



SONOMA COUNTY WASTE MANAGEMENT AGENCY

## Meeting of the Board of Directors

April 16, 2026

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 will also streamed via Zoom:

<https://sonomacounty.zoom.us/j/92248855470?pwd=OFFVNUIiWVh5Wk5SSzVyWWdWbndjdz09>

Webinar ID: 922 4885 5470

US: +1 669 444 9171

Passcode: 157476

Meeting Agenda and Documents

**ZERO WASTE SONOMA**

**Meeting of the Board of Directors**

April 16, 2026

REGULAR MEETING

Regular Session begins at 9:00 a.m.

Table of Contents

<u>Description</u>	<u>Page</u>
Agenda	1
Agenda Notes	3
Item 4.1: Minutes of the March 19, 2026 Regular Meeting	4
Item 4.2: March, April, and May 2026 Outreach Calendar	9
Item 4.3: Assignment, Assumption, and Fourth Amendment to the Agreement for Short-Term Organic Materials Processing Services with Cold Creek Compost, Inc. and Sopris Compost, LLC.	11
Item 5: Update on Proposed Compost Facility Project on Slusser Rd	16
Item 6: HVAC Proposal and Budget Adjustment for 195 Concourse Blvd.	28
Item 7: Sona, Virtual Zero Waste Guide Pilot Results and Request for Approval to Launch	42

*Note: This packet is 50 pages total*



## Zero Waste Sonoma

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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 707-565-4432 by 5:00 pm Wednesday, April 15th. 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](mailto: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.

**COMMITMENT TO CIVILITY:** The ZWS Board of Directors has a commitment to civility. To assure civility in its public meetings, the public is encouraged to engage in respectful dialogue that supports freedom of speech and values diversity of opinion. Board Members, staff, and members of the public are expected to establish and maintain a cordial and respectful atmosphere during discussions; and foster meaningful dialogue free of personal attacks. Members of the public must also adhere to the speaking time limit. Any commenters in violation of civility standards will be disconnected.



## 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 March 19, 2026 Regular Meeting
- 4.2 March, April, May 2026 Outreach Calendar
- 4.3 Assignment, Assumption, and Fourth Amendment to the Agreement for Short-Term Organic Materials Processing Services with Cold Creek Compost, Inc. and Sopris Compost, LLC.

### Regular Calendar

5. Update on Proposed Compost Facility Project on Slusser Rd [Lukacs/Tan]
6. HVAC Proposal and Budget Adjustment for 195 Concourse Blvd. [Collard]
7. Sona, Virtual Zero Waste Guide Pilot Results and Request for Approval to Launch [Lukacs/Jyothiswaran]
8. Boardmember Comments – NO ACTION
9. Executive Director Report – VERBAL REPORT
10. Staff Comments – NO ACTION
11. Next ZWS meeting: May 21, 2026
12. Adjourn Meeting

**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 B240, Santa Rosa, (707) 565-3788, 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](http://www.zerowastesonoma.gov)



**To:** Zero Waste Sonoma Board Members

**From:** Leslie Lukacs, Executive Director

**Subject:** April 16, 2026 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 March 19, 2026 Meeting

4.2 March, April, and May 2026 Outreach Calendar

4.3 Assignment, Assumption, and Fourth Amendment to the Agreement for Short-Term Organic Materials Processing Services with Cold Creek Compost, Inc. and Sopris Compost, LLC.

### **5. Slusser Organics Facility**

The County of Sonoma Public Infrastructure Department - Integrated Waste Division is leading a proposed composting facility project at 5200 Slusser Road, Windsor, with which ZWS is collaborating with.

**Staff Recommendation:** The Board receives the presentation from staff on the update of the proposed compost facility project located on Slusser Road.

### **6. HVAC Proposal and Budget Adjustment for 195 Concourse Blvd**

Staff has met with three HVAC contractors to review the current systems and provide a recommendation for replacement of the HVAC system and expansion into the Board Room.

**Staff Recommendation:** The Board authorizes the Executive Director to select a contractor to replace the outdated HVAC units located at 195 Concourse Blvd., Santa Rosa. Staff also recommends that the Board approve the budget adjustment to fund the project. This item requires a Supermajority (8/10)

### **7. Sona, Virtual Zero Waste Guide — Pilot Results and Request for Approval to Launch**

A pilot of a virtual zero waste guide called Sona has been embedded on the ZWS webpage, running from March 26, 2026, through April 8, 2026. The results of the pilot will be shared.

**Staff Recommendation:** The Board receive the Sona pilot results and provides input on authorizing the Executive Director to proceed with full deployment of Sona, the Agency's Virtual Zero Waste Guide, on the Zero Waste Sonoma website at [zerowastesonoma.gov](http://zerowastesonoma.gov).



## Minutes of March 19, 2026 Meeting

Zero Waste Sonoma met on March 19, 2026, at the City of Santa Rosa Council Chambers, 100 Santa Rosa Ave., Santa Rosa, California.

### Board Members Present:

City of Cloverdale – Andrés Marquez  
City of Cotati – Susan Harvey  
City of Healdsburg – Larry Zimmer  
City of Petaluma – Patrick Carter  
City of Rohnert Park – Emily Sanborn

City of Santa Rosa – Mark Stapp  
City of Sebastopol – Sandra Maurer  
City of Sonoma – Jack Ding  
County of Sonoma – ABSENT  
Town of Windsor – Sam Salmon

### Staff Present:

Counsel: Ethan Walsh  
Staff: Leslie Lukacs, Thora Collard, Xinci Tan, Courtney Scott, Kristen Sales, Rajesh Jyothiswaran, Katie Cushwa  
Agency Clerk: Amber Johnson

### 1. Call to Order Regular Meeting

Regular session was called to order at 9:00 a.m.

### Introductions

### 2. Agenda Approval

**Motion:** For approval of the agenda.

**First:** City of Sonoma – Jack Ding

**Second:** City of Healdsburg – Larry Zimmer

### Vote Count:

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

AYES -9- NOES -0- ABSENT -1- ABSTAIN -0-

**Motion passed.**

### 3. Public Comments (items not on the agenda)

- Allan Tose, Stage Gulch Organics – Facility design hearing has been approved, and it is onto the planning commission. There hasn't appeared to be any issues thus far, and the process is ongoing.

**4. Consent (w/attachments)**

- 4.1 Minutes of the February 19, 2026 Regular Meeting
- 4.2 February, March, and April 2026 Outreach Calendar
- 4.3 Agreement for Short-Term Organic Materials Processing Services with Redwood Landfill, Inc.
- 4.4 Agreement for Short-Term Organic Materials Processing Services with Republic Services, Inc.
- 4.5 First and Second Quarter ZWS FY 25/26 Financial Reports

**Board Comments:**

- None

**Public Comments:**

- None

**Motion:** For approval of the consent calendar.

**First:** City of Cotati – Susan Harvey

**Second:** City of Santa Rosa – Mark Stapp

**Vote Count:**

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

AYES -9- NOES -0- ABSENT -1- ABSTAIN -0-

**Motion passed.**

**Regular Calendar**

**5. Public Hearing for the Consideration of Organics Disposal Fee Increase**

**Board Comments/Action Items:**

- Direction to staff to look at future expenditures. Reserve funding will be needed in the future.
- What are the organics tipping fees in neighboring counties?
- Are there reduced rates for low-income folks? Are there reduced rates available for low-income individuals?

**Public Comments:**

- None

**Motion:** Approval of the increase adjustment tipping fees, effective April 1, 2026.

**First:** City of Petaluma – Patrick Carter

**Second:** City of Cotati – Susan Harvey

**Vote Count:**

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

AYES -9- NOES -0- ABSENT -1- ABSTAIN -0-

**Motion passed.**

**6. Discussion and Possible Action on the Fiscal Year 2026-27 ZWS Final Budget**

**Board Comments/Action Items:**

- What impact does SB 1383 have on the budget?
- How much effort does staff put into a 3–5-year plan?
- When the grants expire, how are we going to maintain these programs?
- With two major projects on the horizon, the HHW facility and the compost facility, we may need to update the strategic plan.
- Working with the county on the job classification study may also impact the budget.
- What is the timeline for the job classification study?

**Public Comments:**

- None

**Motion:** For approval of FY 26-27 Zero Waste Sonoma Final Budget.

**First:** City of Cotati – Susan Harvey

**Second:** City of Sonoma – Jack Ding

**Vote Count:**

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

AYES -9- NOES -0- ABSENT -1- ABSTAIN -0-

**Motion passed.**

**7. Consideration of Loan Agreement Terms with SPI for Financing of the New HHW Facility**

**Board Comments/Action Items:**

- When this is shared with the member agencies, will it be made clear that this has already been decided?
- ZWS would be paying the county with funds received from the county, which appears to be circular. It is hoped that some flexibility would be granted regarding late fees given this arrangement.
- With this potential agreement, is it possible that we would need to increase our fees to meet these payment obligations?
- What is the current agency surcharge rate?
- Was there any discussion about the possibility of the county deducting the amount they owe us? Would it be more beneficial to have funds deducted rather than waiting for payments?
- Is the \$16 million loan cap consistent with R3’s findings?
- Do we feel confident that R3’s findings show tipping fees will adequately cover our debt obligations?
- Because we have not implemented an increase in several years, there is a concern that delaying adjustments could widen the gap and lead to a larger, sudden increase later. A gradual, incremental approach is generally easier for ratepayers to absorb than significant spikes.

**Public Comments:**

- None

**Motion:** To approve the First Amendment to the JPA Agreement to allow ZWS to enter into the Credit Agreement with the County for financing the construction of ZWS’s future Household Hazardous Waste (HHW) facility located at 5885 Pruitt Avenue in Windsor.

**First:** City of Cotati – Susan Harvey

**Second:** City of Healdsburg – Larry Zimmer

**Vote Count:**

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

AYES -9- NOES -0- ABSENT -1- ABSTAIN -0-

**Motion passed.**

**8. Boardmember Comments**

- The City of Cloverdale appreciates ZWS staff, Phoebe Schenker, and Amanda Cronkright for putting on the first repair fair in Cloverdale. The event was well received by many.
- The Climate Ready Cotati Fair is scheduled for March 28th from 10:00 a.m. to 2:00 p.m.

