order Regular Meeting

Regular session was called to order at 9:01 a.m.
Introductions

2. Agenda Approval

3. Public Comments (items not on the agenda)

None

4. Election of Officers

Motion: For the appointment of officers for the 2023 term as follows:

Chair: City of Cotati

Vice Chair: City of Healdsburg

Chair Pro Tempore: City of Petaluma

First: City of Cloverdale – David Kelley

Second: City of Healdsburg – Larry Zimmer

Vote Count:

City of Cloverdale	AYE	City of Santa Rosa	AYE
City of Cotati	AYE	City of Sebastopol	ABSENT
City of Healdsburg	AYE	City of Sonoma	ABSENT
City of Petaluma	AYE	County of Sonoma	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -8- NOES -0- ABSENT -2- ABSTAIN -0-

Motion passed.

5. Consent (w/attachments)

- 5.1 Minutes of the November 17, 2022 Regular Meeting
- 5.2 Minutes of the December 13, 2022 Special Meeting
- 5.3 November and December 2022, January and February 2023 Outreach Calendar
- 5.4 Annual Review of the ZWS Rules of Governance
- 5.5 FY 21/22 Year End Financials
- 5.6 Resolution of ZWS Recognizing John Sawyer for his Service to the Board
- 5.7 Resolution of ZWS Recognizing Pam Stafford for his Service to the Board
- 5.8 Resolution of ZWS Recognizing Madolyn Agrimonti for her Service to the Board
- 5.9 Resolution of ZWS Recognizing Marta Cruz for her Service to the Board

Items 5.6, 5.7, 5.8, 5.9 pulled for discussion

Board Comments:

- Make sure staff report corresponds to supporting documentation or have explanations if it deviates.

Public Comments:

None

Motion: For approval of items 5.1 – 5.5 of the consent calendar.

First: City of Petaluma – Patrick Carter

Second: County of Sonoma – Susan Gorin

Vote Count:

City of Cloverdale	AYE	City of Santa Rosa	AYE
City of Cotati	AYE	City of Sebastopol	ABSENT
City of Healdsburg	AYE	City of Sonoma	ABSENT
City of Petaluma	AYE	County of Sonoma	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -8- NOES -0- ABSENT -2- ABSTAIN -0-

Motion passed.

Item 5.6 Resolution of ZWS Recognizing John Sawyer for his Service to the Board

Board Comments:

- Thank you for your service

Public Comments:

None

First: County of Sonoma – Susan Gorin

Second: Town of Windsor – Deb Fudge

Vote Count:

City of Cloverdale	AYE	City of Santa Rosa	AYE
City of Cotati	AYE	City of Sebastopol	ABSENT
City of Healdsburg	AYE	City of Sonoma	ABSENT
City of Petaluma	AYE	County of Sonoma	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -8- NOES -0- ABSENT -2- ABSTAIN -0-

Motion passed.

Item 5.7 Resolution of ZWS Recognizing Pam Stafford for her Service to the Board

Board Comments:

- Thank you for your service

Public Comments:

None

First: City of Rohnert Park – Vanessa Garrett

Second: County of Sonoma – Susan Gorin

Vote Count:

City of Cloverdale	AYE	City of Santa Rosa	AYE
City of Cotati	AYE	City of Sebastopol	ABSENT
City of Healdsburg	AYE	City of Sonoma	ABSENT
City of Petaluma	AYE	County of Sonoma	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -8- NOES -0- ABSENT -2- ABSTAIN -0-

Motion passed.

Item 5.8 Resolution of ZWS Recognizing Madolyn Agrimonti for her Service to the Board

Board Comments:

- Thank you for your service

Public Comments:

None

First: County of Sonoma – Susan Gorin

Second: Town of Windsor – Deb Fudge

Vote Count:

City of Cloverdale	AYE	City of Santa Rosa	AYE
City of Cotati	AYE	City of Sebastopol	ABSENT

City of Healdsburg	AYE	City of Sonoma	ABSENT
City of Petaluma	AYE	County of Sonoma	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -8- NOES -0- ABSENT -2- ABSTAIN -0-
Motion passed.

Item 5.9 Resolution of ZWS Recognizing Marta Cruz for her Service to the Board

Board Comments:

- Thank you for your service

Public Comments:

None

First: City of Cloverdale – David Kelley

Second: City of Petaluma – Patrick Carter

Vote Count:

City of Cloverdale	AYE	City of Santa Rosa	AYE
City of Cotati	AYE	City of Sebastopol	ABSENT
City of Healdsburg	AYE	City of Sonoma	ABSENT
City of Petaluma	AYE	County of Sonoma	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -8- NOES -0- ABSENT -2- ABSTAIN -0-
Motion passed.

Regular Calendar

6. Approval of the Agreement for CalRecycle HD39 Grant Services [Scott]

Board Comments/Action Items:

- It's great that we are reusing these panels, is there an outlet for that?
- The grant is for \$100,000, but the agreement is for \$90,000, can you clarify?
- Could reuse panels be used to power local events?
- What kind of interest are we receiving for solar panels from the public?
- How are the panels evaluated for useful life?
- Do we have to worry about the safety of CCNB workers moving these panels?
- How are we planning to do outreach?
- We should work with Sonoma Clean Power on this after the pilot period

Public Comments:

None

Motion: For the approval of the agreement with CCNB for the CalRecycle HD39 Grant

First: County of Sonoma – Susan Gorin
Second: City of Petaluma – Patrick Carter

Vote Count:

City of Cloverdale	AYE	City of Santa Rosa	AYE
City of Cotati	AYE	City of Sebastopol	ABSENT
City of Healdsburg	AYE	City of Sonoma	ABSENT
City of Petaluma	AYE	County of Sonoma	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -8- NOES -0- ABSENT -2- ABSTAIN -0-

Motion passed.

6. Careit Agreement and Presentation [Tan]

Board Comments/Action Items:

- Can an organization outside of the county have access?
- Is there overlap with the Recyclist?
- What is the percentage of users?
- Is the data open source or can other accounts view all the data?
- What other jurisdictions or JPAs are using this?
- How are we going to get engagement from the community/food recovery organizations?
- How will we gather data from those who do not want to use this software?
- Are we supplying tech support for users?
- When will this begin?

Public Comments:

None

Motion: For the approval of the agreement with Careit

First: County of Sonoma – Susan Gorin

Second: City of Petaluma – Patrick Carter

Vote Count:

City of Cloverdale	AYE	City of Santa Rosa	AYE
City of Cotati	AYE	City of Sebastopol	ABSENT
City of Healdsburg	AYE	City of Sonoma	ABSENT
City of Petaluma	AYE	County of Sonoma	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -8- NOES -0- ABSENT -2- ABSTAIN -0-

Motion passed.

7. Boardmember Comments – NO ACTION

None

- 8. Executive Director Report – NO ACTION**
Executive Director gave verbal update.
- 9. Staff Comments – NO ACTION**
None
- 10. Next SCWMA meeting:** February 16, 2023
- 11. Adjourn:** 11:01 am

Submitted by: Thora Collard

DRAFT



Agenda Item #: **4.2**
Agenda Date: **2/16/2023**

ITEM: January, February, March 2023 Outreach Calendar

January 2023 OUTREACH

Start date	End date	Start time	End time	Event
1/3/23	1/3/23	4:00 PM	8:00 PM	HHW Collection Event – Sebastopol
1/4/23	1/4/23	8:00 AM	11:00 AM	Santa Rosa DMV
1/6/23	1/8/23	9:00 AM	5:00 PM	E-Waste Recycling Event – Santa Rosa
1/10/23	1/10/23	4:00 PM	8:00 PM	HHW Collection Event – Santa Rosa (West)
1/11/23	1/11/23	7:00 AM	10:00 AM	Graton Labor Center – Graton
1/12/23	1/12/23	7:00 AM	9:00 AM	Healdsburg Labor Center – Healdsburg
1/12/23	1/12/23	8:00 AM	11:00 AM	Santa Rosa DMV
1/14/23	1/15/23	9:00 AM	5:00 PM	E-Waste Recycling Event – Oakmont
1/17/23	1/17/23	4:00 PM	8:00 PM	HHW Recycling Event – Cloverdale
1/17/23	1/17/23	8:00 AM	11:00 AM	Petaluma DMV
1/23/23	1/23/23	8:00 AM	11:00 AM	Santa Rosa DMV
1/24/23	1/24/23	4:00 PM	8:00 PM	HHW Collection Event – Sonoma
1/31/23	1/31/23	4:00 PM	8:00 PM	HHW Collection Event – Santa Rosa (East)

February 2023 OUTREACH

Start date	End date	Start time	End time	Event
2/7/23	2/7/23	4:00 PM	8:00 PM	HHW Collection Event – Healdsburg
2/7/23	2/7/23	8:00 AM	11:00 AM	Petaluma DMV
2/11/23	2/11/23	10:00 AM	4:00 PM	14th Annual Steelhead Festival – Geyserville
2/13/23	2/13/23	8:00 AM	11:00 AM	Santa Rosa DMV
2/17/23	2/20/23	4:00 PM	8:00 PM	HHW Collection Event – Cotati
2/15/23	2/15/23	12:00 PM	9:00 PM	Cloverdale Citrus Fair
2/21/23	2/21/23	4:00 PM	8:00 PM	HHW Collection Event – Larkfield
2/24/23	2/26/23	9:00 AM	5:00 PM	E-Waste Recycling Event – Cloverdale
2/27/23	2/27/23	8:00 AM	11:00 AM	Petaluma DMV
2/28/23	2/28/23	4:00 PM	8:00 PM	HHW Collection Event – Kenwood

March 2023 OUTREACH

Start date	End date	Start time	End time	Event
3/1/23	3/1/23	8:00 AM	11:00 AM	Santa Rosa DMV
3/7/23	3/7/23	4:00 PM	8:00 PM	HHW Collection Event – Monte Rio
3/11/23	3/11/23	9:00 AM	5:00 PM	Mattress Recycling – Graton
3/11/23	3/11/23	10:00 AM	4:00 PM	North Bay Science Discovery Day – Santa Rosa
3/10/23	3/12/23	9:00 AM	5:00 PM	E-Waste Recycling Event – Graton
3/14/23	3/14/23	4:00 PM	8:00 PM	HHW Collection Event – Oakmont
3/20/23	3/20/23	8:00 AM	11:00 AM	Santa Rosa DMV
3/21/23	3/21/23	4:00 PM	8:00 PM	HHW Collection Event – Windsor
3/22/23	3/22/23	8:00 AM	11:00 AM	Petaluma DMV
3/28/23	3/28/23	4:00 PM	8:00 PM	HHW Collection Event – Petaluma



Agenda Item #: **4.3**
Cost Center: **All**
Staff Contact: **Collard**
Agenda Date: **2/16/2023**
Approved By: **LL**

ITEM: **ZWS FY 2022/23 Second Quarter Financial Report**

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends approving the FY 2022/23 Second Quarter Financial Report on the Consent Calendar.

II. BACKGROUND

This report covers the first two quarters of FY 22-23 (July 1, 2022 - December 31, 2022) in accordance with the requirement in the joint powers agreement the Sonoma County Waste Management Agency/Zero Waste Sonoma staff make quarterly reports to the Board of Directors of Agency operations and of all receipts to and disbursements from the ZWS.

III. DISCUSSION

The Second Quarter Financial Report uses information from the County accounting system, Enterprise Financial System (EFS), for expenditures and revenues. The FY 2022-23 Second Quarter Financial Report contains the actual amounts spent or received to date at the end of the quarter, the projected revenues and expenses, the adjusted budget, and the difference between the budget and the projections.

Actual revenues are lower than budget predictions in the report as the revenue from the County of Sonoma (tipping fees and ZWS surcharge) were four months behind.

Interdepartmental transfers of shared administrative and overhead expenditures (county car, copier and storage rental, website expenditures, etc.) have not been processed yet, so some expenditures in the Education Fund are higher than normal.

