



## Meeting of the Board of Directors

April 15, 2020  
REGULAR MEETING

Virtual Meeting via WebEX

Call in Number 707-565-4657  
Code: 996 400 877

(public comment via voice mail or email instructions on Agenda)

Regular Session begins at 8:30 a.m. (with a brief 15 minute  
WebEx training)  
Estimated Ending Time 11:30 a.m.

Meeting Agenda and Documents

## **ZERO WASTE SONOMA**

### **Meeting of the Board of Directors**

April 15, 2020

#### **REGULAR MEETING**

Regular Session begins at 8:30 with a  
brief WebEX training (15 minutes)

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*Note: This packet is 28 pages total*

# **Zero Waste Sonoma**

## **Meeting of the Board of Directors**

**April 15, 2020**

### **REGULAR MEETING**

**Regular Session begins at 8:30 a.m. with a brief WebEX training  
(approximately 15 minutes, regular items to follow immediately after)  
Estimated Ending Time 11:30 a.m.**

In accordance with Executive Orders N-25-20 and N-29-20 the April 15, 2020 Board of Directors meeting will be held virtually.

MEMBERS OF THE PUBLIC MAY NOT ATTEND THIS MEETING IN PERSON

**Virtual Meeting via WebEX  
Call in Number 707-565-4657  
Code: 996 400 877**

#### **PUBLIC COMMENT:**

Public Comment may be submitted via recorded voice message or email.

Voice recorded public comment: To submit public comment via recorded message, please call 707-565-2722 by 5:00 pm Tuesday, April 14th. 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 at the appropriate time during the board meeting.

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

## **Agenda**

### **Item**

1. Call to Order
2. Agenda Approval
3. Public Comments (items not on the agenda)
4. **Consent** (w/attachments)
  - 4.1 Minutes of the February 19, 2020 Regular Meeting
  - 4.2 February, March, April, and May 2020 Outreach Calendar
  - 4.3 Consideration of Merit Increase for Executive Director

### **Regular Calendar**

5. Discussion and Possible Action on the 2020/21 Draft ZWS Budget [Collard]
6. Boardmember Comments – NO ACTION
7. Executive Director Report – VERBAL REPORT
8. Staff Comments – NO ACTION
9. Next SCWMA meeting: May 20, 2020
10. Adjourn

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

**Regular Calendar:** These items include significant and administrative actions of special interest and are classified by program area. The regular calendar also includes "Set Matters," which are noticed hearings, work sessions and public hearings.

**Public Comments:** Pursuant to Rule 6, Rules of Governance of the Sonoma County Waste Management Agency, members of the public desiring to speak on items that are within the jurisdiction of the Agency shall have an opportunity at the beginning and during each regular meeting of the Agency. When recognized by the Chair, each person should give his/her name and address and limit comments to 3 minutes. Public comments will follow the staff report and subsequent Boardmember questions on that Agenda item and before Boardmembers propose a motion to vote on any item.

**Disabled Accommodation:** If you have a disability that requires the agenda materials to be in an alternative format or requires an interpreter or other person to assist you while attending this meeting, please contact the Sonoma County Waste Management Agency Office at 2300 County Center Drive, Suite B100, Santa Rosa, (707) 565-3579, at least 72 hours prior to the meeting, to ensure arrangements for accommodation by the Agency.

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



**To:** Zero Waste Sonoma Board Members

**From:** Leslie Lukacs, Executive Director

**Subject:** April 15, 2020 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 February 19, 2020 Meeting
- 4.2 February, March, April, and May 2020 Outreach Calendar
- 4.3 Consideration of Merit Increase for Executive Director

### **Regular Calendar**

5 Discussion and Possible Action on the 2020-21 SCWMA Draft Budget: The preparation of the ZWS's annual budget begins with direction and approval by the Board of a Draft Budget, establishing funding guidelines and other parameters necessary to integrate the ZWS's annual budget with the County's budget, accounting, and audit process. Staff recommends the Board provide feedback on the FY 20-21 Zero Waste Sonoma Draft Budget with direction to return at the April 15, 2020 ZWS meeting for final approval.



## Minutes of the February 19, 2020 Meeting

The Sonoma County Waste Management Agency met on February 19, 2020, at the City of Santa Rosa Council Chambers, 100 Santa Rosa Avenue, Santa Rosa, California.

### Board Members Present:

City of Cloverdale	Marta Cruz	City of Santa Rosa	Jon Sawyer
City of Cotati	Susan Harvey	City of Sebastopol	Henry Mikus
City of Healdsburg	Larry Zimmer	City of Sonoma	Madolyn Agrimonti
City of Petaluma	Patrick Carter	County of Sonoma	Susan Gorin
City of Rohnert Park	Don Schwartz	Town of Windsor	Bruce Okrepkie

### Staff Present:

Executive Director: Leslie Lukacs

Counsel: Ethan Walsh

Staff: Xinci Tan, Karina Chilcott, Sloane Pagal, Thora Collard, Courtney Scott

Agency Clerk: Janel Perry

### 1. Call to Order Regular Meeting

Closed session was called to order at 8:00 a.m.

### 2. Closed Session:

PUBLIC EMPLOYMENT

Title: Executive Director

### 3. Adjourn Closed Session at 8:43 a.m.

### Call to Order Regular Meeting

Regular meeting was called to order at 8:47 a.m.

There were no reportable actions.

### 4. Agenda Approval

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

P. Mitchell - against Llano Road site for new compost facility - distributed letter at meeting.

D. Noble - discussed current outreach plan in the form of compost hubs.

G. Eicher - against Llano Road site for new compost facility - distributed letter at meeting.

### 6. Consent (w/attachments)

6.1 Minutes of the January 15, 2020 Regular Meeting

6.2 January, February, and March 2020 Outreach Calendar

6.3 Annual Review of SCWMA Rules of Governance

6.4 Approval of FY 2019-20 Second Quarter Financial Report

## 6.5 Approval of the FY 2020-21 ZWS Draft Work Plan

### Board Comments: items 6.4 and 6.5 moved to regular calendar

#### Action Items:

- Correct minutes on page 7 from “Reach out to jurisdictions where a facility might,” to add words “be located”. The new line will read “Reach out to jurisdictions where a facility might *be located*”

#### Public Comments:

None

**Motion:** For approval of items 6.1, 6.2 and 6.3

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

**Second:** City of Santa Rosa, Jon Sawyer

#### 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	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -10- NOES -0- ABSENT -0- ABSTAIN -0-

**Motion passed.**

### Regular Calendar

6.4 Approval of FY 2019-20 Second Quarter Financial Report

6.5 Approval of the FY 2020-21 ZWS Draft Work Plan

### Board Comments:

#### Action Items:

- Post as much information as possible about new compost facility plans on our website (FAQ, timelines, EIR information, etc.).
- Send communication plan (newsletter) to all city managers and direct city managers to disseminate it to council members and supervisors with link to our website.
- Initiate and contribute to robust community discussions of why a local compost facility is important.
- Include Petaluma’s waste in Waste Characterization Study-sorting at Redwood Landfill.
- Complete a Consumption Based Emission Study.
- Pencil 4/27/2020 for retreat and send that information out to the board.

#### Public Comments:

P. Mitchell - against Llano Road site for new compost facility

G. Eicher - against Llano Road site for new compost facility

**Motion:** Approval of items 6.4 and 6.5

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

**Second:** City of Sonoma - Madolyn Agrimonti

**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	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -10- NOES -0- ABSENT -0- ABSTAIN -0-

**Motion passed.**

## **7. HHW Expansion Feasibility Study RFP Criteria Approval [Scott]**

**Board Comments/Action Items:**

- Reach out to City Managers and the County to make sure they are aware this effort is going on and include discussion of possible public controversy of a facility, possibility of other non-facility options and the importance of serving North County.
- Complete a program comparison of obtaining a property to other non-facility options.
- Bring back at next meeting staff recommendations on if a facility is necessary.
- Create and send quarterly or monthly newsletters to City Managers highlighting issues.
- Ask City Managers for their feedback of what types of HHW disposal options work for their residents.

**Public Comments:**

None

**Summary:** At the January 15, 2020 Board Meeting, the Board directed staff to proceed with the creation of an RFP that will allow for a feasibility study of a property once the Agency and the Board identify a property. The Board approved a Request for Proposal for a Property Feasibility Study of Property to become a Household Hazardous Waste Facility and directed Staff to distribute the RFP.

**Motion:** The Board approves the Request for Proposal (RFP) for a Feasibility Study of Property to become a Household Hazardous Waste (HHW) Facility and direct Staff to distribute the RFP. The board also clarifies that services will not be contracted until the Board approves direction for the HHW facility and selects a site.