- Healdsburg compost hub has been a huge success. The community has come to rely on it, but it has come to our attention that commercial businesses have been taking large quantities. ZWS staff are working on a resolution.
- Leslie's presentation for the climate action commission in Petaluma was well received.
- The City of Sonoma held its City Council meeting on April 15th, where the climate action report and zero waste initiatives were discussed. A free e-waste event was also held on April 10th and was well received by the community.

**9. Executive Director Report – VERBAL REPORT**

**10. Staff Comments**

- Cotati Repair Fair is being held on March 29, 2026, at Cotati City Hall.
- In April, UCPNB will install a new "drop-and-go" automated system at the Windsor HHW facility site. There will be an overlap period with the existing weigh-and-pay system before the transition is completed. Rohnert Park and Sebastopol are expected to transition to the new system in May.
- There will also be three new drop sites operated in Gualala and Santa Rosa, along with two days per week of CRV acceptance using the weigh-and-pay system.
- Hours remain limited, and in most cases the system requires an app and interaction via a mobile device.

**11. Next ZWS meeting: April 16, 2026**

**12. Adjourn: 9:40 a.m.**

Submitted by: Amber Johnson



Agenda Item #: 4.2  
 Agenda Date: 4/16/2026

**ITEM: March, April, May 2026 Outreach Calendar**

**March 2026 OUTREACH**

Start date	End date	Start time	End time	Event
3/3/26	3/3/26	4:00 PM	8:00 PM	HHW Collection Event (Santa Rosa, W)
3/7/26	3/7/26	10:00 AM	4:00 PM	Annual Steelhead Festival (Geyserville)
3/7/26	3/7/26	1:00 PM	4:00 PM	Cloverdale Repair Fair (Cloverdale)
3/10/26	3/10/26	4:00 PM	8:00 PM	HHW Collection Event (Guerneville)
3/11/26	3/11/26	8:00 AM	10:00 AM	Graton Labor Center (Graton)
3/11/26	3/11/26	10:00 AM	12:00 PM	Healdsburg Labor Center (Healdsburg)
3/13/26	3/15/26	9:00 AM	5:00 PM	Graton E-Waste Event (Graton)
3/17/26	3/17/26	4:00 PM	8:00 PM	HHW Collection Event (Sonoma)
3/24/26	3/24/26	4:00 PM	8:00 PM	HHW Collection Event (Windsor)
3/28/26	3/28/26	10:00 AM	2:00 PM	Sustainability Fair (Cotati)
3/29/26	3/29/26	1:00 PM	4:00 PM	Cotati Repair Fair (Cotati)
3/31/26	3/31/26	4:00 PM	8:00 PM	HHW Collection Event (Oakmont)

**April 2026 OUTREACH**

Start date	End date	Start time	End time	Event
4/4/26	4/4/26	9:00 AM	12:00 PM	Compost Giveaway Event (Sebastopol)
4/7/26	4/7/26	4:00 PM	8:00 PM	HHW Collection Event (Petaluma)
4/8/26	4/8/26	8:00 AM	12:00 PM	Santa Rosa DMV (Santa Rosa)
4/8/26	4/8/26	8:00 AM	10:00 AM	Graton Labor Center (Graton)
4/10/26	4/12/26	9:00 AM	5:00 PM	Sonoma E-Waste Event
4/14/26	4/14/26	4:00 PM	8:00 PM	HHW Collection Event (Santa Rosa, E)
4/19/26	4/19/26	10:00 AM	1:00 PM	Windsor Repair Fair (Windsor)
4/19/26	4/19/26	10:00 AM	1:00 PM	Earth Day Celebration (Windsor)
4/19/26	4/19/26	10:00 AM	1:00 PM	Compost Giveaway Event (Cazadero)
4/21/26	4/21/23	4:00 PM	8:00 PM	HHW Collection Event (Forestville)
4/25/26	4/25/26	12:00 PM	4:00 PM	Santa Rosa Earth Day (Santa Rosa)
4/25/26	4/26/26	9:00 AM	5:00 PM	Monte Rio E-Waste Event

4/25/26	4/25/26	11:00 AM	4:00 PM	Inaugural Earth Day (Sonoma)
4/26/26	4/26/26	10:00 AM	3:00 PM	Annual Wildfire and Earthquake Safety Expo (Santa Rosa)
4/26/26	4/26/26	10:00 AM	3:00 PM	Safari West Earth Day (Santa Rosa)
4/28/26	4/28/26	4:00 PM	8:00 PM	HHW Collection Event (Healdsburg)

## May 2026 OUTREACH

Start date	End date	Start time	End time	Event
5/3/26	5/3/26	10:00 AM	2:00 PM	West County Fixit Fair (Forestville)
5/2/26	5/3/26	10:00 AM	5:00 PM	Annual Bodega Bay Fisherman's Festival (Bodega Bay)
5/5/26	5/5/26	4:00 PM	8:00 PM	HHW Collection Event (Larkfield)
5/7/26	5/7/27	8:00 AM	5:00 PM	North Bay Zero Waste Symposium (Rohnert Park)
5/12/26	5/12/26	4:00 PM	8:00 PM	HHW Collection Event (Sebastopol)
5/13/26	5/13/26	8:00 AM	10:00 AM	Graton Labor Center (Graton)
5/16/26	5/16/26	9:00 AM	12:00 PM	Compost Giveaway Event (Sebastopol)
5/16/26	5/16/26	10:00 AM	1:00 PM	Sonoma Repair Fair & Clothing Swap (Sonoma)
5/19/26	5/19/26	4:00 PM	8:00 PM	HHW Collection Event (Cloverdale)
5/22/26	5/24/26	9:00 AM	5:00 PM	Healdsburg E-Waste Event
5/26/26	5/26/26	4:00 PM	8:00 PM	HHW Collection Event (Santa Rosa, W)



Agenda Item #: 4.3  
Cost Center: Organics  
Staff Contact: Tan  
Agenda Date: 04/16/26  
Approved By: LL

**ITEM: Assignment, Assumption, and Fourth Amendment to the Agreement for Short-Term Organic Materials Processing Services with Cold Creek Compost, Inc. and Sopris Compost, LLC.**

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

Staff recommends the Board approve the resolution authorizing the Agency’s Executive Director to execute the Assignment, Assumption, and Fourth Amendment to the Agreement with Cold Creek Compost, Inc. and Sopris Compost, LLC.

**II. BACKGROUND**

After the closure of the Sonoma Compost facility in 2015, the Agency’s Board of Directors approved an agreement with Cold Creek Compost, Inc to process organic materials from June 20, 2018 through June 30, 2021. The agreement has since been amended by the First Amendment dated May 20, 2021, the Second Amendment dated July 21, 2022, and the Third Amendment dated October 19, 2023. The current agreement will expire on June 30, 2027.

**III. DISCUSSION**

Cold Creek Compost, Inc. entered into an Asset Purchase Agreement with Sopris Compost, LLC on February 13, 2026 and now intends to assign the Existing Agreement with ZWS to Sopris Compost, LLC. This Fourth Amendment only changes the definition of “Contractor” to Sopris Compost, LLC but makes no other changes to the terms.

**IV. FUNDING IMPACT**

None.

**V. ATTACHMENTS**

- Assignment, Assumption, and Fourth Amendment to the Agreement for Short-Term Organic Materials Processing Services with Cold Creek Compost, Inc. and Sopris Compost, LLC.
- Resolution Authorizing an Assignment, Assumption, and Fourth Amendment to the Agreement for Short-Term Organic Materials Processing Services with Cold Creek Compost, Inc. and Sopris Compost, LLC.

**ASSIGNMENT, ASSUMPTION AND FOURTH AMENDMENT  
TO AGREEMENT FOR SHORT-TERM ORGANIC MATERIALS  
PROCESSING SERVICES**

This Assignment, Assumption and Fourth Amendment to Agreement for Short-Term Organic Materials Processing Services (this "Agreement") is made and entered into as of April 16, 2026, by and among Cold Creek Compost, Inc., a California corporation ("Assignor"), Sopris Compost, LLC, a California limited liability company ("Assignee"), and Sonoma County Waste Management Agency, a California Joint Powers Authority ("SCWMA").

**RECITALS**

- A. SCWMA and Assignor are parties to that certain Agreement for Short-Term Organic Materials Processing Services dated June 20, 2018, as amended by the First Amendment dated May 20, 2021, the Second Amendment dated July 21, 2022, and the Third Amendment dated October 19, 2023 (collectively, the "Existing Agreement").
- B. Assignor and Assignee have entered into that certain Asset Purchase Agreement dated February 13, 2026 (the "Purchase Agreement"), pursuant to which Assignor intends to assign the Existing Agreement to Assignee, and Assignee intends to assume the Existing Agreement, subject to SCWMA's consent.
- C. The parties desire to memorialize SCWMA's consent to the assignment, Assignee's assumption of the Existing Agreement from and after Closing, and the limited amendments to the Existing Agreement set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, and for other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

**1. Defined Terms.** Capitalized terms used but not defined in this Agreement have the meanings given to them in the Existing Agreement. For purposes of this Agreement, "Closing" means the closing of the transactions contemplated by the Purchase Agreement, and "Closing Date" means the date on which the Closing occurs.

**2. Assignment and Assumption.** Effective only as of the Closing Date, Assignor hereby assigns, transfers and conveys to Assignee all of Assignor's right, title and interest in and to the Existing Agreement. Effective only as of the Closing Date, Assignee hereby accepts such assignment and assumes and agrees to perform all duties, obligations and liabilities of "Contractor" under the Existing Agreement arising on and after the Closing Date.

**3. Consent to Assignment.** Subject to the terms of this Agreement, SCWMA hereby consents to the specific assignment from Assignor to Assignee contemplated by this Agreement, effective only as of the Closing Date. Except for the limited consent expressly granted in this Section 3, Article 6 of the Existing Agreement remains unchanged and in full force and effect, and nothing in this Agreement shall be construed as a waiver of SCWMA's rights with respect to any other present or future assignment, transfer or change of control.

**4. Allocation of Liability; No Novation.** Assignor remains responsible for all duties, obligations, defaults, claims and liabilities arising under the Existing Agreement before the Closing Date. Assignee shall be responsible for all duties, obligations, defaults, claims and liabilities arising under the Existing Agreement on and after the Closing Date. This Agreement is not intended to

release Assignor from any liability arising before the Closing Date and shall not constitute a novation of the Existing Agreement.