IV. ATTACHMENTS

Second Quarter Financial Report FY 2022-23 Revenue and Expenditure Summary

Department Summary

Department / Account	Description	Original Budget	Final Budget	Year to Date	Remaining Balance	% Remaining
All Revenues						
42358	State Other Funding	402,560.00	3,567,729.07	226,498.60	3,341,230.47	93.65%
42601	County of Sonoma	10,733,237.00	10,733,237.00	1,642,967.23	9,090,269.77	84.69%
44002	Interest on Pooled Cash	60,735.00	60,735.00	23,641.49	37,093.51	61.07%
46029	Donations/Contributions	282,079.00	282,079.00	1,268.22	280,810.78	99.55%
46200	PY Revenue - Miscellaneous	0.00	0.00	(463.45)	463.45	0.00%
47101	Transfers In - within a Fund	745,000.00	745,000.00	0.00	745,000.00	100.00%
All Revenues		12,223,611.00	15,388,780.07	1,893,912.09	13,494,867.98	88%

All Expense/Expenditure Accts

51041	Insurance - Liability	13,000.00	13,000.00	13,228.50	(228.50)	-1.76%
51071	Maintenance - Bldg & Improve	15,000.00	15,000.00	2,348.41	12,651.59	84.34%
51201	Administration Services	1,367,879.00	1,367,879.00	16,850.00	1,351,029.00	98.77%
51205	Advertising/Marketing Svc	22,500.00	22,500.00	2,441.80	20,058.20	89.15%
51206	Accounting/Auditing Services	19,000.00	19,000.00	0.00	19,000.00	100.00%
51207	Client Accounting Services	27,000.00	27,000.00	0.00	27,000.00	100.00%
51212	Outside Counsel - Legal Advice	79,000.00	79,000.00	2,056.40	76,943.60	97.40%
51225	Training Services	1,600.00	1,600.00	0.00	1,600.00	100.00%
51229	Hazardous Waste Disposal Svc	30,000.00	30,000.00	0.00	30,000.00	100.00%
51241	Outside Printing and Binding	63,500.00	63,500.00	0.00	63,500.00	100.00%
51249	Other Professional Services	362,716.00	3,527,885.07	349,799.10	3,178,085.97	90.08%
51401	Rents and Leases - Equipment	3,000.00	3,000.00	1,503.74	1,496.26	49.88%
51421	Rents and Leases - Bldg/Land	21,206.00	21,206.00	5,508.00	15,698.00	74.03%
51507	Special Departmental Expense	150,301.00	150,301.00	31,024.78	119,276.22	79.36%
51801	Other Services	0.00	0.00	9,210.47	(9,210.47)	0.00%
51803	Other Contract Services	8,413,682.00	8,413,682.00	3,329,319.50	5,084,362.50	60.43%
51805	Cnty Spor'shp of events/orgs	2,000.00	2,000.00	2,950.00	(950.00)	-47.50%
51901	Telecommunication Data Lines	16,800.00	16,800.00	3,057.00	13,743.00	81.80%
51902	Telecommunication Usage	1,367.00	1,367.00	513.28	853.72	62.45%
51904	ISD - Baseline Services	91,200.00	91,200.00	15,310.95	75,889.05	83.21%
51907	ISD - Device Modernization Pro	0.00	0.00	150.00	(150.00)	0.00%
51909	Telecommunication Wireless Svc	7,740.00	7,740.00	4,698.11	3,041.89	39.30%
51911	Mail Services	850.00	850.00	65.78	784.22	92.26%
51916	County Services Chgs	36,243.00	36,243.00	0.00	36,243.00	100.00%
51922	County Car Expense	1,500.00	1,500.00	250.42	1,249.58	83.31%
51923	Unclaimable county car exp	50.00	50.00	17.96	32.04	64.08%
52091	Memberships/Certifications	37,159.00	37,159.00	34,030.00	3,129.00	8.42%
52111	Office Supplies	21,720.00	21,720.00	795.24	20,924.76	96.34%
52114	Freight/Postage	15,000.00	15,000.00	0.00	15,000.00	100.00%
52115	Books/Media/Subscriptions	925.00	925.00	2,455.30	(1,530.30)	-165.44%
52118	Printing and Binding Supplies	6,400.00	6,400.00	1,000.00	5,400.00	84.38%
52149	IRR-ComputerSoftware/Licensing	0.00	0.00	2,414.21	(2,414.21)	0.00%
52162	Special Department Expense	191,440.00	191,440.00	10,009.22	181,430.78	94.77%
52163	Professional Development	43,520.00	43,520.00	17,515.19	26,004.81	59.75%
52191	Utilities Expense	6,132.00	6,132.00	1,052.59	5,079.41	82.83%
57011	Transfers Out - within a Fund	745,000.00	745,000.00	0.00	745,000.00	100.00%
All Expense/Expenditure Accts		11,814,430.00	14,979,599.07	3,859,575.95	11,120,023.12	74%

All Expense/Expenditure Accts		11,814,430.00	14,979,599.07	3,859,575.95	11,120,023.12	
All Revenues		12,223,611.00	15,388,780.07	1,893,912.09	13,494,867.98	
Net Cost		(409,181.00)	(409,181.00)	1,965,663.86	(2,374,844.86)	

Organics Reserve

Department / Account	Description	Original Budget	Final Budget	Year to Date	Remaining Balance	% Remaining
All Revenues						
44002	Interest on Pooled Cash	22,307.00	22,307.00	10,938.77	11,368.23	50.96%
All Revenues		22,307.00	22,307.00	10,938.77	11,368.23	51%

All Expense/Expenditure Accts

51201	Administration Services	57,018.00	57,018.00	0.00	57,018.00	100.00%
51206	Accounting/Auditing Services	1,000.00	1,000.00	0.00	1,000.00	100.00%
51212	Outside Counsel - Legal Advice	35,000.00	35,000.00	0.00	35,000.00	100.00%
51916	County Services Chgs	379.00	379.00	0.00	379.00	100.00%
52111	Office Supplies	1,000.00	1,000.00	0.00	1,000.00	100.00%
All Expense/Expenditure Accts		94,397.00	94,397.00	-	94,397.00	100%

All Expense/Expenditure Accts		94,397.00	94,397.00	-	94,397.00	
All Revenues		22,307.00	22,307.00	10,938.77	11,368.23	
Net Cost		72,090.00	72,090.00	(10,938.77)	83,028.77	

Debt Servicing Reserve

Department / Account	Description	Original Budget	Final Budget	Year to Date	Remaining Balance	% Remaining
All Revenues						
44002	Interest on Pooled Cash	0.00	0.00	1,815.44	(1,815.44)	0.00%
47101	Transfers In - within a Fund	745,000.00	745,000.00	0.00	745,000.00	100.00%
All Revenues		745,000.00	745,000.00	1,815.44	743,184.56	100%

All Expense/Expenditure Accts

51206	Accounting/Auditing Services	1,000.00	1,000.00	0.00	1,000.00	100.00%
All Expense/Expenditure Accts		1,000.00	1,000.00	-	1,000.00	100%

All Expense/Expenditure Accts		1,000.00	1,000.00	-	1,000.00	
All Revenues		745,000.00	745,000.00	1,815.44	743,184.56	
Net Cost		(744,000.00)	(744,000.00)	(1,815.44)	(742,184.56)	

Household Hazardous Waste

Department / Account	Description	Original Budget	Final Budget	Year to Date	Remaining Balance	% Remaining
All Revenues						
42358	State Other Funding	86,560.00	86,560.00	0.00	86,560.00	100.00%
42601	County of Sonoma	2,534,896.00	2,534,896.00	395,521.99	2,139,374.01	84.40%
44002	Interest on Pooled Cash	13,357.00	13,357.00	1,576.44	11,780.56	88.20%
46029	Donations/Contributions	214,492.00	214,492.00	1,268.22	213,223.78	99.41%
All Revenues		2,849,305.00	2,849,305.00	398,366.65	2,450,938.35	86%

All Expense/Expenditure Accts

51041	Insurance - Liability	1,950.00	1,950.00	1,984.28	(34.28)	-1.76%
51071	Maintenance - Bldg & Improve	15,000.00	15,000.00	2,348.41	12,651.59	84.34%
51201	Administration Services	289,579.00	289,579.00	0.00	289,579.00	100.00%
51205	Advertising/Marketing Svc	17,000.00	17,000.00	2,346.02	14,653.98	86.20%
51206	Accounting/Auditing Services	2,250.00	2,250.00	0.00	2,250.00	100.00%
51207	Client Accounting Services	4,050.00	4,050.00	0.00	4,050.00	100.00%
51212	Outside Counsel - Legal Advice	4,000.00	4,000.00	0.00	4,000.00	100.00%
51225	Training Services	1,600.00	1,600.00	0.00	1,600.00	100.00%
51229	Hazardous Waste Disposal Svc	30,000.00	30,000.00	0.00	30,000.00	100.00%
51249	Other Professional Services	60,233.00	60,233.00	37,270.55	22,962.45	38.12%
51401	Rents and Leases - Equipment	450.00	450.00	0.00	450.00	100.00%
51421	Rents and Leases - Bldg/Land	14,518.00	14,518.00	3,310.00	11,208.00	77.20%
51507	Special Departmental Expense	150,301.00	150,301.00	31,024.78	119,276.22	79.36%
51801	Other Services	0.00	0.00	2,314.25	(2,314.25)	0.00%
51803	Other Contract Services	1,449,000.00	1,449,000.00	469,388.81	979,611.19	67.61%
51901	Telecommunication Data Lines	3,150.00	3,150.00	407.60	2,742.40	87.06%
51902	Telecommunication Usage	156.00	156.00	1.52	154.48	99.03%
51904	ISD - Baseline Services	23,940.00	23,940.00	2,476.80	21,463.20	89.65%
51909	Telecommunication Wireless Svc	2,040.00	2,040.00	814.12	1,225.88	60.09%
51911	Mail Services	100.00	100.00	0.00	100.00	100.00%
51916	County Services Chgs	8,387.00	8,387.00	0.00	8,387.00	100.00%
51922	County Car Expense	225.00	225.00	0.00	225.00	100.00%
52091	Memberships/Certifications	6,133.00	6,133.00	4,650.00	1,483.00	24.18%
52111	Office Supplies	2,500.00	2,500.00	553.86	1,946.14	77.85%
52115	Books/Media/Subscriptions	139.00	139.00	0.00	139.00	100.00%
52149	IRR-ComputerSoftware/Licensing	0.00	0.00	370.00	(370.00)	0.00%
52162	Special Department Expense	216.00	216.00	0.00	216.00	100.00%
52163	Professional Development	10,900.00	10,900.00	4,121.37	6,778.63	62.19%
52191	Utilities Expense	6,132.00	6,132.00	1,052.59	5,079.41	82.83%
57011	Transfers Out - within a Fund	745,000.00	745,000.00	0.00	745,000.00	100.00%
All Expense/Expenditure Accts		2,848,949.00	2,848,949.00	564,434.96	2,284,514.04	80%

All Expense/Expenditure Accts	2,848,949.00	2,848,949.00	564,434.96	2,284,514.04	
All Revenues	2,849,305.00	2,849,305.00	398,366.65	2,450,938.35	
Net Cost	(356.00)	(356.00)	166,068.31	(166,424.31)	

Organics

Department / Account	Description	Original Budget	Final Budget	Year to Date	Remaining Balance	% Remaining
All Revenues						
42358	State Other Funding	150,000.00	798,909.00	166,855.10	632,053.90	79.11%
42601	County of Sonoma	7,364,604.00	7,364,604.00	1,117,356.60	6,247,247.40	84.83%
All Revenues		7,514,604.00	8,163,513.00	1,284,211.70	6,879,301.30	84%

