



SONOMA COUNTY WASTE MANAGEMENT AGENCY

Meeting of the Board of Directors

May 21, 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

May 21, 2026

REGULAR MEETING

Regular Session begins at 9:00 a.m.

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Note: This packet is 89 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 707-565-4432 by 5:00 pm Wednesday, May 20th. 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.

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 April 16, 2026 Regular Meeting
- 4.2 April, May, and June 2026 Outreach Calendar
- 4.3 ZWS FY 2025/26 Third Quarter Financial Report
- 4.4 Approval of the Seventh Amendment to the Oil Program Management Agreement with Soluna Outreach Solution
- 4.5 Approval of the First Amendment to the Agreement with Soluna Outreach Solutions for Spanish Language Outreach Program and Budget Adjustment

Regular Calendar

5. Request for Qualifications to Provide Technical, On-Site Composting Workshops [Tan]
6. Approval of Fourth Amendment to Agreement for E-Waste Handling, Transportation, and Recycling Services and CEW Program Update [Scott]
7. FY 24/25 Work Plan Program Progress Report [Cushwa]
8. Boardmember Comments – NO ACTION
9. Executive Director Report – VERBAL REPORT
10. Staff Comments – NO ACTION
11. Next ZWS meeting: June 18, 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 195 Concourse Blvd, Suite B, 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



To: Zero Waste Sonoma Board Members
From: Leslie Lukacs, Executive Director
Subject: May 21, 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 April 16, 2026 Meeting
- 4.2 April, May, and June 2026 Outreach Calendar
- 4.3 ZWS FY 2025/26 Third Quarter Financial Report
- 4.4 Approval of the Seventh Amendment to the Oil Program Management Agreement with Soluna Outreach Solution
- 4.5 Approval of the First Amendment to the Agreement with Soluna Outreach Solutions for Spanish Language Outreach Program and Budget Adjustment - SUPERMAJORITY VOTE

5. Request for Qualifications to Provide Technical, On-Site Composting Workshops

Staff proposes to provide on-site composting workshops to promote more local small to mid-scale composting operations. These workshops would benefit orchards, vineyards, schools, community gardens, and/or other crop farmers in Sonoma County. **Staff Recommendation:** The Board approve the release of the Request for Qualifications to Provide Technical, On-Site Composting Workshops.

6. Approval of Fourth Amendment to Agreement for E-Waste Handling, Transportation, and Recycling Services and CEW Program Update

Onsite Electronics has provided quality collection, recycling, and reporting services to ZWS since 2018. The proposed changes to the Fourth Amendment include an extension of the term to June 30, 2029, and include language for the roll-out of the CBEP program. **Staff Recommendation:** The Board authorizes the Executive Director to execute the Fourth Amendment to the Agreement for E-Waste Handling, Transportation, and Recycling Services with Onsite Electronics Recycling, LLC.

7. FY 24/25 Work Plan Program Progress Report

Staff has prepared annual reports tallying education/outreach conducted by staff and contractors, including English and Spanish Eco-Desk 565-DESK (3375), social media, and website activity. **Staff Recommendation:** This item is for informational purposes only. No action is requested of the Board.



Minutes of April 16, 2026 Meeting

Zero Waste Sonoma met on April 16, 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 – Josh Carstensen
City of Sebastopol – Sandra Maurer
City of Sonoma – ABSENT
County of Sonoma – Trish Pisenti
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 9:02 a.m.

Introductions

2. Agenda Approval

Motion: For approval of the agenda.

First: City of Petaluma – Patrick Carter

Second: City of Cotati – Susan Harvey

Vote Count:

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 – Josh Carstensen
City of Sebastopol – Sandra Maurer
City of Sonoma – ABSENT
County of Sonoma – Trish Pisenti
Town of Windsor – Sam Salmon

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

Motion passed.

3. Public Comments (items not on the agenda)

- Duane Dewitt – Expressed appreciation for the board members and their involvement. As a steward volunteer for Roseland Creek in Santa Rosa, there are ongoing issues with encampments along the creek generating significant debris. Has concerns that the City of Santa Rosa does not separate collected materials by waste type, resulting in all items being sent to the landfill because they are considered contaminated once touched. Also noted that many discarded clothing items remain usable and could potentially be cleaned, recycled, or resold rather than discarded. Additionally, he encouraged the board to continue working collaboratively to reduce waste in Sonoma County and suggested considering a requirement for bottles sold locally to use attached flip caps that remain connected to the bottle.
- Michael Siminitus – Reported that the Trashlantis Festival at the Sebastopol Community Center was very successful. The event operated using battery, human, and bicycle-powered energy sources. Expressed interest in bringing the event back in the future and requested inclusion in the 2026 Zero Waste Week program. The event, which would typically cost an estimated \$70,000–\$80,000, was successfully organized with approximately \$12,000 in sponsorship funding, and noted that greater community support could make future events even more successful.

4. 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.

Board Comments:

- None

Public Comments:

- None

Motion: For approval of the consent calendar.

First: City of Cloverdale – Andrés Marquez

Second: City of Cotati – Susan Harvey

Vote Count:

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 – Josh Carstensen
 City of Sebastopol – Sandra Maurer
 City of Sonoma – ABSENT
 County of Sonoma – Trish Pisenti
 Town of Windsor – Sam Salmon

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

Motion passed.

Regular Calendar

5. Update on Proposed Compost Facility Project on Slusser Rd

Board Comments/Action Items:

- Are there any concerns with residents going onto the property to get compost? Is the property fenced off so that no one can reach the airport runways?
- Will this facility be processing the materials collected from the curbside residential green bins?
- Would there be opportunities for compost donation to community gardens from this site?
- Is there an estimated timeline for completion?

Public Comments:

- None

6. HVAC Proposal and Budget Adjustment for 195 Concourse Blvd. [Collard]

Board Comments/Action Items:

- What is the process for contractor proposals?
- Do we need to submit bids for contractors formally?
- Can items within the contracts be revised or negotiated?
- Why was the recommended contractor, AAA Energy Systems, chosen?
- What units would be replaced?
- Thank you for going forward with the proposal of heat pumps rather than immediately investing in additional gas pumps.
- Suggestion to have the agency search for an existing grant being that gas pumps are being replaced with heat pumps.
- Replacing these items may have generated some waste; however, the changes were necessary to streamline the system.

Public Comments:

- None

Motion: To select and approve AAA Energy Systems to replace the outdated HVAC units located at 195 Concourse Blvd., Santa Rosa. In addition, approval of the budget adjustment to fund the project.

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.

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

Board Comments/Action Items:

- Does Sona save your information for further reference?
- This seems like the first step towards virtual assistance in the future.
- Would this affect the amount of paper guides distributed each year?
- Can you increase the usage if needed?
- Is there a voice option for inquiries?
- Please consider providing information about why there are so many personal questions being asked in order to ask Sona a question.
- Can you see the exit numbers – whether someone starts the conversation and leaves?
- Can you opt out of contact information?
- How does the eco-desk currently operate?
- Is this going to replace staff?
- If Sona cannot answer your question, how does it direct you? Can staff reach out rather than the person having to contact the eco-desk?
- Is there a way to capture voice inquiries?
- What is the location of the data servers?
- What assurance is given that the information shared is secured?
- How does Sona know certain information regarding certain items like controlled substances?
- How is information updated through the website and linked to Sona?
- If someone was to start their search with google would the google search engine direct inquiries to Sona?
- Could we illuminate the personal data collection or ask at the end, so questions are answered first?
- If someone asks multiple questions, are you able to log as multiple inquires rather than 1?
- Pre Sona, how many hours are being dedicated to eco-desk?
- As a tester of Sona, I like the Sona function rather than searching in the regular search bar.
- Is Sona good at detecting typos?
- Sona provided a link that doesn't exist. Please continue to review Sona for accuracy.
- Let people opt out of providing personal information.
- When emails are provided, can Sona ask if they would like to subscribe to our newsletter?
- Sona is off to a good start. Is it possible to review within a period to evaluate how it is operating?
- Residents may not realize that the county is served by multiple haulers, which is why personal information is needed to provide accurate disposal guidance and service options.
- Thanks for bringing this matter to the board.
- Exciting to build on knowledge with gaps in information
- This will not replace the existing eco-desk it is just an added tool.
- Can you confirm that the collection of personal information is needed in order for us to get in contact with them.

Public Comments:

- Marie Kneemeyer, Recology Sonoma Marin – The topic of AI is always interesting. As a public education manager, there are some points and questions to consider. If you are an out-of-county resident, would you be directed in a different direction? Is there a layer of going over the questions and answers to make sure they are accurate answers? Curious to know the time savings between the current search bar and Sona. Eco-desk is an extra beneficial contact point, and it is a difficult thing to get rid of. Suggests that Sona is active and being used during non-working hours only.

Motion: To approve 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 with the amendment of a 4-month trial and review.

First: City of Petaluma – Patrick Carter

Second: City of Cloverdale – Andrés Marquez

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

- Future Fest will be held by Cool Petaluma on May 3, 2026, at the Petaluma Community Center.
- The Climate Ready Cotati Fair on March 28, 2026, was fantastic and well attended.

9. Executive Director Report – VERBAL REPORT

10. Staff Comments

- None

11. Next ZWS meeting: May 21, 2026

12. Adjourn: 10:57 a.m.

Submitted by: Amber Johnson



Agenda Item #: 4.2
 Agenda Date: 5/21/2026

ITEM: April, May, June 2026 Outreach Calendar

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)
5/3/26	5/3/26	12:00 PM	4:00 PM	Future Fest (Petaluma)
5/5/26	5/5/26	4:00 PM	8:00 PM	HHW Collection Event (Larkfield)
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)
5/17/26	5/17/26	10:00 AM	1:00 PM	Compost Giveaway Event (Cazadero)

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	E-Waste Event (Healdsburg)
5/26/26	5/26/26	4:00 PM	8:00 PM	HHW Collection Event (Santa Rosa, W)

June 2026 OUTREACH

Start date	End date	Start time	End time	Event
6/2/26	6/2/26	4:00 PM	8:00 PM	HHW Collection Event (Sonoma)
6/9/26	6/9/26	4:00 PM	8:00 PM	HHW Collection Event (Rohnert Park)
6/12/26	6/14/26	9:00 AM	5:00 PM	Luther Burbank Center E-Waste Event
6/13/26	6/13/26	9:00 AM	5:00 PM	Luther Burbank Center Mattress Recycling Event
6/14/2026	6/14/2026	1:00 PM	4:00 PM	Sebastopol Repair Fair (Sebastopol)
6/16/2026	6/16/2026	4:00 PM	8:00 PM	HHW Collection Event (Oakmont)
6/23/2026	6/23/2026	4:00 PM	8:00 PM	HHW Collection Event (Windsor)
6/30/2026	6/30/2026	4:00 PM	8:00 PM	HHW Collection Event (Bodega Bay)



Agenda Item #: **4.3**
Cost Center: **All**
Staff Contact: **Collard**
Agenda Date: **5/21/2026**
Approved By: **LL**

ITEM: **ZWS FY 2025/26 Third Quarter Financial Report**

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends approving the FY 2025/26 Third Quarter Financial Report on the Consent Calendar.

II. BACKGROUND

This report covers the third quarter of FY 2025-26 (January 1, 2026, through March 31, 2026) and is provided in accordance with the Joint Powers Agreement requirement that Zero Waste Sonoma (ZWS) staff submit quarterly reports to the Board of Directors regarding Agency operations, as well as all receipts and disbursements of ZWS funds.

III. DISCUSSION

The Third Quarter Financial Report uses information from the County accounting system, Enterprise Financial System (EFS), for expenditures and revenues. The FY 2025-26 Third 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 for the HHW and Education funds are currently reflected below budget projections for January and February due to the timing of tipping fee revenue postings, which were recorded after the March 31 reporting cutoff date.

Interdepartmental transfers for shared administrative and overhead expenditures, including county vehicle, copier, storage rental, and website-related costs, are pending final allocation. As a result, certain expenditures within the Education Fund are currently reflected at higher levels and will be adjusted upon completion of the cost transfers.

IV. ATTACHMENTS

Third Quarter Financial Report FY 2025-26 Revenue and Expenditure Summary

Department Summary

Department / Account	Description	Original Budget	Final Budget	Actual Year to Date	Remaining Balance	% Remaining
All Revenues						
42358	State Other Funding	959,318.00	959,318.00	0.00	959,318.00	100.00%
42360	State Grant Revenue	0.00	0.00	61,814.27	(61,814.27)	0.00%
42461	Federal Other Funding	150,000.00	150,000.00	0.00	150,000.00	100.00%
42601	County of Sonoma	11,756,914.00	11,756,914.00	5,678,944.93	6,077,969.07	51.70%
44002	Interest on Pooled Cash	238,389.00	238,389.00	216,412.92	21,976.08	9.22%
44101	Rent - Real Estate	0.00	0.00	19,886.66	(19,886.66)	0.00%
46029	Donations/Contributions	339,329.00	339,329.00	32,736.10	306,592.90	90.35%
46050	Cancelled/Stale Dated Warrants	0.00	0.00	1,081.00	(1,081.00)	0.00%
46203	PY Intergovmntl Rev - State	0.00	0.00	5,376.11	(5,376.11)	0.00%
47101	Transfers In - within a Fund	900,000.00	900,000.00	0.00	900,000.00	100.00%
All Revenues		14,343,950.00	14,343,950.00	6,016,251.99	8,327,698.01	0.58

All Expense/Expenditure Accts

51032	Janitorial Services	0.00	0.00	2,675.00	(2,675.00)	0.00%
51041	Insurance - Liability	16,687.00	16,687.00	24,212.63	(7,525.63)	-45.10%
51071	Maintenance - Bldg & Improve	10,000.00	10,000.00	4,656.37	5,343.63	53.44%
51201	Administration Services	1,671,858.00	1,671,858.00	893,465.76	778,392.24	46.56%
51205	Advertising/Marketing Svc	65,500.00	65,500.00	14,823.07	50,676.93	77.37%
51206	Accounting/Auditing Services	30,876.00	30,876.00	19,902.00	10,974.00	35.54%
51207	Client Accounting Services	50,000.00	50,000.00	0.00	50,000.00	100.00%
51212	Outside Counsel - Legal Advice	57,000.00	57,000.00	29,451.96	27,548.04	48.33%
51225	Training Services	2,400.00	2,400.00	0.00	2,400.00	100.00%
51229	Hazardous Waste Disposal Svc	57,000.00	57,000.00	2,000.00	55,000.00	96.49%
51241	Outside Printing and Binding	3,500.00	3,500.00	0.00	3,500.00	100.00%
51249	Other Professional Services	1,093,339.00	1,093,339.00	592,887.70	500,451.30	45.77%
51401	Rents and Leases - Equipment	3,132.00	3,132.00	2,143.87	988.13	31.55%
51421	Rents and Leases - Bldg/Land	30,063.00	30,063.00	19,273.04	10,789.96	35.89%
51507	Special Departmental Expense	105,000.00	105,000.00	82,242.97	22,757.03	21.67%
51801	Other Services	0.00	0.00	6,654.22	(6,654.22)	0.00%
51803	Other Contract Services	8,874,882.00	8,874,882.00	5,870,797.73	3,004,084.27	33.85%
51805	Cnty Spor'shp of events/orgs	11,500.00	11,500.00	2,560.00	8,940.00	77.74%
51901	Telecommunication Data Lines	17,925.00	17,925.00	3,715.92	14,209.08	79.27%
51902	Telecommunication Usage	1,233.00	1,233.00	11.73	1,221.27	99.05%
51904	ISD - Baseline Services	57,571.00	57,571.00	25,466.00	32,105.00	55.77%
51906	ISD - Supplemental Projects	400.00	400.00	0.00	400.00	100.00%
51907	ISD - Device Modernization Pro	0.00	0.00	9,660.43	(9,660.43)	0.00%
51909	Telecommunication Wireless Svc	11,428.00	11,428.00	4,544.24	6,883.76	60.24%
51911	Mail Services	850.00	850.00	37.38	812.62	95.60%
51916	County Services Chgs	44,693.00	44,693.00	0.00	44,693.00	100.00%
51922	County Car Expense	4,000.00	4,000.00	1,541.16	2,458.84	61.47%
51923	Unclaimable county car exp	50.00	50.00	0.00	50.00	100.00%
52091	Memberships/Certifications	57,946.00	57,946.00	31,196.40	26,749.60	46.16%
52111	Office Supplies	20,120.00	20,120.00	8,998.75	11,121.25	55.27%
52112	Office Furniture/Fixtures	0.00	0.00	24,147.32	(24,147.32)	0.00%
52114	Freight/Postage	10,000.00	10,000.00	0.00	10,000.00	100.00%
52115	Books/Media/Subscriptions	9,651.00	9,651.00	5,966.38	3,684.62	38.18%
52118	Printing and Binding Supplies	17,400.00	17,400.00	11,624.86	5,775.14	33.19%
52162	Special Department Expense	293,000.00	293,000.00	85,396.31	207,603.69	70.85%
52163	Professional Development	45,820.00	45,820.00	28,198.11	17,621.89	38.46%
52191	Utilities Expense	2,945.00	2,945.00	8,838.83	(5,893.83)	-200.13%
57011	Transfers Out - within a Fund	900,000.00	900,000.00	0.00	900,000.00	100.00%
All Expense/Expenditure Accts		13,577,769.00	13,577,769.00	7,817,090.14	5,760,678.86	0.42

All Asset Accounts

19831	Acq-CIP-Bldg & Impr	703,280.00	2,803,280.00	2,321,934.18	481,345.82	17.17%
All Asset Accounts		703,280.00	2,803,280.00	2,321,934.18	481,345.82	0.17

All Expense/Expenditure Accts		13,577,769.00	13,577,769.00	7,817,090.14	5,760,678.86	
All Asset Accts		703,280.00	2,803,280.00	2,321,934.18	481,345.82	
All Revenues		14,343,950.00	14,343,950.00	6,016,251.99	8,327,698.01	
Net Cost		(62,901.00)	2,037,099.00	4,122,772.33	(2,085,673.33)	

Department / Account	Description	Original Budget	Final Budget	Actual Year to Date	Remaining Balance	% Remaining
All Revenues						
42358	State Other Funding	88,467.00	88,467.00	0.00	88,467.00	100.00%
42601	County of Sonoma	2,866,316.00	2,866,316.00	1,486,782.60	1,379,533.40	48.13%
44002	Interest on Pooled Cash	15,100.00	15,100.00	24,675.89	(9,575.89)	-63.42%
46029	Donations/Contributions	257,390.00	257,390.00	25,752.30	231,637.70	89.99%
46203	PY Intergovmntl Rev - State	0.00	0.00	5,376.11	(5,376.11)	0.00%
All Revenues		3,227,273.00	3,227,273.00	1,542,586.90	1,684,686.10	0.52