**5. Limited Amendments to Existing Agreement.** Effective only as of the Closing Date, the Existing Agreement is amended solely as follows:

- (a) Section 1.14 of the Existing Agreement is deleted in its entirety and replaced with the following: "Contractor means Sopris Compost, LLC, a California limited liability company, and its permitted assigns."

**6. Indemnity, Insurance and Other Existing Protections Preserved.** Without limiting Section 7 below, Article 5 of the Existing Agreement remains unchanged and in full force and effect. From and after the Closing Date, Assignee shall be bound by, and entitled to the benefit of, all indemnity, hazardous substances indemnity, environmental indemnity, defense and insurance obligations applicable to Contractor under the Existing Agreement as though Assignee were the original Contractor thereunder.

**7. No Other Changes.** Except as expressly provided in this Agreement, the Existing Agreement is unchanged and remains in full force and effect. All references in the Existing Agreement to "Contractor" shall mean Assignee from and after the Closing Date.

**8. No Effect Unless and Until Closing Occurs.** This Agreement shall become effective only upon the Closing. If the Closing does not occur, this Agreement shall automatically terminate without further action by any party, and the Existing Agreement shall remain unmodified and in full force and effect.

**9. Miscellaneous.** This Agreement shall be governed by the laws of the State of California. This Agreement may be executed in counterparts, each of which shall be deemed an original, and all of which together shall constitute one instrument. Each party shall execute and deliver such further documents and take such further actions as may be reasonably necessary to carry out the purposes of this Agreement.

(Signatures on following page)

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

**ASSIGNOR:**

**COLD CREEK COMPOST, INC.**

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

Name: Maxwell Mileck

Title: Site Manager

**ASSIGNEE:**

**SOPRIS COMPOST, LLC**

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

Name: Yazeed AbouSaleh

Title: Manager

**SCWMA:**

**SONOMA COUNTY WASTE  
MANAGEMENT AGENCY**

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

Name: Leslie Lukacs

Title: Executive Director

Dated: April 16, 2026

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY (“SCWMA”), ALSO KNOWN AS ZERO WASTE SONOMA, (“ZWS”) AUTHORIZING AN ASSIGNMENT, ASSUMPTION, AND FOURTH AMENDMENT TO THE AGREEMENT FOR SHORT-TERM ORGANIC MATERIALS PROCESSING SERVICES WITH COLD CREEK COMPOST, INC. AND SOPRIS COMPOST, LLC.

WHEREAS, ZWS and Contractor entered into an Agreement for Short-Term Organic Materials Processing Services on June 20, 2018; and

WHEREAS, Amendments to the Agreement were approved by the ZWS board on May 20, 2021, July 21, 2022, and October 19, 2023; and

WHEREAS, the Contractor entered into an Asset Purchase Agreement with Sopris Compost, LLC on February 13, 2026.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Zero Waste Sonoma does hereby authorize ZWS’s Executive Director to execute the Assignment, Assumption, and Fourth Amendment to the Agreement for Short-Term Organic Materials Processing Services with Cold Creek Compost, Inc. and Sopris Compost, LLC.

MEMBERS:

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

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

SO ORDERED

The within instrument is a correct copy of the original on file with this office.

ATTEST:                      DATE: April 16, 2026

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



Agenda Item #: 5  
Cost Center: Organics  
Staff Contact: Lukacs/Tan  
Agenda Date: 04/16/26  
Approved By: LL

## **ITEM: Update on Proposed Compost Facility Project on Slusser Rd**

### **I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION**

Staff recommends that the Board receive the presentation from staff regarding the Proposed Compost Facility Project located on Slusser Road.

### **II. BACKGROUND**

Since the closure of the Sonoma Compost facility located at the County's Central Landfill in 2015, the Agency has directed the flow of residential organic materials to large-scale, municipal composting facilities outside of Sonoma County. Staff have been involved in efforts in the last ten years to permit and site a local compost facility, but they have been unsuccessful.

Sonoma County are more costly to the Agency than processing materials locally, and these costs continue to increase annually due to rising fuel and labor expenses. In addition to higher operational costs, outhauling creates logistical inefficiencies by increasing travel time, vehicle mileage, and reliance on facilities located in neighboring jurisdictions, which may have limited capacity and competing regional demand. This dependence reduces local control over processing infrastructure and can make the County more vulnerable to service disruptions, rate increases, and changing market conditions. Outhauling also increases costs for residents and local agricultural producers, who must pay for the transportation of finished compost back into the County for local use, further adding to overall program expenses and reducing the economic and environmental benefits of a local organics system.

In 2016, Governor Brown signed Senate Bill (SB) 1383 Short-Lived Climate Pollutants into California law, which requires all residents and businesses to subscribe to curbside green bin service in addition to blue and gray bins to reduce methane and other greenhouse gas emissions. Over the last decade, SB 1383 has increased demand for composting capacity statewide. Because organic material generated in Sonoma County is being composted in the neighboring counties of Marin, Mendocino, and Contra Costa, competition for composting infrastructure among neighboring counties has also increased.

Longer transportation distances associated with outhauling organic materials to facilities outside

### **III. DISCUSSION**

The County of Sonoma Public Infrastructure Department - Integrated Waste Division is leading a proposed composting facility project at 5200 Slusser Road, Windsor. ZWS is collaborating with the County to design and construct an organics processing facility that will compost an estimated 70,000 tons per year of organic material. The facility will accept residential organic materials collected through franchised haulers' curbside collection programs, however, it will not accept commercial or self-hauled material. The proposed site is located on County-owned land at the

Airport Closed Landfill, west of the Charles M. Schulz-Sonoma County Airport.

The proposed Sonoma County composting facility provides several significant operational and environmental benefits to the region, including:

- Increased access to locally produced compost for residents, landscapers, and agricultural producers within Sonoma County;
- Reduced greenhouse gas emissions through the elimination of approximately 300,000 to 350,000 route miles annually associated with out-of-county hauling;
- Support for local and state climate goals, including compliance with Senate Bill 1383 and the reduction of methane emissions from organic waste; and
- Investment in resilient and sustainable local infrastructure that strengthens the County's long-term organics processing capacity and reduces reliance on facilities in neighboring jurisdictions.

In December 2022, the County completed a feasibility study to confirm the suitability of the proposed site, including site selection and evaluation of the preferred composting method, a Covered Aerated Static Pile (CASP) system. In January 2024, the County contracted with SCS Engineers to develop 30% design plans, conduct technical studies, and engage in public outreach to support regulatory compliance. The 30% design, completed in December 2025, includes a fully enclosed receiving and pre-processing building, zero discharge of compost contact water, stormwater management infrastructure, an extended driveway to accommodate on-site vehicle queuing, and measures to ensure Federal Aviation Administration compliance due to the site's proximity to the Charles M. Schulz-Sonoma County Airport.

Following completion of the 30% design, the County of Sonoma Board of Supervisors is expected to award the environmental consultant contract in April 2026, after which the environmental review process under the California Environmental Quality Act and the National Environmental Policy Act will begin in spring 2026.

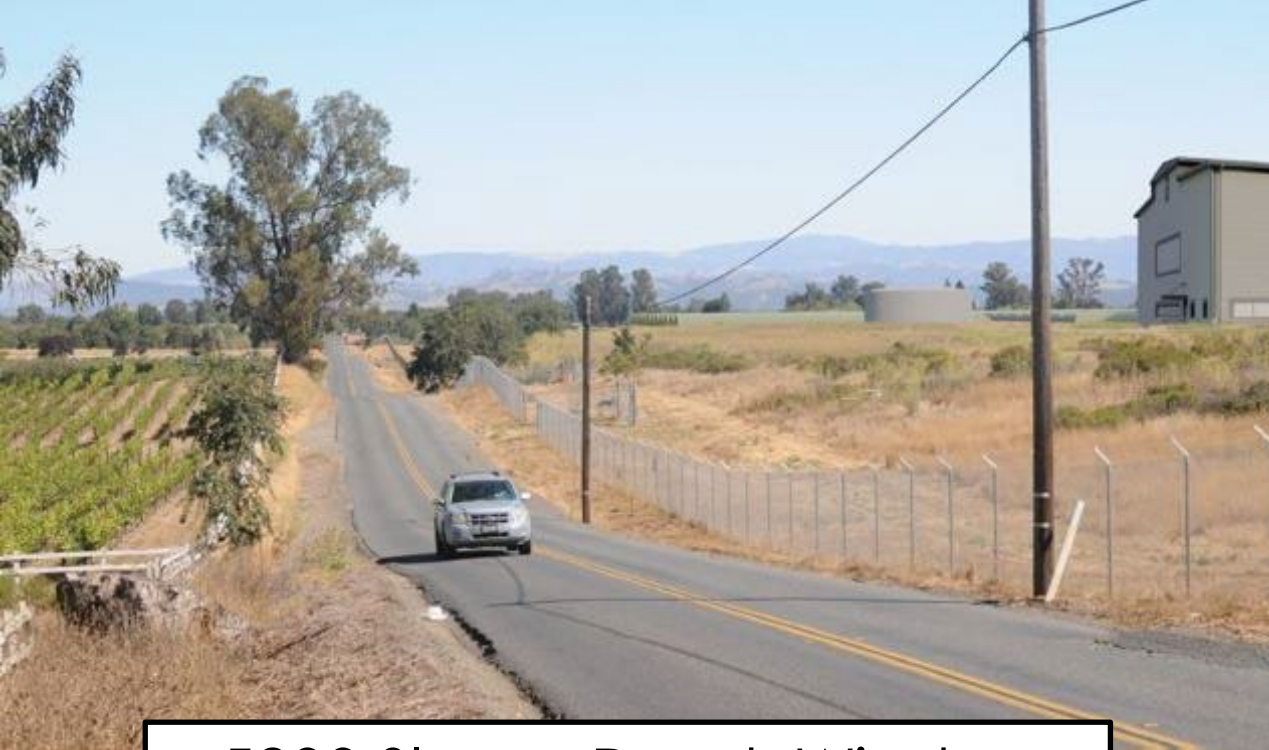
As part of the initial public outreach effort, the County and Zero Waste Sonoma will host community open houses in May 2026 to provide information on the proposed project and receive public input. The initial outreach meetings are scheduled for May 14, 2026, from 5:00 p.m. to 7:00 p.m. and May 16, 2026, from 12:00 p.m. to 2:00 p.m., and will be held in the Zero Waste Sonoma Board Room, 195 Concourse Boulevard, Suite B, Santa Rosa. Community engagement will continue throughout the environmental review, design, and permitting process to ensure that stakeholders, residents, and neighboring communities have ongoing opportunities to provide input and stay informed as the project advances.