All Expense/Expenditure Accts

51041	Insurance - Liability	8,840.00	8,840.00	8,995.38	(155.38)	-1.76%
51201	Administration Services	419,076.00	419,076.00	0.00	419,076.00	100.00%
51206	Accounting/Auditing Services	10,200.00	10,200.00	0.00	10,200.00	100.00%
51207	Client Accounting Services	18,360.00	18,360.00	0.00	18,360.00	100.00%
51212	Outside Counsel - Legal Advice	5,000.00	5,000.00	51.40	4,948.60	98.97%
51249	Other Professional Services	155,000.00	803,909.00	45,157.61	758,751.39	94.38%
51401	Rents and Leases - Equipment	2,040.00	2,040.00	0.00	2,040.00	100.00%
51421	Rents and Leases - Bldg/Land	2,350.00	2,350.00	0.00	2,350.00	100.00%
51803	Other Contract Services	6,804,682.00	6,804,682.00	2,824,849.91	3,979,832.09	58.49%
51805	Cnty Spor'shp of events/orgs	0.00	0.00	450.00	(450.00)	0.00%
51901	Telecommunication Data Lines	2,100.00	2,100.00	407.60	1,692.40	80.59%
51902	Telecommunication Usage	26.00	26.00	0.46	25.54	98.23%
51904	ISD - Baseline Services	42,408.00	42,408.00	4,860.00	37,548.00	88.54%
51909	Telecommunication Wireless Svc	0.00	0.00	630.91	(630.91)	0.00%
51911	Mail Services	250.00	250.00	0.00	250.00	100.00%
51916	County Services Chgs	18,739.00	18,739.00	0.00	18,739.00	100.00%
51922	County Car Expense	1,020.00	1,020.00	0.00	1,020.00	100.00%
52091	Memberships/Certifications	12,510.00	12,510.00	11,725.00	785.00	6.27%
52111	Office Supplies	2,000.00	2,000.00	0.00	2,000.00	100.00%
52115	Books/Media/Subscriptions	629.00	629.00	0.00	629.00	100.00%
52162	Special Department Expense	979.00	979.00	0.00	979.00	100.00%
52163	Professional Development	5,000.00	5,000.00	4,062.42	937.58	18.75%
All Expense/Expenditure Accts		7,511,209.00	8,160,118.00	2,901,190.69	5,258,927.31	64%

All Expense/Expenditure Accts	7,511,209.00	8,160,118.00	2,901,190.69	5,258,927.31	
All Revenues	7,514,604.00	8,163,513.00	1,284,211.70	6,879,301.30	
Net Cost	(3,395.00)	(3,395.00)	1,616,978.99	(1,620,373.99)	

Unfunded Pension Liability Rsv

Department / Account	Description	Original Budget	Final Budget	Year to Date	Remaining Balance	% Remaining
All Revenues						
44002	Interest on Pooled Cash	6,586.00	6,586.00	1,647.10	4,938.90	74.99%
All Revenues		6,586.00	6,586.00	1,647.10	4,938.90	75%

All Expense/Expenditure Accts

51206	Accounting/Auditing Services	1,000.00	1,000.00	0.00	1,000.00	100.00%
All Expense/Expenditure Accts		1,000.00	1,000.00	-	1,000.00	100%

All Expense/Expenditure Accts	1,000.00	1,000.00	-	1,000.00	
All Revenues	6,586.00	6,586.00	1,647.10	4,938.90	
Net Cost	(5,586.00)	(5,586.00)	(1,647.10)	(3,938.90)	

Education & Outreach

Department / Account	Description	Original Budget	Final Budget	Year to Date	Remaining Balance	% Remaining
All Revenues						
42358	State Other Funding	166,000.00	2,682,260.07	59,643.50	2,622,616.57	97.78%
42601	County of Sonoma	833,737.00	833,737.00	130,088.64	703,648.36	84.40%
46029	Donations/Contributions	67,587.00	67,587.00	0.00	67,587.00	100.00%
46200	PY Revenue - Miscellaneous	0.00	0.00	(463.45)	463.45	0.00%
All Revenues		1,067,324.00	3,583,584.07	189,268.69	3,394,315.38	95%

All Expense/Expenditure Accts

51041	Insurance - Liability	2,210.00	2,210.00	2,248.84	(38.84)	-1.76%
51201	Administration Services	505,108.00	505,108.00	16,850.00	488,258.00	96.66%
51205	Advertising/Marketing Svc	5,500.00	5,500.00	95.78	5,404.22	98.26%
51206	Accounting/Auditing Services	2,550.00	2,550.00	0.00	2,550.00	100.00%
51207	Client Accounting Services	4,590.00	4,590.00	0.00	4,590.00	100.00%
51212	Outside Counsel - Legal Advice	15,000.00	15,000.00	1,773.30	13,226.70	88.18%
51241	Outside Printing and Binding	63,500.00	63,500.00	0.00	63,500.00	100.00%
51249	Other Professional Services	147,483.00	2,663,743.07	267,370.94	2,396,372.13	89.96%
51401	Rents and Leases - Equipment	510.00	510.00	1,503.74	(993.74)	-194.85%
51421	Rents and Leases - Bldg/Land	4,338.00	4,338.00	2,198.00	2,140.00	49.33%
51803	Other Contract Services	30,000.00	30,000.00	25,422.03	4,577.97	15.26%
51805	Cnty Spor'shp of events/orgs	2,000.00	2,000.00	2,500.00	(500.00)	-25.00%
51901	Telecommunication Data Lines	11,550.00	11,550.00	2,241.80	9,308.20	80.59%
51902	Telecommunication Usage	1,185.00	1,185.00	511.30	673.70	56.85%
51904	ISD - Baseline Services	24,852.00	24,852.00	7,974.15	16,877.85	67.91%
51907	ISD - Device Modernization Pro	0.00	0.00	150.00	(150.00)	0.00%
51909	Telecommunication Wireless Svc	5,700.00	5,700.00	3,253.08	2,446.92	42.93%
51911	Mail Services	500.00	500.00	65.78	434.22	86.84%
51916	County Services Chgs	8,521.00	8,521.00	0.00	8,521.00	100.00%
51922	County Car Expense	255.00	255.00	250.42	4.58	1.80%
51923	Unclaimable county car exp	50.00	50.00	17.96	32.04	64.08%
52091	Memberships/Certifications	18,516.00	18,516.00	17,655.00	861.00	4.65%
52111	Office Supplies	15,220.00	15,220.00	241.38	14,978.62	98.41%
52114	Freight/Postage	15,000.00	15,000.00	0.00	15,000.00	100.00%
52115	Books/Media/Subscriptions	157.00	157.00	2,455.30	(2,298.30)	-1463.89%
52118	Printing and Binding Supplies	6,400.00	6,400.00	1,000.00	5,400.00	84.38%
52149	IRR-ComputerSoftware/Licensing	0.00	0.00	2,044.21	(2,044.21)	0.00%
52162	Special Department Expense	150,245.00	150,245.00	250.00	149,995.00	99.83%
52163	Professional Development	27,620.00	27,620.00	9,331.40	18,288.60	66.22%
All Expense/Expenditure Accts		1,068,560.00	3,584,820.07	367,404.41	3,217,415.66	90%

All Expense/Expenditure Accts	1,068,560.00	3,584,820.07	367,404.41	3,217,415.66	
All Revenues	1,067,324.00	3,583,584.07	189,268.69	3,394,315.38	
Net Cost	1,236.00	1,236.00	178,135.72	(176,899.72)	

Contingency Fund

Department / Account	Description	Original Budget	Final Budget	Year to Date	Remaining Balance	% Remaining
All Revenues						
44002	Interest on Pooled Cash	18,485.00	18,485.00	7,663.74	10,821.26	58.54%
All Revenues		18,485.00	18,485.00	7,663.74	10,821.26	59%

All Expense/Expenditure Accts

51201	Administration Services	97,098.00	97,098.00	0.00	97,098.00	100.00%
51206	Accounting/Auditing Services	1,000.00	1,000.00	0.00	1,000.00	100.00%
51212	Outside Counsel - Legal Advice	20,000.00	20,000.00	231.70	19,768.30	98.84%
51801	Other Services	0.00	0.00	6,896.22	(6,896.22)	0.00%
51803	Other Contract Services	130,000.00	130,000.00	9,658.75	120,341.25	92.57%
51916	County Services Chgs	217.00	217.00	0.00	217.00	100.00%
52111	Office Supplies	1,000.00	1,000.00	0.00	1,000.00	100.00%
52162	Special Department Expense	40,000.00	40,000.00	9,759.22	30,240.78	75.60%
All Expense/Expenditure Accts		289,315.00	289,315.00	26,545.89	262,769.11	91%

All Expense/Expenditure Accts		289,315.00	289,315.00	26,545.89	262,769.11	
All Revenues		18,485.00	18,485.00	7,663.74	10,821.26	
Net Cost		270,830.00	270,830.00	18,882.15	251,947.85	

2nd Quarter Fund Balances FY 22/23

Fund		Beginning Balance	12/31/2022	Projected Fund Balance	Fund Balance Goal
Organics Reserve	78103	2,173,275	2,184,214	2,100,611	1,877,802
HHW	78104	634,232	468,164	627,573	525,987
Contingency Reserve	78109	3,030,115	3,011,233	2,771,100	967,931
Education & Outreach	78110	243,271	65,136	242,035	106,856
Organics	78111	2,454,498	837,519	2,457,893	1,877,802
Unfunded Pension Liability Rsv	78112	650,355	652,003	655,859	650,000
Debt Servicing Reserve	78113	730,959	732,774	1,475,959	
Total			7,951,041	10,331,030	



Agenda Item #: 5
Cost Center: All
Staff Contact: Collard
Agenda Date: 2/16/2023
Approved By: LL

ITEM: Discussion and Possible Action on the Fiscal Year 2023-24 Work Plan

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends the Board provides feedback and considers approval of the FY 23-24 Work Plan which is used as a guide for the FY 23-24 Draft Budget.

II. BACKGROUND

Since FY 06-07, an annual Work Plan has been prepared for consideration and approval by the Board in order to have a detailed planning document that compliments the budget planning process. The Work Plan contains a description of Zero Waste Sonoma's (ZWS) projects, contractor costs, and staff costs for FY 23-24. The Work Plan also assisted in the preparation of ZWS's annual draft budget, Agenda Item 6 in this Board packet.

III. DISCUSSION

Staff proposes that core projects continue in their current form (i.e. hauling of organics, processing of household hazardous waste, used oil outreach, mandatory commercial and organics recycling, zero waste guide, website maintenance, and reporting). There are a number of programs that are rolling over for completion in the new fiscal year: the CalWorks grant, SB1383 Assistance grant and the Food Recovery Grant. In addition, Staff proposes the following new projects:

- ZWS was approved to receive a USDA grant to assist with food recovery and carbon farming efforts. We will work with Petaluma Bounty and Zero Food Print.
- ZWS would like to hire a consultant to review agency job classifications and salary to determine if they are consistent with industry standards.

The full Draft Work Plan is attached for your review and projects where there have been significant increases in cost and/or new program line items have been highlighted in green for your convenience.

IV. FUNDING IMPACT

There is no direct funding impact of the FY 23-24 Work Plan. This document is informational and used for planning purposes and to complement the FY 23-24 Draft Budget.