All Expense/Expenditure Accts

51041	Insurance - Liability	2,294.00	2,294.00	3,329.23	(1,035.23)	-45.13%
51071	Maintenance - Bldg & Improve	10,000.00	10,000.00	2,315.18	7,684.82	76.85%
51201	Administration Services	250,764.00	250,764.00	123,193.30	127,570.70	50.87%
51205	Advertising/Marketing Svc	26,000.00	26,000.00	9,823.07	16,176.93	62.22%
51206	Accounting/Auditing Services	3,685.00	3,685.00	2,186.60	1,498.40	40.66%
51207	Client Accounting Services	6,875.00	6,875.00	0.00	6,875.00	100.00%
51212	Outside Counsel - Legal Advice	2,000.00	2,000.00	924.80	1,075.20	53.76%
51225	Training Services	2,400.00	2,400.00	0.00	2,400.00	100.00%
51229	Hazardous Waste Disposal Svc	57,000.00	57,000.00	2,000.00	55,000.00	96.49%
51249	Other Professional Services	79,991.00	79,991.00	54,076.16	25,914.84	32.40%
51401	Rents and Leases - Equipment	431.00	431.00	0.00	431.00	100.00%
51421	Rents and Leases - Bldg/Land	21,662.00	21,662.00	5,892.50	15,769.50	72.80%
51507	Special Departmental Expense	105,000.00	105,000.00	82,242.97	22,757.03	21.67%
51801	Other Services	0.00	0.00	1,948.04	(1,948.04)	0.00%
51803	Other Contract Services	1,700,000.00	1,700,000.00	800,817.81	899,182.19	52.89%
51901	Telecommunication Data Lines	1,063.00	1,063.00	825.76	237.24	22.32%
51902	Telecommunication Usage	24.00	24.00	4.38	19.62	81.75%
51904	ISD - Baseline Services	8,353.00	8,353.00	1,997.68	6,355.32	76.08%
51909	Telecommunication Wireless Svc	2,101.00	2,101.00	753.36	1,347.64	64.14%
51911	Mail Services	100.00	100.00	11.97	88.03	88.03%
51916	County Services Chgs	6,145.00	6,145.00	0.00	6,145.00	100.00%
51922	County Car Expense	550.00	550.00	0.00	550.00	100.00%
52091	Memberships/Certifications	11,260.00	11,260.00	9,745.00	1,515.00	13.45%
52111	Office Supplies	3,000.00	3,000.00	607.68	2,392.32	79.74%
52115	Books/Media/Subscriptions	1,327.00	1,327.00	0.00	1,327.00	100.00%
52162	Special Department Expense	275.00	275.00	0.00	275.00	100.00%
52163	Professional Development	13,100.00	13,100.00	4,497.03	8,602.97	65.67%
52191	Utilities Expense	2,945.00	2,945.00	1,936.79	1,008.21	34.23%
57011	Transfers Out - within a Fund	900,000.00	900,000.00	0.00	900,000.00	100.00%
All Expense/Expenditure Accts		3,218,345.00	3,218,345.00	1,109,129.31	2,109,215.69	0.66

All Expense/Expenditure Accts		3,218,345.00	3,218,345.00	1,109,129.31	2,109,215.69	
All Assets Accounts						
All Revenues		3,227,273.00	3,227,273.00	1,542,586.90	1,684,686.10	
Net Cost		(8,928.00)	(8,928.00)	(433,457.59)	424,529.59	

Department / Account	Description	Original Budget	Final Budget	Actual Year to Date	Remaining Balance	% Remaining
All Revenues						
42358	State Other Funding	870,851.00	870,851.00	0.00	870,851.00	100.00%
42360	State Grant Revenue	0.00	0.00	61,814.27	(61,814.27)	0.00%
42601	County of Sonoma	981,088.00	981,088.00	508,898.74	472,189.26	48.13%
44101	Rent - Real Estate	0.00	0.00	19,886.66	(19,886.66)	0.00%
46029	Donations/Contributions	81,939.00	81,939.00	6,983.80	74,955.20	91.48%
46050	Cancelled/Stale Dated Warrants	0.00	0.00	1,081.00	(1,081.00)	0.00%
All Revenues		1,933,878.00	1,933,878.00	598,664.47	1,335,213.53	0.69
All Expense/Expenditure Accts						
51032	Janitorial Services	0.00	0.00	2,675.00	(2,675.00)	0.00%
51041	Insurance - Liability	2,670.00	2,670.00	3,875.02	(1,205.02)	-45.13%
51071	Maintenance - Bldg & Improve	0.00	0.00	2,341.19	(2,341.19)	0.00%
51201	Administration Services	639,936.00	639,936.00	693,003.35	(53,067.35)	-8.29%
51205	Advertising/Marketing Svc	14,500.00	14,500.00	5,000.00	9,500.00	65.52%
51206	Accounting/Auditing Services	4,288.00	4,288.00	2,544.28	1,743.72	40.67%
51207	Client Accounting Services	8,000.00	8,000.00	0.00	8,000.00	100.00%
51212	Outside Counsel - Legal Advice	20,000.00	20,000.00	13,441.58	6,558.42	32.79%
51241	Outside Printing and Binding	3,500.00	3,500.00	0.00	3,500.00	100.00%
51249	Other Professional Services	843,348.00	843,348.00	444,924.40	398,423.60	47.24%
51401	Rents and Leases - Equipment	501.00	501.00	2,143.87	(1,642.87)	-327.92%
51421	Rents and Leases - Bldg/Land	5,020.00	5,020.00	13,380.54	(8,360.54)	-166.54%
51801	Other Services	0.00	0.00	4,706.18	(4,706.18)	0.00%
51803	Other Contract Services	40,000.00	40,000.00	15,487.72	24,512.28	61.28%
51805	Cnty Spor'shp of events/orgs	11,500.00	11,500.00	2,560.00	8,940.00	77.74%
51901	Telecommunication Data Lines	15,750.00	15,750.00	2,477.28	13,272.72	84.27%
51902	Telecommunication Usage	1,185.00	1,185.00	6.42	1,178.58	99.46%
51904	ISD - Baseline Services	24,488.00	24,488.00	21,383.28	3,104.72	12.68%
51906	ISD - Supplemental Projects	400.00	400.00	0.00	400.00	100.00%
51907	ISD - Device Modernization Pro	0.00	0.00	4,272.40	(4,272.40)	0.00%
51909	Telecommunication Wireless Svc	8,400.00	8,400.00	3,430.89	4,969.11	59.16%
51911	Mail Services	500.00	500.00	25.41	474.59	94.92%
51916	County Services Chgs	7,151.00	7,151.00	0.00	7,151.00	100.00%
51922	County Car Expense	640.00	640.00	1,541.16	(901.16)	-140.81%
51923	Unclaimable county car exp	50.00	50.00	0.00	50.00	100.00%
52091	Memberships/Certifications	33,616.00	33,616.00	20,711.40	12,904.60	38.39%
52111	Office Supplies	13,120.00	13,120.00	7,921.42	5,198.58	39.62%
52114	Freight/Postage	10,000.00	10,000.00	0.00	10,000.00	100.00%
52115	Books/Media/Subscriptions	1,544.00	1,544.00	5,966.38	(4,422.38)	-286.42%
52118	Printing and Binding Supplies	17,400.00	17,400.00	11,624.86	5,775.14	33.19%
52162	Special Department Expense	172,320.00	172,320.00	42,820.55	129,499.45	75.15%
52163	Professional Development	25,720.00	25,720.00	21,384.94	4,335.06	16.85%
52191	Utilities Expense	0.00	0.00	6,902.04	(6,902.04)	0.00%
All Expense/Expenditure Accts		1,925,547.00	1,925,547.00	1,356,551.56	568,995.44	0.30
All Expense/Expenditure Accts		1,925,547.00	1,925,547.00	1,356,551.56	568,995.44	
All Assets Accounts						
All Revenues		1,933,878.00	1,933,878.00	598,664.47	1,335,213.53	
Net Cost		(8,331.00)	(8,331.00)	757,887.09	(766,218.09)	

Department / Account	Description	Original Budget	Final Budget	Actual Year to Date	Remaining Balance	% Remaining
All Revenues						
42461	Federal Other Funding	150,000.00	150,000.00	0.00	150,000.00	100.00%
42601	County of Sonoma	7,909,510.00	7,909,510.00	3,683,263.59	4,226,246.41	53.43%
All Revenues		8,059,510.00	8,059,510.00	3,683,263.59	4,376,246.41	0.54
All Expense/Expenditure Accts						
51041	Insurance - Liability	11,723.00	11,723.00	17,008.38	(5,285.38)	-45.09%
51201	Administration Services	586,496.00	586,496.00	66,310.89	520,185.11	88.69%
51205	Advertising/Marketing Svc	25,000.00	25,000.00	0.00	25,000.00	100.00%
51206	Accounting/Auditing Services	18,903.00	18,903.00	11,171.12	7,731.88	40.90%
51207	Client Accounting Services	35,125.00	35,125.00	0.00	35,125.00	100.00%
51212	Outside Counsel - Legal Advice	5,000.00	5,000.00	4,458.98	541.02	10.82%
51249	Other Professional Services	170,000.00	170,000.00	93,887.14	76,112.86	44.77%
51401	Rents and Leases - Equipment	2,200.00	2,200.00	0.00	2,200.00	100.00%
51421	Rents and Leases - Bldg/Land	3,381.00	3,381.00	0.00	3,381.00	100.00%
51803	Other Contract Services	7,109,882.00	7,109,882.00	5,024,887.20	2,084,994.80	29.33%
51901	Telecommunication Data Lines	1,112.00	1,112.00	412.88	699.12	62.87%
51902	Telecommunication Usage	24.00	24.00	0.93	23.07	96.13%
51904	ISD - Baseline Services	24,730.00	24,730.00	2,085.04	22,644.96	91.57%
51907	ISD - Device Modernization Pro	0.00	0.00	5,388.03	(5,388.03)	0.00%
51909	Telecommunication Wireless Svc	927.00	927.00	359.99	567.01	61.17%
51911	Mail Services	250.00	250.00	0.00	250.00	100.00%
51916	County Services Chgs	31,397.00	31,397.00	0.00	31,397.00	100.00%
51922	County Car Expense	2,810.00	2,810.00	0.00	2,810.00	100.00%
52091	Memberships/Certifications	13,070.00	13,070.00	740.00	12,330.00	94.34%
52111	Office Supplies	2,000.00	2,000.00	0.00	2,000.00	100.00%
52115	Books/Media/Subscriptions	6,780.00	6,780.00	0.00	6,780.00	100.00%
52162	Special Department Expense	1,405.00	1,405.00	0.00	1,405.00	100.00%
52163	Professional Development	7,000.00	7,000.00	2,242.29	4,757.71	67.97%
All Expense/Expenditure Accts		8,059,215.00	8,059,215.00	5,228,952.87	2,830,262.13	0.35
All Expense/Expenditure Accts		8,059,215.00	8,059,215.00	5,228,952.87	2,830,262.13	
All Assets Accounts						
All Revenues		8,059,510.00	8,059,510.00	3,683,263.59	4,376,246.41	
Net Cost		(295.00)	(295.00)	1,545,689.28	(1,545,984.28)	

66110300 Zero Waste - Organics Reserve

Department / Account	Description	Original Budget	Final Budget	Actual Year to Date	Remaining Balance	% Remaining
All Revenues						
44002	Interest on Pooled Cash	29,289.00	29,289.00	108,171.22	(78,882.22)	-269.32%
All Revenues		29,289.00	29,289.00	108,171.22	(78,882.22)	(2.69)

All Expense/Expenditure Accts

51201	Administration Services	9,056.00	9,056.00	0.00	9,056.00	100.00%
51206	Accounting/Auditing Services	1,000.00	1,000.00	1,000.00	0.00	0.00%
51212	Outside Counsel - Legal Advice	10,000.00	10,000.00	1,076.10	8,923.90	89.24%
52111	Office Supplies	1,000.00	1,000.00	0.00	1,000.00	100.00%
52162	Special Department Expense	0.00	0.00	1,358.49	(1,358.49)	0.00%
52163	Professional Development	0.00	0.00	73.85	(73.85)	0.00%
All Expense/Expenditure Accts		21,056.00	21,056.00	3,508.44	17,547.56	0.83

All Asset Accounts

19831	Acq-CIP-Bldg & Impr	0.00	1,260,000.00	1,193,142.05	66,857.95	5.31%
All Asset Accounts		0.00	1,260,000.00	1,193,142.05	66,857.95	0.05

All Expense/Expenditure Accts		21,056.00	21,056.00	3,508.44	17,547.56	
All Assets Accounts		0.00	1,260,000.00	1,193,142.05	66,857.95	
All Revenues		29,289.00	29,289.00	108,171.22	(78,882.22)	
Net Cost		(8,233.00)	1,251,767.00	1,088,479.27	163,287.73	

66111300 Debt Servicing Reserve

Department / Account	Description	Original Budget	Final Budget	Actual Year to Date	Remaining Balance	% Remaining
All Revenues						
44002	Interest on Pooled Cash	44,000.00	44,000.00	32,572.38	11,427.62	25.97%
47101	Transfers In - within a Fund	900,000.00	900,000.00	0.00	900,000.00	100.00%
All Revenues		944,000.00	944,000.00	32,572.38	911,427.62	0.97

All Expense/Expenditure Accts

51201	Administration Services	91,407.00	91,407.00	0.00	91,407.00	100.00%
51206	Accounting/Auditing Services	1,000.00	1,000.00	1,000.00	0.00	0.00%
All Expense/Expenditure Accts		92,407.00	92,407.00	1,000.00	91,407.00	0.99

All Asset Accounts

19831	Acq-CIP-Bldg & Impr	703,280.00	1,543,280.00	1,070,078.75	473,201.25	30.66%
All Asset Accounts		703,280.00	1,543,280.00	1,070,078.75	473,201.25	0.31

All Expense/Expenditure Accts		92,407.00	92,407.00	1,000.00	91,407.00	
All Assets Accounts		703,280.00	1,543,280.00	1,070,078.75	473,201.25	
All Revenues		944,000.00	944,000.00	32,572.38	911,427.62	
Net Cost		(148,313.00)	691,687.00	1,038,506.37	(346,819.37)	

66110900 ZW - Contingency Fund

Department / Account	Description	Original Budget	Final Budget	Actual Year to Date	Remaining Balance	% Remaining
All Revenues						
44002	Interest on Pooled Cash	134,000.00	134,000.00	35,987.80	98,012.20	73.14%
All Revenues		134,000.00	134,000.00	35,987.80	98,012.20	0.73

All Expense/Expenditure Accts						
51201	Administration Services	94,199.00	94,199.00	10,958.22	83,240.78	88.37%
51206	Accounting/Auditing Services	1,000.00	1,000.00	1,000.00	0.00	0.00%
51212	Outside Counsel - Legal Advice	20,000.00	20,000.00	9,550.50	10,449.50	52.25%
51803	Other Contract Services	25,000.00	25,000.00	29,605.00	(4,605.00)	-18.42%
52111	Office Supplies	1,000.00	1,000.00	469.65	530.35	53.04%
52112	Office Furniture/Fixtures	0.00	0.00	24,147.32	(24,147.32)	0.00%
52162	Special Department Expense	119,000.00	119,000.00	41,217.27	77,782.73	65.36%
All Expense/Expenditure Accts		260,199.00	260,199.00	116,947.96	143,251.04	0.55

All Asset Accounts						
19831	Acq-CIP-Bldg & Impr	0.00	0.00	58,713.38	(58,713.38)	0.00%
All Asset Accounts		0.00	0.00	58,713.38	(58,713.38)	0.00

All Expense/Expenditure Accts		260,199.00	260,199.00	116,947.96	143,251.04	
All Assets Accounts		0.00	0.00	58,713.38	(58,713.38)	
All Revenues		134,000.00	134,000.00	35,987.80	98,012.20	
Net Cost		126,199.00	126,199.00	139,673.54	(13,474.54)	

66111200 Unfunded Pension Liability Rsv

Department / Account	Description	Original Budget	Final Budget	Actual Year to Date	Remaining Balance	% Remaining
All Revenues						
44002	Interest on Pooled Cash	16,000.00	16,000.00	15,005.63	994.37	6.21%
All Revenues		16,000.00	16,000.00	15,005.63	994.37	0.06

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

All Expense/Expenditure Accts		1,000.00	1,000.00	1,000.00	0.00	
All Assets Accounts						
All Revenues		16,000.00	16,000.00	15,005.63	994.37	
Net Cost		(15,000.00)	(15,000.00)	(14,005.63)	(994.37)	

Third Quarter Fund Balances FY 25/26

Fund		Beginning Balance	3/31/2026	Projected Fund Balance	Fund Balance Goal
Organics Reserve	78103	4,366,314	3,275,249	2,787,678	1,974,414
HHW	78104	540,279	1,050,229	1,141,848	559,023
Contingency Reserve	78109	2,286,400	2,145,639	1,013,233	927,127
Education & Outreach	78110	593,679	821,183	198,404	107,957
Organics	78111	1,970,464	490,029	2,239,127	1,974,414
Unfunded Pension Liability Rsv	78112	733,081	746,415	725,773	
Debt Servicing Reserve	78113	1,969,317	929,819	1,883,083	
Total			9,458,563	9,989,146	



Agenda Item #: 4.4
Staff Contact: Sales
Agenda Date: 5/21/26
Approved By: LL

ITEM: Approval of the Seventh Amendment to the Oil Program Management Agreement with Soluna Outreach Solutions

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends that the Board authorize the Zero Waste Sonoma (ZWS) Executive Director to execute a Seventh Amendment to the Oil Program Management Agreement with Soluna Outreach Solutions.

II. BACKGROUND

In 2017, ZWS released an RFP for Oil Payment Program (OPP) management. Soluna Outreach Solutions was the only contractor to submit an RFP response. The Board approved a three-year agreement allowing for two additional annual extensions. In June 2020, ZWS utilized the first annual extension permitted by the agreement. The Board of Directors approved subsequent one-year extensions in 2021, 2022, 2023, 2024 and 2025. This Seventh Amendment would extend the term another year, ending June 30, 2027.

III. DISCUSSION

The proposed changes in the Seventh Amendment to the OPP Management Agreement update the term of the agreement to expire on June 30, 2027.

IV. FUNDING IMPACT

The Oil Program Management Agreement is funded through CalRecycle's OPP grant. Historically, CalRecycle's statewide budget for OPP was around \$11M with ZWS receiving between \$145,000-\$150,000 per year. Soluna Outreach Solutions received \$70,000-\$75,000 per year between FY 17-18 to FY 20-21.

During FY 21-22, CalRecycle's statewide OPP11 budget was cut by approximately 60% and ZWS received \$78,349. Therefore, the Second Amendment of the Oil Payment Management Agreement with Soluna Outreach Solutions was reduced to \$40,000.

The Third Amendment to the OPP Management Agreement with Soluna Outreach Solutions authorized a budget of \$45,000, an increase of \$5,000 from FY 21-22.