#### **IV. FUNDING IMPACT**

None at this time.

#### **V. ATTACHMENTS**

Presentation



5200 Slusser Road, Windsor



# Proposed Sonoma County Compost Facility Project Update



April 16, 2026



# Proposed Compost Facility

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- Project is currently led by the County of Sonoma, Department of Public Infrastructure (SPI)
  - Zero Waste Sonoma on the project team and manages flow of organic materials
- Located at 5200 Slusser Road, Windsor
- Site selected because:
  - Centrally-located – reduces trucking miles within County for residential green bin material transportation
  - County-owned land
  - Use of closed landfill
- Designed to accept up to 70,000 tons of residential green bin material annually and turn into quality compost, approximately 80% of all residential green bin material



Windsor Rd.

Slusser Rd.

Site

Laughlin Rd.

Charles M. Schulz  
Sonoma County Airport



# Why a Local Compost Facility?

- Currently
  - Sonoma County's compostable materials are hauled out of the County for processing
  - Reliance on out of county facilities
  - Reduced regional capacity for compostable materials
  - Finished compost must be transported back into Sonoma County
- Benefits of a Sonoma County facility
  - Generates access to locally produced compost
  - Reduces greenhouse gas emissions from reduced vehicle miles
  - Supports local and state climate goals (SB 1383)
  - Resilient and sustainable infrastructure



Compost donation to Los Guilicos Demonstration and Teaching Garden 2025

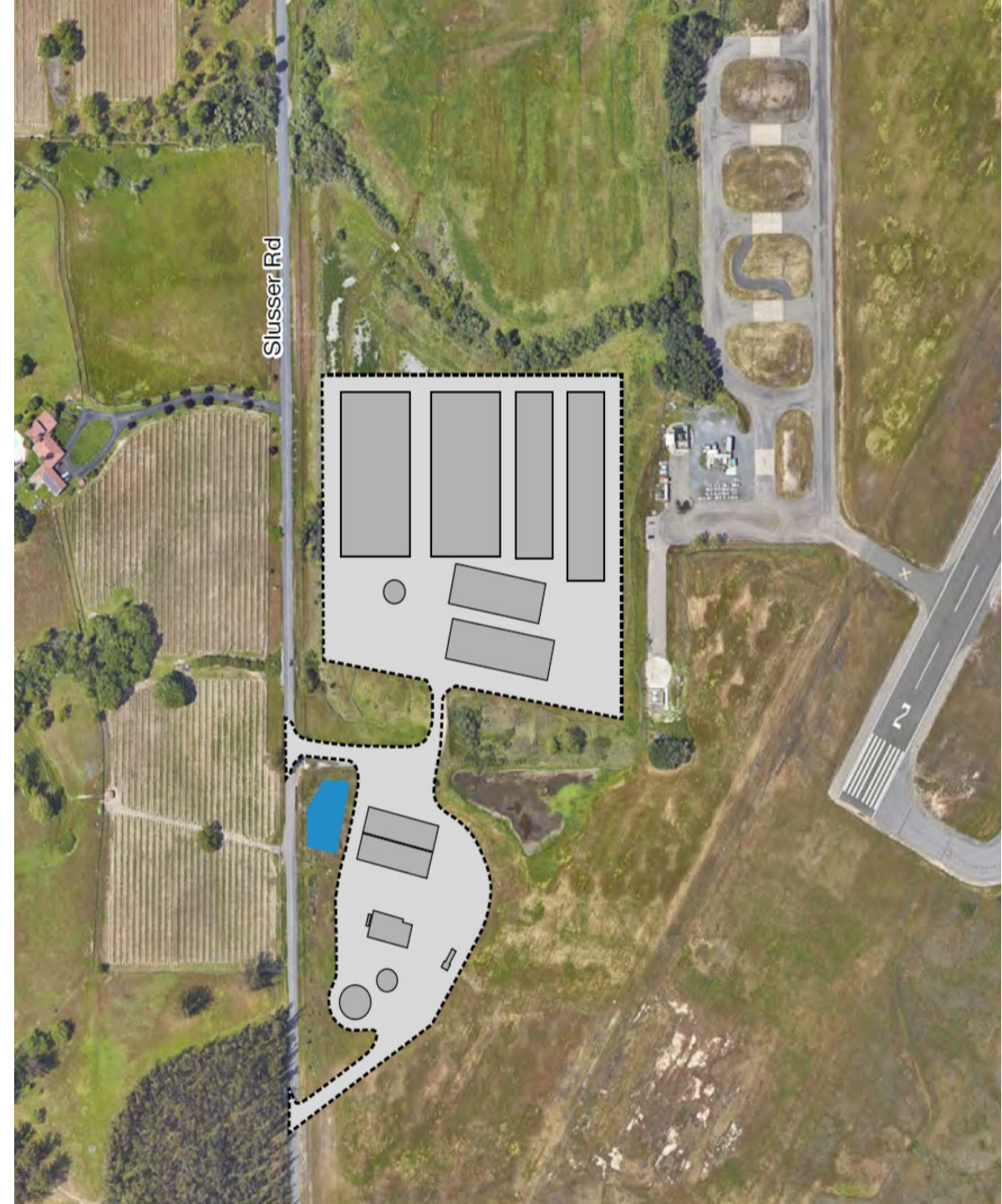


Compost donation to Village Elementary School 2026

# Work Completed

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- ✓ Feasibility Study
  - Site Selection
  - Composting Method Selection
    - Covered aerated static pile (CASP)
- ✓ 30% Design
  - Fully-enclosed receiving and pre-processing building
  - Zero discharge of compost contact water
  - Stormwater management
  - Extended drive-way for on-site queuing
  - FAA Compliance