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

**Second:** City of Sebastopol - Henry Mikus

**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	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -10- NOES -0- ABSENT -0- ABSTAIN -0-  
**Motion passed.**

## 8. Potential Office Move/Approval to Enter into Lease Negotiations [Lukacs]

### Board Comments/Action Items:

- Look at move with a 10-15 year prospective in mind.

### Public Comments:

D. Noble – feels ZWS moving away from the county has pros and cons.

**Summary:** At the January 15, 2020 board meeting, staff presented a lease option to the board for review. Staff presented responses to the Board's questions during the January meeting. The Board approved Staff to enter into a lease negotiation with the top three selections for new office space.

**Motion:** Approval to negotiate with landlords with top three properties, noting comments about restroom accessibility.

**First:** City of Sebastopol - Henry Mikus

**Second:** City of Sonoma - Madolyn Agrimonti

### 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	AYE
City of Rohnert Park	AYE	Town of Windsor	AYE

AYES -10- NOES -0- ABSENT -0- ABSTAIN -0-  
**Motion passed.**

## 9. California Redemption Value (CRV) Pilot Partnership and Grant

### Board Comments/Action Items:

- Check to see if Lucky's in Sonoma will participate in program.
- Work with libraries to ensure individuals without computers get library cards to gain access to online program.
- Find future funding sources to continue program past grant term.
- What are actual cost and what will expenses cover?
- Bring back budget with line items.
- Work directly with city manager to see what they need so they know what they are agreeing to.
- Bring back application back to board or send memo to board members with copy of grant application with note it has been sent.

- Send out model staff report to take in front of council as soon as possible

Don Schwartz left at 11:16 a.m.

**Public Comments:**

None

**Summary:** ZWS is interested in applying for the grant in partnership with the Petaluma Recycling Center (PRC) to implement a pilot project that would bring ten new CRV collection facilities to currently unserved areas in Cloverdale, Healdsburg, Sebastopol, Santa Rosa, Sonoma, and Petaluma. The Board approved the proposed agreement between the Agency and participating jurisdictions in a container redemption pilot project throughout Sonoma County. Staff will present the grant opportunity and agreement to the Council's of participating jurisdictions.

**Motion:** Approve proposed agreement with minor non material changes as suggested by the city attorneys and direct staff to send out model staff report on item.

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

**Second:** City of Sonoma - Madolyn Agrimonti

**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	AYE
City of Rohnert Park	ABSENT	Town of Windsor	AYE

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

**Motion passed.**

- 10. Boardmember Comments – NO ACTION**  
Comments were received by the Board.
- 11. Executive Director Report – NO ACTION**  
Executive Director will email report to members.
- 12. Staff Comments – NO ACTION**  
None
- 13. Next SCWMA meeting:** April 15, 2020
- 14. Adjourn 11:39 am**

Submitted by: Janel Perry



## ITEM: March-April-May 2020 Outreach Calendar

Note: Events below shown in ~~strikethrough red~~ were cancelled due to the COVID-19 diaster.

### MARCH 2020 OUTREACH EVENTS

Start date	End date (multiple day only)	Start time	End time	Event	Jurisdiction
3/3/20		4:00 PM	8:00 PM	Household Hazardous Waste Event (Kenwood)	Unincorporated area
3/3/20		10:00 AM	11:00 AM	Pasitos Program Presentation to parents (Community Action Partnership) at Lawrence Cook Middle School	Santa Rosa
3/4/20		12:00 PM	1:00 PM	Pasitos Program Presentation to parents (Community Action Partnership) at Amarosa Academy in Santa Rosa	Santa Rosa
3/4/20		10:30 AM	11:00 AM	Pasitos Program Presentation to parents (Community Action Partnership) at Amarosa Academy in Santa Rosa	Santa Rosa
3/4/20		10:00 AM	11:00 AM	Pasitos Program Presentation to parents (Community Action Partnership) at Brook Hill Elementary School	Santa Rosa
3/5/20		10:30 AM	11:30 AM	Pasitos Program Presentation to parents (Community Action Partnership) at Lawrence Cook Middle School	Santa Rosa
3/5/20		9:30 AM	10:30 AM	Pasitos Program Presentation to parents (Community Action Partnership) at Miwok Valley Language Academy	Petaluma
3/6/20		10:30 AM	11:30 AM	Pasitos Program Presentation to parents (Community Action Partnership) at Roseland Elementary	Santa Rosa
3/6/20		9:00 AM	10:00 AM	Pasitos Program Presentation to parents (Community Action Partnership) City Center Dr. in Rohnert Park	Rohnert Park
3/6/20		11:00 AM	12:00 PM	Pasitos Program Presentation to parents (Community Action Partnership) at City Center Dr. Rohnert Park	Rohnert Park

Start date	End date (multiple day only)	Start time	End time	Event	Jurisdiction
3/7/20		8:00 AM	10:00 AM	Healdsburg Labor Center Compost Workshop in Spanish	Healdsburg
3/9/20		9:00 AM	10:00 AM	KBBF Radio Interview about Used Motor Oil Recycling	Santa Rosa
3/10/20		4:00 PM	8:00 PM	Household Hazardous Waste Event (Monte Rio)	Unincorporated area
3/13/20	3/15/20	9:00 AM	5:00 PM	E-Waste Recycling Event (Sebastopol)	Sebastopol
3/14/20		9:00 AM	5:00 PM	Mattress Recycling Event (Sebastopol)	Sebastopol
3/17/20		4:00 PM	8:00 PM	Household Hazardous Waste Event (Santa Rosa, W)	Santa Rosa
<del>3/19/20</del>		<del>9:30 AM</del>	<del>10:30 AM</del>	<del>Fulton Labor Center Presentation</del>	<del>Unincorporated area</del>
<del>3/21/20</del>		<del>8:00 AM</del>	<del>9:30 AM</del>	<del>Healdsburg Labor Center Presentation</del>	<del>Healdsburg</del>
<del>3/21/20</del>		<del>11:00 AM</del>	<del>1:00 PM</del>	<del>Composting Workshop at Landpaths Bayer Farm (Spanish)</del>	<del>Santa Rosa</del>
<del>3/24/20</del>		<del>4:00 PM</del>	<del>8:00 PM</del>	<del>Household Hazardous Waste Event (Windsor)</del>	<del>Windsor</del>
<del>3/28/20</del>		<del>10:00 AM</del>	<del>12:00 PM</del>	<del>Composting Workshop at Cloverdale Community Garden</del>	<del>Cloverdale</del>
<del>3/28/20</del>		<del>10:00 AM</del>	<del>5:00 PM</del>	<del>One Planet Youth Summit</del>	<del>Rohnert Park</del>
<del>3/31/20</del>		<del>4:00 PM</del>	<del>8:00 PM</del>	<del>Household Hazardous Waste Event (Petaluma)</del>	<del>Petaluma</del>

## APRIL 2020 OUTREACH EVENTS

Start date	End date (multiple day only)	Start time	End time	Event	Jurisdiction
<del>4/7/20</del>		<del>4:00 PM</del>	<del>8:00 PM</del>	<del>Household Hazardous Waste Event (Sebastopol)</del>	<del>Sebastopol</del>
<del>4/10/20</del>	<del>4/12/20</del>	<del>9:00 AM</del>	<del>5:00 PM</del>	<del>E-Waste Recycling Event (Sonoma)</del>	<del>Sonoma</del>
<del>4/11/20</del>		<del>9:00 AM</del>	<del>5:00 PM</del>	<del>Mattress Recycling Event (Sonoma)</del>	<del>Sonoma</del>
<del>4/14/20</del>		<del>4:00 PM</del>	<del>8:00 PM</del>	<del>Household Hazardous Waste Event (Santa Rosa, E)</del>	<del>Santa Rosa</del>
<del>4/16/20</del>		<del>9:30 AM</del>	<del>10:30 AM</del>	<del>Fulton Labor Center Presentation</del>	<del>Unincorporated area</del>
<del>4/16/20</del>		<del>8:00 AM</del>	<del>9:30 AM</del>	<del>Healdsburg Labor Center Presentation</del>	<del>Healdsburg</del>
<del>4/17/20</del>		<del>4:30 PM</del>	<del>7:00 PM</del>	<del>Climate Action Night at Santa Rosa Junior College</del>	<del>Santa Rosa</del>
<del>4/18/20</del>	<del>4/19/20</del>	<del>9:00 AM</del>	<del>5:00 PM</del>	<del>E-Waste Recycling Event (Monte Rio)</del>	<del>Unincorporated area</del>
<del>4/18/20</del>		<del>9:00 AM</del>	<del>5:00 PM</del>	<del>Mattress Recycling Event (Monte Rio)</del>	<del>Unincorporated area</del>
<del>4/21/20</del>		<del>4:00 PM</del>	<del>8:00 PM</del>	<del>Household Hazardous Waste Event (Sonoma)</del>	<del>Sonoma</del>