The Fourth and Fifth Amendments to the OPP Management Agreement maintained the budget of \$45,000 for Soluna Outreach Solutions. However, since the decline of COVID-related event closures, Soluna has prioritized in-person community events as the majority of the outreach conducted under this Agreement. The Sixth Amendment increased Soluna's budget to \$55,000 per FY.

For FY 26-27, ZWS will receive \$87,720 in OPP funds, 80% of which will be used to fund outreach consultants.

Staff recommends maintaining the \$55,000 budget for OPP16 and FY 26-27. Due to the decrease in OPP funding from CalRecycle, Soluna has decreased the amount of proposed Spanish-language radio shows, "Nuestra Tierra."

The contract value was already taken into consideration and approved in the FY 26-27 ZWS Budget.

V. ATTACHMENTS

1. Seventh Amendment to Oil Program Management Agreement
2. Resolution No.: 2026-10
3. Soluna FY 26-27 Scope of Work & Budget

**SEVENTH AMENDMENT TO AGREEMENT WITH SOLUNA OUTREACH SOLUTIONS
FOR OIL PROGRAM MANAGEMENT**

This Seventh Amendment to Agreement for Oil Program Management (“Sixth Amendment”) is made as the 21st day of May, 2026, by the Sonoma County Waste Management Agency (“SCWMA”) and Soluna Outreach Solutions (“Contractor”).

RECITALS

- A. SCWMA and Contractor entered into that certain Agreement for Oil Program Management (the “Agreement”), dated June 21, 2017, pursuant to which Contractor agreed to the management, outreach, and education of the Used Motor Oil and Filter Program; and
- B. SCWMA and Contractor entered into a First Amendment to Agreement on June 1, 2020 that extended the term of the Agreement to June 30, 2021; and
- C. SCWMA and Contractor entered into a Second Amendment to Agreement on June 1, 2021 that extended the term of the Agreement to June 30, 2022; and
- D. SCWMA and Contractor entered into a Third Amendment to Agreement on July 21, 2022 that extended the term of the Agreement to June 30, 2023; and
- E. SCWMA and Contractor entered into a Fourth Amendment to Agreement on July 1, 2023 that extended the term of the Agreement to June 30, 2024; and
- F. SCWMA and Contractor entered into a Fifth Amendment to Agreement on May 16, 2024 that extended the term of the Agreement to June 30, 2025; and
- G. SCWMA and Contractor entered into a Sixth Amendment to Agreement that will extend the term of the Agreement to June 30, 2026.
- H. SCWMA and Contract desire to enter into a Seventh Amendment to Agreement that will extend the term of the Agreement to June 30, 2027.

AMENDMENT

- 1. Amendment to Section 3 of the Agreement is hereby amended in its entirety to read as follows:
 - a. “3. Term of Agreement. The term of this Agreement shall be from July 1, 2017 to June 30, 2027, unless terminated earlier in accordance with the provisions of Article 4 below.”
- 2. Amendment to Exhibit A. Exhibit A – Scope of Work of the Agreement is amended as attached. Should the scope of services be affected by COVID-19 and/or related closures, amendments to Exhibit A shall be mutually agreed upon by Contractor and SCWMA.
- 3. No Other Changes. Except as amended by this Seventh Amendment, all other terms and conditions in the Agreement shall remain unchanged and shall continue on in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Seventh Amendment to Agreement for Oil Program Management on the day and year first above written.

AGENCY:

SONOMA COUNTY WASTE
MANEGEMENT AGENCY

By: _____

Leslie Lukacs, Executive Director

Date: _____

CONTRACTOR:

SOLUNA OUTREACH SOLUTIONS

By: _____

Hugo Mata, Principal

Date: _____

APPROVED AS TO FORM:

By: _____

Ethan Walsh, Agency Counsel

RESOLUTION NO.: 2026-10
DATED: May 21, 2026

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY, ALSO KNOWN AS ZERO WASTE SONOMA, (“AGENCY”) AUTHORIZING A SEVENTH AMENDMENT TO THE AGREEMENT WITH SOLUNA OUTREACH SOLUTIONS (“CONTRACTOR”) FOR PROFESSIONAL SERVICES FOR OIL PROGRAM MANAGEMENT

WHEREAS, Contractor represents to Agency that it is a duly qualified firm experienced in public education and used oil related services; and

WHEREAS, in the judgment of the Board of Directors of the Agency, it is necessary and desirable to employ the services of Contractor to assist in the management of its oil recycling program.

NOW, THEREFORE, BE IT RESOLVED that the Zero Waste Sonoma Board hereby authorizes the Agency’s Executive Director to execute the Seventh Amendment to the Agreement with Soluna Outreach Solutions for Oil Program Management through June 30, 2027.

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: May 21, 2026

Clerk of Zero Waste Sonoma of the State of California in and for the County of Sonoma, County of Sonoma

Scope of Work
Used Motor Oil and Filter Recycling (Community Outreach)
Zero Waste Sonoma
July 1, 26 – June 30, 27

Soluna Outreach Solutions has the advantage of more than twenty years of experience performing the tasks in the Request for Proposal. In preparing this Scope of Work, we have carefully analyzed the records of past years to ensure that our proposal continues and builds upon the services that the Zero Waste Sonoma (formerly known as Sonoma County Waste Management Agency) has depended upon to date.

As in previous years, our plan is organized into three sections which correspond with the reporting categories in the annual CalRecycle OPP report. By tracking our time and expenses and invoicing to these categories, reporting will be simplified, and program goals will also be easier to track.

The narrative below corresponds to the items in the attached budget spreadsheet.

I. Used Oil Collection Center Visits and Assistance

This section includes two yearly tasks which are billed as lump-sum increments, plus professional time to assist collections centers.

A. DIYer Perspective: visits to Collection Centers by ‘secret shoppers.’

We will recruit and train volunteers from the Redwood Empire Classic Chevy Club (or similar organization if necessary) to visit all of the sites listed in the Recycling Guide including certified and non-certified businesses and the government-operated sites (Central Landfill/HHW facility, transfer stations, and city facilities). We will pay the Club a stipend for each location.

We will provide written instructions to the Club members and individual data forms pre-printed with the location names, addresses, phone numbers and operating hours. Data requested on the forms will include visibility of signs, acceptance of used oil and filters, and evaluation on a scale of 1-5 on whether the collection center staff were knowledgeable about the program, friendly and prompt. There is also room for comments and observations by the volunteers. Other questions may be included to address priority issues in any given year. Data from the completed forms will be entered into a spreadsheet and a summary report prepared.

B. Collection Center Site Visits

We will visit each of the businesses participating in the program, including those certified by CalRecycle and uncertified. We will update (with approval from Agency staff) and provide the “Collection Center Basics” flier to each location, as well as Recycling Guides and other Agency materials as desired, and other CalRecycle materials from the CCC Operators Guide as needed.

For each location, we will complete the CalRecycle site visit form. We will also provide on-the-spot assistance as needed including providing signage (CalRecycle oil and filter recycling signs, no

dumping signs, and tank labels instructing staff to avoid accepting contaminated oil.) When it is necessary to address immediate issues or to obtain data not available from store staff present during the visit, we will follow up with phone calls to managers, including corporate offices as needed.

We will also obtain quantity data on used oil and filters accepted for recycling, using a combination of manager estimates, reported number of hauls of filter drums, and logs where available, to augment the CalRecycle claims data. The claims data is most useful for the auto parts chains AutoZone and O'Reilly which receive only DIYer oil and report routinely each quarter. For oil at other locations and for all filter data, the other methods are needed.

All of the data will be entered into spreadsheets and a summary report prepared. The quantity data will be totaled for certified and non-certified collection centers as these categories are needed for the annual CalRecycle report.

C. Assist Collection Center Businesses

We have budgeted for 25 hours of time per year on an as-needed basis. This reflects the approximate level of staffing devoted to this task in recent years. Examples may include responding to requests for assistance with applying for the incentive claim, recertifying or other CalRecycle compliance or with issues such as illegal dumping; working with Zero Waste Sonoma staff on special projects such as arranging for equipment or signage at transfer stations, marinas or other collection locations; recruiting new collection centers as needed to fill gaps or as desired by staff; researching and responding to emerging issues such as the filter cartridge and DTSC filter rules currently impacting programs; liaising with the North Bay Conservation Corp when needed and appropriate to assist collection centers.

II. Publicity and Education

This section comprises the lion's share of the budget. Each of the tasks are budgeted at levels reflecting those of recent years. Time and expenses may vary from year to year among these tasks as activities, opportunities and priorities change.

NOTE: In the event that person-to-person outreach is eliminated due to cancelled community events caused by any public health crisis, Soluna Outreach Solutions is prepared to create other community outreach alternatives. These will involve a larger expense in media and other channels, that will help in engaging the community to properly recycle used motor oil and filters.

These channels are highlighted with a highlighted **NOTE** in each of the following proposed tasks and may be expanded upon or changed in agreement with Zero Waste Sonoma staff.

A. Media

Hugo Mata will assist staff with media buys in English and Spanish media; media placement including arranging interviews and seeking print articles. Media buys and other expenses such as art costs are to be paid by Zero Waste Sonoma.

NOTE: The current amount allocated in the budget for media buys will have to be increased if community events are cancelled for FY26-27. Soluna Outreach Solutions will negotiate the best deal packages including free spots and reduced rates for print ads.

B. Outreach Events

Time is budgeted for researching, planning and scheduling events throughout the year and in all parts of Sonoma County; setting up, conducting outreach, and taking down displays; and monthly reports detailing each event. Staff are bilingual and conversant in all Agency programs as well as the used oil recycling program. Expenses include travel to events, parking and incidentals. Pass-through costs include event registrations, display equipment and materials, storage for materials, and some giveaways. Additional giveaways, particularly oil and filter recycling containers, may be requested of staff as needed. Some event outreach expenses may be pro-rated from time to time with other clients, allowing the budget to go farther.

NOTE: If some events are cancelled due to any public health crisis, the budgeted time and expenses allocated for this task will be shifted to Task: IIF Development of Web and Social Media Outreach; which is explained in detail below.

C. Nuestra Tierra Weekly Radio Show (NOTE: this item is included in the budget for FY26-27 and provides a good opportunity to outreach the community, anytime of the year. It is also a good opportunity to invite ZWS Staff to be interviewed on this topic).

Hugo Mata is producer and host of the weekly show “*Nuestra Tierra*” (“Our Earth”) on KBBF Radio. This program began in 2014 through a unique partnership between the Sonoma County Waste Management Agency’s used oil recycling program and the Bilingual Broadcasting Foundation’s community broadcast training program.

The show features in-depth information on a wide range of environmental topics, including interviews with representatives of various agencies and programs, and call-ins from listeners. Individual programs may feature multiple topics or in some cases be almost entirely devoted to specific issues, so the cost is divided into increments of one quarter of each show. Also, because the programming is heard throughout the region, we are able to focus some shows on specific topics for the full hour with information particular to up to four jurisdictions and divide the cost accordingly. (Thus, for example, a July program on curbside pick-up of used motor oil and filters might include details for curbside pick-up in multiple counties.) We have budgeted for 25 segments during the year to promote used motor oil and filter recycling programs, which will be aired on up to 30 of the weekly shows. This format allows a great deal of flexibility for Agency priorities as campaigns on specific topics can be given very in-depth coverage on some shows while ongoing programs can receive frequent reinforcement and repetition.

D. DMV Outreach

Bilingual staff sets up a small display outside the Santa Rosa or Petaluma offices of the Department of Motor Vehicles to engage patrons and answer questions as they are waiting in line to do business. Shifts are generally 3-4 hours on weekday mornings.

NOTE: If community outreach at DMV buildings in Sonoma County is not allowed due to public health crisis, the allocated budget will also be shifted to other tasks (possibly Task IIA and Task IIG)

E. Community Presentations

These are opportunities to engage groups of people in more in-depth discussions about proper recycling of used motor oil and related issues. Conducted by bilingual staff, these include both English language and Spanish language groups. Examples may include Labor Centers, Rotary Clubs and various programs for parents of school children, and auto shop classes.

F. Development of Web and Social Media Outreach.

NOTE: The new normal to engage the community of Sonoma County during and after a public health crisis must consider an ongoing bilingual informational platform that includes Social Media, Web presence, In-Store radio, and digital signage at different local markets and restaurants.

During fiscal year 2020-2021, Soluna worked with NEXO Media on behalf of Zero Waste Sonoma to develop this bilingual platform that will engage the community through audio and vibrant visuals emphasizing the proper recycling of used motor oil and filters in Sonoma County. If need be, we are proposing to continue the use of this platform in the fiscal year 2026-2027. This platform includes:

Radio Production

Fully produced audio spots for Radio, In-Store Radio and Social Media.

Video Shoot and Video Production/Content

Video spots will be created, edited and produced to enhance visual effects and showcase the different resources to properly recycle used motor oil and filters (i.e. curbside pick-up, CCC's and HHW Facility). They will also highlight the different resources for Do-It-Yourself oil changers to recycle the oil and filters properly. Other messages might include the importance of used motor oil and filter recycling to avoid polluting our water and keeping our environment safe and healthy.

In Store Radio

Many local stores, restaurants and supermarkets are part of a network of stores airing produced radio spots highlighting local services, programs etc. Through this platform, the used motor oil and filter recycling message will be repeated several times a day. While in the store, customers will be exposed to this audio message.

Digital Signage

Nexo Media has a good number of panels (TV screens) located in high foot traffic Latino retail businesses including Lola's Markets, Rancho Mendoza and popular restaurants like Molcajetes. The video will run every 10 minutes or so during the site's business hours.

G. Filter Drainer Kit Home Delivery

NOTE: If many community events are cancelled due to public health crisis during FY 2026-27, Soluna will continue to work with Agency staff to provide home delivery of filter drainer kits (i.e. filter drainer and oil rag) to Do-It-Yourself oil changer that requested them.

Soluna will continue to offer home delivery of this “Filter Drainer Kits” to those residents that request them. We will keep a detailed spreadsheet with names and other information necessary to deliver those kits and will be provided to Agency staff as requested.

H. English as Second Language Lesson “the Family Car”

This program targets adult English learners through local ESL teachers, primarily through the Santa Rosa Junior College non-credit ESL program. Each year we will update the student lesson, incorporating the current used oil pages from the Recycling Guide. We will also keep the teacher packet updated with any changes. We will provide all the materials to the teachers including copies of the student book, ‘realia’ (a box of items including drain pan, filter, oil container, plastic jug, etc.) power point and overhead transparencies, and bingo game. We will pay the teachers a stipend for completing the class record form documenting the lesson, and invoice based on these completed forms. All costs, including a summary report at the end of each fiscal year are included in the unit price.

NOTE: Soluna proposes three classes to be taught during FY26-27.

III. Administration and Meetings

This section includes costs categorized as Administration in the OPP annual report to CalRecycle.

A. Workshops and Meetings

Attendance at Household Hazardous Waste Information Exchanges, Used Oil/HHW Conferences, and other related CalRecycle workshops and meetings is an allowable expense under the OPP, and Hugo Mata will attend as desired by staff and within the allocated budget. Such attendance will generally be pro-rated with other clients. In the event that Agency staff decide to host the HHWIE we would be available to assist. Time is also budgeted for attendance and presentations to the SCWMA Board if desired.

B. Assist Zero Waste Sonoma Staff as Needed with CalRecycle Reporting

Soluna will assist staff with preparation for the CalRecycle OPP annual report and any other related tasks as needed.

C. Record keeping, Reports and Invoicing

All time logs, invoices, CalRecycle approvals, and other materials will be kept on file and available to Zero Waste Sonoma staff or state auditors upon request. Each invoice will be organized by the three sections corresponding to CalRecycle reporting categories, with a brief description of the work performed.

Budget

The budget page includes time and expenses to accomplish the tasks described on a yearly basis. Professional time is billed at \$120 per hour, outreach and clerical time at \$70 per hour. Mileage is billed at the State of California approved rate, currently \$0.725/ mile. Copies are billed at \$0.20 for black and white, \$0.60 for color. Pass-through costs are passed through without markup except for a \$5 administrative fee for each payment.

**OIL PROGRAM MANAGEMENT
PROPOSED ANNUAL BUDGET FY 26-27**

TASKS	Units	Unit Price	Unit price extension	Soluna Hrs @ \$120	C2 Hrs @ \$120	Soluna Hrs @ \$70	Time Hrs Total	Time \$ Total	Pass-through Costs	Expenses	Total Cost
I. Used Oil Collection Center Visits and Assistance											
A. DIYer Perspective: visits to all collection centers including the ABOPS, by DIYers recruited as "secret shoppers".	1	\$4,000.00	\$4,000.00				0	\$0.00			\$4,000.00
B. Collection Center Site Visits: visits to all certified and non certified collection centers (not including ABOPS) to complete CalRecycle requirements, offer assistance, and obtain quantity data	1	\$7,000.00	\$7,000.00				0	\$0.00			\$7,000.00
C. Assist collection center businesses. May include working with SCWMA staff to provide equipment; help with illegal dumping and other issues; assistance with CalRecycle issues such as signage, certification, filing incentive claims etc.			\$0.00	25			25	\$3,000.00		\$160.00	\$3,160.00
task total				25	0	0	25	\$3,000.00	\$0.00	\$160.00	\$14,160.00
II. Publicity and Education											
A. Media: assist staff with media buys in English and Spanish media; media placement including arranging interviews and seeking print articles. Time includes drafting scripts and obtaining CalRecycle approval.			\$0.00	8			8	\$960.00	\$1,000.00		\$1,960.00
B. Outreach events: Pass-through expenses include registration fees, display materials, storage for materials, and giveaways.			\$0.00	2		170	172	\$12,140.00	\$2,000.00	\$600.00	\$14,740.00
C. Nuestra Tierra weekly radio show- prorated portions of up to 30 shows, unit price is 1/4 of one-hour show. Includes all broadcast expenses, prep and scheduling, and reporting.	25	\$150.00	\$3,750.00				0	\$0.00			\$3,750.00
D. DMV Outreach			\$0.00	3		56	100	\$4,280.00		\$575.00	\$4,855.00
E. Community Presentations including Labor Centers, Parents groups (Pasitos, CAP, Headstart etc)			\$0.00	3		55	58	\$4,210.00			\$4,210.00
F. Development of web and Social media outreach. Pass-through expenses include In-Store Radio and Digital Signage at local stores			\$0.00	5			5	\$600.00	\$1,000.00		\$1,600.00
G. Filter Drainer Kit Home Delivery.			\$0.00	5		24	29	\$2,280.00		\$490.00	\$2,770.00
H. ESL lesson "The Family Car"	3	\$425.00	\$1,275.00				0	\$0.00			\$1,275.00
task total				26	0	305	372	\$24,470.00	\$4,000.00	\$1,665.00	\$35,160.00
III. Administration and Meetings											
A. Workshops and meetings including attendance/ presentations at SCWMA meetings as desired; Household Hazardous Waste Information Exchanges, Used Oil/HHW Conferences, and other related workshops/ meetings. Time and expenses to be prorated with other clients where possible.			\$0.00	20			20	\$2,400.00		\$520.00	\$2,920.00
B. Assist SCWMA staff as needed with CalRecycle requirements, reporting etc.			\$0.00	4			4	\$480.00			\$480.00
C. Record keeping, reports and invoicing.			\$0.00	12		12	24	\$2,280.00			\$2,280.00
task total				36	0	12	48	\$5,160.00	\$0.00	\$520.00	\$5,680.00
TOTAL ALL TASKS:				87	0	317	445	\$32,630.00	\$4,000.00	\$2,345.00	\$55,000.00



Agenda Item #: 4.5
Cost Center: Education
Staff Contact: Cushwa
Agenda Date: 5/21/26
Approved By: LL

ITEM: Approval of the First Amendment to the Agreement with Soluna Outreach Solutions for Spanish Language Outreach Program and Budget Adjustment

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends that the Board authorize the Zero Waste Sonoma (ZWS) Executive Director to execute the Agreement for Spanish Language Outreach with Soluna Outreach Solutions.