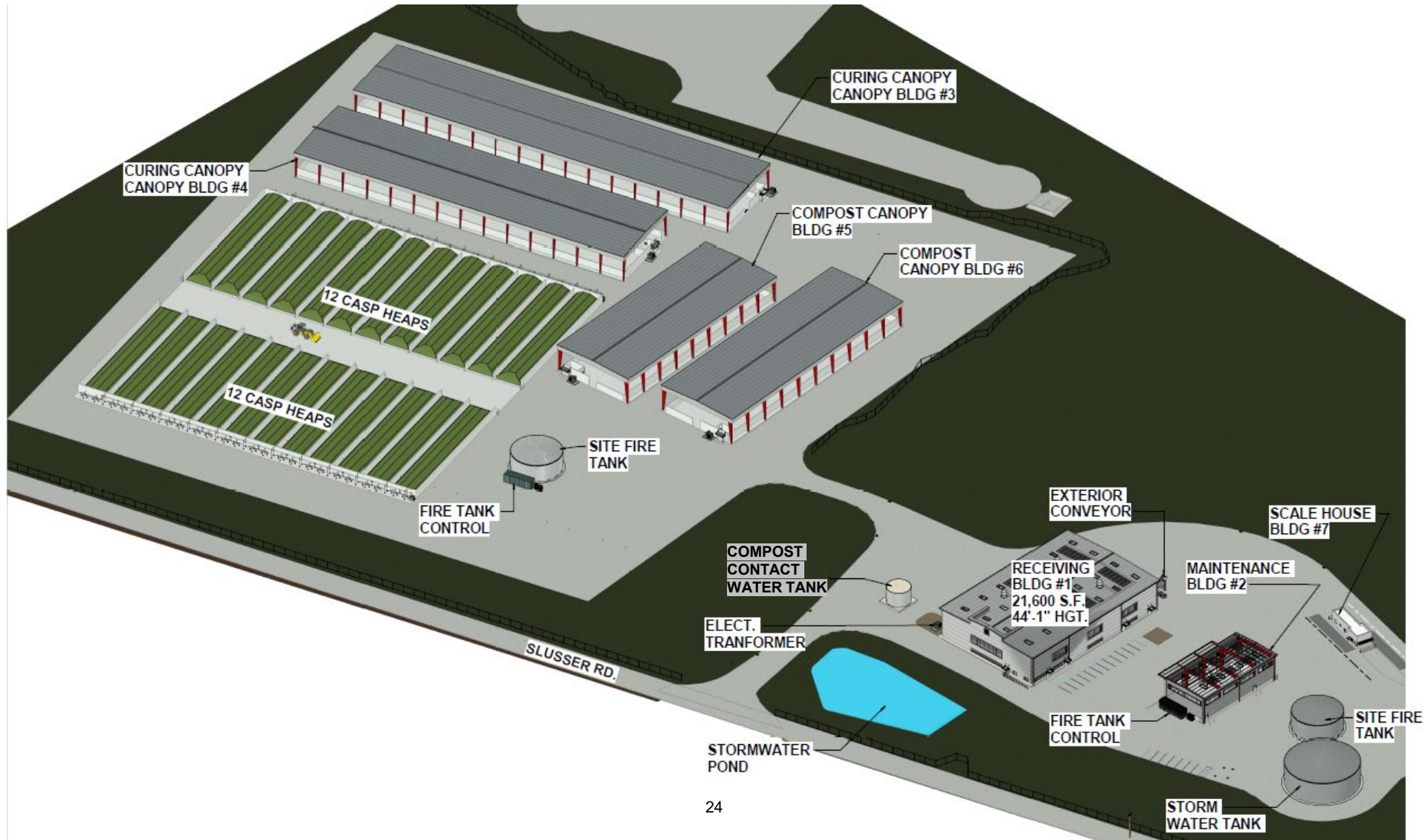
# Composting Technology

## CASP (Covered Aerated Static Pile)

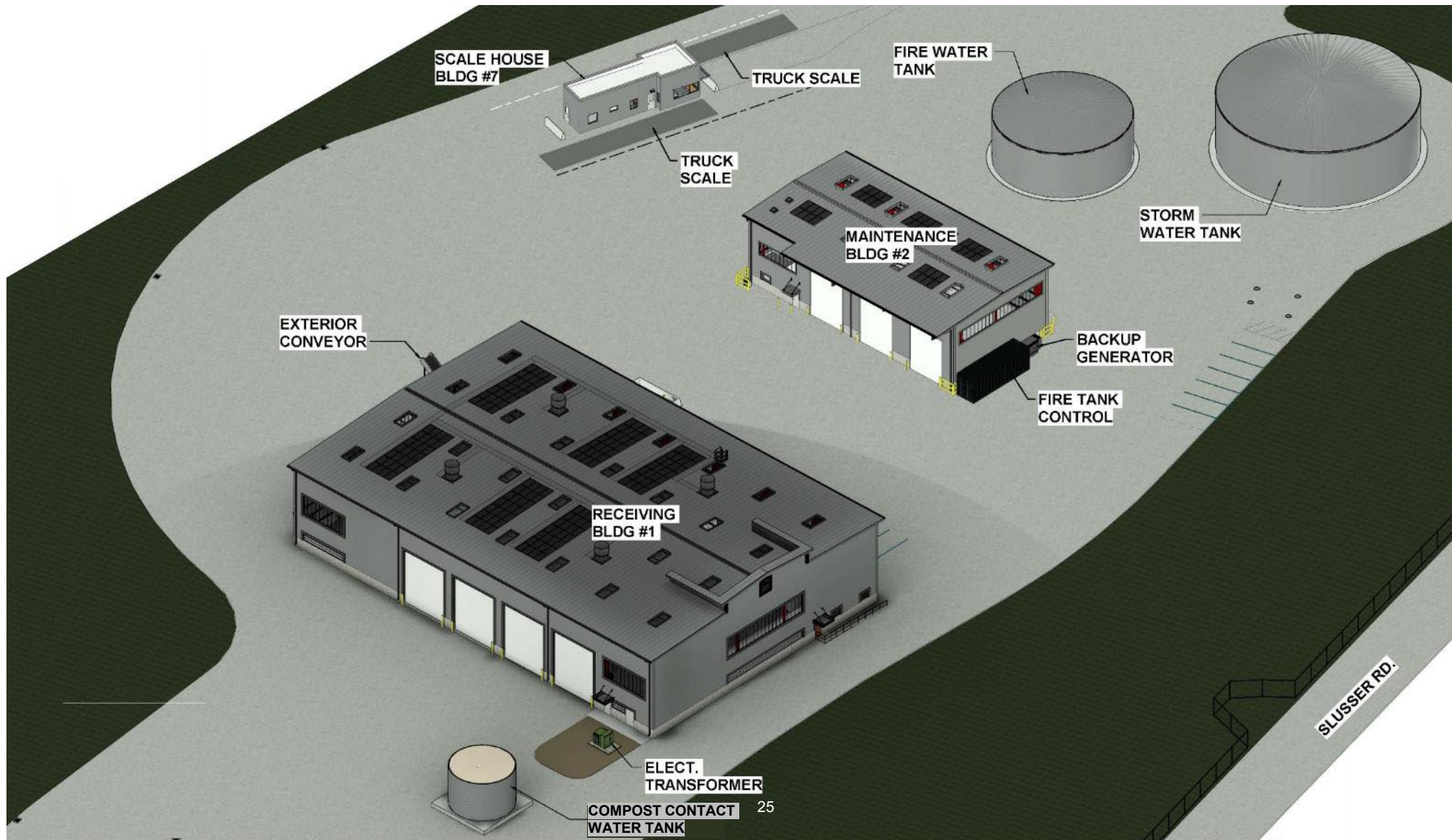
- Key benefits:
  - **Odor control at the source:** covers help control odors
  - **Stormwater management:** Clear separation of stormwater and compost contact water
  - **Contact Water Management:** Contact water under the cover is fully contained and collected
  - **Faster composting in a smaller area:** material stabilizes more quickly, reducing the time organic waste remains on-site and shrinking the overall footprint



# 30% Design



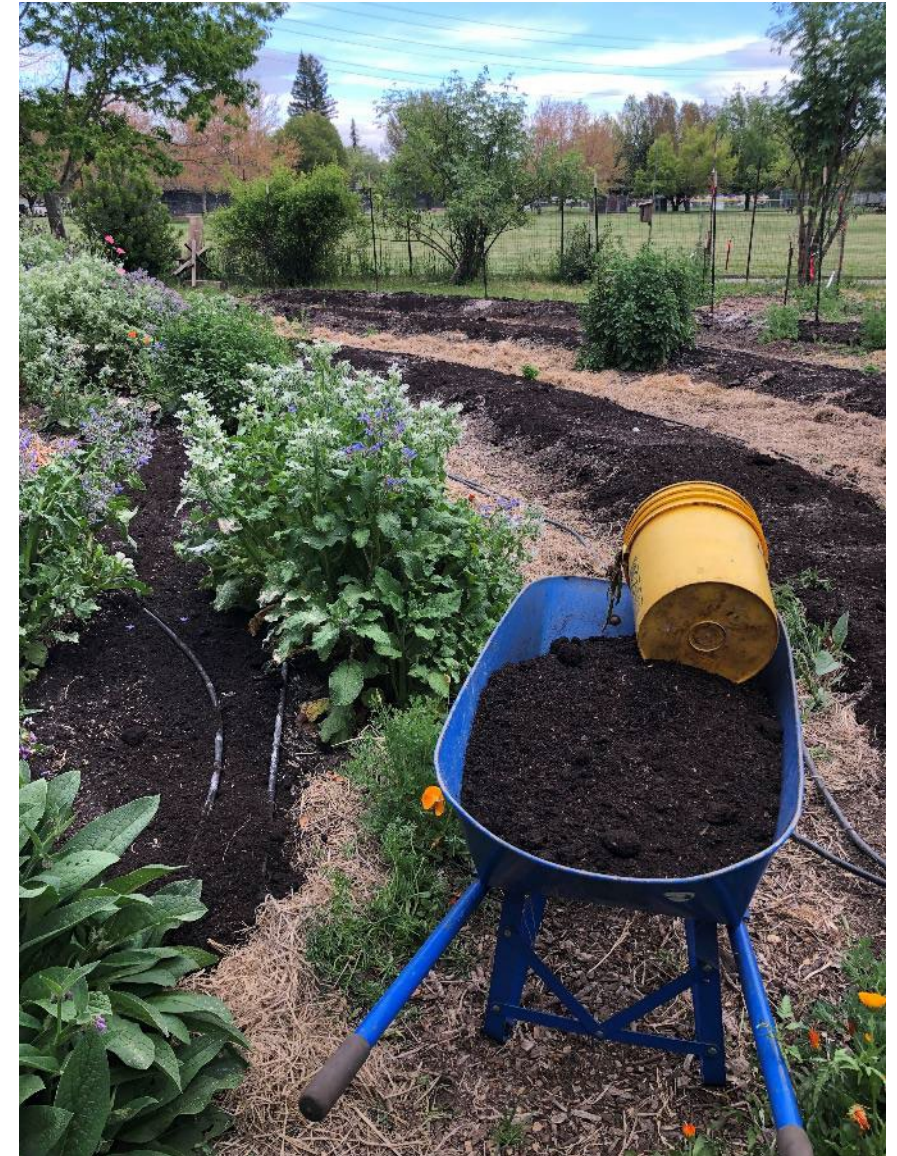
# 30% Design



# Next Steps

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- Initial Public Outreach Open Houses 2026  
**May 14th 5-7pm and May 16th 12-2pm**  
Location:  
Zero Waste Sonoma Board Room  
195 Concourse Blvd. Ste B, Santa Rosa
- Begin Environmental Review Process – Spring 2026
  - CEQA and NEPA
- Community engagement throughout the process



Compost donation to Community Soil Foundation 2024



# For More Information



Website:

[www.sonomacounty.gov/SoCoCompost](http://www.sonomacounty.gov/SoCoCompost)

Email:

[SPI-COMPOST@sonomacounty.gov](mailto:SPI-COMPOST@sonomacounty.gov)





Agenda Item #: 6  
Cost Center: Contingency  
Staff Contact: Collard  
Agenda Date: 04/16/26  
Approved By: LL

## ITEM: HVAC Proposal and Budget Adjustment for 195 Concourse Blvd.

### I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends that the Board authorize the Executive Director to select a contractor to replace the outdated HVAC units located at 195 Concourse Blvd., Santa Rosa. Staff also recommends that the Board approve the budget adjustment to fund the project. This item requires a Supermajority (8/10)

### II. BACKGROUND

At the October 16, 2025, meeting, the Board approved the purchase of an office building located at 195 Concourse Blvd. in Santa Rosa. During the purchase process staff ordered an inspection of the current HVAC system. The report showed three units installed on the building, with two being “beyond their useful life” and the recommendation was to replace the two older units. Since then, staff have met with three additional contractors to review the current systems and provide a recommendation for replacements and expansion into the Board Room. We asked all contractors to consider the current system and heat pumps. We met with AAA Energy Systems, Bill Kutz Heating & Air Conditioning (the current vendor used for maintaining the system), and Milano Mechanical.

### III. DISCUSSION

Staff reviewed the quotes provided. The full proposals are attached.

#### AAA Energy Systems

The quote is broken out in three sections and recommends replacing all three units with heat pumps and adding a new unit for the Board Room. The quote also shows the option for Gas/Electric units. The proposed installation includes Wi-Fi-enabled thermostats, which will allow remote temperature control, scheduling, and improved energy management.

**Heat Pumps - \$73,726**

**Gas/Electric Units - \$88,402**

#### Bill Kutz Keating & Air Conditioning

The quote recommends replacing the two older units and adding a new unit for the Board Room.

**Heat Pumps - \$69,000**

**Gas/Electric Units - \$69,650**

#### Milano Mechanical

The quote recommends replacing the two older units and adding a new unit for the Board Room. Two different style heat pumps were quote, no Gas/Electric option. Installation includes wi-fi

thermostats.

**Heat Pumps (Hisense) - \$65,039**

**Heat Pumps (Bosch)- \$74,677**

After reviewing the different options, staff recommends selecting the heat pumps provided by AAA Energy Systems. The price quoted replaces all three existing units with more energy efficient heart pumps and adds a unit to control the Board Room.

#### **IV. FUNDING IMPACT**

Staff requests that the Board approve a budget adjustment to the Contingency Fund for \$75,000.