V. ATTACHMENTS

FY 23-24 Work Plan

23-24 Work Plan

	Program	Program Description	Contractor	Staff	Goal/Justification/Pillar	Schedule
Organics						
	Program	Program Description	Contractor	Staff	Goal/Justification/Pillar	Schedule
1.1	Municipal Composting Program	Manage contracts for composting outhaul and compost sites, and reconciles and processes monthly invoices for payment. Manage compost giveaways.	\$ 7,981,291	\$ 7,270	MANDATED Major diversion program in the Joint Powers Agreement and Section 4.5.2 of the CoIWMP.	Monthly
1.2	Christmas Tree Recycling	Provide education to the public about Christmas tree recycling options. • Coordinate with local non-profit organizations to provide convenient Christmas tree composting • Coordinate drop-off sites with haulers Update information on Agency's website and establish/record seasonal voice message system on 565-3333 and on the Eco-Desk 565-3375.	\$ -	\$ 1,932	CoIWMP/Section 4.7.2.10 Diversion program that adds organic feedstock	November, December, and January, Annually
1.3	Home Composting Education & Outreach	Promote home composting and vermicomposting. Issue updated RFP for services	\$ 20,000	\$ 2,952	CoIWMP/Section 4.3.1.2 Reduce organics being landfilled and compost program costs	New contract needed
1.4	Conferences and webinars	USCC 2023 or 2024 Conferences. Webinars on SB 1383 and other organic material related topics.		\$ 8,245	Board Directed	Ongoing
1.5	Organics Education and State Regulations	Staff to monitor and research any upcoming regulations and continue ongoing education of existing regulations for member jurisdictions and the public.		\$ 82,921	MANDATED SB1383/AB939	Ongoing
1.6	Grant - (Food Recovery, etc.)	USDA Office of Urban Agriculture and Innovative Production. Working with Zero Food Print and Petaluma Bounty	\$ 258,500	\$ 11,384	Grant will assist jurisdictions with SB 1383 requirements	Grant term is two years, ending March/April 2025
	Total	FY 23-24	\$ 8,259,791	\$ 114,705		
	Prior Year	FY 22-23	\$ 6,393,577	\$ 93,075		

Reserves (Restricted by Board Policy)						
	Program	Program Description	Contractor	Staff	Goal/Justification	Schedule
2.1	Securing Organics Capacity	Continue process for implementation agreements and legal counsel	\$ 10,000	\$ 29,289	CoIWMP/Section 4.5.3	Ongoing
2.2	New Model Ordinances and Policy Research/Implementation	Potential model ordinance topics include: Large Events and Venue recycling plan requirements. Report to the Board on ordinance feasibility and propose next steps.	\$ -	\$ 16,576	Board Directed. Strategic Plan Pillar	Ongoing
2.3	North County HHW facility	Continue to explore the feasibility of adding a permanent HHW Facility in the North County. Potentially implement contract for conceptual design and feasibility.	\$ 125,000	\$ 42,707	Board Directed	Ongoing
2.4	Reusable Food Ware Pilot	Provide assistance and microgrants to restaurants to transition from single-use to reusable food service items		\$ 8,283	Staff Recommended. Pilot started FY21/22	Limited
2.5	Reusable Foodware Infrastructure and Services	Reusable food service ware system in the SF Bay Area focused on education, design and program deployment, working in partnership with municipalities, corporations, food vendors, and community organizations to create an ecosystem of reuse and zero-waste.	\$ 25,000	\$ 9,281	Strategic Plan Pillar for reuse	Three Years
2.6	Job Classification Study	Hire consultant to analyze staff positions, job descriptions, salary	\$ 15,000	\$ 29,203	Strategic Plan Pillar	
	Total	FY 23-24	\$ 175,000	\$ 135,340		
	Prior Year	FY 22-23	\$ 195,000	\$ 154,117		

Household Hazardous Waste						
	Program	Program Description	Contractor	Staff	Goal/Justification	Schedule
3.1	HHW Collection Program	Manage contract for collection of household hazardous waste from residents and CESQG (businesses) at the Household Hazardous Waste Facility (HHWF), HHW Collection Events, and HHW Rover. Provide education resources for the program as needed and coordinate with local organizations.	\$ 1,535,940	\$ 75,274	MANDATED - JPA Comply with regulations, contract administration/oversight (Section 5.3 of the ColWMP)	Contract expires June 30, 2023
3.2	E-waste Collection and Internal Transport at Disposal Site	Transport electronic wastes collected at all of the County-owned disposal sites.	\$ 42,000	\$ 19,365	MANDATED - JPA Required by regulation, contract administration/oversight (Section 5.4.1.8 of the ColWMP).	Contract expires December 31, 2026
3.3	E-waste Sorting and Recycling	Sort electronic wastes collected at all of the County-owned disposal sites and recycling.	\$ 132,300	\$ 704	MANDATED - JPA Required by regulation, contract administration/oversight (Section 5.4.1.8 of the ColWMP).	Contract Expires June 30, 2023
3.4	Oil & Filter Recycling (Grant funded)	This program includes a wide variety of efforts from reporting and auditing to collection and education. Funding is provided through the California Department of Resources Recycling and Recovery's (CalRecycle) Oil Payment Program (OPP). Actual projects vary year to year depending on State funding levels. For specific projects, Used Oil Competitive Grants may be applied for.	\$ 75,337	\$ 18,253	Board Directed	Consultant Contract Expires June 30, 2023
3.5	Reporting	The State requires reporting and quantification of HHW collection efforts annually. Reports include Annual E-Waste Report, Net Cost Report, Stormwater Report, HHW portion of the Electronic Annual Report, and the 303 Report.	\$ -	\$ 25,861	MANDATED Required by regulation.	Jan, Feb, July, Sept, and October Due Dates

Household Hazardous Waste (cont.)

	Program	Program Description	Contractor	Staff	Goal/Justification	Schedule
3.6	Product Stewardship Education, Outreach, policy and legislation	<ul style="list-style-type: none"> • Participate in statewide and national Extended Producer Responsibility efforts. • Develop and incorporate information for local take-back opportunities into Agency promotional materials (e.g., Zero Waste Guide, fliers and online) • Community outreach at events. • Development and planning for Extended Producer Responsibility ordinances as approved by Agency Board. • Examines recent and pending legislation relevant to current and projected Agency projects. 	\$ -	\$ 3,769	BOARD DIRECTED EPR Implementation Plan (CoIWMP/Section 4.3.3.3)	Ongoing
3.7	E-waste Recycling Events	<p>This program accepts electronics that are defined as hazardous waste. This program is subsidized by the State through the Electronics Recycling Act of 2003. State subsidy is based on pounds received for recycling. A contractor conducts electronic recycling events under contract with the Agency. Agency pays for site fees and advertising.</p> <ul style="list-style-type: none"> • Provide supports for coordination of e-waste event • Perform graphic design and placement of advertising (e.g., utility bill inserts, fliers, radio, newspaper ads, on-line) • Administer the contract <p>Events to include reuse collection</p>		\$ 19,466	CoIWMP/Section 5.4.1.8 Provide recycling information to all County residents	Ongoing – Monthly Contract expires Dec 31, 2022.
3.8	HazMobile - Mendocino County	Sonoma County residents living in the north-west part of the County can dispose of hazardous waste close to their homes. Agency staff produces educational materials to help publicize disposal opportunities. Agency reimburses Mendocino County for disposal.	\$ 18,000	\$ 1,820	MANDATED - JPA	Up to four events per year
3.9	HHW Grants	CalRecycle offers grants to expand and improve Household Hazardous Waste programs. Projects may include construction of Household Hazardous Waste facilities. If the timing aligns with where the ZWS is in the process of siting a new facility, staff will apply for this grant. Current year cycle includes Solar Panel Pilot Program	\$ 97,636	\$ 2,364	Staff recommended	Grant term through 2025

Household Hazardous Waste (cont.)

	Program	Program Description	Contractor	Staff	Goal/Justification	Schedule
3.10	Park Propane Collaboration	<ul style="list-style-type: none"> • manage permanent disposable cylinder collection containers • Education/advertisement of refillable cylinders 	\$ 12,000	\$ 7,938	AB939	Contract Expires 12/31/23
3.11	HHWF Maintenance	Ongoing building maintenance and upgrades	\$ 15,000	\$ 2,112		Ongoing
3.12	Conferences	NAHMMA Conference (2)	\$ 5,400	\$ 10,930	Board Directed	
3.13	Solar Panels	Develop program for collection of solar panels through the e-waste program in limited quantities.		\$ 21,336	AB939	
3.14	Meds/Sharps	Implementation of SB212, outreach, and Safe Medicine Disposal Committee participation		\$ 8,366	State Mandated SB212	
	Total	FY 23-24	\$ 1,933,613	\$ 217,558		
	Prior Year	FY 22-23	\$ 1,734,219	\$ 196,417		

Education						
	Program	Program Description	Contractor	Staff	Goal/Justification	Schedule
4.1	Recycling Guide English/Spanish versions	<p>The annual Zero Waste Guide (English and Spanish versions) is a comprehensive resource for recycling, reuse and hazardous waste disposal options in Sonoma County. Research and design all pages.</p> <ul style="list-style-type: none"> • Coordinate consultants as needed for illustrations and cover artwork. • Review of publication among stakeholders (e.g., garbage companies, CalRecycle staff, etc.). • Prepare publication for on-line viewing. • Arrange for printing and distribution of extra Guides (approx. 28,000 English and 11,000 Spanish copies). 	\$ 6,400	\$ 43,835	<p>MANDATED -JPA Provide recycling information to all County residents and businesses (Section 4.7.2.1 of the CoIWMP)</p> <p>BOARD DIRECTED (Spanish Guide)</p>	Print Jan 2024
4.2	Eco-Desk phone number 565-3375 (English and Spanish)	<p>Telephone and email response to questions from the public on recycling, disposal and hazardous waste.</p> <ul style="list-style-type: none"> • Listen to messages daily, logs call into the Access database and returns phone calls/emails within one business day. • Research topics to help foster more opportunities as needed. Information gets recorded in the Access Eco-Desk database. • Prepare annual reports summarizing activity on the English and Spanish Eco-Desk. • Coordinate with Spanish language contractor as needed. 	\$ 5,000	\$ 50,735	<p>MANDATED - JPA Provide recycling information by phone to all County residents and businesses (Section 4.7.2.2 of the CoIWMP)</p>	Daily
4.3	Spanish Language Outreach	<p>A contractor provides outreach to Spanish speaking residents about recycling issues employing community based social marketing strategies including call-in radio, Eco-Desk telephone, events, labor center talks, etc.</p> <ul style="list-style-type: none"> • Manage the contract for services <p>Provide support for educational materials as needed.</p>	\$ 30,000	\$ 2,746	<p>MANDATED - JPA Provide recycling information in Spanish (Section 4.7.3.4 of the CoIWMP).</p>	New contract needed
4.4	Grants	Apply for educational/outreach grants as they become available.	\$ -	\$ 17,494	<p>MANDATED - JPA Leverage limited Agency resources (Section 4.9.3.2 of the CoIWMP)</p>	As available

Education (cont.)

	Program	Program Description	Contractor	Staff	Goal/Justification	Schedule
4.5	Web site www.zerowaste sonoma.gov	<p>Zerowastesonoma.gov is the web site including topics for Agency, HHW, reduce, recycling, business, multifamily, schools, disposal, compost, resources. We have requested resources to make any further improvements, on-going maintenance, plug-in updates and bug fixes. The web site is ADA section 508 compliant</p> <ul style="list-style-type: none"> • Update web site content. • Makes online .pdfs ADA compliant • Prepares annual reports on web site activity. 	\$ 8,000	\$ 46,055	MANDATED - JPA Communicate recycling information using the web (Section 4.7.2.3 of the CoIWMP)	Ongoing
4.6	Outreach Partnerships	The Agency provides staff support to the groups engaged in complementary environmental educations (e.g., Climate Action Groups, Carbon Sequestration Coalition, Recology, Schools, Sonoma Green Business Program, Republic Services, Russian River Water Association, Sonoma County Water Agency, GoLocal, BayROC (Bay Area Outreach Coordinators), Goodwill Industries Redwood Empire, Mattress Recycling Council, etc.	\$ -	\$ 29,582	Board Directed/Stragic Plan Pillar	Ongoing
4.7	Food Recovery Education	Provide support to member jurisdictions and the community for implementing CalRecycle's SB 1383 requirements regarding edible food recovery. Activities may include outreach and education, monitoring compliance, recordkeeping, reporting, and expanding relationships with existing food recovery organizations in the region. Creation and distribution of education materials.	\$ 25,000	\$ 22,971	MANDATED - Required by State Legislation, SB 1383	Ongoing
4.8	State Laws Mandating Organics Diversion	Provide support to member jurisdictions and the community for implementing CalRecycle's SB 1383 requirements regarding mandatory organic material collection. Activities include outreach and education, monitoring compliance, mailings, recordkeeping, reporting, and managing waiver requests.	\$ 30,000	\$ 45,945	MANDATED - Required by State Legislation, AB 1826, AB 827, SB 1383	Ongoing
4.9	Annual Work Plan Report	Annual Reporting of Zero Waste Sonoma's accomplishments and outreach goals.	\$ 500	\$ 6,127	Board Directed	Annual