II. BACKGROUND

Spanish-language outreach is one of the objectives identified in the Countywide Integrated Waste Management Plan (CoIWMP) to encourage waste diversion and increase participation in recycling and composting programs within non-English-speaking communities. Soluna Outreach Solutions was awarded a three-year Spanish Language Outreach contract through a 2017 Request for Proposals (RFP) process, with contract extensions approved since that time.

III. DISCUSSION

The proposed First Amendment to the Spanish Language Outreach Agreement would extend the agreement term through June 30, 2026, to allow for renewal consideration as part of the FY 2026-27 budget process.

The Spanish Language Outreach Agreement is funded through ZWS's Outreach and Education budget. From FY 2017-18 through FY 2022-23, Soluna Outreach Solutions received \$30,000 annually under the agreement. Funding for FY 2020-21 was suspended due to COVID-19-related budget reductions. In subsequent years, compensation increased to reflect expanded outreach efforts and updated service rates, including \$45,000 in FY 2023-24, \$37,000 in FY 2024-25, and \$35,800 expended to date in FY 2025-26.

The proposed First Amendment would increase the agreement amount to \$57,000 to accommodate updated rates and continued Spanish-language outreach services.

IV. FUNDING IMPACT

The FY 2026-27 ZWS budget was approved based on the previous contract amount of \$45,000. Due to updated service rates from Soluna Outreach Solutions, staff is requesting Board approval of a \$12,000 budget adjustment to Other Contract Services (Account 51803)

ATTACHMENTS

1. Soluna Spanish Outreach Agreement
2. Resolution No.: 2026-11



SONOMA COUNTY WASTE MANAGEMENT AGENCY
(also known as Zero Waste Sonoma)

First Amendment to Agreement for Spanish Language Outreach Services

This First Amendment to Agreement for Spanish Language Outreach Services ("First Amendment") is entered into as of the date last signed below by and between the Sonoma County Waste Management Agency, also known as Zero Waste Sonoma ("SCWMA"), and Soluna Outreach Solutions ("Contractor"). SCWMA and Contractor may be referred to individually as a "Party" and collectively as the "Parties."

Recitals

- A. SCWMA and Contractor entered into that certain Agreement for Spanish Language Outreach Services (the "Agreement"), dated May 18, 2023, pursuant to which Contractor agreed to providing Spanish Language Outreach and Spanish Eco-Desk Assistance; and
- B. The Agreement's term runs from July 1, 2023 through June 30, 2026, and Section 6 permits up to two annual extensions upon mutual agreement, which extensions may be authorized on behalf of SCWMA by the SCWMA Executive Director; and
- C. The Parties desire to exercise the first one-year extension and amend compensation for that extended term.

Agreement

- 1. Term Extension. The Agreement is extended for one additional year, from July 1, 2026 through June 30, 2027, unless earlier terminated in accordance with the Agreement.
- 2. Compensation During Extended Term. For services performed during the extended term, the total amount payable to Contractor under the contract shall not exceed Fifty-Seven Thousand Dollars (\$57,000). Contractor shall invoice SCWMA monthly for services rendered. Travel, if requested and approved by SCWMA, will be reimbursed at cost, with mileage reimbursed at the applicable Internal Revenue Service standard mileage rate at the time of travel.
- 3. No Other Changes. Except as expressly amended by this First Amendment, all terms and conditions of the Agreement remain unchanged and in full force and effect.
- 4. Counterparts; Electronic Signatures. This First Amendment may be executed in counterparts and by electronic signature, each of which is deemed an original and all of which together constitute one instrument.

(Signatures on following page)



SONOMA COUNTY WASTE MANAGEMENT AGENCY

By: _____
Leslie Lukacs, Agency Executive Director

Date: _____

Reviewed as to form:

Ethan Walsh, Agency Counsel

Soluna Outreach Services

Signature: _____

Title: _____

Date: _____

RESOLUTION NO.: 2026-11

DATED: May 21, 2026

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY, ALSO KNOWN AS ZERO WASTE SONOMA, (“AGENCY”) AUTHORIZING AN AMENDMENT TO THE FIRST AGREEMENT EXTENSION WITH SOLUNA OUTREACH SOLUTIONS (“CONTRACTOR”) FOR PROFESSIONAL SERVICES FOR SPANISH LANGUAGE OUTREACH

WHEREAS, Contractor represents to Agency that it is a duly qualified firm experienced in public education and Spanish language services; and

WHEREAS, in the judgment of the Board of Directors of the Agency, it is necessary and desirable to employ the services of Contractor to assist in public outreach in Spanish and English; and

WHEREAS, the Board approved an Agreement for Spanish Language Outreach with Soluna Outreach Services from July 1, 2023 to June 30, 2026; and

WHEREAS, the Board wishes to extend the agreement for an additional year; and

WHEREAS, the Board approves the increase in the budget to \$52,000.

NOW, THEREFORE, BE IT RESOLVED that the Zero Waste Sonoma Board hereby authorizes the Agency’s Executive Director to execute the First Amendment and Extension of the Agreement with Soluna Outreach Services for Outreach, Public Education, and Spanish Translation Services.

BE IT FURTHER RESOLVED that the Zero Waste Sonoma Board approves the increased budget adjustment of \$12,000 to account 51803 Other Contract Services.

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: May 21, 2026

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



Agenda Item #: 5
Cost Center: Organics
Staff Contact: Tan
Agenda Date: 05/21/26
Approved By: LL

ITEM: Request for Qualifications to Provide Technical, On-Site Composting Workshops

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends the Board approve the release of the Request for Qualifications (RFQ) to Provide Technical, On-Site Composting Workshops.

II. BACKGROUND

During the March 2026 ZWS Board meeting, staff requested Board approval of the Organics Tipping Fee increase resulting from rising costs associated with transporting organic materials to neighboring counties for composting. Since the enactment of the State’s Short-Lived Climate Pollutants law, SB 1383, municipalities are required to collect organics and divert them from landfills, significantly increasing demand for limited regional organics processing capacity. The County’s proposed compost facility project on Slusser Road remains several years from completion and ZWS and Sonoma County is dependent on out-of-county compost facilities to process organics materials. At the March meeting, the board discussed strategies on how to reduce the amount of organics tonnage trucked out of the county while we wait for the new facility to be built. The Board provided direction for staff to resurrect home composting education outreach, which was previously discontinued during the pandemic.

In addition to municipal organics management challenges, changes in state agricultural regulations have also increased interest in local composting practices. The phaseout of agricultural burning under SB 705 (2003, Florez) led many agricultural operators to seek alternative methods for managing agricultural waste. While growers may transport agricultural materials off-site for disposal or composting, or manage composting operations on-site, financial constraints and limited technical knowledge of composting practices have created barriers to broader adoption. In response, lawmakers adopted SB 279 (2025, McNerney), which took effect January 1, 2026, and expanded opportunities for agricultural operators to compost materials on-site without obtaining a compostable material handling permit from the state. Under SB 279, growers may maintain up to 200 cubic yards of feedstock and compost material on-site at one time and may distribute or sell up to 5,000 cubic yards of compost product annually to help offset operational costs.

III. DISCUSSION

Staff proposes a program to provide on-site composting workshops to encourage more local small to mid-scale composting operations for orchards, vineyards, schools, community gardens, and/or other crop farmers in Sonoma County. In addition to reducing greenhouse gas emissions associated with transporting agricultural materials and food scraps out of the county, this program would empower farmers to produce their own compost, helping to reduce operational costs, improve

soil health, and increase community resiliency.

By encouraging small to mid-scale on-site composting, ZWS would make a bigger environmental and regional impact. Although agricultural waste may not be a part of the organics stream that ZWS controls, farmers who do not burn their material would self-haul to the same regional composting facilities with whom ZWS contracts. The statewide push to redirect organics away from landfills has caused increased competition for limited capacity at these facilities. Under SB 1383, residents are required to subscribe to curbside green bin service even if they compost at home. The UC Cooperative Extension continues to teach home composting workshops and the ZWS has their back yard composting workshop posted on their website at <https://zerowastesonoma.gov/recycle-dispose/residents/home-composting?locale=en>. In addition, the ZWS website has brochures teaching backyard composting and worm composting. This information appeals to residents who have interest in gardening and the motivation and time creating their own compost despite having the convenience of a green bin.

Staff asks the Board to approve the release of a Request for Qualifications (RFQ) to provide technical, on-site composting workshops. The project scope is flexible to allow a wide range of responses and approaches. Preference will be given to proposals that incorporate equity-focused components, such as strategies to identify and prioritize workshops for small and/or BIPOC-owned growers, nonprofit farms, public schools, community gardens, growers who primarily speak a language other than English, or communities with lower incomes. Proposers are encouraged, but not required, to collaborate with other individuals or organizations to strengthen their proposal. Additional preference will be given to geographically diverse proposals that maximize community participation and environmental benefits across Sonoma County.

Assuming Board approval, staff anticipates releasing the RFQ on May 22, 2026, with proposals due by 12:00 p.m. on June 4, 2026. A review panel will evaluate the proposals received and recommend that the Board award the Agreement to a selected contractor at the June 18, 2026 Regular Meeting. The tentative term of the Agreement is July 1, 2026, through June 1, 2027. Proposers may negotiate a shorter project timeline, but not a longer one.

IV. FUNDING IMPACT

The selected proposer will be awarded a \$45,000 agreement funded through previously allocated ZWS budget funds designated for home composting and contamination education programs.

V. ATTACHMENTS

Request for Qualifications to Provide On-Site Composting Workshops in Sonoma County
Exhibit A Draft Agreement for Professional Services
Exhibit B Proposal Scoring Rubric
Exhibit C Proposal Authorization and Acknowledgement Form



REQUEST FOR QUALIFICATIONS

TO PROVIDE ON-SITE COMPOSTING WORKSHOPS IN SONOMA COUNTY

**Qualifications and a proposed scope of work are due
12:00 p.m. on Thursday June 4, 2026**

Submit proposal to:
Xinci Tan, Organics Program Manager
Xinci.Tan@sonomacounty.gov
Zero Waste Sonoma

1. INTENT AND BACKGROUND

1.1 Definitions

This section contains definitions that are used throughout this RFQ.

AGENCY: Zero Waste Sonoma (also known as the Sonoma County Waste Management Agency) is a joint powers authority composed of the County of Sonoma and the nine incorporated jurisdictions within Sonoma County: Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma, and Windsor.

COUNTY: The County of Sonoma, a political subdivision of the State of California, primarily overseeing the unincorporated areas within Sonoma County.

Sonoma County: The geographical area of Sonoma County, encompassing all incorporated and unincorporated areas.

1.2 Overview of Requested Services

Zero Waste Sonoma (AGENCY) is seeking qualifications for an individual or entity (PROPOSER) to provide technical, on-site composting workshops to benefit orchards, vineyards, schools, community gardens, and other crop growers in Sonoma County. The purpose of this project is to encourage small to medium-scale local composting and reduce greenhouse gas emissions from transporting agricultural materials and/or food scraps out of the county for disposal or composting. Since growers must often pay to haul finished compost back into the county, empowering growers to make their own compost will also help reduce costs, increase compost use and local nutrient cycling, and increase community-resiliency.

Since SB 705 (2003 Florez) phased out agricultural burning in California, growers must pursue alternative methods to dispose of agricultural waste. SB 279 (2025 McNerney) went into effect on January 1, 2026, and allows more growers to compost agricultural wastes on-site without needing to apply for compostable material handling permits from the state. Under SB 279, growers may have a total amount of feedstock and compost on-site at any one time of up to 200 cubic yards, and they may give away or sell up to 5,000 cubic yards of compost product annually.

All data and information furnished by the AGENCY or referred to in this RFQ are furnished for the PROPOSER's convenience. The AGENCY does not guarantee that such data and information are accurate and assumes no responsibility whatsoever as to their accuracy or interpretation. PROPOSERS shall satisfy themselves as to the accuracy or interpretation of all such information or data.

2. BUDGET

The AGENCY will select one proposal to award a \$45,000 agreement to provide technical, on-site composting workshops. The term of the agreement is suggested to be July 1, 2026 – June 1, 2027. PROPOSERS may propose a shorter term but not longer. The awarded PROPOSER will enter into a professional services agreement (Exhibit A) with the AGENCY for the project. The PROPOSER's scope of work will be negotiated and finalized with the AGENCY before inclusion into the agreement for execution.

3. SUBMISSION AND SCHEDULE

3.1 Content of Submission

PROPOSERS must include the following in their submission:

- a. Qualifications to provide technical, on-site composting workshops. If there is a project team, include each team member’s name, skills, and experience, and their project role.
- b. Proposed scope of work, budget breakdown, and timeline. Please include a breakdown of material costs and personnel hours.
- c. Proposal Authorization and Acknowledgement Form (Exhibit C) signed by the project lead or signature authority of the entity submitting the proposal.
- d. Any additional information, examples of prior work, outreach material, or supporting materials the PROPOSER believes would assist Zero Waste Sonoma in evaluating the proposal.
- e. Two references from similar projects

3.2 Submittal Rules

All submissions must be done in writing, e-mailed to Xinci.Tan@sonomacounty.gov by the deadline of **12:00 p.m. on Thursday, June 4, 2026**. The e-mail subject line must clearly state “**Qualifications to Provide Technical, On-Site Composting Workshops,**” and the e-mail content must include the name of the individual(s) and/or the entity submitting the proposal. No mailed or hand-delivered proposals will be accepted. Proposals received after the required submittal date and time will be rejected. The AGENCY will not, in any manner, be liable or responsible for any late delivery of proposals.

PROPOSERS are notified that the costs of preparing and submitting proposals and the risks associated therewith shall be borne solely by the PROPOSER. No compensation will be provided to PROPOSERS for work performed or costs incurred during the preparation, submittal, or evaluation of Proposals, nor for the negotiation or execution and delivery of an agreement awarded as a result of this RFQ.

3.3 Schedule

<u>Date</u>	<u>Action</u>	<u>Responsible Party</u>
May 22, 2026	Distribution of RFQ	AGENCY
May 27, 2026	Submit Written Questions (12:00 p.m.)	PROPOSER
May 29, 2026	Answers to Written Questions are published	AGENCY
June 4, 2026	Proposals Due (12:00 p.m.)	PROPOSER
June 18, 2026	Award of Agreement (tentative)	AGENCY

3.4 Questions

All questions about this RFQ must be directed to:

Xinci Tan, Organics Program Manager
Zero Waste Sonoma
195 Concourse Blvd, Suite B
Santa Rosa, CA 95403
Phone: (707) 837-6134
E-mail: Xinci.Tan@sonomacounty.gov

Questions must be submitted no later than **12:00 p.m. on Wednesday, May 27, 2026**; no response will be made to questions submitted after this date. An addendum to this RFQ will be published on the AGENCY's webpage (<https://zerowastesonoma.gov/agency/requests-for-proposals>) in response to any questions received. The PROPOSER is solely responsible for providing their email address by **12:00 p.m. on Wednesday, May 27, 2026**, to the contact above so that the addendum can be circulated as soon as available. The AGENCY cannot assure that every entity receiving an RFQ will receive the addenda. All addenda shall become part of the Agreement documents, and all PROPOSERS are bound by such addenda, whether or not received by the PROPOSER.

All requests for additional information regarding this RFQ should be directed to the AGENCY's Program Manager noted above. Do not directly contact other AGENCY staff or members of the Board of Directors. Individuals or organizations that do so may be disqualified from further consideration. AGENCY will recognize only those responses to inquiries issued in writing by AGENCY in Addendum form as binding modifications to this RFQ.

4. EVALUATION

The AGENCY shall evaluate each proposal. All determinations about the evaluation of proposals will be at the sole discretion of the AGENCY. Each proposal shall first be evaluated for completeness and for compliance with the requirements of this RFQ. The AGENCY will then evaluate the benefit of the proposed services described in the proposal to the AGENCY, its member agencies, and their citizens.

5. ATTACHMENTS

Exhibit A: Draft Agreement for Professional Services
Exhibit B: Proposal Scoring Rubric
Exhibit C: Proposal Authorization and Acknowledgement Form

Agreement for Professional Services to Provide Technical, On-Site Composting Workshops

1. CONTRACTOR INFORMATION

Contractor:

Address:

Telephone:

2. AGENCY INFORMATION

Agency: Sonoma County Waste Management Agency (also known as Zero Waste Sonoma)

Attention: Xinci Tan, Organics Program Manager

Address: 195 Concourse Blvd, Suite B

Santa Rosa, CA 95403

Telephone: (707) 837-6134

Project: Technical, On-Site Composting Workshops

3. SCOPE OF WORK

Detailed by PROPOSER. Will be negotiated and finalized with AGENCY staff.

4. PAYMENT FOR SERVICES

Agency agrees to pay Contractor an amount not to exceed \$45,000 for services rendered in accordance with tasks detailed in Section 3 Scope of Work. Contractor shall invoice Agency monthly for services rendered. Travel, if requested, will be reimbursed at cost with mileage reimbursed at the current federal rate at the time of travel.

5. INDEPENDENT CONTRACTOR

Contractor is an independent contractor, working under his/her own supervision and direction and is not a representative of the Agency.

6. TERM

This agreement will go into effect on July 1, 2026 and expire on June 1, 2027.

7. INSURANCE

With respect to performance of work under this Agreement, Contractor shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain, insurance as described below:

7.1 Workers' Compensation Insurance. Workers' compensation insurance with statutory limits as required by the Labor Code of the State of California.

7.2 General Liability Insurance. Commercial general liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount of One Million Dollars (\$1,000,000.00) combined single limit for each occurrence. Said commercial general liability insurance policy shall either be endorsed with the following specific language or contain equivalent language in the policy:

- a. The Sonoma County Waste Management Agency, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement.
- b. The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.
- c. The insurance provided herein is primary coverage to the Sonoma County Waste Management Agency with respect to any insurance or self-insurance programs maintained by the Agency.
- d. This policy shall not be cancelled without first giving thirty (30) days prior written notice to the Sonoma County Waste Management Agency.