Start date	End date (multiple day only)	Start time	End time	Event	Jurisdiction
4/24/20	4/25/20	4:00 PM	8:00 PM	HazMobile (Sea Ranch)	Unincorporated area
4/25/20		10:30 AM	12:30 PM	Compost and Vermicompost Presentation Sonoma Library	Sonoma
4/25/20		10:00 AM	2:00 PM	DEA National Drug Take Back Day	TBD
4/25/20		12:00 PM	4:00 PM	Earth Day Event Santa Rosa	Santa Rosa
4/25/20		9:00 AM	12:00 PM	Sonoma Earth Action Day	Sonoma
4/28/20		4:00 PM	8:00 PM	Household Hazardous Waste Event (Cloverdale)	Cloverdale

## MAY 2020 OUTREACH EVENTS

Start date	End date (multiple day only)	Start time	End time	Event	Jurisdiction
5/2/20		10:30 AM	12:30 PM	Composting Workshop at Permaculture Skills Center	Sebastopol
5/5/20		4:00 PM	8:00 PM	Household Hazardous Waste Event (Guerneville)	Unincorporated area
5/9/20		11:30 AM	1:30 PM	Composting Workshop at Petaluma Bounty Farm	Petaluma
5/12/20		4:00 PM	8:00 PM	Household Hazardous Waste Event (Larkfield)	Unincorporated area
5/15/20	5/17/20	9:00 AM	5:00 PM	E-Waste Recycling Event (Healdsburg)	Healdsburg
5/16/20		9:00 AM	5:00 PM	Mattress Recycling Event (Healdsburg)	Healdsburg
5/19/20		4:00 PM	8:00 PM	Household Hazardous Waste Event (Cotati)	Cotati
5/21/20		9:30 AM	10:30 AM	Fulton Labor Center Presentation	Unincorporated area
5/21/20		8:00 AM	9:30 AM	Healdsburg Labor Center Presentation	Healdsburg
5/26/20		4:00 PM	8:00 PM	Household Hazardous Waste Event (Oakmont)	Santa Rosa
5/30/20		10:30 AM	12:00 PM	Composting Workshop at Petaluma Regional Library	Petaluma



Agenda Item #: 4.3  
Staff Contact: Walsh  
Agenda Date: 4/15/2020  
Approved By: LL

## **ITEM: Consideration of Merit Increase for Executive Director**

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

That, based on the recommendation from the Board Chair, the Board approve the attached resolution to provide a merit increase for Ms. Lukacs based on the favorable evaluation received from the Board for her 6 month review.

### **II. BACKGROUND**

The Sonoma County Waste Management Agency (Zero Waste Sonoma) Executive Director was hired by the Board pursuant to an agreement for personal services between the County of Sonoma and Leslie Lukacs (the "Employment Agreement"). The County and the Agency have entered into an Agreement for Staff Services, pursuant to which the County employs the Executive Director, although the Executive Director serves at the pleasure of and under the direction of the Agency Board. Under the terms of the Employment Agreement, the Board was to give Ms. Lukacs a review following six months of service as Executive Director. That review has been completed.

Ms. Lukacs was initially hired at the "F" Step of the salary range established by the County for the Agency Executive Director position. The personal services agreement provides that Ms. Lukacs's salary is thereafter governed by Sonoma County Salary Resolution 95-0926, as amended. Under the salary resolution, Ms. Lukacs is eligible for consideration of a merit increase upon completion of her first 1,040 hours in her position, upon receipt of a satisfactory or exceeds expectation evaluation. Although not required, the Salary Resolution provides that upon a satisfactory or exceeds expectation evaluation, the employee will be eligible for a merit increase of five percent (5%). A five percent merit increase would increase Ms. Lukacs from her current "F" Step to the "H" Step for his position.

Following recommendation from the Board, the County staff can implement a merit increase.

### **III. DISCUSSION**

The Board has given Ms. Lukacs a favorable evaluation, and she is therefore eligible for a merit increase. The Board Chair is recommending that Board request that the County provide Ms. Lukacs a merit increase to the "H" Step on the salary schedule.

### **IV. FUNDING IMPACT**

The proposed merit increase would constitute a 5% increase in salary for Ms. Lukacs. This increase is accounted for in the Agency's current budget.

### **V. ATTACHMENTS**

Resolution

Dated: April 15, 2020

RESOLUTION OF ZERO WASTE SONOMA (SONOMA COUNTY WASTE MANAGEMENT AGENCY)  
REQUESTING THAT THE COUNTY OF SONOMA PROVIDE A MERIT INCREASE TO LESLIE LUKACS,  
EXECUTIVE DIRECTOR

WHEREAS, Zero Waste Sonoma (Sonoma County Waste Management Agency) retained Leslie Lukacs ("Lukacs") to serve as Executive Director of the Agency pursuant to that certain Agreement for Personal Services entered into by and between Lukacs and the County of Sonoma dated May 21, 2019 (the "Employment Agreement"); and

WHEREAS, pursuant to the terms of the Current Agreement and Sonoma County Salary Resolution 95-0926, Lukacs is eligible for a merit increase following a satisfactory or exceeds expectations review after 1040 hours in her current position; and

WHEREAS, the Board has completed such review and gave Lukacs a favorable review; and

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of Zero Waste Sonoma (Sonoma County Waste Management Agency) does hereby request that the County grant Lukacs a merit increase from her current Step "F", to Step "H" on the current salary schedule for the Executive Director position.

MEMBERS:

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

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

SO ORDERED

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

ATTEST:                      DATE: April 15, 2020

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



Agenda Item #: 5  
Cost Center: All  
Staff Contact: Collard  
Agenda Date: 4/15/2020  
Approved By: LL

## **ITEM: Discussion and Possible Action on the 2020-21 ZWS Draft Budget**

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

Staff recommends the Board provide feedback on the FY 20-21 Zero Waste Sonoma Draft Budget with direction to return at the May 20, 2020 ZWS meeting for final approval.

### **II. BACKGROUND**

The approval of the Work Plan outlining the contractor and staff costs for individual programs and planned projects is the first step in the budget development process. Direction was given to staff regarding that document by the Board at the January 15, 2020 and the February 19, 2020 ZWS meetings.

The preparation of the ZWS's annual budget begins with direction and approval by the Board of a Draft Budget, establishing funding guidelines and other parameters necessary to integrate the ZWS's annual budget with the County's budget, accounting, and audit process. The last step is the approval, with a required supermajority vote, of the Final Budget prepared and presented by staff. The Final Budget takes any comments, questions or directions resulting from the presentation of the Draft Budget into consideration.

### **III. DISCUSSION**

Information for this discussion can be found in the Explanation and Details and History sections of the FY 20-21 Draft Budget.

The FY 20-21 Draft Budget is similar to the FY 19-20 Final Budget in maintaining the core ZWS programs at similar levels, with a few exceptions. Any program item that has a change of \$10,000 and 5% has been explained in the Explanations and Details attachment.

Notable differences from the previous year's budget include a Waste Characterization Study, continued exploration of a North County HHW facility, and the addition of rent for the proposed new office location.



## **Explanation of Notable Differences Between FY 2019-20 and FY 2020-21**

### **Administration Services**

The ZWS is now fully staffed. The increase in Administration Services (\$75,916) is based upon projections provided by County payroll. The increase calculates any changes to benefits and any regularly scheduled step increases.

### **Rents and Leases – Bldg/Land**

This account shows the increase to ZWS for the proposed office rent (\$86,506) annually, this includes the three additional parking passes needed.

### **Other Contract Services**

The increase to this account is mostly attributed the increase in hauling and processing of organics.

### **Special Department Expense**

This account recognizes Contingency Fund projects (Northern County HHW Site Feasibility study, Waste Characterization study, and Consumption Based Emission Study).

### **Conclusion**

This budget reflects the direction given to staff in the FY 2020-21 Work Plan and reflects the level of effort required to implement ZWS programs. Between all funds, staff estimates a net cost of this budget (reduction of fund balances) in the amount of \$462,457 for the Fiscal Year. The fund balance reduction is for one-time contingency fund projects. All core programs are projected to operate within budget with no draw down to reserves. As all of the Reserve funds remain above Reserve Fund goals, staff believes it is a sensible budget which reflects the direction given to staff during the Work Plan discussion at the January 15, 2020 Meeting.

Staff recommends the Board provide feedback on this budget with direction for staff to return at the May 20, 2020 ZWS meeting for final approval.