#### **V. ATTACHMENTS**

- AAA Proposal
- Kutz
- Milano
- Budget Adjustment Resolution



**ENERGY SYSTEMS**

333 SUTTON PLACE  
 SANTA ROSA, CALIFORNIA 95407  
 (707) 585-8670  
 LIC.#443118

**PROPOSAL**

**Bill to:** Zero Waste Sonoma

**Job:** Zero Waste Sonoma 195 Concourse Blvd. Ste. B

**Address:** 195 Concourse Blvd. Ste. B

**City, Zip:** Santa Rosa, 95403

**Contact:** Thora Collard

**Phone Number:** 707-565-3788

**Email:** Thora.Collard@sonomacounty.gov

**DATE:** 3/3/2026

**PLANS:** No Plans/ Site Visit 2-26-26 TS

**Job Type:** Commercial Retrofit

	PRICE	INITIAL
<p><b>NE &amp; SW RTU Replacement Option #1 (Heat Pump Units)</b>            -Furnish and install (2) Carrier Heat Pump Roof Top Units, a 3 ton unit (Model #50FEQA04A3A5) replacing existing South West RTU reusing existing curb, A 5 ton unit (Model #50FEQA06A3A5) replacing the existing North East RTU reusing the existing curb. Includes removal and disposal of existing equipment, crane, filter rack inside of the units with easy access door for filter replacement, Economizers, supplemental Heat Strips, reconfiguring ducts in Conference/File room to be served by SE RTU, new disconnects, connection to existing drain systems, &amp; 5 year warranty on compressors.            *Requires Upgraded electrical to the RTUs to handle the Heat Strips, to be done by others, not included in the price.*</p>	\$32,836	
<p><b>NE &amp; SW RTU Replacement Option #2 (Gas / Electric Units)</b>            -Similar to option #1 except;            -Switch Heat Pump RTUs to a 3 ton 60k btu Gas / Electric RTU (Model #48FEQA04A3A5), &amp; a 5 ton 90k btu Gas / Electric RTU (Model #48FEHA06A3A5).            -Electrical will not need to be upgraded.</p>	\$34,215	
<p><b>NW Meeting Room System Option #1 (Ductless Heat Pump System)</b>            -Furnish and install a Mitsubishi 48k Btu Multi Zone Heat Pump unit (Model #MXZSM48NL). Includes preformed pad for the unit to be mounted on, hooking up refrigerant lines, hooking up communication cables, surge protected disconnect, electrical connection from disconnect to unit, start up, testing, and 10 year parts warranty.            -Furnish and install (2) Mitsubishi 24k wall mount mini split heads (Model #PKFYL24NKMUA), high on the interior walls of the meeting room. Includes condensate pump that mounts under the indoor head with a clean look, lineset, control wiring, condensate drain line, and 10 year parts warranty.            *Requires new 208/230/1 40 amp circuit run to roof for outdoor unit, to be done by others, not included in the price.*</p>	\$25,825	
<p><b>NW Meeting Room System Option #2 (RTU Heat Pump System)</b>            -Furnish and install a Carrier 4 ton Heat Pump Roof Top Unit (Model #50FEQA05A3A5) sitting on a new curb adapter to the existing unused curb on the roof. Includes crane, filter rack inside of the units with easy access door for filter replacement, Economizer, supplemental Heat Strips, new disconnect, new drain systems, &amp; 5 year warranty on compressor.            *Requires Upgraded electrical to the RTUs to handle the Heat Strips, to be done by others, not included in the price.*</p>	\$36,865	
Continued on the Next Page		1 of 2
<p><b>NW Meeting Room System Option #3 (RTU Gas / Electric System)</b>            -Similar to option #2 except;            -Switch Heat Pump RTU for a 4 ton 60k btu Gas / Electric RTU (Model #50FEQA05A3A5)</p>	\$38,262	

<b>SE RTU Replacement Option #1 (Heat Pump Unit)</b> -Furnish and install a Carrier 4 ton Heat Pump Roof Top Unit (Model #50FEQA05A3A5) existing curb. Includes removal and disposal of existing equipment, crane, filter rack inside of the units with easy access door for filter replacement, Economizer, supplemental Heat Strips, new disconnect, new drain systems, & 5 year warranty on compressor. *May require upgraded electrical run to the RTU to handle Heat Strips, to be done by others, not included in the price.*	\$15,065	
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<b>SE RTU Replacement Option #2 (Gas / Electric Unit)</b> -Similar to option #1 except; -Switch Heat Pump RTU for 4 ton 90k btu Gas / Electric RTU (Model #48FEHA05A3A5) -Likely will need to downgrade the breaker, as the new unit needs less power. To be done by an electrician, not included in the price.	\$15,925	
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<b>EXCLUSIONS:</b> Permit, carpentry, hole cutting, electrical, plumbing, sheetrock, and painting.
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We Propose hereby to furnish material and labor - complete in accordance with above specifications, for the sum of: Dollars See Option Above

Note: This proposal may be withdrawn by us if: PROPOSAL SUBMITTED BY: Tim Scott

Not accepted within 30 days

*Tim Scott*

**ACCEPTANCE OF PROPOSAL:** By signing below, the customer fully accepts the detailed prices, specifications, and conditions outlined above and grants **AAA Energy Systems, Inc.** permission to proceed with the work as described. Additionally, the customer also agrees to the Terms and Conditions provided on the second page of this contract. Furthermore, the customer grants **AAA Energy Systems, Inc.** consent to capture and share high-quality photographs of the completed project for promotional use across social media platforms, ensuring that no personal or identifying information will be disclosed.

<b>Signature:</b>	<b>Date:</b>	<b>Signature:</b>	<b>Date:</b>
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# TERMS AND CONDITIONS

## Additional Information: Contractors' State License Board

In California, contractors are required to be licensed and regulated by the Contractors State License Board. For questions regarding a contractor, please contact:

### **Contractors' State License Board**

#### **Phone Number and Address**

[\(800\) 321-2752](tel:8003212752)

9821 Business Park Drive  
Sacramento, CA 95827

#### **Mailing Address:**

P.O. Box 26000. Sacramento, CA 95826

#### **WARRANTY:**

We confirm that all construction work performed on your project will be executed in accordance with the specified drawings and requirements. We commit to repairing or replacing any defective workmanship or materials, including adjacent areas affected by our work, within one (1) year from the substantial completion date of your project. This warranty covers all costs associated with correcting these issues, except for normal wear and tear or damage caused by unusual abuse or neglect.

If we do not address reported issues within ten (10) business days of receiving written notification, you may arrange for repairs at our expense, and we will promptly reimburse you for incurred costs.

#### **PAYMENT TERMS:**

Invoices are due upon receipt. A late payment fee of 2% per month (24% annual) will be charged on accounts past due (30 days). We may require you to pay all costs of collection including but not limited to court costs and attorney's fees.

For questions regarding payment terms or invoices, please contact AAA Energy Systems at 707-585-8670 or email [info@aaaenergysystems.com](mailto:info@aaaenergysystems.com).

#### **How to Submit Payment:**

##### **By Check:**

Please make checks payable to: AAA Energy Systems Inc.

And send your payment to: **AAA Energy Systems Inc.**  
**333 Sutton Place,**  
**Santa Rosa, CA 95407**

##### **Online Payment:**

Payments under \$2,000.00 are available with no fees. Payments above \$2,000.00 incur a 3.5% processing fee. A link for payment will be sent by our accounts receivable department for eligible contracts.

##### **Financing Options:**

At **AAA Energy Systems Inc.**, we understand the importance of providing flexible Financing payment options to our valued customers. We believe that everyone should have access to high-quality hvac and air quality solutions that enhance comfort and energy efficiency in their homes or businesses. Please refer to our website at [www.aaaenergysystems.com](http://www.aaaenergysystems.com) for more financing options or reach out to us by phone **707-585-8670** and speak to a live person.

##### **Extras - Time and Material**

If AAA Energy Systems is asked to perform work outside the scope outlined in the contract without a change order, this will be billed as 'time and material.' By signing this proposal, the parties agree that any such work will be billed at \$180 per hour, and the customer will cover all materials used. A separate invoice will be issued detailing the date, hours worked, and material costs. All 'time and material' invoices are due within 30 days and are not included in the total contract amount.

##### **PRIVACY NOTICE:**

By signing this contract, the customer provides explicit consent for AAA Energy Systems, Inc. to collect, use, and store their email address. This information will be used solely for:

**A. Registering equipment for manufacturer warranty**

**B. Sending campaign emails, newsletters, and promotional communications regarding AAA Energy Systems, Inc. products and services.**

The customer's contact information will be treated with confidentiality and will not be shared with third parties without express written consent, except as required by law. Customers can withdraw consent and opt out of marketing communications at any time by calling 707-585-8670 or following the unsubscribe instructions in promotional emails.

# AAA Energy Systems, Inc. HVAC Lifetime Workmanship Warranty

## **Effective Date:**

## **Overview:**

At AAA Energy Systems, Inc., we take pride in the quality of our HVAC. Our goal is to ensure that our customers receive the highest level of service and that all work we perform meets the highest industry standards. This Lifetime Workmanship Warranty is provided to you as a testament to our commitment to your satisfaction and peace of mind.

## **Warranty Coverage:**

This warranty covers any defects in workmanship that may arise from HVAC installation by AAA Energy Systems, Inc. If any issues occur that are directly related to the quality of our labor, we will repair or correct the problem at no cost to you, if the warranty conditions outlined below are met.

## **Duration:**

The Lifetime Workmanship Warranty is valid for the life of the system (as long as the system remains in use at the original installation address and is maintained per manufacturer recommendations). This warranty is not transferable and is valid only to the original homeowner or business that contracted the work.

## **What This Warranty Covers:**

- 1. Defects in Labor:** If any HVAC equipment or components installed by AAA Energy Systems are found to be defective due to improper installation or workmanship, we will repair or replace the defective part or necessary equipment at no charge to you.
- 2. Repairs and Replacements:** This warranty covers the cost of labor associated with correcting any issues resulting from a defect in workmanship. Any replacement parts provided will be covered under the manufacturer's warranty terms, in addition to this workmanship warranty.
- 3. Adjacent Work:** We hereby agree to repair or replace any or all our work, together with any other adjacent work which may be displaced or damaged by so doing, within agreeable parameters set between AAA Energy System, Inc. & any subcontractors or contractors.