7.3 Automobile Liability Insurance. Automobile liability insurance covering bodily injury and damage in a form acceptable to the Agency, in an amount of One Million Dollars (\$1,000,000) per accident.

8. INDEMNIFICATION

Contractor agrees to accept responsibility for loss or damage to any person or entity, including but not limited to Agency, and to defend, indemnify, hold harmless, reimburse and release Agency, its officers, agents and employees, from and against any and all actions, claims, damages, disabilities, liabilities and expense, including but not limited to attorneys' fees and the cost of litigation incurred in the defense of claims as to which this indemnity applies or incurred in an action by Agency to enforce the indemnity provisions herein, whether arising from personal injury, or property damage, that may be asserted by any person or entity, including Contractor, to the extent arising out of the negligent acts or omissions or willful misconduct in the performance by Contractor hereunder, whether or not there is concurrent negligence on the part of the Agency, but, to the extent required by law, excluding liability due to the sole or active negligence or due to the willful misconduct of the Agency, upon Contractor obtaining a final adjudication by a court of competent jurisdiction, Contractor's liability for such claim, including the cost to defend, shall not exceed the Contractor's proportionate percentage of fault. If there is a possible obligation to indemnify, Contractor's duty to defend exists regardless of whether it is ultimately determined that there is a duty to indemnify. Agency shall have the right to approve legal counsel selected by Contractor, at the expense of Contractor, which approval shall not be unreasonably withheld. This indemnification obligation is not limited in any way by any limitation on the amount or

type of damages or compensation payable to or for Contractor or its agents under workers' compensation acts, disability benefit acts, or other employee benefit acts.

9. CHANGES TO THE AGREEMENT

Changes to this Agreement must be approved in writing by the Agency's Executive Director and Contractor.

10. CONTRACTOR'S STANDARD OF CARE

Agency has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor hereby warrants that all of Contractor's work will be performed in accordance with generally accepted and applicable professional practices and standards as well as the requirements of applicable federal, state, and local laws, it being understood that acceptance of Contractor's work by Agency shall not operate as a waiver of release.

11. COMPLIANCE WITH LAWS

Contractor and Agency shall comply with all applicable federal, state, and local laws, rules and regulations relating to performance of the scope of work under this Agreement.

12. APPLICABLE LAW AND FORUM

This Agreement shall be construed and interpreted according to California law and any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in the County of Sonoma.

13. UNCONTROLLABLE CIRCUMSTANCES. Provided that the requirements of this Section 13 are met, neither party shall be considered in default in the performance of its obligations under this Agreement (not including the obligation to make payments) to the extent that such performance is prevented or impaired by the occurrence of Uncontrollable Circumstances. If, as a result of an event of Uncontrollable Circumstances, either party is wholly or partially unable to meet its obligations under this Agreement, then it shall give the other party prompt written notice of such event, describing it in reasonable detail. The obligations under this Agreement of the affected party shall be suspended, other than for payment of monies due, but only with respect to the particular component of obligations affected by the event and only for the period during which the event of Uncontrollable Circumstances exists; provided, however, that Contractor shall have a reasonable time during which to assess the impacts caused by an event of Uncontrollable Circumstances and sole discretion to determine whether it will continue operations or whether it will terminate all operations.

14. TERMINATION; DEFAULT. Either party shall have the right to terminate this Agreement upon giving the other party written notice if the other party: (i) fails to make any payment required hereunder, not disputed in good faith, within thirty (30) days after receiving notice of nonpayment from the non-defaulting party; (ii) materially fails to comply with any federal, state or local laws, rules, orders or ordinances, or regulations that pertain to the handling of the waste hereunder; or (iii) breaches any other material obligation under this Agreement and fails to cure such breach within thirty (30) days after receiving written notice thereof from the non-defaulting party, provided, that in the event the party shows good cause why it should be entitled to reasonable additional time to cure the breach, the non-breaching party shall allow such reasonable additional time.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed on the date first written by their respective officers duly authorized in that behalf.

SONOMA COUNTY WASTE MANAGEMENT AGENCY

By: _____
Leslie Lukacs, Executive Director

Date: _____

Reviewed as to form:

Ethan Walsh, Agency Counsel

_____ (PROPOSER)

Signature: _____

Title: _____

Date: _____

Exhibit B: Proposal Scoring Rubric

Criteria 1 (40 points): Scope of work, budget, and timeline

Submit a proposed scope of work and budget specific to this project, which includes budget allocations and lists in detail the services proposed to be provided in connection with this project. Include personnel time, materials, reporting, etc. Please include a timeline with expected milestones and the date of project completion.

Preference will be given to proposals that contain equity components, e.g., a strategy to identify and prioritize workshops for small and/or BIPOC-owned growers, non-profit farms, public schools, community gardens, or growers who primarily speak a language other than English or serve low-income communities. Collaborating with other individuals or organizations is not required but it may make a proposal stronger. Preference will be given to geographically diverse proposals that positively impact a larger number of individuals, and/or maximize environmental benefit.

Criteria 2 (40 points): Experience with providing technical, on-site composting workshops

Provide any certifications, experience, and/or references that speak to the PROPOSER's ability to complete the project. Identify any skills, networks, or connections that may indicate the PROPOSER is uniquely suited to complete the project.

Criteria 3 (15 points): Assistance expected of AGENCY staff

Detail any information, reports, or support that may be needed to successfully complete the project. If applicable, please specify when the information or assistance is needed (e.g., before project start, during/ongoing). Preference will be given to PROPOSERS who require less assistance from AGENCY staff.

Criteria 4 (5 points): Exceptions or changes to the requested services or agreement language

Does the PROPOSER have any exceptions or changes to the requested services or agreement language? An excessive number of requested changes to the agreement language will be disfavored and may be a basis for disqualification.

Exhibit C: Proposal Authorization and Acknowledgement Form

NAME OF PROPOSER _____

ORGANIZATION _____

1. The undersigned is a Proposer under this RFQ and possesses the legal authority to submit this Proposal.
2. The undersigned is authorized to conduct all negotiations for and legally bind the Proposer in all matters relating to this Proposal submittal.
3. The undersigned has reviewed, understands, is able to comply with and agrees to be bound by the conditions described in the Agreement for Professional Services (Exhibit A) and this RFQ.
4. The undersigned certifies that this Proposal is irrevocable until _____ (date must be a minimum of 120 days from submittal).
5. The undersigned acknowledges that the Agency reserves the following rights and options related to proposals submitted in response to the RFQ:
 - Award an agreement for services described in this RFQ.
 - Reject all proposals and not award an agreement.
 - Reject any proposal.
 - If during the course of negotiations with a selected PROPOSER, the AGENCY determines in its sole discretion that an acceptable Agreement cannot be negotiated, the AGENCY reserves the right to suspend negotiations with that PROPOSER and begin negotiations with another PROPOSER. Also, the AGENCY reserves the right to undertake simultaneous negotiations of the final Agreement with more than one PROPOSER.
 - Waive defects and/or irregularities in any proposal.
 - Request from any PROPOSER at any time during the evaluation process, clarification of any information contained in the proposal.
 - Conduct interview(s) with any PROPOSER(s).
 - Negotiate terms and conditions that are different from those described in this RFQ and Agreement.
 - Contact references provided and seek information from any client with which the PROPOSER has done business.
 - Take other such action that best suits the needs of the AGENCY and/or its citizens.

_____ The undersigned has carefully reviewed the forms of Agreement contained in the RFQ and is prepared to agree to the terms and conditions stated therein.

_____ The undersigned has carefully reviewed the forms of Agreement contained in the RFQ and is prepared to agree to the terms and conditions of the forms with the proposed modifications attached hereto. (Proposer must attach any proposed modifications to the forms of Agreement.)

Print Name:

Title:

Organization:

Telephone:

E-Mail Address:

Signature:

Date:



Agenda Item #: 6
Cost Center: HHW
Staff Contact: Scott
Agenda Date: 5/21/2026
Approved By: LL

ITEM: Approval of Fourth Amendment to Agreement for E-Waste Handling, Transportation, and Recycling Services and CEW Program Update

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends that the Board approve the resolution authorizing the Zero Waste Sonoma (ZWS) Executive Director to execute the Fourth Amendment to the Agreement for E-Waste Handling, Transportation, and Recycling Services (Fourth Amendment) with Onsite Electronics Recycling, LLC.

II. BACKGROUND

The management of e-waste generated in Sonoma County is a core function of ZWS. In March of 2018, ZWS staff issued a Board-approved RFP for E-Waste Transportation and Recycling Services with the option of including handling services. Prior to 2018, ECS Refining was performing e-waste transportation and recycling services and Recology was performing e-waste handling services.

The Board approved the Agreement for E-Waste Handling, Transportation, and Recycling Services (Agreement) with Onsite Electronics (Onsite) on June 20, 2018, and a Notice to Proceed was issued on July 10, 2018. Onsite has been performing transportation and recycling services since then and started providing e-waste handling services in February 2019 after the previous contract with Recology expired.

The original Agreement with Onsite had a three-year term, the First and Second Amendments each provided a one-year extension, and the Third Amendment offered a three-year extension. Since 2018, the payments to ZWS increased from \$0.19 per pound to \$0.40 per pound for Covered Electronic Waste (CEW) as set by the State of California. The costs to ZWS increased from \$0.10 per pound to \$0.20 per pound for Universal Waste Electronic Devices (UWED) due to changes in the plastic recycling industry, and the cost of a trailer exchange also increased from \$525 per trailer to \$1,050 per trailer based on fuel and labor cost increases.

SB 1215 was passed in 2022 to add certain battery-embedded products to the CEW Recycling Program by amending the Electronic Waste Recycling Act. At the beginning of 2026, consumers started paying a recycling fee at the point of purchase of Covered Battery-Embedded Products (CBEP) and e-waste collectors and recyclers are now eligible for reimbursement of CBEP.

III. DISCUSSION

Onsite Electronics has provided quality collection, recycling, and reporting services to ZWS since 2018. The proposed changes to the Fourth Amendment include an extension of the term to June 30, 2029, and include language for the roll-out of the CBEP program. Since the CBEP program is so new, the producers and the recycling industry are still adjusting. CalRecycle has published a list of

CBEP identified for sale by producers which includes over 30,000 items so far and the list continues to grow.

CBEP are electronics with built-in batteries that can't be easily removed using common household tools. ZWS and Onsite have already been accepting many CBEP items over the years. The list of accepted items will now increase, and ZWS will be eligible for reimbursement for handling CBEP. The current payment rate set by CalRecycle is the same as that of other CEWs, \$0.40 per pound. Due to the difficulty of identifying and dismantling CBEP, Onsite will only be tracking CBEP that is 5 pounds or more for reimbursement. Smaller items will still be collected and recycled, but they will have to be sent out of state for processing and will be ineligible for CBEP CEW claims.

The Amendment has been written to accommodate flexibility over the three-year term because the CBEP program is so new and there will likely be operational and market changes.

There are no rate increases for any services provided under the Fourth Amendment.

IV. FUNDING IMPACT

With both revenue and expenditures calculated, the cost to ZWS is approximately \$71,200 per year for E-Waste Handling, Transportation, and Recycling Services with Onsite.

Embedded battery products have never been separated from other e-waste items collected through ZWS's programs. As such, there is currently no baseline to determine how much money may be generated through the new CBEP CEW Program. Expectations are low for the first year while operations and outreach are fine-tuned.

In 2025, Onsite completed a total of 155 truck exchanges at the rate of \$1,050 each. They also charge \$0.20 per pound for non-CEW e-waste devices, \$0.10 per pound for DLP TVs, and \$65 per roll of shrink wrap. These rates will remain consistent through the Amendment. Onsite also pays Zero Waste Sonoma for CEW in accordance with the recovery rate for approved collectors as set by CalRecycle. The CEW rate for the last two years has been \$0.40 per pound. Onsite will continue to pay ZWS \$0.12 per pound for PC's. Using 2025's collected weight, the payment equates to \$181,705 annually while the expenditures amounted to \$252,905.

V. ATTACHMENTS

1. Fourth Amendment to the Agreement
2. Resolution 2026-12

FOURTH AMENDMENT TO AGREEMENT FOR E-WASTE HANDLING, TRANSPORTATION, AND RECYCLING SERVICES

This Fourth Amendment to Agreement for E-Waste Handling, Transportation, and Recycling Services (“Fourth Amendment”) is made as of the 21st day of May 2026, by the Sonoma County Waste Management Agency (“Agency”) and Onsite Electronics Recycling, LLC (“Contractor”).

RECITALS

- A. Agency and Contractor entered into an Agreement for E-Waste Handling, Transportation, and Recycling Services, dated June 20, 2018, a First Amendment to Agreement for E-Waste Handling, Transportation, and Recycling Services dated April 15, 2021, a Second Amendment to Agreement for E-Waste Handling, Transportation, and Recycling Services dated April 21, 2022, and a Third Amendment to Agreement for E-Waste Handling, Transportation, and Recycling Services dated April 20, 2023 (collectively, “Agreement”) pursuant to which Contractor agreed to handle, sort, and transport electronic waste, and ensure the proper recycling of collected materials; and
- B. The Agreement expires on June 30, 2026; and
- C. Agency and Contractor desire to update Exhibit A to address covered battery-embedded products and battery-embedded covered electronic waste, including related acceptance, sorting, reporting, and payment terms, and extend the term of the Agreement to expire on June 30, 2029.

AMENDMENT

1. Amendment to Section 3. Section 3 of the Agreement is hereby amended in its entirety to read as follows:

“3. Term of Agreement. The term of this Agreement shall be from Effective Date (July 10, 2018) to June 30, 2029, unless terminated earlier in accordance with the provisions of Article 4 below.”

2. Amendment to Exhibit A, Section 1 A. Exhibit A, Section 1 A is hereby amended in its entirety to read as follows:

“A. Materials Accepted. At a minimum, Contractor shall continue to accept the materials previously accepted under the Agreement. Contractor shall also accept battery-embedded covered electronic waste (“battery-embedded CEW”) to the extent such items (i) meet the definition of a covered battery-embedded product under then-

applicable law, regulations, and CalRecycle program requirements, and (ii) can be lawfully and safely handled, transported, and processed by Contractor and its downstream vendors in the ordinary course of operations.

For avoidance of doubt, covered video display devices already handled as covered electronic waste under applicable law shall not be treated as battery-embedded CEW solely because they contain an embedded battery.

The parties acknowledge that manufacturer notices, product lists, guidance, and regulations relating to covered battery-embedded products may change during the term and may not be exhaustive. Whether a given item qualifies as battery-embedded CEW shall therefore be determined under then-applicable law, regulations, and CalRecycle guidance, as reasonably applied in good faith by Contractor.

Contractor shall maintain all approvals, authorizations, and program eligibility reasonably necessary for Contractor to accept, transport, process, and claim eligible battery-embedded CEW that Contractor accepts under this Agreement. Contractor shall promptly notify Agency in writing of any material category of battery-embedded CEW that Contractor is unable or unwilling to accept, or for which Contractor cannot seek reimbursement, and the reason therefor.”

3. Amendment to Exhibit A, Section 1 C. Exhibit A, Section 1 C is hereby amended in its entirety to read as follows:

“C. Sorting and Packing. Initial collection, consolidation, and shipment preparation will take place at the central e-waste consolidation point which is located at either the Central Disposal Site or at the Sonoma Transfer Station. Because battery-embedded CEW may not be readily identifiable during on-site sorting and packaging, shipments from Agency's sites may be manifested on the bill of lading as UWED, and Contractor may conduct final sorting and segregation of battery-embedded CEW at Contractor's facility promptly after receipt.

Materials will be separated into the following categories: CRT CEW, non-CRT CEW, UWED, PCs, DLP devices, battery-embedded CEW, and such additional or substitute subcategories as may be reasonably necessary to comply with then-applicable law, CalRecycle requirements, shipping requirements, or Contractor’s downstream documentation and payment-claim requirements.

Contractor may further segregate battery-embedded CEW by size, chemistry, condition, or reimbursement eligibility if reasonably necessary for safe handling, shipment, documentation, or payment claims.

Contractor will perform all sorting and packing duties. Contractor may hire a subcontractor to perform these tasks. Contractor shall sort and pack e-waste on a regular basis to ensure e-waste piles and containers do not disrupt other functions at the disposal sites. Contractor shall ensure no more than ten (10) roll-off containers of unsorted e-waste remain at any transfer station at any one point in time.”

4. Amendment to Exhibit A, Section 1 G. Exhibit A, Section 1 G is hereby amended by adding the following paragraph at the end thereof:

“For shipments that may contain battery-embedded CEW initially manifested as UWED on the bill of lading, Contractor shall provide Agency with weighmaster receipts or other receiving documentation that separately identifies battery-embedded CEW recovered from such shipments. Contractor shall also provide Agency with reasonably sufficient backup, to the extent available in Contractor’s ordinary records, to distinguish between (a) battery-embedded CEW for which Contractor intends to make payment to Agency under Section 2 A, and (b) battery-embedded items accepted by Contractor but treated as non-reimbursable miscellaneous electronic waste or UWED, together with a brief statement of the basis for such treatment.”

5. Addition of Exhibit A, Section 1 H. Exhibit A is hereby amended to add a new Section 1 H to read as follows:

“H. Battery-Embedded CEW Implementation. For purposes of this Exhibit A only, and subject to then-applicable law and CalRecycle program requirements, Contractor’s current operational treatment of battery-embedded CEW shall be as follows: items weighing more than five (5) pounds shall, after receipt and sorting at Contractors’ facility, be separately identified and treated as battery-embedded CEW eligible for the applicable CEW recovery payment to Agency under Section 2 A(iii); items weighing five (5) pounds or less may, after such sorting, be managed as miscellaneous UWED and charged at the then-current miscellaneous UWED rate under Section 2 B(vi).

Contractor shall provide documentation sufficient to distinguish the foregoing categories, including where applicable bills of lading reflecting UWED shipments and corresponding weighmaster receipts or other receiving documentation separately identifying battery-embedded CEW recovered from such shipments.

Because the legal, operational, and market conditions for battery-embedded CEW may change during the term, the parties shall meet and confer in good faith within twelve (12) months after the effective date of this Fourth Amendment, or sooner upon a material change in applicable law, regulations, CalRecycle written guidance, or Contractor’s processing capabilities, regarding whether the foregoing treatment should be revised. Any resulting change to compensation shall be made only in the manner

otherwise required by this Agreement. Contractor shall not materially change the foregoing treatment without prior written notice to Agency and, if such change affects compensation, accepted materials, or documentation requirements, written agreement executed in accordance with this Agreement.”