## **IV. ATTACHMENTS**

Draft FY 2020-21 Budget  
Explanations and Details  
History and Fund Balances

		Organics 78111	H H W 78104	Ed & Outreach 78110		Organics Res. 78103	Contin. Res. 78109	Unfund Liab 78112	Total All Divisions
<b>REVENUES</b>									
42358	State Other Funding	25,000	151,189	142,000		-	-		318,189
42601	County of Sonoma	5,951,558	1,708,617	587,911		-	-		8,248,086
44002	Interest on Pooled Cash	13,357	13,357	5,449		22,307	18,485	6,586	79,542
46029	Donations/Contributions	-	163,168	49,950		-	-		213,118
47101	Transfers In - within a Fund	-	-	-		-	-		-
<b>TOTAL REVENUES</b>		<b>5,989,915</b>	<b>2,036,331</b>	<b>785,311</b>		<b>22,307</b>	<b>18,485</b>	<b>6,586</b>	<b>8,858,935</b>
<b>EXPENDITURES</b>									
51041	Insurance - Liability	784	7,504	2,912		-	-		11,200
51071	Maintenance		9,000						9,000
51201	Administration Services	131,935	440,252	455,592		60,908	93,543		1,182,229
51205	Advertising/Marketing Svc	-	16,500	-		-	-		16,500
51206	Accounting/Auditing Services	6,500	7,500	4,000		2,500	1,500		22,000
51207	Client Accounting Services	1,310	12,542	4,867		-	-		18,720
51212	Legal Services	5,000	4,000	15,000		35,000	2,000		61,000
51213	Engineer Services	-	-	-		-	-		-
51214	Temp Services		7,000	1,000					8,000
51225	Training Services	-	800	-		-	-		800
51229	Hazardous Waste Disposal		28,000						28,000
51241	Outside Printing			3,000					3,000
51249	Other Professional Services	42,380	151,189	124,792		-	12,000		330,361
51401	Rents and Leases - Equipment	210	2,010	780		-	-		3,000
51421	Rents and Leases - Bldg/Land	6,055	71,959	27,942		-	-		105,956
51507	Special Departmental Expense		64,000						64,000
51803	Other Contract Services	5,765,694	1,157,000	30,000		25,000	167,000		7,144,694
51805	Sponsorships			2,000					2,000
51901	Telecommunication Data Line	489	489	6,359		-	-		7,337
51902	Telecommunication Usage	26	156	1,185		-	-		1,367
51904	ISD - Baseline Services	5,745	14,085	13,154		-	-		32,985
51906	ISD - Supplemental Projects	-	-	-		-	-		-
51909	Telecommunication Wireless	-	1,224	2,046		-	-		3,269
51911	Mail Services	250	100	500		-	-		850
51915	ISD - Reprographics Services	-	-	-		-	-		-
51916	County Services	1,688	16,161	6,271		-	-		24,121
51919	EFS Charges	-	-	-		-	-		-
51922	County Car Expense	105	1,005	390		-	-		1,500
51923	Unclaimable County Car Exp	-	-	50					50
52091	Memberships/Certifications	8,655	6,170	17,293		-	-		32,118
52111	Office Supplies	2,000	2,500	20,220		1,000	1,000		26,720
52114	Freight/Postage	4,000		5,000					9,000
52115	Subscriptions	65	620	241					925
52118	Print Supplies (Zero Waste Gd)			10,250					10,250
52162	Special Departmental Expense	101	965	374		-	115,000		116,440
52163	Professional Development	3,710	6,510	29,280		-	-		39,500
52191	Utilities Expense	-	4,500	-					4,500
<b>SUBTOTAL</b>		<b>5,986,703</b>	<b>2,033,741</b>	<b>784,498</b>		<b>124,408</b>	<b>392,043</b>		<b>9,321,392</b>
<b>OTHER CHARGES</b>									
57011	Transfers Out - within a Fund	-	-	-		-	-		-
57015	Transfers Out - All Others	-	-	-		-	-		-
<b>SUBTOTAL</b>		<b>-</b>	<b>-</b>	<b>-</b>		<b>-</b>	<b>-</b>		<b>-</b>
<b>TOTAL EXPENDITURES</b>		<b>5,986,703</b>	<b>2,033,741</b>	<b>784,498</b>		<b>124,408</b>	<b>392,043</b>	<b>-</b>	<b>9,321,392</b>
<b>NET COST</b>		<b>(3,213)</b>	<b>(2,590)</b>	<b>(813)</b>		<b>102,101</b>	<b>373,558</b>	<b>(6,586)</b>	<b>462,457</b>

# ZERO WASTE SONOMA

FY 20-21 DRAFT BUDGET

EXPLANATIONS AND DETAILS

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

## Organics

### REVENUES

#### 42601 – County of Sonoma

Revenues from fees collected at County-owned disposal sites for yard debris and wood waste outhaul are dedicated toward the operations of the Organics fund.

Description	FY 19-20	FY 20-21
Organics Waste Tonnage from All Transfer Stations	79,000	88,499
Disposal Fee	<u>\$67.25</u>	<u>\$67.25</u>
Total Revenue (6%)	\$5,591,300	\$5,951,558

#### 52358 – State Other Funding

This account is for potential grant funding for a food rescue grant (\$25,000).

### EXPENDITURES - SERVICES AND SUPPLIES

#### 51201 – Administration Services

This account reflects the cost of ZWS staff. One full-time Waste Management Specialist is budgeted in this Fund as well as a portion of the Department Analyst, and Executive Director, and Agency Clerk. The shared allocation for administration fluctuates due to project allocation. This year's shared administration portion decreased.

Budgeted FY 19-20	\$153,891
Requested FY 20-21	<u>\$131,935</u>
Difference (-17%)	-\$21,956

#### 51803 – Other Contract Services

An estimated 88,490 tons of organic waste will be collected, transported, and hauled to out-of-county compost facilities. Cost increase is due to increased tonnage and CPI increase for hauling.

Description	FY 19-20	FY 19-20
Hauling	\$1,793,888	\$1,969,363
Processing	<u>\$3,555,406</u>	<u>\$3,796,331</u>
Total Expenditures (7%)	\$5,349,294	\$5,765,694

#### 52111 – Office Supplies

With the implementation of AB1826 and SB1383, increased levels of outreach and education materials has been needed. Staff has been utilizing mailers for outreach. In an effort to better track this type of expenditure, mailings have been moved to a separate line item.

Budgeted FY 19-20	\$13,040
Requested FY 20-21	<u>\$2,000</u>
Difference (-552%)	-\$11,040

# ZERO WASTE SONOMA

FY 20-21 DRAFT BUDGET

EXPLANATIONS AND DETAILS

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

## *Household Hazardous Waste*

### REVENUES

#### 42358 – State Other Funding

SCWMA is expected to continue to receive grants from funds collected and distributed by CalRecycle. These funds are restricted to reimbursement of costs related to the proper management of used motor oil. For FY 20-21, the Oil Payment Plan revenue is expected to be \$151,189. The ReFuel Your Fun grant was completed in FY 19-20, so the budget was reduced to reflect that decrease (\$10,000).

#### 46029 – Donations/Contributions

The City of Petaluma has an agreement to pay for their ZWS services directly. The tonnage is based on the actual quantities. E-waste revenue sharing is the result of a state operated program that subsidizes collectors and recyclers who in turn share with the agencies of record. The e-waste market has reduced the materials (and revenue) collected through the program due to the decline in plastic recycling markets. ZWS currently has contracts with Onsite Electronics and Conservation Corps North Bay.

Description	FY 19-20 Budget	FY 20-21 Requested
Petaluma Surcharge Fee payment	\$144,698	\$144,387
E-waste revenue sharing payment	\$60,000	\$9,000
Battery Collections (HHW Facility)	\$9,000	\$9,000
Donations/Contributions Total (-32%)	\$213,698	\$162,387

### EXPENDITURES - SERVICES AND SUPPLIES

#### 51214 – Agency Extra/Temp Help

This account is for the hiring of a summer intern. The intern cost share has been reduced (-\$13,000) to reflect more accurate numbers based upon last year's actual costs.

#### 51229 – Hazardous Waste Disposal

In an effort to have better budget tracking, the HazMobile program (\$18,000) and propane disposal (\$10,000) costs have been moved into a separate line.

#### 51421 – Rents and Leases – Bldg/Land

The new cost share for our leased office space is \$57,959.

#### 51507 – Special Department Expense

In an effort to have better budget tracking, E-waste expenditures have been moved into a separate line.

#### 51916 – County Services

This account is used for ZWS's share of Transportation and Public Works (TPW) overhead cost allocation. In the past the number has been incorrectly calculated. The decrease in cost is based on actuals.

# ZERO WASTE SONOMA

FY 20-21 DRAFT BUDGET

EXPLANATIONS AND DETAILS

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

## *Education & Outreach*

### REVENUES

#### 42601 – County of Sonoma

Republic Services collects a disposal fee of (proposed fee increase) \$5.40/ton on behalf of the SCWMA for the Household Hazardous Waste and Education and Outreach programs. Republic submits the funding to the County, who passes the funding through to the SCWMA. The estimated of garbage, yard debris, and wood waste tonnage for FY 20-21 is 425,283, an increase of 18,756 ton from last year.

