

SONOMA COUNTY WASTE MANAGEMENT AGENCY

Meeting of the Board of Directors

August 21, 2013

SPECIAL MEETING
CLOSED SESSION PRIOR TO REGULAR MEETING 8:00 a.m.

Regular Meeting at 9:00 a.m. (or immediately following closed session)

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

Estimated Ending Time 11:30 a.m.

AGENDA

<u>Item</u>	<u>Action</u>
1. Call to Order Regular Meeting	
2. Open Closed Session	
3. PUBLIC EMPLOYEE PERFORMANCE EVALUATION Government Code Section 54957 Title: Executive Director CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION Government Code section 54956.9(d)(2) and (e)(1) One case	
4. Adjourn Closed Session	
5. Introductions	
6. Agenda Approval	
7. Public Comments (Items not on the agenda)	
<u>Consent</u> (w/attachments)	Discussion/Action
8.1 Minutes of May 15, 2013	(Pg. 3)
8.2 FY 12/13 Year End Financial Report	(Pg. 9)
8.3 UCCE Renewal	(Pg. 28)

Regular Calendar

9. Carryout Bag Ordinance Update (Pg. 37)
[Carter] Discussion/Action
Contingency
10. Report on Compost Site Analysis (Pg. 39)
[Mikus](Attachment) Discussion/Action
Organics
11. Zero Discharge Report (Pg. 50)
[Mikus](Attachments) Discussion/Action
Organics
12. Attachments/Correspondence:
 - 12.1 Director's Agenda Notes (Pg. 66)
 - 12.2 Reports by Staff and Others:
 - 12.2.a August and September 2013 Outreach Events (Pg. 68)
 - 12.2.b Sharps Container Grant Update (Pg. 69)
 - 12.2.c 2013 Pollution Prevention Week and Creek Week (Pg. 71)
 - 12.2.d Update Report on MCR-2 Project (Pg. 74)
13. On file w/Clerk: for copy call 565-3579
Resolutions approved in May 2013
 - 2013-007: Clean Harbors Agreement Extension
 - 2013-008: Confirming Regular Meeting Schedule
14. Boardmember Comments
15. Staff Comments
16. Next SCWMA meeting: September 18, 2013
17. Adjourn

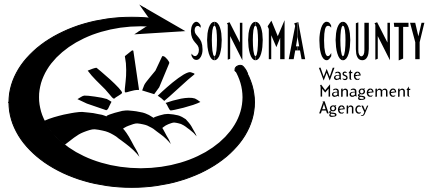
Consent Calendar: These matters include routine financial and administrative actions and are usually approved by a single majority vote. Any Boardmember may remove an item from the consent calendar.

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

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

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

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



Minutes of May 15, 2013 Meeting

The Sonoma County Waste Management Agency met on May 15, 2013, at the City of Santa Rosa Council Chambers, 100 Santa Rosa Avenue, Santa Rosa, California

Present:

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

Bob Cox
Susan Harvey, Chair
Mike Kirn
John Brown
John McArthur
Jennifer Phillips
Sue Kelly
Steve Barbose
Susan Klassen
Debora Fudge

Staff Present:

Counsel
Staff

Janet Coleson
Patrick Carter
Karina Chilcott
Henry Mikus
Lisa Steinman
Charlotte Fisher

Recorder

1. **Call to Order**
The meeting was called to order 9:05 a.m.
2. **Agenda Approval**
There were no changes to the agenda.
3. **Public Comments (items not on the agenda)**
None.

Consent (w/attachments)

- 4.1 Minutes of April 17, 2013
- 4.2 FY 12-13 Third Quarter Financial Report

Debora Fudge, Town of Windsor, moved to approve the Consent Calendar. Mike Kirn, City of Healdsburg, seconded the motion. The motion passed with Mike Kirn, City of Healdsburg; John Brown, City of Petaluma; and Jennifer Phillips, City of Santa Rosa, abstaining.

Regular Calendar

4. Report on C&D Ordinance and Regional Programs

Henry Mikus, Executive Director, discussed the background of construction and demolition (C&D) debris policies and ordinances in Sonoma County. A Waste Characterization Study

arranged by the SCWMA in 2007 identified 27.4% of the waste stream as construction and demolition debris. Staff was directed to provide a report on efforts within the County for diverting more C&D.

In 2009, SCWMA engaged a consultant, Cascadia Inc., to prepare a draft C&D ordinance for use by member jurisdictions. However, the ordinance has not been adopted by any jurisdictions or the regional Agency.