6. Amendment to Exhibit A, Section 2 A. Exhibit A, Section 2 A is hereby amended in its entirety to read as follows:

“A. Payments to Agency:

- i. Equivalent to the recovery rate for Approved Collectors as set by CalRecycle for CRT CEW.
- ii. Equivalent to the recovery rate for Approved Collectors as set by CalRecycle for non-CRT CEW.
- iii. For battery-embedded CEW accepted by Contractor from Agency and eligible for payment to an approved collector under then-applicable law and CalRecycle program requirements, an amount equal to the applicable approved collector payment rate established by CalRecycle for such material; provided, however, that if CalRecycle has not established a separate approved collector payment rate for battery-embedded CEW, payment shall be at the standard statewide recovery payment rate then applicable to CEW; provided further that Contractor’s current operational treatment of items weighing more than five (5) pounds and items weighing five (5) pounds or less shall be governed by Section 1 H.
- iv. \$0.12 per pound for PCs.”

7. Amendment to Exhibit A, Section 2 B. Exhibit A, Section 2 B is hereby amended by adding a new subsection (vi) to read as follows:

“vi. Battery-embedded items accepted by Contractor from Agency but not paid to Agency under Section 2 A(iii), including items treated under Section 1 H as miscellaneous UWED, shall be charged at the then-current miscellaneous UWED rate, unless the parties otherwise agree in writing.”

8. No Other Changes. Except as amended by this Fourth Amendment, all other terms and conditions in the Agreement shall remain unchanged and shall continue on in full force and effect.

IN WITNESS WHEREOF, the parties have executed this Fourth Amendment to Agreement for E-Waste Handling, Transportation, and Recycling Services on the day and year first written above.

AGENCY:

SONOMA COUNTY WASTE MANAGEMENT
AGENCY

By: _____
Leslie Lukacs, Executive Director

CONTRACTOR:

ONSITE ELECTRONICS RECYCLING, LLC

By: _____
Signature

Name: _____

Title: _____

APPROVED AS TO FORM:

By: _____
Ethan Walsh, Agency Counsel

RESOLUTION NO.: 2026-12

DATED: May 21, 2026

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY, ALSO KNOWN AS ZERO WASTE SONOMA, (“AGENCY”) AUTHORIZING A FOURTH AMENDMENT TO AGREEMENT WITH ONSITE ELECTRONICS RECYCLING, LLC (“CONTRACTOR”) FOR ELECTRONIC WASTE (E-WASTE) HANDLING, TRANSPORTATION AND RECYCLING SERVICES

WHEREAS, Agency and Contractor entered into an Agreement for E-Waste Handling, Transportation, and Recycling Services, dated June 20, 2018, a First Amendment to Agreement for E-Waste Handling, Transportation, and Recycling Services dated April 15, 2021, a Second Amendment to Agreement for E-Waste Handling, Transportation, and Recycling Services dated April 21, 2022, and a Third Amendment to Agreement for E-Waste Handling, Transportation, and Recycling Services dated April 20, 2023 (collectively, “Agreement”) pursuant to which Contractor agreed to handle, sort, and transport electronic waste, and ensure the proper recycling of collected materials; and

WHEREAS, Contractor represents that it is duly qualified and experienced in Electronic Waste (“E-Waste”) handling, transportation, recycling and related services; and

WHEREAS, Agency and Contractor desire to update the scope of work to address battery-embedded products as they relate to SB 1215; and

WHEREAS, in the judgment of the Board of Directors of Agency, it is necessary and desirable to employ the services of Contractor for handling, transporting and recycling E-Waste collected at all transfer stations in Sonoma County.

NOW, THEREFORE, BE IT RESOLVED that the Zero Waste Sonoma Board hereby authorizes the Agency’s Executive Director to execute the Fourth Amendment to Agreement with Onsite Electronics Recycling for E-Waste Handling, Transportation, and Recycling Services.

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: May 21, 2026

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



Agenda Item #: 7
Cost Center: All
Staff Contact: Cushwa
Agenda Date: 5/21/2026
Approved by: LL

ITEM: **FY 24/25 Work Plan Program Progress Report**

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

This item is for informational purposes only. No action is requested of the Board.

II. BACKGROUND

Staff has prepared annual reports tallying education/outreach conducted by staff and contractors, including English and Spanish Eco-Desk 565-DESK (3375), social media, and website activity.

III. DISCUSSION

The Fiscal Year 2024/25 Annual Work Plan Program Progress Report is attached.

IV. FUNDING IMPACT

There are no new funding impacts resulting from this report.

V. ATTACHMENTS

Annual Work Plan Progress Report



ZERO WASTE SONOMA WORK PLAN PROGRAM PROGRESS REPORT

REPORTING PERIOD JULY 1, 2024 - JUNE 30, 2025

ORGANICS COST CENTER

JUSTIFICATION: MANDATED- Starting in the year 2021, required by CA State Legislation Short-lived Climate Pollutants SB 1383

FUNDING: Organics Cost Center

DURATION: Ongoing

DESCRIPTION: Each jurisdiction has an annual procurement target, calculated based on population.

JURISDICTION	COMPOST (CY)	# OF EVENTS/DONATIONS
Cotati	160	5
Healdsburg	90	5
Petaluma	530	13
Rohnert Park	80	2
Santa Rosa	880	21
Sebastopol	360	8
Sonoma	120	3
Unincorporated	1097	31
Windsor	164	5
GRAND TOTAL	3481	93

COMPOST GIVEAWAYS

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

As part of the organics processing contracts with Cold Creek Compost and WM Redwood, Zero Waste Sonoma has access to a compost allotment of 1,000 cubic yards every calendar year. Staff utilized SB 1383 grant funding from CalRecycle to purchase compost after exhausting contractual allotments. In contrast with previous years, staff shifted away from organizing compost giveaway events, which are labor intensive, and instead donated more compost towards non-profit organizations, public schools, and community gardens. Recipient organizations include Farm to Fight Hunger, Landpaths, Petaluma Bounty, Ceres, Sonoma Ecology Center, and Hallberg Butterfly Gardens.

To increase residential access to compost, and in response to public feedback, staff continued to oversee the Compost Distribution Hubs. These hubs were replenished according to demand, with the most popular locations being Santa Rosa, Petaluma, Windsor, and Healdsburg. With the help of community volunteers, staff organized compost giveaway events in locations that do not yet have an established hub, such as Sebastopol and the greater west county. All compost given away will count towards the 10 member jurisdictions' 2024 and 2025 SB 1383 procurement targets.



In 2023, ZWS was awarded a \$298,500 grant from the USDA as part of the Composting and Food Waste Reduction program. The grant term runs from June 2023 to May 2026, and ZWS's grant partners are Zero FoodPrint, Petaluma Bounty, and Daily Acts. The grant project is designed with three different arms to promote compost use while expanding food recovery infrastructure to reduce local food insecurity.

Zero FoodPrint subcontracts with the Sonoma and Gold Ridge Resource Conservation Districts (RCDs) to educate farmers and ranchers on sustainable farming practices. Zero FoodPrint also recruits local businesses to contribute 1% of their proceeds on a signature cocktail (Dirty Drinks Campaign) or select products (Holiday Gift Guide Campaign) to supplement grant funds for their work with farmers.

Petaluma Bounty subcontracts with ExtraFood, Catalyst, and Farm to Pantry to increase food recovery operations and expand networks. Their goal is to rescue more food that would otherwise go to waste, share vehicles and other resources to increase efficiency, and build partnerships that would allow faster mobilization in preparation for future disasters.

Daily Acts focuses on residential outreach to promote compost usage and climate education. By tabling at local fairs and events hosted by ZWS or partner organizations, Daily Acts continues to reach a wide range of audiences, including children, K-12 students, adults, and seniors.



ORGANICS COST CENTER

JUSTIFICATION: MANDATED - Required by State Legislation, SB 1383. Under state law, local jurisdictions are responsible for providing outreach, education, monitoring for compliance, and reporting to CalRecycle.

WHO WORKS: Staff

FUNDING: Organics Cost Center

DURATION: Ongoing

DESCRIPTION: Commencing January 1, 2022, jurisdictions are required to educate affected generators regarding the requirements they must meet under SB 1383 and the climate benefits associated.



SHORT-LIVED CLIMATE POLLUTANTS (SLCP) SB 1383

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

Staff continue to monitor compliance with SB 1383 among businesses and other commercial generators. This includes providing resources, supplies, and funding to Tier One and Two Commercial Edible Food Generators and Food Recovery Organizations and Services.

FOOD RECOVERY

Edible Food Generators	229
Food Recovery Organizations/Services	63
Pounds of Excess Edible Food Recovered	3,012,795

COMPLIANCE

Waivers Granted	300
Notices Of Violation Issued	33
Edible Food Recovery Inspections	18



FOLLOWING THESE PRACTICES CAN HELP YOU SAFELY RECOVER YOUR SURPLUS FOOD IN COMPLIANCE WITH SENATE BILL 1383 AND LOCAL ORDINANCES. ITEMS MARKED WITH A * ARE NECESSARY TO COMPLY WITH THESE LAWS.

STOP WASTE FROM THE START!

- Conduct a food waste audit. Save money and be eco-smart by purchasing only the amount of food needed to meet customer demand.
- Work with your supply chain to clearly label or define the difference between safety-based and quality-based dates to reduce customer confusion.
- Rotate perishable stock at every delivery to minimize waste.
- Evaluate which storage containers best maintain food quality.
- Consider selling/donating to specialized markets for bruised or blemished produce, such as juicing businesses, or working with the Organic Food Association.
- Consider making surplus food available to staff.

PLAN YOUR FOOD RECOVERY LOGISTICS

- *Connect with a Food Recovery Organization or Service (FRO/S) that is 501(c)(3) to comply with the CA Dept. of Education and LSCA. (Guidance on donating surplus food: Reuse and Save Waste System for a list of available organizations: <https://www.reuseandwaste.com/gov/industry/food>)
- *Work with FRO/S to set a schedule that meets your storage space and operational needs while maximizing the freshness and amount of edible food for quick redistribution. Notify your FRO in advance if you expect to have more surplus than usual, so they can prepare accordingly.
- Establish a dedicated area (in compliance with CalCode) for storing and labeling (with date and contents) food designated for donation.
- Properly depackage and compost any inedible food or food scraps that are not safe or suitable for food recovery.
- *Be ready for inspections, if necessary.
- *You must recover the maximum amount of edible surplus food.

SECURE NECESSARY EQUIPMENT

- Food-safe containers or transport bags*
- Dedicated refrigerators/freezer spaces
- Labeling and record-keeping supplies
- Scales, if you are tracking the weight of donated foods (some FRO/S will track and/or weigh for you)

*Check the packaging preferences of your FRO/S partner. Ideally, find an FRO/S that will work with reusable containers. Reusable containers can be a significant cost saver and are better for the environment.

*These items are necessary to comply with these laws.



ZWS also issues waivers and investigates complaints on behalf of the member jurisdictions. Generators who produce minimal organics (<20 gal in a week) and/or have space constraints may be granted waivers from the requirements to use a blue or green bin.

COMMERCIAL TECHNICAL ASSISTANCE

In October 2023, the ZWS board awarded Cascadia Consulting Group, Inc. a contract to conduct technical assistance. Cascadia and their, subcontractors, Soluna and Waste Sleuth, contacted and assisted commercial generators who are required to comply with SB 1383 and the local Disposable Food Ware Ordinances. Through site visits and phone calls, the team helped 194 generators connect with local food recovery organizations to pick up excess food for donation and assisted 211 generators with obtaining recyclable and fiber compostable food ware. Some generators were further convinced to switch from disposable to reusable food ware by utilizing ZWS's reuse grant. The project concluded in May 2025, and staff presented to the ZWS board a final report that can be found at: <https://zerowastesonoma.gov/agency/reports>. This project was partially funded by CalRecycle, through the Local Assistance Grant Program.

Cascadia completed technical assistance project to educate food facilities about local food service ware ordinances as part of larger project targeting SB 1383 edible food recovery compliance. Contractors contacted 21 food facilities and assisted 191. At the conclusion, 72% of accounts met compliance goals, 19% were partially compliant, 6% were non-responsive, 3% of businesses closed, and 0.5% declined assistance. Reuse grant increased from \$250 to up to \$600 for eligible expenses, and 3 accounts received the ZWS reuse grant funds.



ZERO WASTE WEEK www.northbayzerowasteweek.org/

ZWS/Reuse Alliance hosted the Reuse & Repair Fair on October 18 at the Rohnert Park-Cotati Library. This event featured a clothing swap, reuse resource fair, free knife sharpening, and food for purchase served on reusable foodware provided by Sparkll all outside the library, while the repair fair happened inside.

80+ events scheduled between October 11-18 in Sonoma and Marin Counties.

Events were free and open to the public, some required advanced registration.

50+ partner organizations collaborated.

Incentives were available for Sonoma County non-profits to host events.

ZERO WASTE COST CENTER

JUSTIFICATION: MANDATED - Required by State Legislation, AB 341. Under state law, local jurisdictions are responsible for providing outreach, education, monitoring, and reporting to CalRecycle.

BOARD DIRECTED - City County Payment Program (Grant funded)

WHO WORKS: Staff

FUNDING: Education Cost Center and CalRecycle grant funded

DURATION: Ongoing

DESCRIPTION: As of July 1, 2012, AB 341 Applies to establishments producing 4 cubic yards or more of commercial solid waste per week and multifamily dwellings of 5 units or more. CalRecycle's City County Payment Program allows ZWS to administer grant funds aimed to increase beverage container recycling in member jurisdictions.



MANDATORY COMMERCIAL RECYCLING (MCR) AB 341 AND BEVERAGE CONTAINER RECYCLING

REPORTING PERIOD JULY 1, 2023 TO JUNE 30, 2024

Activities in this reporting period included soliciting requests from jurisdictions and public agencies for new water refill station infrastructure. These stations encourage the public to reuse and refill their existing water bottles, rather than purchase single-use containers, leading to decreased demand for plastic, reduced litter from single-use packaging, and less waste.

In addition, indoor and outdoor recycle bins are available on an ongoing basis to businesses, schools, multifamily dwellings, and government.

The City County Payment Program continues to be implemented by ZWS staff to fund products and services related to beverage container recycling and litter abatement.

CALRECYCLE REPORTING EXPENDITURES GRANT CYCLE FY 23/24

TYPE OF EXPENDITURE	DOLLAR AMOUNT
WATER REFILL STATIONS	\$7,050.28
LITTER ABATEMENT	\$10,951.00
RECYCLING BINS	\$60,000.00
COLLEGE/UNIVERSITY	\$213.86
STAFFING/TRAINING	\$6,668.86
TOTAL	\$84,884.00

AB 341 COMPLIANCE

JURISDICTION	COMPLIANT ACCOUNTS 2024	COMPLIANT ACCOUNTS 2023	COMPLIANT ACCOUNTS 2022
Cloverdale	100%	100%	89%
Cotati	100%	100%	90%
Healdsburg	100%	100%	91%
Petaluma	100%	100%	92%
Rohnert Park	100%	100%	88%
Santa Rosa	100%	100%	93%
Sebastopol	100%	100%	93%
Sonoma	100%	100%	96%
Unincorporated	100%	100%	91%
Windsor	98%	98%	95%

CALRECYCLE REPORTING EXPENDITURES GRANT CYCLE 22/23

TYPE OF EXPENDITURE	DOLLAR AMOUNT	STATISTIC
Water Refill Stations	\$20,334.05	12 AGENCIES
College/University	\$1,339.61	36 RECEPTACLES
Staff & Trainings	\$1,573.04	STAFF TIME + CONFERENCE
Recycling Bins	\$49,155.68	100+ BUSINESSES
TOTAL	\$72,402.38	



RESULTS HIGHLIGHTS

Approximately \$135,330 allocated in Grant Cycle 23-24 (through March 1, 2026).

\$143,626.16 CalRecycle City County Payment Program grant funding spent. Grant Cycles 22-23 & 23-24 / FY 23-25

22-23 Grant Cycle fully expended

\$25,00 marked for CRV pilot program education campaign in Grant Cycle 23-24.

EDUCATION COST CENTER

JUSTIFICATION: MANDATED – JPA Provide recycling information in Spanish (Section 4.7.3.4 of the ColWMP).

WHO WORKS: Contractor (Soluna Outreach Services)

FUNDING: Education Cost Center and CalRecycle Used Oil Payment Program (OPP)

DURATION: Ongoing annual contract (July 1, 2022 - June 30, 2023)

DESCRIPTION: Soluna Outreach Services uses a multi-media advertising approach including radio advertng and person-to-person outreach at events.

SPANISH LANGUAGE OUTREACH

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

Activities in this reporting period included participation in bilingual outreach, Spanish business visits, outreach to community groups (Head Start/Early Start Community Action Partnership and Pasitos Parents Program), and Spanish radio programming on KBBF.

Note that bilingual outreach supports other ZWS programs (Used Motor Oil/Filter Recycling Outreach and general outreach).

TARGETED SPANISH EVENTS, MEETINGS, AND RADIO OUTREACH

EVENT NAME	# EVENT OCCURANCES	NOTES
Various Farmer's Markets	19	Covered various jurisdictions including Sonoma, Cloverdale, Cotati, Rohnert Park, Bodega Bay, Petaluma, Sonoma, and Santa Rosa.
Other Events	33	Dia de los Muertos, binational health fairs, cultural events, safety fairs, annual county fairs (Cloverdale Citrus and Sonoma County Fair)
KBBF 89.1FM	20	Nuestra Tierra Radio Program (15 minute segment live interviews)
TOTAL	72	



ZERO WASTE GUIDE (ENGLISH AND SPANISH)

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

The 32-page 2024 Guide theme was The Evolution of Wasting and the 2025 Guide theme was Compost Contamination: Why does it matter? The printed version of the guides was distributed at outreach events and to interested parties (e.g., libraries, city and county offices, multi-family complexes, and businesses). An electronic version of the Guide is posted on the zerowastesonoma.gov website.

In 2025, the Recycle Guide was organized by program, including an activity page, FAQs, and a glossary, with an expanded Zero Waste Lifestyle section.

- Zero Waste Lifestyle
- Mandatory Business Recycling and Composting
- Composting
- Frequently Asked Questions
- Drop-off Recycling
- Curbside Services
- Visiting Disposal Sites
- Construction and Demolition
- Household Hazardous Waste (HHW) Disposal
- Used Motor Oil and Filter Recycling
- Batteries, household
- Electronic waste
- Fluorescents
- Medicines and syringes

JUSTIFICATION: MANDATED – JPA Provide recycling information to all County residents and businesses (Section 4.7.2.1 of the ColWMP) BOARD DIRECTED (Spanish Guide)

WHO WORKS: Staff and Contractor (Soluna Outreach Services)

FUNDING: Education Cost Center

DURATION: Ongoing

DESCRIPTION: The annual Zero Waste Guide (English and Spanish versions) is a comprehensive resource for recycling, reuse, and hazardous waste disposal options in Sonoma County.