Total E&O Tipping Fee Revenue Budgeted FY 19-20	\$548,811
<u>Total E&amp;O Tipping Fee Revenue Requested FY 20-21</u>	<u>\$597,097</u>
Difference (8%)	\$48,286

### EXPENDITURES - SERVICES AND SUPPLIES

#### 51249 – Other Professional Services

This account reflects the cost of the Beverage Container Recycling City/County Payment Program (CCPP). In the past the grant has been more focused on outreach and education and used to cover staffing costs. The focus has shifted to be more focused on providing more recycling bins to jurisdictions.

Budgeted FY 19-20	\$67,026
<u>Requested FY 20-21</u>	<u>\$124,792</u>
Difference (46%)	\$57,766

#### 51421 – Rents and Leases – Bldg/Land

The increase for rent is due to the cost share for our new leased office space is \$22,492.

#### 51803 – Other Contract Services

In prior budget years this line item was a combination of expenditures (recycle guide, temp help, Spanish language contractor, and outreach). In order to have better tracking, this line item has been reduced to only the Spanish language outreach contract.

#### 51916 – County Services

This account is used for ZWS's share of Transportation and Public Works (TPW) overhead cost allocation. In the past the number has been incorrectly calculated. The decrease in cost is based on actuals.

# ZERO WASTE SONOMA

FY 20-21 DRAFT BUDGET

EXPLANATIONS AND DETAILS

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

## *Organics Reserve*

### EXPENDITURES - SERVICES AND SUPPLIES

#### 51212 – Outside Counsel – Legal Advice

Increased legal fees are needed for the negotiation process for the Organics Composting Facility.

#### 51803 – Other Contract Services

\$50,000 has been allocated for consultant assistance with the Organics Composting Facility.

Description	FY 19-20 Budget	FY 20-21 Requested
R3 Consulting	\$25,000	\$25,000
BBK Legal Services (moved to Outside Counsel)	\$25,000	-
Other Contract Services Total (-100%)	\$50,000	\$25,000

# ZERO WASTE SONOMA

## FY 20-21 DRAFT BUDGET

### EXPLANATIONS AND DETAILS

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

#### *Contingency Reserve*

#### EXPENDITURES - SERVICES AND SUPPLIES

##### 51201 – Administration Services

The shared allocation for administration fluctuates due to project allocation. This year's shared administration portion increase is attributed to the management of the ColWMP, Waste Characterization Study, and continued research for the north county HHW facility.

##### 51803 – Other Contract Services

This line item includes budget allocations for the Waste Characterization study (\$150,000), a Consumption Based Emission Study (\$10,000), and the balance of the north county HHW facility assistance contract (\$7,000).

##### 52162 – Special Departmental Expense

In FY 19/20 money was allocated for a potential office expansion project. The Board approved ZWS staff to enter into a lease agreement for new office space. Due to the current Covid-19 situation and Shelter-In-Place, the start-up costs for the official move (movers, ISD, conference room furniture procurement/installation, and office set-up) may not happen in the current fiscal year as planned. Staff is requesting to rollover \$40,000 into the new fiscal year for those start-up costs. If we have the ability to complete those tasks in the current year, those funds will not be used. Allocations for a feasibility study for a potential North County HHW facility are requested (only if the board approves a potential site).

Description	FY 19-20 Budget	FY 20-21 Requested
HHW Expansion	\$200,000	\$75,000
Office Expansion	\$75,000	\$40,000
Other Contract Services Total (-139%)	\$275,000	\$115,000

FY 20-21 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY								
	Summary							
	Actual FY 16-17	Actual FY 17-18	Actual FY 18-19	Estimated FY 19-20	Budgeted FY 19-20	Requested FY 20-21	Difference	% Change
<b>REVENUES</b>								
42358 State Other Funding	309,299	217,306	303,686	303,189	303,189	<b>318,189</b>	15,000	5%
42601 County of Sonoma	6,003,162	6,830,677	7,549,381	7,786,545	7,786,545	<b>8,248,086</b>	461,541	6%
44002 Interest on Pooled Cash	68,805	94,167	152,137	88,643	36,061	<b>79,541</b>	43,480	55%
44050 Unrealized Gains and Losses	(37,744)	(15,156)	88,779	(64,332)	0	<b>0</b>	0	0%
46029 Donations/Contributions	355,547	329,620	219,305	267,495	261,931	<b>213,118</b>	(48,813)	-23%
46050 Cancelled/Stale Dated Warrants		(8,934)	5,757	0	0	<b>0</b>	0	0%
46200 Revenue Appl PY Misc Revenue	9,016	(535)	28,994	(0)	0	<b>0</b>	0	0%
46210 Refunds	0	0	698	0	0	<b>0</b>	0	0%
<b>SUBTOTAL</b>	<b>6,708,085</b>	<b>7,447,145</b>	<b>8,348,737</b>	<b>8,381,540</b>	<b>8,387,726</b>	<b>8,858,935</b>	<b>471,209</b>	<b>5%</b>
47101 Transfers In - Within a Fund	96,938	55,928	0	0	0	<b>0</b>	0	0%
48004 Residual Equity Transfers			3,660,876					0%
<b>SUBTOTAL</b>	<b>96,938</b>	<b>55,928</b>	<b>3,660,876</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL REVENUES</b>	<b>6,805,023</b>	<b>7,503,073</b>	<b>12,009,612</b>	<b>8,381,540</b>	<b>8,387,726</b>	<b>8,858,935</b>	<b>471,209</b>	<b>5%</b>
<b>EXPENDITURES</b>								
51041 Insurance - Liability	10,623	10,152	10,440	11,179	12,000	<b>11,200</b>	(800)	-7%
51071 Maintenance - Bldg	0	0	14,281	2,500	15,000	<b>9,000</b>	(6,000)	-67%
51201 Administration Services	503,265	900,607	791,725	1,107,313	1,106,313	<b>1,182,229</b>	75,916	6%
51205 Advertising/Marketing Svc	11,461	11,262	19,136	13,600	12,000	<b>16,500</b>	4,500	27%
51206 Accounting/Auditing Services	17,350	16,500	22,939	22,000	22,000	<b>22,000</b>	0	0%
51207 Client Accounting Services	21,881	22,283	12,979	16,051	16,051	<b>18,720</b>	2,669	14%
51212 Outside Counsel-Legal Advice	53,838	23,155	43,684	63,000	32,000	<b>61,000</b>	29,000	48%
51214 Agency Extra/Temp Help	0	0	0	6,500	21,000	<b>8,000</b>	(13,000)	-163%
51225 Training Services	195	1,409	0	0	800	<b>800</b>	0	0%
52119 Hazardous Waste Disposal	0	0	0	18,000	18,000	<b>28,000</b>	10,000	36%
51241 Outside Printing			0	10,000	10,000	<b>3,000</b>	(7,000)	0%
51249 Other Professional Services	245,993	133,037	200,091	241,595	280,595	<b>330,361</b>	49,766	15%
51401 Rents and Leases - Equipment	2,177	0	465	1,000	3,000	<b>3,000</b>	0	0%
51421 Rents and Leases - Bldg/Land	10,539	13,376	9,824	20,550	20,550	<b>105,956</b>	85,406	81%
51507 Special Departmental Expense	0	0	0	65,000	115,000	64,000	(51,000)	-80%
51801 Other Services	19,920	119,709	0	990	0	<b>0</b>	0	0%
51803 Other Contract Services	5,550,088	6,075,929	6,740,708	6,539,754	6,634,754	<b>7,144,694</b>	509,940	7%
51805 County Sponsorships				0	0	<b>2,000</b>	2,000	100%
51901 Telecommunication Data Lines	4,041	3,913	4,158	8,709	6,035	<b>7,337</b>	1,302	18%
51902 Telecommunication Usage	948	1,065	1,085	1,432	1,160	<b>1,367</b>	207	15%
51903 Telecommunication Installation		526	267	(1)	0	<b>0</b>	0	0%
51904 ISD - Baseline Services	21,707	26,050	32,580	37,789	22,870	<b>32,985</b>	10,115	31%
51905 ISD - Improvement Projects		2,841	4,118	(1)	0	<b>0</b>	0	0%
51906 ISD - Supplemental Projects	7,210	345	795	0	1,000	<b>0</b>	(1,000)	
51909 Telecommunication Wireless Svc	1,717	3,563	5,372	3,496	2,630	<b>3,269</b>	639	20%
51911 Mail Services	1,624	778	392	850	850	<b>850</b>	0	0%
51912 Records Services	22	26	22	(1)	0	<b>0</b>	0	0%
51916 County Services	11,212	9,919	37,422	18,908	70,300	<b>24,121</b>	(46,179)	-191%
51922 County Car Expense	577	830	1,979	1,500	1,500	<b>1,500</b>	0	0%
51923 Unclaimable County Car Expense	40	27	16	20	0	<b>50</b>	50	100%
52091 Memberships/Certifications	10,350	13,450	14,208	36,288	26,830	<b>32,118</b>	5,288	16%
52111 Office Supplies	24,529	25,358	48,460	42,240	52,830	<b>26,720</b>	(26,110)	-98%
52114 Freight/Postage	0	0	0	0	0	<b>9,000</b>	9,000	100%
52115 Subscriptions (web)	0	0	0	0	0	<b>925</b>	925	100%
52118 Printing and Binding Supplies	0	0	0	6,500	13,900	10,250	(3,650)	-36%
52162 Special Departmental Expense		0	217	60,000	285,000	<b>116,440</b>	(168,560)	-145%
52163 Professional Development	100	1,695	17,337	32,651	32,000	<b>39,500</b>	7,500	19%
52191 Utilities	0	0	3,638	4,500	4,500	<b>4,500</b>	0	0%
<b>SUBTOTAL</b>	<b>6,570,566</b>	<b>7,417,803</b>	<b>8,038,339</b>	<b>8,389,412</b>	<b>8,840,468</b>	<b>9,321,392</b>	<b>480,924</b>	<b>5%</b>
57011 Transfers Out - Within a Fund	96,938	55,928	0	0	0	<b>0</b>	0	0%
57015 Transfers Out - All Others	0		0	0	0	<b>0</b>	0	0%
<b>SUBTOTAL</b>	<b>96,938</b>	<b>55,928</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>6,667,504</b>	<b>7,473,731</b>	<b>8,038,339</b>	<b>8,389,412</b>	<b>8,840,468</b>	<b>9,321,392</b>	<b>480,924</b>	<b>5%</b>
NET COST	(137,520)	(29,342)	(3,971,274)	7,872	164,109	462,457		
ROUNDING ERROR					2	<b>2</b>		
<b>FUND BALANCE</b>								
Beginning Fund Balance	7,566,030	7,703,550	7,732,592		8,100,208	<b>7,936,099</b>		
Ending Fund Balance	7,703,550	7,732,592	8,100,208		7,936,099	<b>7,473,642</b>		