Education (cont.)						
	Program	Program Description	Contractor	Staff	Goal/Justification	Schedule
4.10	Fairs	Each year the Agency picks a new outreach theme that responds to current topics. This year's theme for 2023 will focus on Back to Basics <ul style="list-style-type: none"> • Graphic design and production for outreach materials and promotional giveaways (e.g., backdrop, floor, information panels, brochure holders, etc.) • Coordinates staffing for events • Coordinates fair set up and tear down • Refurbish display materials 	\$ -	\$ 20,860	MANDATED - JPA (Section 4.7.2.9 of the ColWMP)	Summer and Fall
4.11	Zero Waste Week	Work with industry partners, jurisdictions, and local groups to host zero waste events timed around the Zero Waste Symposium		\$ 26,477	Strategic Plan Pillar	Annually
4.12	Social Media On-line Marketing Outreach	Manage on-line marketing options for Agency topic using services such as Twitter, Facebook, and Instagram	\$ 2,500	\$ 24,989	BOARD DIRECTED	Ongoing
4.13	Beverage Container Recycling (Grant funded)	Administer grant funds from the City County Payment Program to increase beverage container recycling.	\$ 113,427	\$ 21,573	BOARD DIRECTED	Ongoing
4.14	AB 939 Reporting Requirements	Annual Report writing consists of: <ul style="list-style-type: none"> • Collect and enter data from: the haulers, transfer stations, Central Landfill, out-of-county landfills, large venues/events, HHW program • Update text description of programs. Submit report to California Department of Resources Recycling and Recovery (CalRecycle)	\$ -	\$ 18,353	MANDATED – AB 939, AB 341, AB 2176 Compliance with State regulations (Section 4.7.2.12 of the ColWMP)	Annual Report due August 2023 for prior year
4.15	RMDZ	Recycling Market Development Zone Administrator for Sonoma, Mendocino, and Lake counties	\$ 12,000	\$ 11,003	Board Directed	Ongoing
4.16	Ordinance Education/ Enforcement	Provide education to jurisdictions for new ordinances and assist with enforcement. Mailings	\$ 10,000	\$ 36,297	Board Directed	Ongoing

Education (cont.)						
	Program	Program Description	Contractor	Staff	Goal/Justification	Schedule
4.17	Conferences	Staff attendance and participation at conferences		\$ 21,524	Board Directed	Ongoing
4.18	Reuse / Repair Workshops & Events	Provide quarterly repair workshops in various Sonoma County jurisdictions for residents interested in fixing broken items such as small appliances, electronics, textiles, furniture, bicycles, or other consumer goods. Additional events may include various Zero Waste workshops.	\$ 8,000	\$ 19,904	Strategic Plan Pillar	Quarterly
4.19	Compost Rebate	Manage a regional rebate program for all member jurisdictions to procure compost by proxy, through a “direct service provider”	\$ 150,000	\$ 22,320	Cal Recycle/SB1383	Ongoing
	Total	FY 23-24	\$ 400,827	\$ 488,788		
	Prior Year	FY 22-23	\$ 424,356	\$ 425,962		
General Administration						
	Program	Program Description	Contractor	Staff	Goal/Justification	Schedule
5.1	Agency Meetings	<ul style="list-style-type: none"> • Prepare agendas/packets • Attend meetings • Research and document development • Prepare and file minutes, resolutions agreements 	\$ -	\$ 172,712	MANDATED-JPA	Ongoing
5.2	Program Management	<ul style="list-style-type: none"> • General Administration of Agency programs • Attend meetings, conferances and trainings • Planning • New program development 	\$ -	\$ 76,401	MANDATED-JPA	Ongoing
5.3	ZWS Fin. Mgmt.	<ul style="list-style-type: none"> • Approve invoices/journal vouchers • Prepare financial statements to Board • Prepare budget and facilitate approvals • Respond to audits (internal and external) 		\$ 172,945	MANDATED-JPA	Ongoing
	Total	FY 23-24	\$ -	\$ 422,057		
	Prior Year	FY 22-23	\$ -	\$ 465,564		

External Projects						
	Program	Program Description	Contractor	Staff	Goal/Justification	Schedule
A	AB 939 Local Task Force (LTF-Edu.)	Provide staff support and administrative functions, as needed, to the AB 939 Local Task Force.	\$ -	\$ 19,068	Agency staff has historically provided this service.	Ongoing
B	Annual Stormwater Reporting and Meetings	Provide information annually to be included in the County's National Pollution Discharge Elimination System (NPDES) Phase I and Phase II annual reports for small Municipal Separate Storm Sewer Systems (MS4).	\$ -	\$ 3,589	Agency staff has historically provided this service, as Agency efforts contribute to prevention of storm water pollution in Sonoma County.	Ongoing
C	All Programs	Emergency Response Support to TPW	\$ -	\$ 3,521		
	Total	FY 23-24	\$ -	\$ 26,177		
	Prior Year	FY 22-23	\$ -	\$ 29,642		
	Grand total	FY 23-24	\$ 10,769,231	\$ 1,404,625		
	Prior Year	FY 22-23	\$ 8,818,653	\$ 1,374,194		



Agenda Item #: 6
Cost Center: All
Staff Contact: Collard
Agenda Date: 2/16/2023
Approved By: LL

ITEM: Discussion and Possible Action on the Fiscal Year 2023-24 ZWS Draft Budget

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends the Board provide feedback on the FY 23-24 Zero Waste Sonoma Draft Budget with direction to return at the March 16, 2023 ZWS meeting for final approval.

II. BACKGROUND

The approval of the FY 23-24 Work Plan outlining contractor and staff costs for individual programs and planned projects is the first step in the budget development process. The Board gave staff direction regarding the Work Plan under Agenda Item 5.

The next step in preparing the ZWS's annual budget is the Board's review and approval of a Draft Budget which includes establishing funding guidelines and other parameters necessary to integrate the ZWS's annual budget with the County's budget, accounting, and audit process. The final step is the Board's approval, with a required supermajority vote, of the Final Budget prepared and presented by staff at the March 16th Board meeting. The Final Budget takes into consideration any comments, questions or directions resulting from the presentation of the Draft Budget.

III. DISCUSSION

Information for this discussion can be found in the Explanation and Details and History sections of the FY 23-24 Draft Budget.

The FY 23-24 Draft Budget is similar to the FY 22-23 Budget. This draft budget is focused on maintaining core ZWS programs and additional programs related to the implementation of SB1383. Program items that has a change of \$10,000 and/or 5% has been explained in the Explanations and Details attachment.

Overhead administration costs (Executive Director, Administrative Manager, Agency Clerk and shared office expenses) are distributed across all programs based on a percentage split.

Included in this draft budget is an increase to the ZWS surcharge and organics tipping fee. Staff had anticipated increasing the ZWS Fee in the current fiscal year. In February 2021 the staff reported to the Board on a financial strategy for financing of a new HHW facility. At that time, R3 Consulting prepared a fifteen year fee schedule to achieve those goals. Staff recommends increasing the ZWS Fee \$.65/ton (new rate \$8.60/ton) to stay in line with the scheduled increases and make a full contribution to the Debt Servicing Reserve Fund. Staff is requesting an increase of \$4.00/ton to the Organics tipping fee (new rate \$82.00/ton) to cover the annual price increases to organics processing fees. Increases to the operating costs of organics processing has increased higher than the \$4.00/ton will cover, but staff recommends drawing down from reserves in the

amount of \$540,700. In order to cover all increases to the Organics budget the fee would need to be increased \$10.25/ton. Staff requests drawing down of reserves and smoothing the rate increase over the next couple of years. If the Board approves this draft budget with the increased fees, staff will return the final budget on consent at the March 16, 2023 meeting. We will also return to the board in March for a fee hearing (with a full fee analysis and impact to rate payers) in order to approve the increases to coincide with Republic's increases. This mean the new fee increase will be effective starting April 1, 2023.

Rate Type	Current ZWS Surcharge Rate FY 22/23	Proposed ZWS Surcharge Rate FY 23/24	Difference
Gate Rate	\$7.95	\$8.60	\$0.65
Organics Tip Fee	\$78.00	\$82.00	\$4.00

Explanation of Notable Differences Between FY 2022-23 and FY 2023-24

State Other Funding

There was an 52% decrease in this account due to a decrease in grant funding. Last year's budget contained the full grant awards, as we enter the second year of implementation of the grants there is less funding available.

Outside Counsel

Staff requests a reduction in appropriations to reflect the reduced usage of counsel.

Outside Printing

Printed outreach campaigns were completed in FY 22/23, so there is a budget reduction to reflect that decrease.

Other Professional Services

Other Professional Services is the expenditure line item for the grants. The reduction of grant funding this year is reflected here. It is a correlation to the reduction to the revenue line for the completed grants.

ISD Baseline Services

This account is for the computer and networking services for staff. This decrease to this line item more accurately capture costs.

Special Department Expense

The increase to this line item is due to the increase contractor costs for e-waste recycling.

Other Contractor Expense

The increase to this line item is due to the increase in multiple contractor costs for organics hauling/processing and HHW facility management.

Memberships/Certifications

The increase in this line item is for the annual cost of the Careit software for food rescue.

Special Department Expense

The increase in this line item is to account for contracting services with Environmental Health for inspections of food recovery facilities in the amount of \$10,000. There is also \$8,000 budgeted for ongoing fix-it clinics.

51916 – County Services

This line item is used for the cost share of overhead charged by Sonoma Public Infrastructure (formerly TPW).

Conclusion

This budget reflects the changes needed to implement the programs outlined in the FY23/24 Work Plan. Between all funds, staff estimates a net cost of this budget (reduction of fund balances) in the amount of \$32,224 for the Fiscal Year. The fund balance reduction is for one-time contingency fund projects and would only be fully realized if a location was found for a new HHW facility. This budget also plans for a full recommended contribution to the debt servicing reserve fund. Education and HHW core programs are projected to operate within the budget with no draw down to reserves. Staff recommends a one-time draw down to the Organics Reserves to flatten the organics tipping fee over the next couple of years. As all of the reserve funds remain above reserve fund goals, staff believes it is a sensible budget which reflects the direction given to staff.

Staff recommends the Board provide feedback on this budget with direction for staff to return at the March 16, 2023 ZWS meeting for final approval.

IV. ATTACHMENTS

Draft FY 2023-24 Budget
Explanations and Details
History and Fund Balances

**Zero Waste Sonoma
FY 23-24 Draft Budget Summary**

	Organics 78111	H H W 78104	Ed & Outreach 78110	Organics Res. 78103	Contin. Res. 78109	Unfund Liab 78112	Debt Srv.R	Total All Divisions
REVENUES								
42358 State Other Funding	818,500	186,560	1,347,000	-	-			2,352,060
42601 County of Sonoma	7,396,236	2,644,747	869,867	-	-			10,910,850
44002 Interest on Pooled Cash	-	9,414	-	29,289	41,567	9,838		90,107
46029 Donations/Contributions	-	221,980	71,694	-	-			293,674
47101 Transfers In - w/in Fund	-	-	-	-	-		745,000	745,000
TOTAL REVENUES	8,214,736	3,062,700	2,288,561	29,289	41,567	9,838	745,000	14,391,690
EXPENDITURES								
51041 Insurance - Liability	9,180	2,025	2,295	-	-			13,500
51071 Maintenance		15,000						15,000
51201 Administration Services	401,704	280,866	560,538	29,289	106,051			1,378,448
51205 Ad/Marketing Svc	-	17,000	2,500	-	-			19,500
51206 Accounting/Auditing Service	10,200	2,250	2,550	1,000	1,000	1,000	1,000	19,000
51207 Client Accounting Services	20,400	4,500	5,100	-	-			30,000
51212 Legal Services	5,000	4,000	15,000	10,000	20,000			54,000
51213 Engineer Services	-	-	-	-	-			-
51214 Temp Services		-	-					-
51225 Training Services	-	1,600	-	-	-			1,600
51229 Hazardous Waste Disposal		30,000						30,000
51241 Outside Printing			3,500					3,500
51249 Other Professional Services	798,500	176,548	1,325,427	-	-			2,300,475
51401 Rents / Leases - Equipment	2,040	450	510	-	-			3,000
51421 Rents / Leases - Bldg/Land	2,783	14,614	4,446	-	-			21,842
51507 Special Departmental Exp.		174,300						174,300
51803 Other Contract Services	7,432,095	1,535,940	40,000	-	125,000			9,133,035
51805 Sponsorships			5,000					5,000
51901 Telecommunication Data Li	2,100	3,150	11,550	-	-			16,800
51902 Telecommunication Usage	26	156	1,185	-	-			1,367
51904 ISD - Baseline Services	20,088	8,640	11,772	-	-			40,500
51906 ISD - Supplemental Projects	-	-	-	-	-			-
51909 Telecommunication Wirele	-	2,040	5,700	-	-			7,740
51911 Mail Services	250	100	500	-	-			850
51915 ISD - Reprographics Service	-	-	-	-	-			-
51916 County Services	31,433	11,187	11,695	379	217			54,911
51919 EFS Charges	-	-	-	-	-			-
51922 County Car Expense	1,020	225	255	-	-			1,500
51923 Unclaimable County Car Ex	-	-	50					50
52091 Memberships/Certification	12,510	6,333	33,516	-	-			52,359
52111 Office Supplies	2,000	2,500	15,220	1,000	1,000			21,720
52114 Freight/Postage	-		15,000					15,000
52115 Subscriptions	629	139	157					925
52118 Print Supplies (Zero Waste Gd)			6,400					6,400
52162 Special Departmental Expe	979	216	168,245	-	40,000	-	-	209,440
52163 Professional Development	2,500	10,900	27,620	-	-			41,020
52191 Utilities Expense	-	6,132	-					6,132
SUBTOTAL	8,755,436	2,310,811	2,275,731	41,668	293,268	1,000	1,000	13,678,914
OTHER CHARGES								
57011 Transfers Out - within a Fur	-	745,000	-	-	-			745,000
57015 Transfers Out - All Others	-	-	-	-	-			-
SUBTOTAL	-	745,000	-	-	-			745,000
TOTAL EXPENDITURES	8,755,436	3,055,811	2,275,731	41,668	293,268	1,000	1,000	14,423,914
NET COST	540,700	(6,889)	(12,830)	12,379	251,702	(8,838)	(744,000)	32,224