EDUCATION COST CENTER

JUSTIFICATION: MANDATED – JPA Provide recycling information by phone to all County residents and businesses (Section 4.7.2.2 of the CoIWMP)

WHO WORKS: Staff and Contractor (Soluna Outreach Services for Spanish language)

FUNDING: Education Cost Center

DURATION: Ongoing

DESCRIPTION: Daily telephone and email response to questions from the public on recycling, disposal, and household hazardous waste.

The English language Eco-Desk is comprised of pre-recorded information for Household Hazardous Waste, Recycle Guide, Motor oil and filter recycling. Callers are also given the option to talk to a live person. Website inquiries are also logged in the Eco-Desk database.

QUESTION CATEGORIES

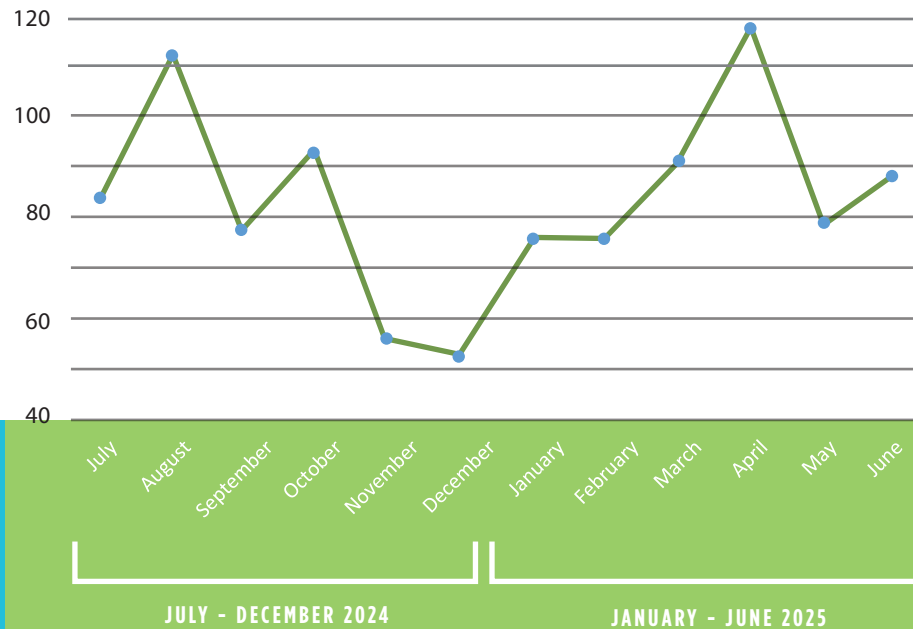
	# ENGLISH CALLS
E WASTE	142
HHW	162
RECYCLING	199
HAULER QUESTION	19
MOTOR OIL & FILTERS	26
PAINT	20
RESIDENTIAL COMPOSTING	108
REUSE	24
TOTAL	700

ECO-DESK (ENGLISH AND SPANISH)

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

Callers are given the option to speak to a ZWS staff member directly after listening to pre-recorded information, or to leave a message. We also accept emails as part of the Eco-Desk program, offering timely answers to questions from throughout our community.

ENGLISH ECO-DESK CALLS PER MONTH



1,024 ENGLISH CALLS IN FY 24-25

NUMBER OF ECO-DESK CALLS HISTORICALLY BY CALENDAR YEAR

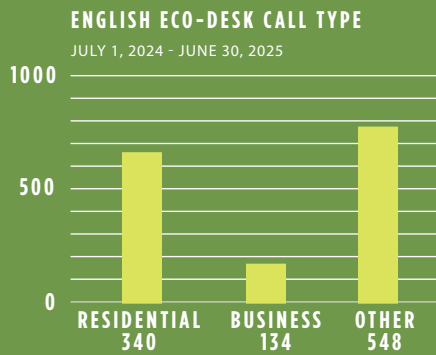
	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	JAN-JUNE 2025
Number of English Calls	2,149	1,712	1,307	1,216	1,998	1,426	2,263	1,001	1,674	2,959	1,002	1,469	1,012	488
Number of Spanish Calls	104	83	49	30	20	47	19	41	25	39	28	22	0	0

CALLS BY JURISDICTION ENGLISH JULY 1, 2024 - JUNE 30, 2025

JURISDICTION	ENGLISH CALLS FY 23-24	ENGLISH CALLS FY 24-25
Cloverdale	17	9
Cotati	10	6
Healdsburg	48	31
Petaluma	106	78
Rohnert Park	19	26
Santa Rosa	276	214
Sebastopol	67	62
Sonoma	51	45
Windsor	45	31
Unincorporated Sonoma County	78	83
Unknown or out-of-county (includes website inquires)	546	439
TOTAL	1,263	1,024

TOPIC ENGLISH JULY 1, 2024 - JUNE 30, 2025

TOPIC	# ENGLISH CALLS
E-Waste	129
Recycling	198
HHW	337
Meds/Sharps	14
Hauler billing or service	19
Other	115
Organics	113
Motor oil and filters	31
Mattresses	32
Reuse	36
TOTAL	1,024



RESULTS HIGHLIGHTS

- 1,024 English language Eco-Desk calls were answered in FY 24-25.
- English Eco-Desk call volume decreased by 31% from 2023 to 2024.
- The most frequently asked questions related to recycling and household hazardous waste disposal.
- Santa Rosa, Petaluma, and unincorporated Sonoma County generated the most inquiries.



EDUCATION COST CENTER

JUSTIFICATION: BOARD DIRECTED
 WHO WORKS: Staff
 FUNDING: Education Cost Center
 DURATION: Ongoing
 DESCRIPTION: Manage online marketing options for ZWS topics using services such as Twitter, Facebook, NextDoor, LinkedIn, and Instagram.

SOCIAL MEDIA ON-LINE MARKETING OUTREACH

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

Activities in this reporting period included maintaining Facebook, Twitter, and Instagram social media accounts. In addition, ZWS partnered with the County of Sonoma Public Information Office to post on NextDoor for HHW, e-waste, and mattress recycling events.

Facebook paid ads augmented paid print and radio advertising for e-waste, used motor oil/filter recycling, solar panel collection, and HHW collection events.

Facebook Insights was used to provide analytical data.



The post for this Solar Panel Collection event had the furthest reach this year: 18,465 on Facebook. It also had the most link clicks: 97 clicks.



This Facebook post reached 7,709 views, had 45 interactions, and 184 link clicks.



This Instagram post had the most views at 5,296 on Instagram. It had 88 interactions and resulted in 14 new follows.

Household Hazardous Waste (HHW) Collection Event

October 8, 2024
KENWOOD

APPOINTMENT REQUIRED:
ZeroWasteSonoma.Gov

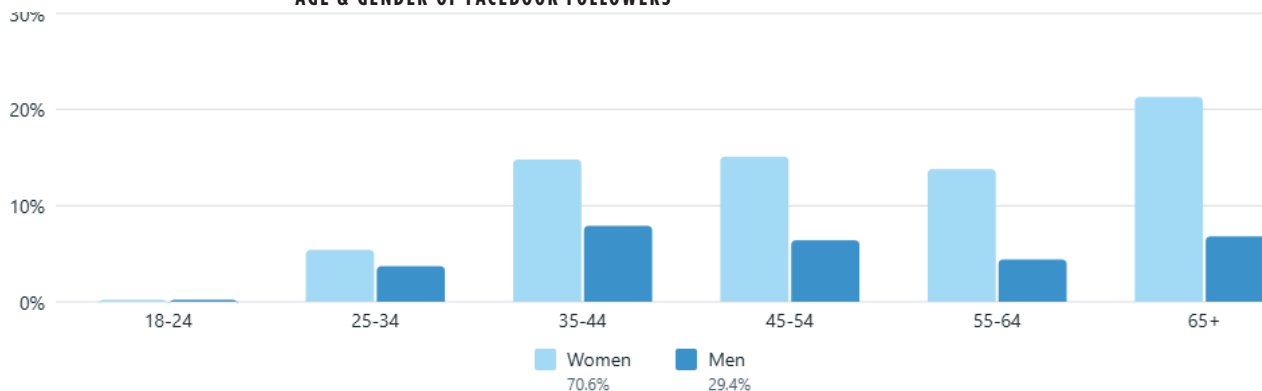
FREE COMPOST GIVEAWAY SANTA ROSA

March 29, 2025 • 10 - 11:30A
LOS GUILICOS GARDEN
1 LOS GUILICOS RD



zerowastesonoma.gov

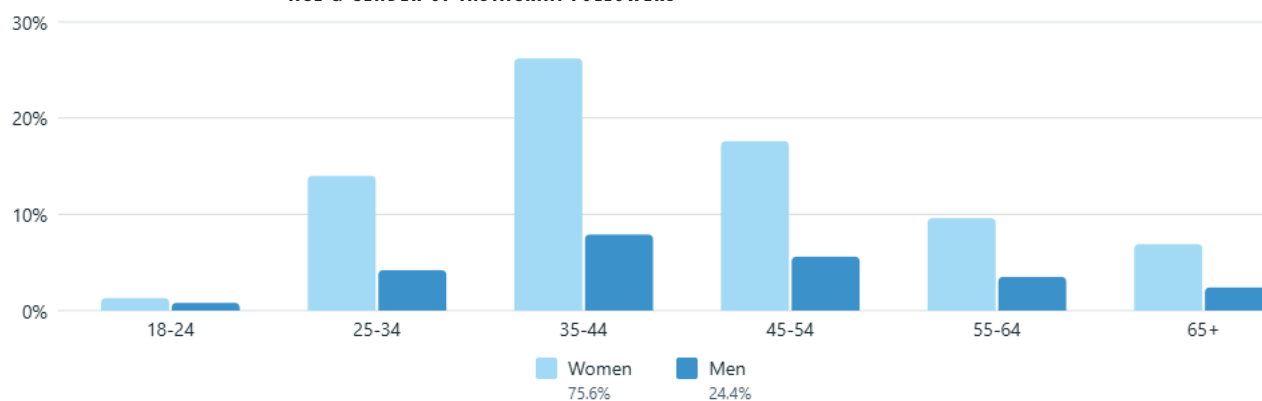
AGE & GENDER OF FACEBOOK FOLLOWERS



Facebook

Followers
Lifetime
4,304

AGE & GENDER OF INSTAGRAM FOLLOWERS



Instagram

Followers
Lifetime
2,211

RESULTS HIGHLIGHTS

ZWS has 4,304 Facebook followers, up from 4,181 the previous year.

ZWS has 2,211 Instagram followers, up from 1,879 the previous year.

ZWS had 937 Facebook photo interactions, up 233.9% over the previous year.

The ZWS Facebook account had 386 direct link clicks, an increase of 89% from the previous year.



EDUCATION COST CENTER

JUSTIFICATION: MANDATED – JPA
 Communicate recycling information using the web (Section 4.7.2.3 of the CoWMP).

WHO WORKS: Staff and Contractor (The Engine is Red)

FUNDING: Education Cost Center

DURATION: Ongoing

WEBSITE ZEROWASTESONOMA.GOV

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

The zerowastesonoma.gov website has been a valuable tool for us to keep the community aware of events, protocols, and updates. It also connects us to other jurisdictions around the globe and serves as a leader in the online space.

Website usage tallies were generated by Google Analytics.

TOP TOPICS

PAGE	07/01/23-6/30/24 VISITS	07/01/24-6/30/25 VISITS
Home page	79,379	31,506
E-Waste disposal page	32,294	32,174
Materials page	7,931	13,879
Household Hazardous Waste Facility page	28,325	29,695
Disposal Site Fee Schedules	31,525	27,620



WEBSITE ZEROWASTESONOMA.GOV FEATURES INCLUDE:

- COMPATIBLE WITH MOBILE DEVICES AND TABLETS
- MAPPING OF REUSE AND RECYCLING DROP-OFF LOCATIONS
- CALENDAR OF EVENTS, MEETINGS, AND WORKSHOPS
- ZERO-WASTE LIFESTYLE INFORMATION

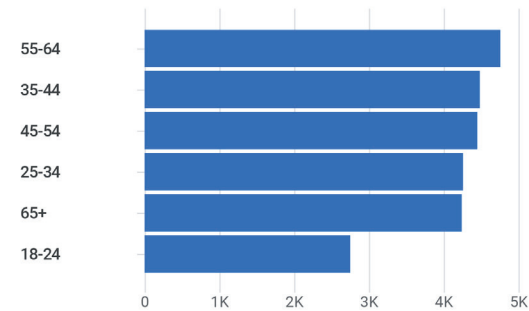
OF ZEROWASTESONOMA.GOV VISITORS PER JURISDICTION

JURISDICTION	7/1/24-6/30/25	7/1/23-6/30/24	7/1/22-6/30/23	7/1/21-6/30/22
Santa Rosa	22,569	20,923	18,602	29,700
Petaluma	6,326	6,622	6,284	10,197
Windsor	3,739	3,580	4,062	6,923
Sebastopol	1,975	2,821	3,043	6,370
Rohnert Park	3,739	3,318	3,189	4,469
Sonoma	2,133	2,452	2,560	4,041
Healdsburg	1,591	1,579	1,264	1,795
Cotati	376	462	490	801
Cloverdale	961	1,098	1,201	1,983
TOTAL	43,409	42,855	40,695	66,279

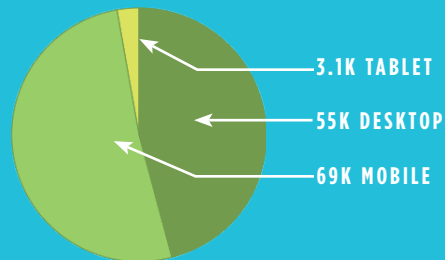
USER ACQUISITION

FIRST TIME WEB VISITORS	07/01/24-6/30/25 VISITS
Organic Search	75,718
Direct	28,836
Referral	17,944
Organic Social	4,168
Paid Search	15

Active users by Age



OVERALL DEVICE USERS FY 24-25



RESULTS HIGHLIGHTS

The cities with the most website visitors are Santa Rosa, San Jose, and San Francisco, respectively.

San Jose, CA (20,392 users), San Francisco, CA (6,774 users), Los Angeles, CA (3,960 users), and Ashburn, VA (1,064 users) were in the top eleven cities of users FY 23-24 (and FY 22-23 as well).

Top out-of-state domestic users were based in Ashburn, VA (1,064), Seattle, WA (968), Las Vegas, NV (673), Columbus, OH (636), and New York, NY (627).

People visited the ZWS website from 155 countries, the highest rates were based in the Philippines (839), India (763), China (699), Canada (515), Ireland (347), and the United Kingdom (307).

EDUCATION COST CENTER

JUSTIFICATION: MANDATED – JPA (Section 4.7.2.9 of the CoIWMP)

WHO WORKS: Staff and Contractor (Soluna Outreach Services for Spanish language and UCCE for Home Composting)

FUNDING: Education Cost Center

DURATION: Ongoing

DESCRIPTION: Participation in events provides an opportunity to reach people at their convenience.

◀ APRIL 2024 ▶
[Go to Today](#)

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4

Household Hazardous Waste	eWaste	Outreach	Board Meetings
Local Task Force	Zero Waste	Compost	Mattress Recycling
Solar Panels	Food Recovery		

EVENTS

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

ZWS participated in one-day and multiple-day outreach events, in both English and Spanish languages. For multi-day events such as the Cloverdale Citrus Fair and the Sonoma County Fair the exhibit theme was Choose to Reuse.



SAMPLING OF EVENTS

- Bodega Bay Farmer’s Market
- Cloverdale Car Festival
- Cloverdale Citrus Fair
- Dia De Los Muertos at Cloverdale Plaza
- El Mercado Market at Roseland Village
- Father’s Day Car Show
- Fix-It Clinic & Reuse Fair
- Forestville Farmer’s Market
- Healdsburg Farmer’s Market
- Kid’s Day Parade in Cotati
- Occidental Farmer’s Market
- Pasitos Program
- Peacetown Sebastopol
- Plastic Free July
- HeadStart Parent Presentation
- Reuse Coalition Meeting
- Santa Rosa Earth Day
- Korbels’ Environmental, Health and Safety Fair
- The Water Smart Expo
- VegFest
- Windsor Farmer’s Market
- Mattress Collection Event
- Household Hazardous Waste Events
- Santa Rosa Downtown Market
- Sonoma County Fair
- E-Waste Events
- DMV outreach
- Wednesday Night Markets

EVENTS BY JURISDICTION

JURISDICTION	# EVENTS	# EVENT DAYS	# HOURS OUTREACH
Cloverdale	10	17	97
Cotati	7	7	26
Healdsburg	9	11	67
Petaluma	16	23	131
Rohnert Park	7	9	57
Santa Rosa	52	67	2001
Sebastopol	9	9	38
Sonoma	9	12	61
Unincorporated	35	41	214
Windsor	12	14	55
TOTAL	166	210	2,747



RESULTS HIGHLIGHTS

- 166 outreach/education events were completed.
- 210 outreach/education event days were completed.
- 2,747 outreach/education hours were completed.



ZERO WASTE COST CENTER

JUSTIFICATION: MANDATED – JPA (Section 4.7.2.9 of the CoIWMP)

WHO WORKS: Staff and Contractor (Reuse Alliance)

FUNDING: Zero Waste Cost Center

DURATION: Ongoing

DESCRIPTION: Participation in events provides an opportunity to educate residents as well as divert waste from the landfill.

REPAIR FAIRS

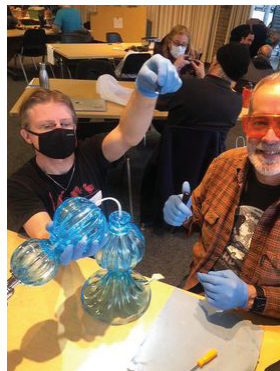
CITY	PARTICIPANTS	ITEMS REPAIRED	LBS DIVERTED
Petaluma 9/14/24	138	68	788
Santa Rosa 10/10/24	122	15	315
Rohnert Park-Cotati 10/12/24	171	74	522.5
Santa Rosa 11/9/24	96	64	473
Windsor 4/26/25	75	42	494
Forestville 5/3/25	150	87	575.24
Sonoma 5/17/25	125	69	495

REPAIR FAIRS

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

Zero Waste Sonoma hosted public Fix-it Clinics with community organizations, volunteers, and local fixers in 2022 and 2023. Starting in 2024, the Agency began to sponsor the organizing of similar Repair Fairs with Reuse Alliance, a local 501 (c)3 non-profit organization.

From 2023-mid 2025, Zero Waste Sonoma sponsored Repair Fairs in 5 Sonoma County jurisdictions. Through an RFP Process, Reuse Alliance was selected as the service provider to bring Repair Fairs to all 10 Sonoma County jurisdictions beginning in FY 2025-2026. Zero Waste Sonoma continues to provide support to local groups interested in hosting additional repair fairs in their community, beyond the events hosted by Reuse Alliance, on an annual basis.