FY 20-21 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY								
Organics 78111								
	Actual FY 16-17	Actual FY 17-18	Actual FY 18-19	Estimated FY 19-20	Budgeted FY 19-20	Requested FY 20-21	Difference	% Change
<b>REVENUES</b>								
42601 County of Sonoma	4,145,506	4,936,170	5,445,517	5,591,300	5,591,300	5,951,558	360,258	6%
42358 State Other Funding	0	0	0	0	0	25,000	25,000	100%
44002 Interest on Pooled Cash	3,672	1,861	884	5,065	5,065	13,357	8,292	62%
44050 Unrealized Gains and Losses	(2,351)	(3,978)	2,726	(2,726)	0	0	0	
46029 Donations/Contributions			0	5,564	0	0	0	
46200 PY Revenue - Miscellaneous	6,422	433	17,103	(0)	0	0	0	
<b>SUBTOTAL</b>	<b>4,153,249</b>	<b>4,934,485</b>	<b>5,466,230</b>	<b>5,599,203</b>	<b>5,596,365</b>	<b>5,989,915</b>	<b>393,550</b>	<b>7%</b>
47101 OT-Within Enterprise	0	0	0	0	0	0	0	
48004 Residual Equity Transfers			1,379,625				0	
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>1,379,625</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL REVENUES</b>	<b>4,153,249</b>	<b>4,934,485</b>	<b>6,845,855</b>	<b>5,599,203</b>	<b>5,596,365</b>	<b>5,989,915</b>	<b>393,550</b>	<b>7%</b>
<b>EXPENDITURES</b>								
51041 Insurance - Liability	2,549	1,320	1,357	1,453	1,560	784	(776)	-99%
51201 Administration Services	80,613	155,630	97,217	154,891	153,891	131,935	(21,956)	-17%
51205 Advertising/Marketing Svc			29	0	0	0	0	
51206 Accounting/Auditing Services	5,400	4,875	7,939	6,500	6,500	6,500	0	0%
51207 Client Accounting Services	5,252	5,348	0	2,087	2,087	1,310	(777)	-59%
51212 Outside Counsel-Legal Advice	1,462	111	6,085	5,000	5,000	5,000	0	0%
51249 Other Professional Services			0	17,380	42,380	42,380	0	0%
51401 Rents and Leases - Equipment			0		0	210	210	100%
51421 Rents and Leases - Bldg/Land			0		0	6,055	6,055	100%
51803 Other Contract Services	4,395,593	4,654,695	5,406,807	5,349,254	5,349,254	5,765,694	416,440	7%
51901 Telecommunication Data Lines	1,399	1,467	6,451	1,850	1,467	489	(978)	-200%
51902 Telecommunication Usage		14		47	0	26	26	100%
51903 Telecommunication Installation			267					
51904 ISD - Baseline Services	10,130	10,954	11,535	11,983	9,587	5,745	(3,842)	-67%
51909 Telecommunication Wireless Svc		1,810	655	250	584	0	(584)	
51911 Mail Services	111	1	2	250	250	250	0	0%
51916 County Services	2,121	2,888	6,110	2,458	9,139	1,688	(7,451)	-441%
51922 County Car Expense			0	195	195	105	(90)	-86%
52091 Memberships/Certifications			0	8,405	150	8,655	8,505	98%
52111 Office Supplies	1,868		5,417	13,040	13,040	2,000	(11,040)	-552%
52114 Freight/Postage	0	0	0	0	0	4,000	4,000	100%
52115 Subscriptions (Web)	0	0	0	0	0	65	65	100%
52162 Special Departmental Expense			0		0	101	101	100%
52163 Professional Development			0	3,890	3,890	3,710	(180)	-5%
52191 Utilities	0	0	0	0	0	0	0	
<b>SUBTOTAL</b>	<b>4,506,498</b>	<b>4,839,114</b>	<b>5,549,873</b>	<b>5,578,934</b>	<b>5,598,974</b>	<b>5,986,703</b>	<b>387,729</b>	<b>6%</b>
57011 Transfers Out - Within a Fund	7,732	1,882	0		0	0	0	
57015 Transfers Out - All Others	0		0	0	0	0	0	
<b>SUBTOTAL</b>	<b>7,732</b>	<b>1,882</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL EXPENDITURES</b>	<b>4,514,230</b>	<b>4,840,996</b>	<b>5,549,873</b>	<b>5,578,934</b>	<b>5,598,974</b>	<b>5,986,703</b>	<b>387,729</b>	<b>6%</b>
<b>NET COST</b>	<b>360,981</b>	<b>(93,490)</b>	<b>(1,295,982)</b>	<b>(20,269)</b>	<b>2,609</b>	<b>(3,212)</b>		
<b>FUND BALANCE</b>								
Beginning Fund Balance	1,640,754	1,279,773	1,373,263		1,319,327	1,316,718	898,005	(421,925)
Ending Fund Balance	1,279,773	1,373,263	1,319,327		1,316,718	1,319,930		