ZERO WASTE SONOMA
FY 23-24 DRAFT BUDGET
EXPLANATIONS AND DETAILS
(for items above \$10,000 with a 5% change)

Organics

EXPENDITURES - SERVICES AND SUPPLIES

51803 – Other Contract Services

This account is for the hauling and processing of organic materials. While tonnage has declined slightly, the costs for organics hauling and processing has increased.

Description	FY 22-23 Budget	FY 23-24 Requested	Change
Processing (Redwood)	\$3,575,892	\$3,035,160	(\$540,732)
Processing (Cold Creek Compost)	\$685,735	\$1,270,959	\$585,224
Processing (Napa)	\$435,690	\$445,308	\$ 9,618
Hauling (Recology)	\$2,107,365	\$2,680,667	\$573,302
Total Increase (8%)	\$6,804,682	\$7,432,095	\$627,413

51904 – ISD Baseline

This is a budget correction to account for inaccurate rate calculations.

51916 – County Services

This account is used for the cost share of overhead charged by Sonoma Public Infrastructure (formerly TPW).

Household Hazardous Waste

REVENUES

42358 – State Other Funding

ZWS received a CalRecycle grant for a solar panel recycling pilot program. The grant will began in FY 22/23 and will continue into FY 23/24.

EXPENDITURES - SERVICES AND SUPPLIES

51259 – Other Professional Services

This account is used for the two grants, Oil Payment Plan grant which increased from \$86,560 to \$93,590, and the solar panel recycling pilot grant. This line item is for non-staffing expenses.

51507 – Special Department Expense

This account is used for the e-waste recycling program. The contract term is up with the current recycler and they have requested an increase for labor and overhead costs.

51803 – Other Contract Services

This account is for the management of the HHW facility operations contract. This includes contractor labor and disposal costs. The current contract is expiring and the contractor is asking for an increase due to large increases in the industry for labor and overhead.

51904 – ISD Baseline

This is a budget correction to account for inaccurate rate calculations.

ZERO WASTE SONOMA

FY 23-24 DRAFT BUDGET

EXPLANATIONS AND DETAILS

(for items above \$10,000 with a 5% change)

Education & Outreach

REVENUES

42538 – State Other Funding

This account reflects revenue for grant funding. The CalWorks grant was received in FY22/23. This budget reflects year two of the grant. Staff anticipates approximately \$1,200,000 still to spend.

EXPENDITURES - SERVICES AND SUPPLIES

51201 – Administrative Services

This the account is for staffing services. Staff evaluates their annual work effort for budgeting in the annual Work Plan. This budget reflects the increase of the Senior Office Assistant FTE to fulltime (increase from .75 FTE) and the addition of an Administrative Aide for grant management.

51241 – Outside Printing

During FY 22/23 staff budgeted for education print materials for food recovery and SB1383. Those projects were completed.

51249 – Other Professional Services

This account is used for grant related expenditures. The reduction captures the decrease in the CalWorks grant.

51803 – Other Contract Services

The increase in contract services is for contracting with Soluna Outreach Solutions for outreach and education to business regarding the polystyrene ordinance.

51904 – ISD Baseline

This is a budget correction to account for inaccurate rate calculations.

52091 – Memberships/Certifications

The increase in this account is for the annual cost of the Careit software for food rescue.

52162 – Special Department Expense

The increase in this account is to account for contracting services with Environmental Health for inspections of food recovery facilities in the amount of \$10,000. There is also \$8,000 budgeted for ongoing fix-it clinics.

Contingency Reserve

REVENUES

44002 – Interest on Pooled Cash

The increase in budget is to more accurately project interest income.

ZERO WASTE SONOMA

FY 23-24 DRAFT BUDGET

EXPLANATIONS AND DETAILS

(for items above \$10,000 with a 5% change)

Organics Reserve

EXPENDITURES - SERVICES AND SUPPLIES

51201 – Administrative Services

This the account is for staffing services. Staff evaluates their annual work effort for budgeting in the annual Work Plan. This budget reflects the decrease in staff effort for these programs.

51212 – Outside Counsel – Legal Advice

The decrease in budgeting for legal counsel reflects the reduced need for these services.

FY 23-24 DRAFT BUDGET
ZERO WASTE SONOMA
REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY
Summary

	Actual FY 17-18	Actual FY 18-19	Actual FY 19-20	Actual FY 20-21	Actual FY 21-22	Budgeted FY 21-22	Estimated FY 21-22	Requested FY 22-23	Difference	% Change
REVENUES										
42358 State Other Funding	217,306	303,686	309,081	323,080	570,367	3,567,729	2,367,729	2,352,060	(1,215,669)	-52%
42601 County of Sonoma	6,830,677	7,549,381	8,717,517	8,962,064	9,632,164	10,733,237	10,733,237	10,910,850	177,612	2%
44002 Interest on Pooled Cash	94,167	152,137	151,422	65,394	50,563	60,735	60,735	90,107	29,372	33%
44050 Unrealized Gains and Losses	(15,156)	88,779	(21,917)	(45,119)	(320,191)	0	0	0	0	0%
46029 Donations/Contributions	329,620	219,305	204,692	202,950	234,302	282,079	282,079	293,674	11,595	4%
46050 Cancelled/Stale Dated Warrants	(8,934)	5,757	461	0	144	0	0	0	0	0%
46200 Revenue Appl PY Misc Revenue	(535)	28,994	10,327	7,287	86,336	0	0	0	0	0%
46210 Refunds	0	698	47,616	0	0	0	0	0	0	0%
SUBTOTAL	7,447,145	8,348,737	9,419,199	9,515,657	10,253,685	14,643,780	13,443,780	13,646,690	(997,090)	-7%
47101 Transfers In - Within a Fund	55,928	0	0	0	0	745,000	745,000	745,000	0	0%
48004 Residual Equity Transfers	0	3,660,876	0	0	0	0	0	0	0	0%
SUBTOTAL	55,928	3,660,876	0	0	0	745,000	745,000	745,000	0	0%
TOTAL REVENUES	7,503,073	12,009,612	9,419,199	9,515,657	10,253,685	15,388,780	14,188,780	14,391,690	(997,090)	-7%
EXPENDITURES										
51041 Insurance - Liability	10,152	10,440	11,179	11,632	12,562	13,000	13,228	13,500	500	4%
51071 Maintenance - Bldg	0	14,281	1,817	2,241	2,923	15,000	0	15,000	0	0%
51201 Administration Services	900,607	791,725	1,020,749	1,080,769	1,055,760	1,367,879	1,367,879	1,378,448	10,568	1%
51205 Advertising/Marketing Svc	11,262	19,136	13,370	8,651	15,174	22,500	22,500	19,500	(3,000)	-15%
51206 Accounting/Auditing Services	16,500	22,939	18,000	18,800	17,000	19,000	19,000	19,000	0	0%
51207 Client Accounting Services	22,283	12,979	26,497	19,329	22,511	27,000	27,000	30,000	3,000	10%
51212 Outside Counsel-Legal Advice	23,155	43,684	55,512	46,676	22,186	79,000	34,000	54,000	(25,000)	-46%
51214 Agency Extra/Temp Help	0	0	4,247	0	0	0	0	0	0	0%
51225 Training Services	1,409	0	0	783	900	1,600	1,600	1,600	0	0%
52119 Hazardous Waste Disposal	0	0	18,415	27,283	8,567	30,000	15,000	30,000	0	0%
51241 Outside Printing	0	0	3,097	0	727	63,500	30,000	3,500	(60,000)	-1714%
51249 Other Professional Services	133,037	200,091	294,975	266,259	481,622	3,527,885	2,327,885	2,300,475	(1,227,410)	-53%
51401 Rents and Leases - Equipment	0	465	3,318	2,812	2,568	3,000	3,000	3,000	0	0%
51421 Rents and Leases - Bldg/Land	13,376	9,824	9,027	4,815	6,435	21,206	21,206	21,842	636	3%
51507 Special Departmental Expense	0	0	53,249	43,413	117,043	150,301	150,301	174,300	23,999	14%
51801 Other Services	119,709	0	990	3,379	7,265	0	0	0	0	0%
51803 Other Contract Services	6,075,929	6,740,708	7,244,658	7,338,257	7,334,199	8,413,682	8,383,682	9,133,035	719,353	8%
51805 County Sponsorships	0	0	0	0	3,935	2,000	2,000	5,000	3,000	60%
51901 Telecommunication Data Lines	3,913	4,158	6,032	7,948	7,989	16,800	16,800	16,800	0	0%
51902 Telecommunication Usage	1,065	1,085	1,222	1,134	1,256	1,367	1,367	1,367	0	0%
51903 Telecommunication Installation	526	267	0	0	1	0	0	0	0	0%
51904 ISD - Baseline Services	26,050	32,580	32,843	36,478	37,445	91,200	91,200	40,500	(50,700)	-125%
51905 ISD - Improvement Projects	2,841	4,118	1,843	526	42	0	0	0	0	0%
51906 ISD - Supplemental Projects	345	795	300	150	0	0	0	0	0	0%
51907 ISD - Device Modernization	0	0	0	12,242	0	0	1,938	0	0	0%
51909 Telecommunication Wireless Svc	3,563	5,372	7,989	7,706	8,649	7,740	7,740	7,740	0	0%
51911 Mail Services	778	392	292	9	808	850	850	850	0	0%
51912 Records Services	26	22	0	0	1	0	0	0	0	0%
51916 County Services	9,919	37,422	30,808	32,285	31,196	36,243	36,243	54,911	18,668	34%
51922 County Car Expense	830	1,979	1,141	1,936	(1,604)	1,500	1,500	1,500	0	0%
51923 Unclaimable County Car Expense	27	16	53	7	7	50	50	50	0	0%
52091 Memberships/Certifications	13,450	14,208	36,488	10,728	38,720	37,159	37,159	52,359	15,200	29%
52111 Office Supplies	25,358	48,460	15,809	2,579	17,090	21,720	21,720	21,720	0	0%
52114 Freight/Postage	0	0	286	11,063	3,037	15,000	15,000	15,000	0	0%
52115 Subscriptions (web)	0	0	378	4,920	7,263	925	925	925	0	0%
52118 Printing and Binding Supplies	0	0	9,560	1,542	5,311	6,400	6,400	6,400	0	0%
52162 Special Departmental Expense	0	217	8,159	7,281	134,069	191,440	191,440	209,440	18,000	9%
52163 Professional Development	1,695	17,337	16,145	1,039	12,088	43,520	43,520	41,020	(2,500)	-6%
52191 Utilities	0	3,638	3,077	2,575	2,630	6,132	6,132	6,132	0	0%
53402 Depreciation Expense	0	0	0	8,692	8,692	0	0	0	0	0%
SUBTOTAL	7,417,803	8,038,339	8,951,523	9,025,941	9,426,067	14,234,600	12,898,265	13,678,914	(555,685)	-4%
57011 Transfers Out - Within a Fund	55,928	0	0	0	0	745,000	745,000	745,000	0	0%
57015 Transfers Out - All Others	0	0	0	0	0	0	0	0	0	0%
SUBTOTAL	55,928	0	0	0	0	745,000	0	745,000	0	0%
TOTAL EXPENDITURES	7,473,731	8,038,339	8,951,523	9,025,941	9,426,067	14,979,600	12,898,265	14,423,914	(555,685)	-4%
NET COST	(29,342)	(3,971,274)	(467,676)	(489,716)	(827,618)	(409,180)	164,109	32,224		
ROUNDING ERROR						2		2		
FUND BALANCE										
Beginning Fund Balance	7,703,550	7,732,592	8,100,208	8,576,817	6,883,992		9,919,945	9,755,836		
Ending Fund Balance	7,732,592	8,100,208	8,576,817	6,883,992	9,919,945		9,755,836	9,723,612		