MATTRESS AND SINGLE-USE PROPANE CYLINDER COLLECTIONS

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

MATTRESS COLLECTION EVENTS

JURISDICTION	# MATTRESS EVENTS	# OF MATTRESSES COLLECTED
Cloverdale	1	8
Healdsburg	1	14
Petaluma	1	65
Rohnert Park	1	87
Santa Rosa	2	86
Sonoma	1	9
Unincorporated	2	8
Windsor	1	49
TOTAL	10	326

HHW COST CENTER

JUSTIFICATION: MANDATED – JPA Comply with regulations, contract administration/oversight (Section 5.3 of the ColWMP)

WHO WORKS: Staff and Contractor (Cylinder Bottle Liquidators, Mattress Recycling Council)

FUNDING: Household Hazardous Waste Cost Center

DURATION: Ongoing

DESCRIPTION: Manage contract for collection of hazardous waste from residents and Conditionally Exempt Small Quantity Generators (CESQG) (businesses) at the Household Hazardous Waste Facility (HHWF), HHW Collection Events, and HHW Rover Pickup Service. Provide education resources for the program as needed and coordinate with local organizations.

The ZWS education program supports advertising for residential and business opportunities for household hazardous waste collection.



PARKS COLLECTION BINS

JURISDICTION	# OF DISPOSABLE 1-POUND PROPANE CYLINDERS COLLECTED
Santa Rosa	Spring Lake Regional Park
Unincorporated	Doran Regional Park Westside Regional Park Stillwater Cove Regional Park
TOTAL	3,400

RETAIL PROPANE EXCHANGE LOCATIONS

JURISDICTION	RETAIL PROPANE EXCHANGE LOCATIONS
Petaluma	DeCarli's Propane
Rohnert Park	Walmart
Santa Rosa	REI Sports Basement
Windsor	Walmart



HHW COST CENTER

JUSTIFICATION: MANDATED – JPA Comply with regulations, contract administration/oversight (Section 5.3 of the CoIWMP)

WHO WORKS: Staff and Contractor (Clean Harbors)

FUNDING: Household Hazardous Waste Cost Center

DURATION: Ongoing

DESCRIPTION: Manage contract for collection of hazardous waste from residents and VSQG (businesses) at the Household Hazardous Waste Facility (HHWF), HHW Collection Events, and HHW Rover Pickup Service. Provide education resources for the program as needed and coordinate with local organizations.

The ZWS education program supports advertising for residential and business opportunities for household hazardous waste collection.

HOUSEHOLD HAZARDOUS WASTE (HHW) PROGRAM

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

The HHW program is comprised of the permanent collection facility at the Central Disposal Site, weekly HHW Collection Events, and the HHW Rover Service. Businesses that qualify as Very Small Quantity Generators (VSQGs) by generating less than 220 lbs/month of HHW may also use the permanent HHW facility or HHW Collection events by appointment.

HHW programs were advertised in the annual Zero Waste Guide, waste hauler newsletters, and through social media postings.

The HHW program has taken advantage of many producer responsibility programs that continue to save ratepayers money. California has passed many producer responsibility and consumer responsibility bills, including SB 212 for pharmaceuticals and sharps, the Mercury Thermostat Collection Act of 2008, as well as AB 1343, the Paint Stewardship Program. These bills require the manufacturers or consumers to pay for the disposal fees so they aren't passed on to the local governments operating HHW programs. Thanks to laws and programs like these, ZWS does not have to pay to dispose of sharps, used oil and oil filters, thermostats, and paint, and ZWS is reimbursed for certain e-waste items and lead-acid batteries. All household batteries will soon be added to the list of items recycled for free.



HHW EVENTS

JURISDICTION	# OF HHW EVENTS	# OF APPOINTMENTS	AVERAGE APPOINTMENTS PER EVENT
Cloverdale	4	203	51
Cotati	2	83	42
Healdsburg	4	278	70
Petaluma	3	106	35
Rohnert Park	2	87	44
Santa Rosa	13	1,054	81
Sebastopol	3	130	43
Sonoma	4	199	50
Unincorporated	11	563	51
Windsor	4	385	96
TOTAL	50	3,088	56

POUNDS OF WASTE COLLECTED PER PROGRAM OR DISPOSAL METHOD

HHW PROGRAM	FACILITY (RESIDENTS)	FACILITY (VSQG)	EVENTS	ROVER	REUSE
Pounds Collected	1,084,665	31,838	126,822	16,600	104,347
			TOTAL		1,364,272

PARTICIPANTS PER PROGRAM

HHW PROGRAM	FACILITY	VSQG	EVENTS	ROVER
Participants FY 24/25	17,829	273	2,438	64
Participants FY 23/24	17,084	201	2,647	57
Participants FY 22/23	16,962	175	2,863	52
Participants FY 21/22	16,334	154	2,759	188
Participants FY 20/21	21,074	162	1,487	77
TOTAL	89,283	965	12,194	438



RESULTS HIGHLIGHTS

50 HHW Collection Events were held.

MendoRecycle no longer provides HHW collection events in The Sea Ranch due to agency changes. ZWS took over in 2023 and now offers one event per year. The November 2024 event was extremely successful with over 100 appointments made.

The HHW Programs now accept vape pens from residents only.

1,364,272 pounds of HHW collected in FY 24-25.

HHW COST CENTER

JUSTIFICATION: BOARD DIRECTED

WHO WORKS: Contractors (Soluna Outreach Services, Gigantic Idea Studio)

FUNDING: Grant funded CalRecycle’s Oil Payment Program (OPP)

DURATION: Ongoing. Contractor agreement from July 1, 2024-June 30, 2026

DESCRIPTION: This program includes a wide variety of efforts from reporting and auditing to collection and education. Funding is provided through the CalRecycle’s Oil Payment Program (OPP). Actual projects vary year to year depending on State funding levels.

MOTOR OIL AND FILTER RECYCLING

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

Quantities of motor oil and filter recycling is tallied for HHW programs, CalRecycle-certified collections centers (e.g., automotive suppliers/repair shops), non-certified collection centers, and waste hauler-operated curbside program.

In addition, programs were advertised using a robust multifaceted bilingual education campaign.

USED MOTOR OIL AND FILTER RECYCLING OUTREACH SUMMARY

TYPE OF OUTREACH	NOTES
89	CCC Site Visits
122,444	Gallons of Oil Recycled
48,349	Number of Filters Recycled
700	Storm Drain Markers Distributed



USED MOTOR OIL AND FILTER RECYCLING OUTREACH SUMMARY

TYPE OF OUTREACH	NOTES
DMV Outreach	7 education/outreach visits were conducted at DMV locations in Santa Rosa and Petaluma.
Home Delivery	Delivered oil filter drainers to 17 residents across Sonoma County.
Community presentations	We provided materials to teachers from the Pasitos Program. The teachers used the materials in a total of 6 presentations given to the parents FY 24-25.
Media Outreach	35 segments (Nuestra Tierra (Our Earth) that airs live in Spanish at KBBF Radio station in Santa Rosa.)
Certified Collection Center Site Visits	Conducted site visits at 89 used oil CCCs and completed CalRecycle required site visit forms. These visits take place January - March of each year. Note: <ul style="list-style-type: none"> • 48 visits were conducted as secret shoppers • 41 visits were conducted as part of the CalRecycle requirements for CCC's in Sonoma County
Labor Centers	5 visits to Labor Centers (Provided used motor oil and filters recycling information to patrons of the Graton, Healdsburg, and Fulton Labor Centers.)
Community Events	Conducted used motor oil and filter outreach at over 60 events. Events usually combined general ZWS topics. For a sampling of events, see page 17.
Riders Recycle Program	Direct outreach at the Rip City Riders Bike & Car Show, O'Reilly Auto Parts in Cloverdale and Windsor, Santa Rosa Cycle Gear, and Z2 Track Day at Sonoma Raceway. 95% of residents surveyed said they recycle their motor oil.
ESL Outreach	4 classes taught (Prepared used oil recycling classroom materials/lesson ("The Family Car") for adult English learners through the Santa Rosa Junior College non-credit ESL program.)



RESULTS HIGHLIGHTS

In FY 24-25, Sonoma County used oil collection facilities collected over 122,000 gallon of used oil and over 48,000 oil filters. This represents an increase in gallons of oil collected from FY 23-24, while filters remained steady. Collection of oil and filters continue to increase at Spud Point Marina and the Central Disposal HHW Facility. This indicates a shift away from residents using retail oil and filter drop off programs, instead relying on County-run facilities for recycling.

Over 500 new oil filter drainers were distributed in FY 24-25.

HHW COST CENTER

JUSTIFICATION: MANDATED - CoIWMP/Section 5.4.1.8
Provide recycling information to all county residents

WHO WORKS: Staff and Contractor (Conservation Corps North Bay)

FUNDING: HHW Cost Center

DURATION: Monthly events contracted until December 2026

DESCRIPTION: This program accepts electronics that are defined as household 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 ZWS. ZWS pays for site fees and coordinates advertising.

E-WASTE RECYCLING EVENTS

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

E-waste collection events have been operated by the Conservation Corps North Bay (CCNB) since 2016. CCNB now accepts e-waste at their facility in Santa Rosa in addition to these events.

Programs are advertised through paid advertising in local newspapers and radio stations, in the annual Zero Waste Guide, and through social media.



EVENTO GRATUITO DE RECICLAJE DE APARATOS ELECTRÓNICOS
CLOVERDALE

18 al 20 de octubre, 2024 • 9A - 5P
TRAIN DEPOT
501 ASTI ROAD

ZERO WASTE SONOMA
CONSERVATION CORPS NORTH BAY
A path to a better future.

North Bay Zero Waste Week
2024
zerowastesonoma.gov

POUNDS COLLECTED

JURISDICTION	POUNDS OF COVERED E-WASTE (TVS, LAPTOPS AND MONITORS)	POUNDS OF NON-COVERED E-WASTE
Cloverdale	3,358	10,654
Healdsburg	4,586	7,582
Petaluma	17,550	30,074
Rohnert Park	13,079	15,321
Santa Rosa	43,805	69,395
Sonoma	3,674	4,808
Unincorporated	8,105	17,285
Windsor	9,455	13,045
TOTAL	103,612	168,164

RADIO PAID ADVERTISING

RADIO	# 30-SEC. ADS
KFGY	60
KVRV	60
TOTAL	120

NEWSPAPER PAID ADVERTISING

PRINT	# PAID ADS
Press Democrat	13
Sonoma Index Tribune	1
Petaluma Argus-Courier	1
Sonoma County Gazette	2
La Prensa	10
TOTAL	27

E-WASTE COLLECTION EVENTS

JURISDICTION	# E-WASTE EVENTS	PARTICIPANTS AT E-WASTE EVENTS
Cloverdale	2	402
Healdsburg	1	239
Petaluma	2	1,080
Rohnert Park	1	541
Santa Rosa (including Oakmont)	3 Santa Rosa 2 Oakmont	2,353 Santa Rosa 1,012 Oakmont
Sonoma	1	213
Unincorporated	2	561
Windsor	1	513
TOTAL	15	6,914



RESULTS HIGHLIGHTS

6,914 participant donors participated in monthly ZWS and CCNB e-waste events.

99,715 pounds of Covered Electronic Waste (CEW) (TVs, laptops, and monitors) were collected.

180,379 pounds of Universal Waste Electronic Devices (UWED), non-covered e-waste were collected.

HHW COST CENTER

JUSTIFICATION: MANDATED - JPA
Required by regulation, contract administration/oversight (Section 5.4.1.8 of the ColWMP)

WHO WORKS: Staff and Contractor (Recology Sonoma Marin and Onsite Electronics)

FUNDING: HHW Cost Center

DURATION: Agreement for e-waste handling, transporting, and recycling with Onsite Electronics expires in June 2026.
Agreement for transportation of e-waste to the Sonoma Transfer Station with Recology Sonoma Marin expires in December 2026.

DESCRIPTION: Transport and properly dispose of electronic wastes collected at all of the County-owned disposal sites.

E-WASTE COLLECTION AT DISPOSAL SITES

REPORTING PERIOD OF CALENDAR YEAR 2024

E-waste collection is offered at all County Refuse Disposal Sites. A contract with Onsite Electronics provides sorting, transportation, and recycling of electronic waste from the below locations. We continue to see reduced weight in material accepted due to a phasing out of heavy items such as TVs and monitors known as cathode ray tube devices (CRTs).

POUNDS OF E-WASTE COLLECTED BY TRANSFER STATIONS

TRANSFER STATION	CEW WEIGHT (CRT + FLATSCREENS INCLUDED)	UWED WEIGHT	TOTAL WEIGHT
Annapolis Transfer Station	2,227	10,937	13,164
Central Disposal Site	64,484	484,703	549,187
Guerneville Transfer Station	13,967	74,527	88,494
Healdsburg Transfer Station	25,067	172,389	197,456
Sonoma Transfer Station	14,313	93,128	107,441
TOTAL	120,058	835,684	955,742

**CEW = COVERED ELECTRONIC DEVICES
(ANYTHING WITH A SCREEN LARGER THAN
4 INCHES)**

**UWED = UNIVERSAL WASTE ELECTRONIC
DEVICES (ALL OTHER E-WASTE)**



ACCEPTABLE ELECTRONIC DEVICES

- Answering machines
- Calculators
- CD players
- Cell phones
- CPAP/Bi-PAP machines
- Copiers
- CRT monitors
- CRT televisions
- Data storage devices
- Desktop computers
- Digital cameras
- DVD players
- Electronic cables
- Fax machines
- Flash drives
- Hard drives
- Keyboards/mice
- Laptop computers
- LCD monitors
- LCD television
- LED monitors
- LED televisions
- Microwaves
- Modems/routers
- Network equipment
- Plasma monitors
- Plasma televisions
- Portable DVD players
- Power cords/adapters
- Printers
- Radios
- Rear projection and DLP TVs
- Remote controls
- Robotic vacuums
- Scanners
- Servers
- Stereos
- Tablets
- Telecom equipment
- Telephones
- VCRs
- Video games consoles
- Zip drives

UNACCEPTABLE ITEMS

- **Appliances** such as air purifiers, refrigerators, freezers, washers, dryers, stoves, ovens, water heaters, air conditioners
- **Ballasts/capacitors**
- **Batteries** other than those in electronic devices
- **Battery powered consumer products** such as power tools, toys, toothbrushes, cordless power tools
- **Contaminated electronic waste** such as medical equipment
- **Exercise/sporting equipment** (an incorporated tv screen should be recycled as e-waste)
- Fans
- Gas cylinders (propane, etc)
- Gas powered lawn equipment
- Household hazardous waste (pesticides, aerosols, cleaners)
- Lamps and light bulbs
- Medical equipment (can be accepted on a case-by-case basis)
- Mercury containing (thermostats, switches)
- Miscellaneous household goods such as Swiffers™, clocks, waffle irons, irons, sanders, staplers, lamps

- **Non-electronic items** such as CDs, VHS Tapes, DVDs, memory sticks and floppy discs
- **Radioactive devices** (including smoke detectors and exit lights)
- Satellite dishes
- Small kitchen appliances
- Solar panels
- Vacuum cleaners, shop vacs
- Vehicle air bags
- Wood, including wood-encased stereo speakers



RESULTS HIGHLIGHTS

120,058 pounds of covered e-waste was collected at all County Refuse Disposal Sites.

835,684 pounds of non-covered e-waste/universal waste electronic devices (UWED) was collected at all County Refuse Disposal Sites.

HHW COST CENTER

JUSTIFICATION: BOARD DIRECTED
WHO WORKS: Staff and Contractor (Conservation Corps North Bay)
FUNDING: HHW Cost Center
DURATION: Grant project term Sept 2022 to Sept 2025
DESCRIPTION: Offer up to 6 solar panel collection events for residentially-owned solar panels.

SOLAR PANEL RECYCLING EVENTS

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

The pilot was used to gather information and to determine how to operate a permanent program in the future. The first six events were held in 2023 and early 2024. The final six events were held in early 2025.

Solar panels are currently considered universal waste, a category of hazardous waste, and cannot be safely disposed of in a landfill. Only 10% of solar photovoltaic, or PV, panels are recycled today in the US. Several companies and organizations in California recycle old solar panels to retrieve the valuable mineral components to use in new panels, but they only accept large quantity donations that are far larger than a typical residential array. Valuable materials contained in solar panels include cadmium telluride, silver, copper, silicon, and other rare-earth minerals that are often only naturally found in other countries. When removed from old panels these materials can be reutilized, lowering the need for additional mining for the projected demand for solar panels, driven in part by legislation.

Many solar panels have a lifespan of 20-30 years, but some homeowners replace solar panels before the end of their lifespan to utilize newer technology or in conjunction with roofing upkeep.

PANELS COLLECTED AT THE EVENTS MUST BE GENERATED BY A RESIDENT (NOT A BUSINESS) IN SONOMA COUNTY.

RESIDENTS COULD BRING A MAXIMUM OF 40 PANELS.



SANTA ROSA SOLAR PANEL COLLECTION EVENTS SUMMARY

EVENT DATE	# COLLECTED	# REUSED	# RECYCLED
1/10/25	92	9	83
1/24/25	9	0	9
2/14/25	119	0	119
2/28/25	17	0	9
3/14/25	84	0	84
3/28/25	50	6	44

The grant project was widely considered a success and was celebrated by receiving the Best New Program award from the North American Hazardous Materials Management Association (NAHMMA). The project was also featured on Northern California Public Media’s radio station and podcast.

Through the project, ZWS learned the importance of working with business customers. Grant restrictions prohibited the acceptance of solar panels from businesses, leaving only residents that owned their panels to utilize our program. This resulted in fewer customers and damaged panels that were unsuitable for reuse.

ZWS purchased a property in Windsor that will eventually become a new HHW facility and looks forward to collecting solar panels at that new location in the future.



ADMIN COST CENTER

JUSTIFICATION: BOARD DIRECTED
WHO WORKS: Staff
FUNDING: Admin Cost Center
DURATION: Ongoing
DESCRIPTION: To utilize the subject matter experts on staff to influence state legislation.

POLICY OVERVIEW

REPORTING PERIOD JULY 1, 2024 TO JUNE 30, 2025

Agency staff worked on a number of legislative projects in this fiscal year. From statewide rulemaking to local research, a range of issues were addressed.

SB 54 - The plastic pollution prevention and packaging producer responsibility act aims to reduce the amount and volume of plastic packaging produced or sold in the state of CA.

The law seeks to eliminate single-use products and packaging that are not reusable, recyclable, or compostable in California facilities by 2032.

This law is in the rulemaking process and will have an impact mostly on producers; however, the effects of SB 54 will flow down to the general public.

In Winter 2024-2025, an ad-hoc committee of the AB 939 Local Task Force was formed to address the issue of artificial, plastic grass.

Over the year, the group met with the goal of providing research related to disposal and environmental concerns related to microplastic shedding of the infill and blade material. Additional issues were identified through the course of this committee gathering. Data was presented to the Zero Waste Sonoma board in November 2025 and guidance was sought from the board to inform further action in the next fiscal year.





THANK YOU!