FY 20-21 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY								
Household Hazardous Waste 78104								
	Actual FY 16-17	Actual FY 17-18	Actual FY 18-19	Estimated FY 19-20	Budgeted FY 19-20	Requested FY 20-21	Difference	% Change
<b>REVENUES</b>								
42358 State Other Funding	156,470	137,089	153,791	161,189	161,189	151,189	(10,000)	-7%
42601 County of Sonoma	1,448,971	1,401,935	1,598,937	1,646,434	1,646,434	1,699,431	52,997	3%
44002 Interest on Pooled Cash	8,980	14,613	29,576	16,856	5,065	13,357	8,292	62%
44050 Unrealized Gains and Losses	(6,471)	(2,057)	22,397	(15,393)			0	
46029 Donations/Contributions	315,369	284,065	175,509	213,698	213,698	162,387	(51,311)	-32%
46050 Cancelled/Stale Dated Warrants		(8,934)	5,757	0		0	0	
46200 Revenue Appl PY Misc Revenue	2,476	(413)	0	0		0	0	
46210 Refunds			698				0	
<b>SUBTOTAL</b>	<b>1,925,796</b>	<b>1,826,298</b>	<b>1,986,664</b>	<b>2,022,784</b>	<b>2,026,386</b>	<b>2,026,365</b>	<b>(21)</b>	<b>0%</b>
47101 Transfers In - Within a Fund	0		0	0	0	0	0	
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL REVENUES</b>	<b>1,925,796</b>	<b>1,826,298</b>	<b>1,986,664</b>	<b>2,022,784</b>	<b>2,026,386</b>	<b>2,026,365</b>	<b>(21)</b>	<b>0%</b>
<b>EXPENDITURES</b>								
51041 Insurance - Liability	4,886	6,294	6,473	6,931	7,440	7,504	64	1%
51071 Maintenance - Bldg	0	0	14,281	2,500	15,000	9,000	(6,000)	-67%
51201 Administration Services	154,716	324,413	275,246	412,856	412,856	440,252	27,396	6%
51205 Advertising/Marketing Svc	11,461	10,630	11,626	12,000	12,000	16,500	4,500	27%
51206 Accounting/Auditing Services	6,100	5,625	7,000	7,500	7,500	7,500	0	0%
51207 Client Accounting Services	10,065	10,250	9,250	9,951	9,951	12,542	2,591	21%
51212 Outside Counsel - Legal Advice	1,140	1,794	2,098	5,000	5,000	4,000	(1,000)	-25%
51214 Agency Extra/Temp Help				6,500	20,000	7,000	(13,000)	-186%
51225 Training Services		325	0	0	800	800	0	0%
51229 Hazardous Waste Disposal	0	0	0	18,000	18,000	28,000	10,000	36%
51249 Other Professional Services	146,215	118,506	130,569	151,189	151,189	151,189	0	0%
51401 Rents and Leases - Equipment			0			2,010	2,010	100%
51421 Rents and Leases - Bldg/Land	3,625	6,660	5,240	12,000	12,000	71,959	59,959	83%
51507 Special Departmental Expense	0	0	0	65,000	115,000	64,000	(51,000)	-80%
51801 Other Services	4,589	14,494	0	990	0	0	0	
51803 Other Contract Services	1,067,582	1,190,063	1,178,335	1,155,500	1,155,500	1,157,000	1,500	0%
51901 Telecommunication Data Lines	311		0	500	2,000	489	(1,511)	-309%
51902 Telecommunication Usage	103	74	154	200	200	156	(44)	-28%
51904 ISD - Baseline Services	3,799	4,125	4,699	5,000	5,894	14,085	8,191	58%
51909 Telecommunication Wireless Svc			331	1,200	0	1,224	1,224	100%
51911 Mail Services	104	38	6	100	100	100	0	0%
51916 County Services	2,900	2,436	19,833	11,723	43,586	16,161	(27,425)	-170%
51922 County Car Expense			0	930	930	1,005	75	7%
52091 Memberships/Certifications	10,200	10,200	10,450	10,375	10,610	6,170	(4,440)	-72%
52111 Office Supplies	3,639	3,307	2,313	4,000	7,960	2,500	(5,460)	-218%
52115 Subscriptions (Web)						620	620	100%
52162 Special Departmental Expense	100		0	10,000	10,000	965	(9,035)	-936%
52163 Professional Development	0	120	73	2,146	1,860	6,510	4,650	71%
52191 Utilities	0	0	3,638	4,500	4,500	4,500	0	0%
<b>SUBTOTAL</b>	<b>1,431,579</b>	<b>1,709,354</b>	<b>1,681,614</b>	<b>1,916,591</b>	<b>2,029,876</b>	<b>2,033,741</b>	<b>3,865</b>	<b>0%</b>
57011 Transfers Out - Within a Fund	77,325	27,265	0		0	0	0	
57015 Transfers Out - All Others	0	0	0	0	0	0	0	
<b>SUBTOTAL</b>	<b>77,325</b>	<b>27,265</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL EXPENDITURES</b>	<b>1,508,904</b>	<b>1,736,619</b>	<b>1,681,614</b>	<b>1,916,591</b>	<b>2,029,876</b>	<b>2,033,741</b>	<b>3,865</b>	<b>0%</b>
<b>NET COST</b>	<b>(416,891)</b>	<b>(89,679)</b>	<b>(305,050)</b>	<b>(106,193)</b>	<b>3,490</b>	<b>7,376</b>		
<b>FUND BALANCE</b>								
Beginning Fund Balance	527,597	944,489	1,033,868		1,339,237	1,335,747	303,579	(1,024,792)
Ending Fund Balance	944,489	1,033,868	1,339,237		1,335,747	1,328,371		

FY 20-21 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY								
Education and Outreach 78110								
	Actual FY 16-17	Actual FY 17-18	Actual FY 18-19	Estimated FY 19-20	Budgeted FY 19-20	Requested FY 20-21	Difference	% Change
<b>REVENUES</b>								
42358 State Other Funding	152,829	80,218	149,895	142,000	142,000	142,000	0	0%
42601 County of Sonoma	408,684	492,572	504,927	548,811	548,811	597,097	48,286	8%
44002 Interest on Pooled Cash	4,350	8,012	1,127	2,256	2,256	5,449	3,193	59%
44050 Unrealized Gains and Losses	(2,570)	(1,473)	5,682	(5,682)		0	0	
46029 Donations/Contributions	40,178	45,556	43,796	48,233	48,233	50,731	2,498	5%
46200 Revenue Appl PY Misc Revenue	119	(702)	1,522	0	0	0	0	
<b>SUBTOTAL</b>	<b>603,590</b>	<b>624,182</b>	<b>706,951</b>	<b>735,618</b>	<b>741,300</b>	<b>795,277</b>	<b>53,977</b>	<b>7%</b>
47101 Transfers In - Within a Fund			0	0	0	0	0	
48004 Residual Equity Transfers	0	0	451,300	0	0	0	0	
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>451,300</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL REVENUES</b>	<b>603,590</b>	<b>624,182</b>	<b>1,158,252</b>	<b>735,618</b>	<b>741,300</b>	<b>795,277</b>	<b>53,977</b>	<b>7%</b>
<b>EXPENDITURES</b>								
51041 Insurance - Liability	3,187	2,538	2,610	2,795	3,000	2,912	(88)	-3%
51201 Administration Services	236,979	332,378	366,027	452,062	452,062	455,592	3,530	1%
51205 Advertising/Marketing Svc		632	128	1,600	0	0	0	
51206 Accounting/Auditing Services	2,850	3,000	4,000	4,000	4,000	4,000	0	0%
51207 Client Accounting Services	6,564	6,685	3,730	4,013	4,013	4,867	854	18%
51212 Outside Counsel - Legal Advice	25,162	20,300	21,114	18,000	15,000	15,000	0	0%
51214 Agency Extra/Temp Help	0	0	0	0	1,000	1,000	0	0%
51225 Training Services	195	1,084	0		0	0	0	
51241 Outside Printing			0	10,000	10,000	3,000	(7,000)	-233%
51249 Other Professional Services	99,777	14,530	69,522	67,026	67,026	124,792	57,766	46%
51401 Rents and Leases - Equipment	2,177	0	465	1,000	3,000	780	(2,220)	-285%
51421 Rents and Leases - Bldg/Land	6,914	6,716	4,584	8,550	8,550	27,942	19,392	69%
51801 Other Services	1,779	136	0		0	0	0	
51803 Other Contract Services	36,380	102,217	63,924	35,000	55,000	30,000	(25,000)	-83%
51805 County Sponsorships				0	0	2,000	2,000	100%
51901 Telecommunication Data Lines	2,332	2,446	(2,294)	6,359	2,568	6,359	3,791	60%
51902 Telecommunication Usage	845	977	931	1,185	960	1,185	225	19%
51903 Telecommunication Installation		526	0	0		0	0	
51904 ISD - Baseline Services	7,779	10,970	16,345	20,806	7,389	13,154	5,765	44%
51905 ISD - Improvement Projects		2,841	4,118	0	0	0	0	
51906 ISD - Supplemental Projects	7,210	345	795	0	1,000	0	(1,000)	
51907 ISD - Device Modernization			0	0	0	0	0	
51909 Telecommunication Wireless Svc	1,717	1,753	4,387	2,046	2,046	2,046	(0)	0%
51911 Mail Services	1,371	739	382	500	500	500	0	0%
51912 Records Services	22	26	22	0		0	0	
51916 County Services	2,922	3,129	11,124	4,727	17,575	6,271	(11,304)	-180%
51922 County Car Expense	577	830	1,979	375	375	390	15	4%
51923 Unclaimable County Car Expense	40	27	16	20		50	50	100%
52091 Memberships/Certifications	150	3,250	3,758	17,508	16,070	17,293	1,223	7%
52111 Office Supplies	19,021	22,041	27,328	25,000	29,830	20,220	(9,610)	-48%
52114 Freight/Postage	0	0	0	0	0	5,000	5,000	100%
52115 Subscriptions (web)	0	0	0	0	0	241	241	100%
52118 Printing and Binding Supplies	0	0	0	6,500	13,900	10,250	(3,650)	-36%
52162 Special Departmental Expense			217		0	374	374	100%
52163 Professional Development		1,575	17,264	26,250	26,250	29,280	3,030	10%
52191 Utilities	0	0	0	0	0	0	0	
<b>SUBTOTAL</b>	<b>465,951</b>	<b>541,690</b>	<b>622,477</b>	<b>715,322</b>	<b>741,114</b>	<b>784,498</b>	<b>43,384</b>	<b>6%</b>
57011 Transfers Out - Within a Fund	11,881	26,781	0		0	0	0	
<b>SUBTOTAL</b>	<b>11,881</b>	<b>26,781</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL EXPENDITURES</b>	<b>477,832</b>	<b>568,471</b>	<b>622,477</b>	<b>715,322</b>	<b>741,114</b>	<b>784,498</b>	<b>43,384</b>	<b>6%</b>
<b>NET COST</b>	<b>(125,757)</b>	<b>(55,711)</b>	<b>(535,774)</b>	<b>(20,296)</b>	<b>(186)</b>	<b>(10,780)</b>		
<b>FUND BALANCE</b>								
Beginning Fund Balance	266,219	391,973	447,684		544,751	544,937	79,269	(476,448)
Ending Fund Balance	391,973	447,684	544,751		544,937	555,717		