FY 23-24 DRAFT BUDGET
ZERO WASTE SONOMA
REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY
Organics 78111

	Actual FY 19-20	Actual FY 20-21	Actual FY 21-22	Budgeted FY 22-23	Estimated FY 22-23	Requested FY 23-24	Difference	% Change
REVENUES								
42601 County of Sonoma	6,451,103	6,658,704	7,004,421	7,364,604	7,364,604	7,396,236	31,632	0%
42358 State Other Funding	0	0	347,929	798,909	798,909	818,500	19,591	2%
44002 Interest on Pooled Cash	0	0	0	0	0	0	0	
44050 Unrealized Gains and Losses	(3,999)	920	(50,354)	0	0	0	0	0%
46029 Donations/Contributions	0	0	0	0	0	0	0	0%
46210 Refunds	47,616	0	0	0	0	0	0	0%
46200 PY Revenue - Miscellaneous	1,000	870	67,569	0	0	0	0	0%
SUBTOTAL	6,495,721	6,660,494	7,369,565	7,514,604	8,163,513	8,214,736	700,132	9%
47101 OT-Within Enterprise	0	0	65,000	0	0	0	0	0%
48004 Residual Equity Transfers	0	0	0	0	0	0	0	0%
SUBTOTAL	0	0	65,000	0	0	0	0	0%
TOTAL REVENUES	6,495,721	6,660,494	7,434,565	7,514,604	8,163,513	8,214,736	700,132	9%
EXPENDITURES								
51041 Insurance - Liability	1,453	1,338	8,542	8,840	8,995	9,180	340	4%
51201 Administration Services	158,580	176,754	357,149	419,076	419,076	401,704	(17,372)	-4%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	2,340	6,000	10,200	10,200	10,200	10,200	0	0%
51207 Client Accounting Services	3,445	2,223	15,308	18,360	18,360	20,400	2,040	10%
51212 Outside Counsel-Legal Advice	3,176	12,887	5,555	5,000	5,000	5,000	0	0%
51249 Other Professional Services	8,264	0	282,706	803,909	803,909	798,500	(5,409)	-1%
51401 Rents and Leases - Equipment	431	323	1,746	2,040	2,040	2,040	0	0%
51421 Rents and Leases - Bldg/Land	0	373	2,679	2,350	2,350	2,783	432	16%
51801 Other Services	0	2,036	0	0	0	0	0	0%
51803 Other Contract Services	6,133,570	6,071,239	6,026,176	6,804,682	6,804,682	7,432,095	627,413	8%
51901 Telecommunication Data Lines	1,223	1,956	1,630	2,100	2,100	2,100	0	0%
51902 Telecommunication Usage	25	17	57	26	26	26	0	0%
51903 Telecommunication Installation	0	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	8,452	13,678	21,320	42,408	42,408	20,088	(22,320)	-111%
51907 ISD - Device Modernization	0	7,573	0	0	0	0	0	0%
51909 Telecommunication Wireless Svc	(235)	0	0	0	0	0	0	0%
51911 Mail Services	0	0	0	250	250	250	0	0%
51916 County Services	5,494	4,276	17,400	18,739	18,739	31,433	12,694	40%
51922 County Car Expense	148	223	3,848	1,020	1,020	1,020	0	0%
52091 Memberships/Certifications	8,405	805	12,065	12,510	12,510	12,510	0	0%
52111 Office Supplies	2,251	695	11,593	2,000	2,000	2,000	0	0%
52114 Freight/Postage	0	10,134	0	0	0	0	0	
52115 Subscriptions (Web)	0	0	0	629	629	629	0	0%
52162 Special Departmental Expense	0	0	0	979	979	979	0	0%
52163 Professional Development	2,075	0	2,666	5,000	5,000	2,500	(2,500)	-100%
52191 Utilities	0	0	0	0	0	0	0	0%
SUBTOTAL	6,339,097	6,312,528	6,780,639	8,160,118	8,160,273	8,755,436	595,319	7%
57011 Transfers Out - Within a Fund	0	0	0	0	0	0	0	0%
57015 Transfers Out - All Others	0	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0	0%
TOTAL EXPENDITURES	6,339,097	6,312,528	6,780,639	8,160,118	8,160,273	8,755,436	595,319	7%
NET COST	(156,624)	(347,966)	(653,926)	645,514	(3,240)	540,700		
FUND BALANCE								
Beginning Fund Balance	1,319,327	1,452,606	1,799,299		2,454,498	2,457,738	2,063,859	146,821
Ending Fund Balance	1,452,606	1,799,299	2,454,498		2,457,738	1,917,038		

FY 23-24 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY								
Household Hazardous Waste 78104								
	Actual FY 19-20	Actual FY 20-21	Actual FY 21-22	Budgeted FY 22-23	Estimated FY 22-23	Requested FY 23-24	Difference	% Change
REVENUES								
42358 State Other Funding	161,668	133,234	82,563	86,560	86,560	186,560	100,000	54%
42601 County of Sonoma	1,699,810	1,785,104	2,036,501	2,534,896	2,534,896	2,644,747	109,850	4%
44002 Interest on Pooled Cash	33,496	16,052	9,788	13,357	13,357	9,414	(3,944)	-42%
44050 Unrealized Gains and Losses	(4,086)	(11,949)	(32,692)	0	0	0	0	0%
46029 Donations/Contributions	155,914	161,389	185,416	214,492	214,492	221,980	7,488	3%
46050 Cancelled/Stale Dated Warrants	0	0	0	0	0	0	0	0%
46200 Revenue Appl PY Misc Revenue	7,994	5,198	18,767	0	0	0	0	0%
46210 Refunds	0	0	0	0	0	0	0	0%
SUBTOTAL	2,054,796	2,089,028	2,300,343	2,849,306	2,849,306	3,062,700	213,394	7%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0	0%
TOTAL REVENUES	2,054,796	2,089,028	2,300,343	2,849,306	2,849,306	3,062,700	213,394	7%
EXPENDITURES								
51041 Insurance - Liability	6,931	7,677	2,261	1,950	1,984	2,025	75	4%
51071 Maintenance - Bldg	1,817	2,241	2,923	15,000	5,000	15,000	0	0%
51201 Administration Services	388,390	447,426	263,402	289,579	289,579	280,866	(8,713)	-3%
51205 Advertising/Marketing Svc	12,382	8,136	15,051	17,000	17,000	17,000	0	0%
51206 Accounting/Auditing Services	11,160	7,000	2,700	2,250	2,250	2,250	0	0%
51207 Client Accounting Services	16,428	12,757	4,052	4,050	4,050	4,500	450	10%
51212 Outside Counsel - Legal Advice	806	1,887	3,536	4,000	4,000	4,000	0	0%
51214 Agency Extra/Temp Help	4,247	0	0	0	0	0	0	0%
51225 Training Services	0	533	900	1,600	1,600	1,600	0	0%
51229 Hazardous Waste Disposal	18,415	27,283	8,567	30,000	15,000	30,000	0	0%
51249 Other Professional Services	145,067	115,600	63,367	60,233	60,233	176,548	116,315	66%
51401 Rents and Leases - Equipment	2,057	1,856	359	450	450	450	0	0%
51421 Rents and Leases - Bldg/Land	3,825	1,753	3,047	14,518	14,518	14,614	95	1%
51507 Special Departmental Expense	53,249	43,413	117,043	150,301	150,301	174,300	23,999	14%
51801 Other Services	990	343	0	0	0	0	0	0%
51803 Other Contract Services	1,065,614	1,239,488	1,239,720	1,449,000	1,449,000	1,535,940	86,940	6%
51901 Telecommunication Data Lines	489	489	734	3,150	3,150	3,150	0	0%
51902 Telecommunication Usage	168	8	4	156	156	156	0	0%
51904 ISD - Baseline Services	5,002	18,443	8,589	23,940	23,940	8,640	(15,300)	-177%
51907 ISD - Device Modernization Pro	0	2,474	0	0	0	0	0	0%
51909 Telecommunication Wireless Svc	1,477	1,851	2,746	2,040	2,040	2,040	0	0%
51911 Mail Services	2	8	11	100	100	100	0	0%
51916 County Services	16,060	19,270	7,164	8,387	8,387	11,187	2,800	25%
51922 County Car Expense	707	1,278	792	225	225	225	0	0%
52091 Memberships/Certifications	10,375	4,650	4,850	6,133	6,133	6,333	200	3%
52111 Office Supplies	363	139	1,305	2,500	2,500	2,500	0	0%
52115 Subscriptions (Web)	0	0	0	139	139	139	0	0%
52162 Special Departmental Expense	4,679	0	0	216	216	216	0	0%
52163 Professional Development	2,244	658	2,810	10,900	10,900	10,900	0	0%
52191 Utilities	3,077	2,575	2,630	6,132	6,132	6,132	0	0%
SUBTOTAL	1,776,021	1,969,238	1,758,562	2,103,949	2,078,983	2,310,811	206,862	9%
57011 Transfers Out - Within a Fund	0	0	1,679,427	745,000	745,000	745,000	0	0%
57015 Transfers Out - All Others	0	0	0	0	0	0	0	0%
SUBTOTAL	0	0	1,679,427	745,000	745,000	745,000	0	0%
TOTAL EXPENDITURES	1,776,021	1,969,238	3,437,989	2,848,949	2,823,983	3,055,811	206,862	7%
NET COST	(278,775)	(119,790)	1,137,646	(356)	(25,322)	(6,889)		
FUND BALANCE								
Beginning Fund Balance	1,339,237	1,652,088	1,334,976		634,232	659,554	577,703	(88,740)
Ending Fund Balance	1,652,088	1,334,976	634,232		659,554	666,443		