## **What This Warranty Does Not Cover:**

- 1. Manufacturer Defects:** This warranty does not cover defects in equipment or parts due to manufacturer issues, malfunctions or shortened expected life spans. All parts installed by AAA Energy Systems, Inc. are covered under the manufacturer's warranty, separate from this workmanship warranty.
- 2. Lack of Maintenance:** Failure to follow regular maintenance schedules or neglecting the care of your HVAC system may void this warranty. Regular maintenance should be conducted per the manufacturer's recommendations and by a qualified technician. AAA Energy Systems, Inc. can offer maintenance upon owner's request, though maintenance does not have to be performed by AAA Energy Systems, Inc. for this warranty to stay in effect, only another qualified technician.
- 3. Damage from External Factors:** This warranty does not cover damages caused by external factors such as power surges, natural disasters, neglect, misuse, or any issues resulting from improper system use.
- 4. System Modifications:** If any alterations, modifications, or adjustments are made to the system after installation by someone other than AAA Energy Systems, Inc., this warranty will be voided.

## **How to Make a Claim:**

To make a claim under this Lifetime Workmanship Warranty, please contact AAA Energy Systems, Inc. at (707) 585-8670 or [Info@aaaenergysystems.com](mailto:Info@aaaenergysystems.com). We will schedule an inspection of the system to assess the issue and determine whether it is covered under this warranty.

## **Warranty Transfer:**

This warranty is non-transferable. If the property is sold, the warranty will become void.

## **Limitations of Liability:**

While we stand behind our workmanship, AAA Energy Systems, Inc. is not liable for any incidental or consequential damages, including but not limited to lost profits, downtime, or damage to property.

## **Your Rights:**

This warranty gives you specific legal rights, and you may also have other rights which vary by state or jurisdiction.



## PROJECT PROPOSAL

Proposal Date: 2/10/2026

We are pleased to offer this proposal to:

**Zero Waste Sonoma for K.G. Walters Construction building**

Project Address:

**195 Concourse Boulevard, Santa Rosa, CA 95403**

Here are our best proposed options for replacing your (2x) aged rooftop package units, as well as installing a new unit to the N/W side of the building:

**OPTION 1:** Full Unit **direct replacements** with gas/Electric units for existing systems.

Furnish and install (2x) new Bryant packaged HVAC units on roof, with crane.

Model #: BCBG 582LP07M065A20AA 6.0-ton 208/3 phase unit with new Economizers, model #'s:  
CAN 1105-EC-SDC.

Job costs include crane service, haul away and disposal of old unit, new gas flex, fuses, installation labor and all materials necessary to complete installation per codes. This scope is a 3-day job for our crew.

Total installed price for (2x) replacements: **\$32,150**

**OPTION 2:** Full Unit replacements with all **Electric heat pump** units for existing units.

Furnish and install (2x) new Bryant, packaged Heat pump HVAC units on roof, with crane.

Model #: BCBG 547LP07M000A3A0AA 6.0-ton 208/3 phase unit with new Economizers, model #'s:  
CAN 1105-EC-SDC

Job costs include crane service, haul away and disposal of old unit, new gas flex, fuses, installation labor and all materials necessary to complete installation per codes. This scope is a 3-day job for our crew.

Total installed price for (2x) replacements: **\$32,200**

**OPTION 3:** Add new dedicated system to the North-west corner of the building.

We propose to install a new Bryant 6-ton unit with all ducting, economizer, controls, registers, thermostat as well as all labor and materials. There will be 8x supply ducts and registers and 2x return air ducts and filter grilles. We will set the new unit on the existing curb that was prepped when the building was constructed. All ducting will be installed so it can be above the planned Tbar ceiling. There will be 1 new thermostat for this space.

-Total installed price for **Standard Gas/Electric** unit: **\$37,500**

-Total installed price for all **Electric Heat pump** unit: **\$36,800**

These package units have a 5-year warranty on all Bryant parts, with 10 years warranty on heat exchangers. Includes a 1-year labor warranty from Bill Kutz on all new installs.

Mechanical permit fees and resulting 3<sup>rd</sup> party H.E.R.S. duct testing fees are included! All crane fees and disposal of old units are included.

Thank you for the opportunity to bid on your project! Please let us know if you have any questions at all.

Bill Kutz

-Owner-

Bill Kutz Heating & Air Conditioning Inc

**See TERMS next page**

**TERMS:**

- **PROPOSAL TERMS MUST BE SIGNED PRIOR TO SCHEDULING.**
- **\$4,000 EQUIPMENT DEPOSIT DUE TO SCHEDULE.**
- **PLEASE ADD 3.5% FOR ALL CREDIT CARD TRANSACTIONS. CHECK OR CASH PREFERRED.**
- **INSTALLATIONS ARE C.O.D. PAYMENT IS DUE AND EXPECTED UPON COMPLETION. We do not bill for installations.**
- **INSTALLATIONS CANCELED AFTER EQUIPMENT HAS BEEN ORDERED ARE SUBJECT TO A RE-STOCKING FEE AND MAY BE DEDUCTED FROM DEPOSIT.**
- **HOMEOWNER OR ADULT REPRESENTATIVE MUST BE PRESENT FOR DURATION OF INSTALLATION.**
- **IN THE EVENT YOUR PAYMENT IS NOT RECEIVED AT TIME OF COMPLETION, YOUR SYSTEM WILL NOT BE COMMISSIONED AND FULLY FUNCTIONAL UNTIL WE RECEIVE PAYMENT. YOU WILL THEN HAVE TO MAKE A START UP APPOINTMENT, AT A LATER DATE WHEN OUR SCHEDULE PERMITS. START UP FEE IS AN ADDITIONAL \$500.**

Please sign to accept ALL terms.

\_\_\_\_\_  
Authorized buyer and issuer of payment

\_\_\_\_\_  
Date

Contact information of Homeowner or Adult representative who can remain onsite for the duration of installation:

\_\_\_\_\_  
Name

\_\_\_\_\_  
Phone



ESTIMATE	#28953686
ESTIMATE DATE	Mar 18, 2026
SERVICE DATE	Mar 12, 2026
EXPIRATION DATE	Apr 9, 2026
<b>TOTAL</b>	<b>\$74,677.00</b>

Zero Waste Sonoma  
 195 Concourse Blvd, B  
 Santa Rosa, CA 95403

(707) 892-1473  
 thora.collard@sonoma-county.org

CONTACT US  
 1317 Scott St  
 Petaluma, CA 94954

(707) 778-9339  
 sales@milanomechanical.com

Service completed by: Chris Ferry

## ESTIMATE

Services	amount
custom proposal Bosch BPBA60RCBM18S Modulating Heat Pump (18 SEER) • High-efficiency heat pump system rated at 18 SEER • Modulating operation adjusts output based on real-time heating and cooling demand • Significantly more efficient than traditional single-stage heat pump systems  Advanced Technology: • Inverter-driven compressor for precise capacity control • Variable-speed blower motor for improved airflow and comfort • System operates at lower speeds most of the time, rarely running at full capacity  Performance & Comfort Benefits: • Maintains more consistent indoor temperatures • Quieter operation compared to conventional systems • Improved humidity control and overall comfort  Reliability & Efficiency: • Reduced on/off cycling minimizes wear and tear on components • Enhanced system longevity and reliability • In many applications, eliminates the need for supplemental electric heat strips  Summary: • Energy-efficient, quiet, and highly adaptable system designed for superior comfort and long-term performance  5 years parts and labor warranty	\$22,870.00

custom proposal Bosch BPBA60RCBM18S Modulating Heat Pump (18 SEER) • High-efficiency heat pump system rated at 18 SEER • Modulating operation adjusts output based on real-time heating and cooling demand • Significantly more efficient than traditional single-stage heat pump systems  Advanced Technology: • Inverter-driven compressor for precise capacity control • Variable-speed blower motor for improved airflow and comfort • System operates at lower speeds most of the time, rarely running at full capacity  Performance & Comfort Benefits: • Maintains more consistent indoor temperatures • Quieter operation compared to conventional systems • Improved humidity control and overall comfort  Reliability & Efficiency:	\$22,870.00
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- Reduced on/off cycling minimizes wear and tear on components
- Enhanced system longevity and reliability
- In many applications, eliminates the need for supplemental electric heat strips

Summary:

- Energy-efficient, quiet, and highly adaptable system designed for superior comfort and long-term performance

5 years parts and labor warranty

five port condenser MXZ-5D42NL	\$22,147.00
model number MXZ-5D42NL 10 years parts and labor warranty	
Copper line set w/cover	
Leak testing complete system	
Pad for condenser with seismic strapping	
GX high wall 24	\$3,147.00
model number MSZ-GX24NL 10 years parts and labor warranty	
GX high wall 24	\$3,147.00
model number MSZ-GX24NL 10 years parts and labor warranty	
additional services small crane	\$1,050.00
small crane	
additional services permit	\$1,200.00
permit and HERS testing	
Mitsubishi MHK2 thermostat	\$1,246.00
MHK2 thermostat X2	
Kumo cloud WiFi module X2	
	Subtotal
	\$77,677.00
	Bundle discount
	- \$3,000.00
	Tax (CA-Marin-Marin 8.25%)
	\$0.00
	<b>Total</b>
	<b>\$74,677.00</b>

We know you have a choice, and we thank you for choosing Milano Mechanical Inc., for your home comfort needs.