FY 20-21 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY Organics Reserve 78103								
	Actual FY 16-17	Actual FY 17-18	Actual FY 18-19	Estimated FY 19-20	Budgeted FY 19-20	Requested FY 20-21	Difference	% Change
<b>REVENUES</b>								
44002 Interest on Pooled Cash	31,437	41,374	82,662	36,750	13,984	22,307	8,323	37%
44050 Unrealized Gains and Losses	(16,385)	(4,300)	35,584	(19,028)		0	0	
46200 Revenue Appl PY Misc Revenue		98				0	0	
<b>SUBTOTAL</b>	<b>15,052</b>	<b>37,172</b>	<b>118,246</b>	<b>17,722</b>	<b>13,984</b>	<b>22,307</b>	<b>8,323</b>	<b>37%</b>
47101 Transfers In - Within a Fund	7,732	1,882	0			0	0	
48004 Residual Equity Transfers	0	0	(650,000)			0	0	
<b>SUBTOTAL</b>	<b>7,732</b>	<b>1,882</b>	<b>(650,000)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL REVENUES</b>	<b>22,784</b>	<b>39,054</b>	<b>(531,754)</b>	<b>17,722</b>	<b>13,984</b>	<b>22,307</b>	<b>8,323</b>	<b>37%</b>
<b>EXPENDITURES</b>								
51201 Administration Services	6,794	88,186	19,557	56,413	56,413	60,908	4,495	7%
51206 Accounting/Auditing Services	2,000	1,875	2,500	2,500	2,500	2,500	0	0%
51212 Outside Counsel - Legal Advice	3,278	950	5,267	35,000	5,000	35,000	30,000	86%
51801 Other Services	13,551	105,079	0		0	0	0	
51803 Other Contract Services	50,533		0	0	50,000	25,000	(25,000)	-100%
51911 Mail Services	38		2				0	
51916 County Services	2,208	1,378	243				0	
52111 Office Supplies		10		200	1,000	1,000	0	0%
52162 Special Departmental Expense							0	
52163 Professional Development				365			0	
53610 Other Charges							0	
<b>SUBTOTAL</b>	<b>117,516</b>	<b>197,478</b>	<b>27,569</b>	<b>94,478</b>	<b>114,913</b>	<b>124,408</b>	<b>9,495</b>	<b>8%</b>
57011 Transfers Out - Within a Fund							0	
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL EXPENDITURES</b>	<b>117,516</b>	<b>197,478</b>	<b>27,569</b>	<b>94,478</b>	<b>114,913</b>	<b>124,408</b>	<b>9,495</b>	<b>8%</b>
<b>NET COST</b>	<b>94,733</b>	<b>158,424</b>	<b>559,322</b>	<b>76,756</b>	<b>100,929</b>	<b>102,101</b>		
<b>FUND BALANCE</b>								
Beginning Fund Balance	3,119,910	3,025,177	2,866,753		2,307,431	2,230,675	1,496,676	(631,898)
Ending Fund Balance	3,025,177	2,866,753	2,307,431		2,230,675	2,128,574		

FY 20-21 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY Contingency Reserve 78109								
	Actual FY 16-17	Actual FY 17-18	Actual FY 18-19	Estimated FY 19-20	Budgeted FY 19-20	Requested FY 20-21	Difference	% Change
<b>REVENUES</b>								
44002 Interest on Pooled Cash	20,366	28,307	36,327	20,679	9,691	18,485	8,794	48%
44050 Unrealized Gains and Losses	(9,967)	(3,347)	16,939	(16,052)		0		
46029 Donations/Contributions								
46200 Revenue Appl PY Misc Revenue		49	10,368					
<b>SUBTOTAL</b>	<b>10,399</b>	<b>25,008</b>	<b>63,634</b>	<b>4,627</b>	<b>9,691</b>	<b>18,485</b>	<b>8,794</b>	<b>48%</b>
47101 Transfers In - Within a Fund	89,206	54,046	0		0	0	0	
48004 Residual Equity Transfers	0	0	1,829,950					
<b>SUBTOTAL</b>	<b>89,206</b>	<b>54,046</b>	<b>1,829,950</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL REVENUES</b>	<b>99,605</b>	<b>79,054</b>	<b>1,893,584</b>	<b>4,627</b>	<b>9,691</b>	<b>18,485</b>	<b>8,794</b>	<b>48%</b>
<b>EXPENDITURES</b>								
51201 Administration Services	24,164		33,678	31,091	31,091	93,543	62,452	67%
51205 Advertising/Marketing Svc			7,353	0		0	0	
51206 Accounting/Auditing Services	1,000	1,125	1,500	1,500	1,500	1,500	0	0%
51212 Outside Counsel - Legal Advice	22,796		9,120		2,000	2,000	0	0%
51249 Other Professional Services				6,000	20,000	12,000	(8,000)	-67%
51801 Other Services							0	
51803 Other Contract Services		128,954	91,641	0	25,000	167,000	142,000	85%
51916 County Services	1,061	88	112				0	
52111 Office Supplies			13,401		1,000	1,000	0	0%
52162 Special Departmental Expense				50,000	275,000	115,000	(160,000)	-139%
<b>SUBTOTAL</b>	<b>49,021</b>	<b>130,167</b>	<b>156,805</b>	<b>88,591</b>	<b>355,591</b>	<b>392,043</b>	<b>36,452</b>	<b>9%</b>
57011 Transfers Out - Within a Fund							0	
57015 Transfers Out - All Others							0	
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	
<b>TOTAL EXPENDITURES</b>	<b>49,021</b>	<b>130,167</b>	<b>156,805</b>	<b>88,591</b>	<b>355,591</b>	<b>392,043</b>	<b>36,452</b>	<b>9%</b>
<b>NET COST</b>	<b>(50,585)</b>	<b>51,113</b>	<b>(1,736,779)</b>	<b>83,964</b>	<b>345,900</b>	<b>373,558</b>		
<b>FUND BALANCE</b>								
Beginning Fund Balance	2,011,553	2,062,138	2,011,025		1,932,451	1,848,487	865,173	(609,756)
Ending Fund Balance	2,062,138	2,011,025	1,932,451		1,848,487	1,474,929		

FY 20-21 DRAFT BUDGET ZERO WASTE SONOMA REVENUE, EXPENDITURE, AND FUND BALANCE HISTORY						
Unfunded Pension Liability Reserve 78112						
	Actual FY 18-19	Estimated FY 19-20	Budgeted FY 19-20	Requested FY 20-21	Difference	% Change
<b>REVENUES</b>						
44002 Interest on Pooled Cash	1,560	7,037	0	<b>6,586</b>	6,586	100%
44050 Unrealized Gains and Losses	5,451	(5,451)	0	<b>0</b>	0	
46029 Donations/Contributions			0	<b>0</b>	0	
46200 Revenue Appl PY Misc Revenue			0	<b>0</b>	0	
<b>SUBTOTAL</b>	<b>7,011</b>	<b>1,586</b>	<b>0</b>	<b>6,586</b>	<b>6,586</b>	<b>100%</b>
47101 Transfers In - Within a Fund	0		0	<b>0</b>	0	0%
48004 Residual Equity Transfers	650,000					
<b>SUBTOTAL</b>	<b>650,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL REVENUES</b>	<b>657,011</b>	<b>1,586</b>	<b>0</b>	<b>6,586</b>	<b>6,586</b>	<b>100%</b>
<b>EXPENDITURES</b>						
51206 Accounting/Auditing Services	0	0	0	<b>0</b>	0	0%
<b>SUBTOTAL</b>						
57011 Transfers Out - Within a Fund						
<b>SUBTOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0%</b>
<b>TOTAL EXPENDITURES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>264%</b>
<b>NET COST</b>	<b>(657,011)</b>	<b>(1,586)</b>	<b>0</b>	<b>(6,586)</b>	<b>(6,586)</b>	<b>249%</b>
<b>FUND BALANCE</b>						
Beginning Fund Balance	0		657,011	<b>658,597</b>	FB Goal 650,000	Difference
Ending Fund Balance	657,011		658,597	<b>665,183</b>		