FY 23-24 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY Education and Outreach 78110								
	Actual FY 19-20	Actual FY 20-21	Actual FY 21-22	Budgeted FY 22-23	Estimated FY 22-23	Requested FY 23-24	Difference	% Change
REVENUES								
42358 State Other Funding	147,413	189,847	139,876	2,682,260	1,482,260	1,347,000	(1,335,260)	-99%
42601 County of Sonoma	566,603	518,256	591,242	833,737	833,737	869,867	36,130	4%
44002 Interest on Pooled Cash	0	0	0	0	0	0	0	0%
44050 Unrealized Gains and Losses	(1,640)	(4,313)	(13,238)	0	0	0	0	0%
46029 Donations/Contributions	48,778	41,560	48,885	67,587	67,587	71,694	4,107	6%
46050 Cancelled/Stale Dated Warrants	461	0	144	0	0	0	0	0%
46200 Revenue Appl PY Misc Revenue	667	1,219	0	0	0	0	0	0%
SUBTOTAL	762,282	746,569	766,909	3,583,584	2,383,584	2,288,561	(1,295,022)	-57%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	0	0%
48004 Residual Equity Transfers	0	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0	0%
TOTAL REVENUES	762,282	746,569	766,909	1,067,324	2,383,584	2,288,561	1,221,238	53%
EXPENDITURES								
51041 Insurance - Liability	2,795	2,617	1,759	2,210	2,249	2,295	85	4%
51201 Administration Services	411,170	388,063	350,203	505,108	505,108	560,538	55,430	10%
51205 Advertising/Marketing Svc	988	515	123	5,500	5,500	2,500	(3,000)	-120%
51206 Accounting/Auditing Services	4,500	3,500	2,100	2,550	2,550	2,550	0	0%
51207 Client Accounting Services	6,624	4,349	3,152	4,590	4,590	5,100	510	10%
51212 Outside Counsel - Legal Advice	17,907	17,119	9,087	15,000	15,000	15,000	0	0%
51214 Agency Extra/Temp Help	0	0	0	0	0	0	0	0%
51225 Training Services	0	250	0	0	0	0	0	0%
51241 Outside Printing	3,097	0	727	63,500	30,000	3,500	(60,000)	-1714%
51249 Other Professional Services	134,474	150,659	135,549	2,663,743	1,463,743	1,325,427	(1,338,316)	-101%
51401 Rents and Leases - Equipment	829	633	462	510	510	510	0	0%
51421 Rents and Leases - Bldg/Land	5,202	2,689	709	4,338	4,338	4,446	108	2%
51801 Other Services	0	1,000	0	0	0	0	0	0%
51803 Other Contract Services	45,474	2,785	30,000	30,000	30,000	40,000	10,000	25%
51805 County Sponsorships	0	0	3,935	2,000	2,000	5,000	3,000	60%
51901 Telecommunication Data Lines	4,321	5,503	5,625	11,550	11,550	11,550	0	0%
51902 Telecommunication Usage	1,029	1,110	1,194	1,185	1,185	1,185	0	0%
51903 Telecommunication Installation	0	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	19,389	4,357	7,536	24,852	24,852	11,772	(13,080)	-111%
51905 ISD - Improvement Projects	1,843	526	42	0	0	0	0	0%
51906 ISD - Supplemental Projects	300	150	0	0	0	0	0	0%
51907 ISD - Device Modernization	0	2,195	0	0	1,938	0	0	0%
51909 Telecommunication Wireless Svc	6,747	5,854	5,903	5,700	5,700	5,700	0	0%
51911 Mail Services	290	1	797	500	500	500	0	0%
51912 Records Services	0	0	0	0	0	0	0	0%
51916 County Services	8,658	8,065	6,085	8,521	8,521	11,695	3,174	27%
51922 County Car Expense	285	436	(6,244)	255	255	255	0	0%
51923 Unclaimable County Car Expense	53	7	7	50	50	50	0	0%
52091 Memberships/Certifications	17,708	5,273	21,805	18,516	18,516	33,516	15,000	45%
52111 Office Supplies	12,579	1,745	4,193	15,220	15,220	15,220	0	0%
52114 Freight/Postage	286	929	3,037	15,000	15,000	15,000	0	0%
52115 Subscriptions (web)	378	4,920	7,263	157	157	157	0	0%
52118 Printing and Binding Supplies	9,560	1,542	5,311	6,400	6,400	6,400	0	0%
52162 Special Departmental Expense	0	0	750	150,245	150,245	168,245	18,000	11%
52163 Professional Development	11,164	381	6,612	27,620	27,620	27,620	0	0%
52191 Utilities	0	0	0	0	0	0	0	0%
SUBTOTAL	727,650	617,173	607,720	3,584,820	2,353,297	2,275,731	(1,309,089)	-58%
57011 Transfers Out - Within a Fund	0	0	622,901	0	0	0	0	0%
SUBTOTAL	0	0	622,901	0	0	0	0	0%
TOTAL EXPENDITURES	727,650	617,173	1,230,621	1,068,560	2,353,297	2,275,731	1,207,171	53%
NET COST	(34,632)	(129,396)	463,712	1,236	(30,287)	(12,830)		
FUND BALANCE								
Beginning Fund Balance	544,751	577,587	711,026		243,271	273,558	FB Goal 255,930	Difference (30,458)
Ending Fund Balance	577,587	711,026	243,271		273,558	286,388		

FY 23-24 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY Organics Reserve 78103								
	Actual FY 19-20	Actual FY 20-21	Actual FY 21-22	Budgeted FY 22-23	Estimated FY 22-23	Requested FY 23-24	Difference	% Change
REVENUES								
44002 Interest on Pooled Cash	66,334	29,306	22,769	22,307	22,307	29,289	6,982	24%
44050 Unrealized Gains and Losses	(5,736)	(13,968)	(77,618)	0	0	0	0	0%
46200 Revenue Appl PY Misc Revenue	417	0	0	0	0	0	0	0%
SUBTOTAL	61,015	15,339	(54,850)	22,307	22,307	29,289	6,982	24%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	0	0%
48004 Residual Equity Transfers	0	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0	0%
TOTAL REVENUES	61,015	15,339	(54,850)	22,307	22,307	29,289	6,982	24%
EXPENDITURES								
51201 Administration Services	49,033	25,395	31,271	57,018	57,018	29,289	(27,730)	-95%
51206 Accounting/Auditing Services	0	1,000	1,000	1,000	1,000	1,000	0	0%
51212 Outside Counsel - Legal Advice	29,286	13,181	4,009	35,000	5,000	10,000	(25,000)	-250%
51801 Other Services	0	0	0		0		0	0%
51803 Other Contract Services	0	0	0		0		0	0%
51911 Mail Services	0	0	0		0		0	0%
51916 County Services	379	116	274	379	379	379	0	0%
52111 Office Supplies	55	0	0	1,000	1,000	1,000	0	0%
52162 Special Departmental Expense	0	0	0	0	0	0	0	0%
52163 Professional Development	662	0	0	0	0	0	0	0%
53610 Other Charges	0	0	0	0	0	0	0	0%
SUBTOTAL	79,414	39,692	36,554	94,397	64,397	41,668	(52,730)	-127%
57011 Transfers Out - Within a Fund	0	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0	0%
TOTAL EXPENDITURES	79,414	39,692	36,554	94,397	64,397	41,668	(52,730)	-127%
NET COST	18,399	24,353	91,403	72,091	42,090	12,379		
FUND BALANCE								
Beginning Fund Balance	2,307,431	2,289,031	2,277,971		2,173,275	2,101,184	FB Goal 2,445,514	Difference 356,709
Ending Fund Balance	2,289,031	2,277,971	2,173,275		2,101,184	2,088,805		

FY 23-24 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY Contingency Reserve 78109								
	Actual FY 19-20	Actual FY 20-21	Actual FY 21-22	Budgeted FY 22-23	Estimated FY 22-23	Requested FY 23-24	Difference	% Change
REVENUES								
44002 Interest on Pooled Cash	38,481	14,882	13,247	18,485	18,485	41,567	23,082	56%
44050 Unrealized Gains and Losses	(4,847)	(11,769)	(108,218)	0	0	0	0	0%
46029 Donations/Contributions	0	0	0	0	0	0	0	0%
46200 Revenue Appl PY Misc Revenue	250	0	0	0	0	0	0	0%
SUBTOTAL	33,884	3,113	(94,971)	18,485	18,485	41,567	23,082	56%
47101 Transfers In - Within a Fund	0	0	1,988,858	0	0	0	0	0%
48004 Residual Equity Transfers	0	0	0	0	0	0	0	0%
SUBTOTAL	0	0	1,988,858	0	0	0	0	0%
TOTAL REVENUES	33,884	3,113	1,893,887	18,485	18,485	41,567	23,082	56%
EXPENDITURES								
51201 Administration Services	13,576	43,133	53,736	97,098	97,098	106,051	8,953	8%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	0	1,300	1,000	1,000	1,000	1,000	0	0%
51212 Outside Counsel - Legal Advice	4,337	1,603	0	20,000	5,000	20,000	0	0%
51249 Other Professional Services	7,170	0	0	0	0	0	0	0%
51801 Other Services	0	0	7,265	0	0	0	0	0%
51803 Other Contract Services	0	24,745	38,303	130,000	100,000	125,000	(5,000)	-4%
51916 County Services	217	558	274	217	217	217	0	0%
52111 Office Supplies	561	0	0	1,000	1,000	1,000	0	0%
52162 Special Departmental Expense	3,480	7,281	133,319	40,000	40,000	40,000	0	0%
52163 Professional Development	0	0	0	0	0	0	0	0%
53402 Depreciation Expense	0	8,692	8,692	0	0	0	0	0%
SUBTOTAL	29,342	87,311	242,589	289,315	244,315	293,268	3,953	1%
57011 Transfers Out - Within a Fund	0	0	496,530	0	0	0	0	0%
57015 Transfers Out - All Others	0	0	0	0	0	0	0	0%
SUBTOTAL	0	0	496,530	0	0	0	0	0%
TOTAL EXPENDITURES	29,342	87,311	739,119	289,315	244,315	293,268	3,953	1%
NET COST	(4,542)	84,197	(1,154,769)	270,831	225,830	251,702		
FUND BALANCE								
Beginning Fund Balance	1,932,451	1,936,993	1,886,552		3,030,115	2,759,284	FB Goal 2,519,398	Difference 11,815
Ending Fund Balance	1,936,993	1,886,552	3,030,115		2,759,284	2,507,583		

FY 23-24 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY Unfunded Pension Liability Reserve 78112								
	Actual FY 18-19	Actual FY 20-21	Actual FY 21-22	Budgeted FY 22-23	Estimated FY 22-23	Requested FY 23-24	Difference	% Change
REVENUES								
44002 Interest on Pooled Cash	1,560	5,154	3,838	6,586	6,586	9,838	3,252	33%
44050 Unrealized Gains and Losses	5,451	(4,041)	(23,108)	0	0	0	0	0%
46029 Donations/Contributions	0	0	0	0	0	0	0	0%
46200 Revenue Appl PY Misc Revenue	0	0	0	0	0	0	0	0%
SUBTOTAL	7,011	1,114	(19,271)	6,586	6,586	9,838	3,252	33%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	0	0%
48004 Residual Equity Transfers	650,000	0	0	0	0	0	0	
SUBTOTAL	650,000	0	0	0	0	0	0	0%
TOTAL REVENUES	657,011	1,114	(19,271)	6,586	6,586	9,838	3,252	33%
EXPENDITURES								
51206 Accounting/Auditing Services	0	0	0	1,000	1,000	1,000	0	0%
SUBTOTAL				1,000	1,000	1,000		
57011 Transfers Out - Within a Fund								
SUBTOTAL	0	0	0	0	0	0	0	0%
TOTAL EXPENDITURES	0	0	0	1,000	1,000	1,000	0	0%
NET COST	(657,011)	(1,114)	19,271	(5,586)	(5,586)	(8,838)	(3,252)	
FUND BALANCE								
Beginning Fund Balance	0	668,512	673,467		650,355	655,941		
Ending Fund Balance	657,011	673,467	650,355		655,941	664,779		

FY 23-24 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY								
Debt Services Reserve 78113								
	Actual FY 19-20	Actual FY 20-21	Actual FY 21-22	Budgeted FY 22-23	Estimated FY 22-23	Requested FY 23-24	Difference	% Change
REVENUES								
44002 Interest on Pooled Cash	0	0	921	0	0	0	0	0%
44050 Unrealized Gains and Losses	0	0	(14,962)	0	0	0	0	0%
46029 Donations/Contributions	0	0	0	0	0	0	0	0%
46200 Revenue Appl PY Misc Revenue	0	0	0	0	0	0	0	0%
SUBTOTAL	0	0	(14,041)	0	0	0	0	0%
47101 Transfers In - Within a Fund	0	0	745,000	745,000	745,000	745,000	0	0%
48004 Residual Equity Transfers	0	0	0	0	0	0	0	0%
SUBTOTAL	0	0	745,000	745,000	745,000	745,000	0	0%
TOTAL REVENUES	0	0	730,959	745,000	745,000	745,000	0	0%
EXPENDITURES								
51206 Accounting/Auditing Services	0	0	0	1,000	1,000	1,000	0	0%
SUBTOTAL	0	0	0	1,000	1,000	1,000	0	
57011 Transfers Out - Within a Fund								
SUBTOTAL	0	0	0	0	0	0	0	0%
TOTAL EXPENDITURES	0	0	0	0	1,000	1,000	0	0%
NET COST	0	0	(730,959)	(745,000)	(744,000)	(744,000)	0	
FUND BALANCE								
Beginning Fund Balance					730,959	1,474,959		
Ending Fund Balance			730,959		1,474,959	2,218,959		