ESTIMATE	#28953686-2
ESTIMATE DATE	Mar 18, 2026
SERVICE DATE	Mar 12, 2026
EXPIRATION DATE	Apr 9, 2026
<b>TOTAL</b>	<b>\$65,039.00</b>

Zero Waste Sonoma  
 195 Concourse Blvd, B  
 Santa Rosa, CA 95403

(707) 892-1473  
 thora.collard@sonoma-county.org

CONTACT US  
 1317 Scott St  
 Petaluma, CA 94954

(707) 778-9339  
 sales@milanomechanical.com

Service completed by: Chris Ferry

## ESTIMATE

Services	amount
custom proposal • Hisense 4-ton heat pump package unit • Model: AR-48U3R25U  This system features an inverter-driven compressor, which offers improved energy efficiency compared to standard heat pumps. It also provides reliable heating performance at lower outdoor temperatures, reducing or eliminating the need for supplemental electric heat strips.  Scope of Work Includes: • Installation of the new package unit • Fabrication and installation of transition ductwork to adapt to the existing roof curb • System startup and testing to ensure proper operation  Warranty: • 5-year parts and labor warranty included  This solution is designed to deliver efficient year-round comfort while minimizing energy consumption.  Please let me know if you have any questions or would like to move forward with scheduling.	\$18,051.00
custom proposal • Hisense 4-ton heat pump package unit • Model: AR-48U3R25U  This system features an inverter-driven compressor, which offers improved energy efficiency compared to standard heat pumps. It also provides reliable heating performance at lower outdoor temperatures, reducing or eliminating the need for supplemental electric heat strips.  Scope of Work Includes: • Installation of the new package unit • Fabrication and installation of transition ductwork to adapt to the existing roof curb • System startup and testing to ensure proper operation  Warranty: • 5-year parts and labor warranty included  This solution is designed to deliver efficient year-round comfort while minimizing energy consumption.  Please let me know if you have any questions or would like to move forward with scheduling.	\$18,051.00
five port condenser MXZ-5D42NL model number MXZ-5D42NL 10 years parts and labor warranty Copper line set w/cover Leak testing complete system Pad for condenser with seismic strapping	\$22,147.00

GX high wall 24 model number MSZ-GX24NL 10 years parts and labor warranty	\$3,147.00
GX high wall 24 model number MSZ-GX24NL 10 years parts and labor warranty	\$3,147.00
additional services small crane small crane	\$1,050.00
additional services permit permit and HERS testing	\$1,200.00
Mitsubishi MHK2 thermostat MHK2 thermostat X2 Kumo cloud WiFi module X2	\$1,246.00
	Subtotal \$68,039.00
	Bundle discount - \$3,000.00
	Tax (CA-Marin-Marin 8.25%) \$0.00
	<b>Total \$65,039.00</b>

We know you have a choice, and we thank you for choosing Milano Mechanical Inc., for your home comfort needs.

Dated: April 16, 2026

RESOLUTION OF ZERO WASTE SONOMA (ZWS)  
ADOPTING ADJUSTMENTS TO THE FY 2025/26 CONTINGENCY RESERVE BUDGETS FOR THE  
REPLACEMENT OF HVAC UNITS AT 195 CONCOURSE BLVD,

WHEREAS, ZWS approved Zero Waste Sonoma Fiscal Year 2025/26 Budget on March 20, 2025; and

WHEREAS, ZWS approved the purchase of 195 Concourse Blvd. at the October 16, 2025 Board meeting; and

WHEREAS, the Board approved the proposal from AAA Energy Systems of \$73,726; and

WHEREAS, staff recommends increasing the Fiscal Year 2025/26 Contingency Reserve Fund Budget for Acq CIP Bldg 19831 in the amount of \$75,000 to replace the HVAC units at 195 Concourse Blvd.; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Zero Waste Sonoma does hereby approve the adjustment to the Fiscal Year 2025-26 Budget.

MEMBERS:

- |                     |                   |                   |                   |                 |
|---------------------|-------------------|-------------------|-------------------|-----------------|
| - -<br>Cloverdale   | - -<br>Cotati     | - -<br>County     | - -<br>Healdsburg | - -<br>Petaluma |
| - -<br>Rohnert Park | - -<br>Santa Rosa | - -<br>Sebastopol | - -<br>Sonoma     | - -<br>Windsor  |

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

SO ORDERED

The within instrument is a correct copy  
of the original on file with this office.

ATTEST:                      DATE: April 16, 2026

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



Agenda Item #: 7A  
Cost Center: Education  
Staff Contact: Lukacs/Jyothiswaran  
Agenda Date: 04/16/26  
Approved By: LL

## **ITEM: Sona, Virtual Zero Waste Guide Pilot Results and Request for Approval to Launch**

### **I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION**

Staff recommends the Board receive the Sona pilot results and provide input on authorizing the Executive Director to proceed with full deployment of Sona, the Agency’s Virtual Zero Waste Guide, on the Zero Waste Sonoma website at zerowastesonoma.gov.

### **II. BACKGROUND**

The Eco Desk receives resident and business inquiries about recycling, hazardous waste disposal, organics, and related services across Sonoma County. In FY 23-24, the Eco Desk logged 1,257 interactions over a comparable 15-month period. Staff capacity to respond to inquiries consistently, particularly outside business hours, has remained limited from an operational standpoint. The Executive Director reviewed a working demonstration of Sona, a virtual zero waste guide embedded on the ZWS webpage, on March 18, 2026, and approved a controlled pilot. The pilot ran from March 26, 2026, through April 8, 2026. Sona was conceived, designed, built, and developed by Project Manager Rajesh Jyothiswaran on personal time and at personal expense, before the Agency’s pilot.

### **III. DISCUSSION**

#### **What Sona Does**

Sona answers resident and business questions about recycling, hazardous waste, organics, and disposal 24 hours a day, 7 days a week. It draws only from ZWS’s published knowledge base on the website, routes inquiries to the correct hauler based on jurisdiction, and escalates complex or sensitive questions to Eco Desk staff. Sona is a text-only system. It does not generate, read, process, or replicate images or artwork of any kind as the image-reading feature is not enabled. Sona’s knowledge base consists of a single PDF of the ZWS public website text. No image files, image metadata, or visual content of any kind were ingested during development.

#### **Data Privacy and Retention**

Sona functions as a focused lookup tool, not a general-purpose AI system. Residents ask a disposal question and Sona retrieves the answer from ZWS’s own published content. It does not use a general-purpose AI model such as ChatGPT or Gemini that retains or learns from user inputs. Resident conversation data does not flow to any AI training system. Any voluntary contact information provided (name, phone, city) is written to a private Google Sheet accessible only to authorized ZWS staff and is not shared with or sold to third parties. The platform does not train on customer data, as documented in the platform’s published security and privacy policies. CustomGPT.ai serves as the hosting and deployment platform for Sona and it does not have access to or ownership of ZWS’s content or resident data.

### **Pilot Results**

The pilot period was limited by staff concerns and constrained board member availability, which reduced query volume below what a public-facing deployment would generate. Results should be interpreted in that context. Feedback gathered during the pilot has been used to refine the system ahead of this Board presentation. Every interaction was automatically logged via an automated workflow, eliminating manual data entry. A live demonstration will be presented to the Board to evaluate Sona's performance directly. The standard plan enforces a hard cap of 1,000 queries per month with no overage charges; if the limit is reached, Sona stops responding until the next billing cycle.

### **Mission Alignment**

ZWS's mission is to protect public health and the environment by reducing waste and promoting resource conservation. A resident who cannot quickly reach Eco Desk staff and does not know how to dispose of household hazardous waste may dispose of an item improperly, with direct environmental consequences. Sona provides accurate, jurisdiction-specific guidance 24/7. The environmental footprint of Sona's full annual query volume is equivalent to approximately 0.9 miles of driving, based on the EPA Greenhouse Gas Equivalencies Calculator. For context, generating a single AI image uses roughly 1,450 times more energy than a text query; Sona operates exclusively in the text category. The Board may wish to weigh this footprint against the mission benefit of improved resident access to correct disposal guidance.

### **Ongoing Maintenance**

Post-launch maintenance requires no specialized technical skills and is manageable within existing Staff responsibilities. Required activities include periodic content updates such as ZWS programs, hauler assignments, or facility information change; response refinements based on patterns observed in interaction logs; and routine monitoring of the automated logging workflow.

## **IV. FUNDING IMPACT**

Annual subscription costs for the CustomGPT.ai Standard plan is \$99/month (\$1,188/year) and Zapier Pro is \$49.99/month (\$599.88/year). Total annual platform cost is \$1,787.88. There are no overage charges and the Standard plan enforces a hard cap of 1,000 queries per month. Sona was conceived and built by the Project Manager on personal time and at personal expense prior to Agency adoption.

## **V. ATTACHMENTS**

Attachment A: Sona, Virtual Zero Waste Guide — Pilot Results Presentation



# SONA VIRTUAL ZERO WASTE GUIDE

RAJESH JYOTHISWARAN

04/16/2026

# THE CHALLENGE



Eco Desk demand is growing



**552\***

Eco Desk contacts  
FY 2025–26 to date. *Confirmed total; actual contacts may be higher due to logging gaps during the year.*



**After  
hours**

Many calls & web inquiries arrive after staff are gone for the day



**Manual**

Every contact logged by hand — time-consuming and tedious

# SONA



A Virtual Zero Waste Guide — available 24 hours a day, 7 days a week.



## 24/7 Availability

Residents get answers after hours, on weekends, and on holidays — no hold times or delayed responses.



## Jurisdiction Routing

Identifies whether the caller is in an incorporated city or unincorporated County and routes accordingly.



## Escalation to Staff

Routes complex or sensitive questions directly to the Eco Desk — Sona only answers zero waste questions.



## Automatic Logging

Every conversation is logged to a Google Sheet automatically — name, contact, ZIP, topic, and outcome.

# PRIVACY & SAFETY



**Sona is purpose-built — not a general-purpose AI and not connected to the open internet.**



## **Not ChatGPT or Gemini**

Sona runs on a dedicated platform (CustomGPT.ai) using only ZWS-approved content. It cannot browse the web or access outside information.



## **No image processing**

Image Processing is disabled. Sona cannot create, receive or analyze photos — no risk of residents inadvertently sharing images.



## **No data sharing or training**

Conversation data is not shared with third parties and is not used to train any external AI model.



## **Can be turned off instantly**

If any issue arises, Sona can be disabled on the ZWS website in minutes — no technical expertise required.

# SONA'S ENVIRONMENTAL FOOTPRINT



Sona's footprint is minimal — and its mission impact is significant.

## 0.9 mi

Equivalent to driving less than  
1 mile per year  
(est annual CO<sub>2</sub> footprint)  
Source: EPA Greenhouse Gas  
Equivalencies Calculator

## \$1,788

Annual platform cost  
(Standard plan)

## Equity

Accessible to residents  
who can't navigate the website




Helping residents dispose of hazardous materials properly  
prevents far greater environmental harm than Sona's minimal energy use.

# PILOT RESULTS & BOARD ACTION



- ✓ Pilot ran March 19 – April 8, 2026 (3 board members tested)
- ✓ Queries tested across all major topic categories
- ✓ Jurisdiction routing (Inc/Uninc) performed as designed
- ✓ Escalation to Eco Desk triggered correctly for edge cases
- ✓ Automatic logging confirmed — every session captured
- ✓ Cites source URLs
- ✓ Continuous refinements underway

## BOARD ACTION REQUESTED

-  **Provide input of full public launch of Sona on [zerowastesonoma.gov](https://zerowastesonoma.gov)**
-  **Authorize use of the Standard plan**
-  **Live demo available upon request**



# QUESTIONS