All jurisdictions have a C&D diversion program method, but not all specify minimum diversion levels. All tie in to their franchise arrangements. Not all jurisdictions have a direct tie-in to the CALGreen Code. The resulting “patchwork quilt” framework makes it very difficult to implement a countywide C&D diversion ordinance.

The current climate is not conducive to implementing a general C&D ordinance. One countywide consideration would be whether SCWMA creates a C&D facility certification process, such as developing and using a C&D ticket for tracking and quantifying the appropriate materials.

Board Questions

Susan Klassen, County of Sonoma, asked if staff would be certifying processing facilities. Mr. Mikus responded Board direction would be needed before that would be considered.

Public Comment

Ernie Carpenter, resident, asked a requirement of 55% recycling be included in any use permits.

Ken Wells, AB 939 Local Task Force representative, championed having a minimum standard established, certification of C&D facilities, and then requiring the use of these facilities.

Stu Clark, DEI, supports the local certification process recommendation as long as it doesn't create a burden for participating contractors. He suggested using CALGreen as a simple model to alleviate the need for a C&D ordinance.

Board Discussion

None.

Susan Klassen, County of Sonoma, moved to accept staff recommendation of providing information to jurisdictions regarding changes to existing C&D programs and prepare a proposal for a certification of C&D processing facilities. Sue Kelly, City of Sebastopol, seconded the motion. The motion was approved with a unanimous vote.

5. Update on “Zero-Discharge” Project

Mr. Mikus initiated the discussion about Zero Discharge at the Central Compost Site. SCWMA contracted with SCS Engineers to prepare the required Zero-Discharge Plan, with recognition of the mandated May 15, 2013 due date. The plan examines several alternate means of achieving Zero-Discharge, of which four are considered potentially viable. The alternatives considered for water storage involved modifying the current compost facility ponds to increase their capacity, adding a pond on the compost site, adding a pond elsewhere on the Central site, and using tanks.

SCS considered trucking the leachate off-property to a treatment facility, or connecting to the County leachate pipe system to convey the water to treatment facility. After determining the use of tanks for storage, or trucking waste water for treatment, were not feasible, the alternatives evaluated were various combinations of ponds either connected to the leachate pipeline or as part of a treatment system.

Next steps would be to conduct the procurement process via a Request For Qualification (RFQ) for the further evaluation and design.

Public Comments

Roger Larsen, Happy Acres resident, stated there was an existing zero discharge plan and doing this instead of moving the composting operation off County property Site 40 was an unnecessary delay.

Martin Mileck, Cold Creek Compost, informed Boardmembers Sonoma County material has been coming to his facility for a long time. He understands that future State requirements will supersede any local requirements. He questioned whether the Laguna treatment plant will be able to handle the increased flow coming after heavy rain events.

Board Discussion

Ms. Klassen thanked Mr. Mikus for his efforts in developing a zero discharge plan in conjunction with the County. She is looking forward to getting the new facility in place.

Steve Barbose, City of Sonoma, inquired what options are available if the compost facility is moved and would any changes made to the existing facility be beneficial to Republic Services. Mr. Mikus replied that the Regional Water Quality Control Board is requiring the zero discharge now, which means they must be made to the existing facility and Republic Services will not benefit because the drainage direction is different.

Steve Barbose, City of Sonoma, moved to direct staff to begin the RFQ process upon notice that the NCRWQCB has approved the implementation plan. Jennifer Phillips, City of Santa Rosa, seconded the motion. The motion passed with a unanimous vote.

7. HHW Site License Agreement

Mr. Mikus initiated the discussion regarding the site license between the Agency and County for the Household Hazardous Waste Toxics Facility. There had been discussions with the County to split the current Three Party Agreement into a "Site License" between the Agency and the County for use of the property, and a separate contract between the Agency and Clean Harbors Environmental Services (CHES) for the HHW Toxics Facility operations. The HHW Site License, which is very similar in form and content with the Compost Site License approved at the February meeting, was presented to the Board for discussion and possible approval. There were a few recent changes made during negotiations, which were distributed to Boardmembers at the meeting.

Board Questions

Mr. Barbose asked if all of terms and conditions were acceptable to the County. Susan Klassen, County of Sonoma representative, replied in the affirmative.

Chair Susan Harvey thanked Mr. Mikus and Ms. Klassen for their efforts in bringing the negotiated license to the Board for consideration. She also asked if the utilities were budgeted

in the FY 13-14 Budget. Mr. Carter replied they were not budgeted and there could possibly be appropriation transfers brought to the Board if it should become necessary.

Public Comment

None.

Board Discussion

None.

Steve Barbose, City of Sonoma, moved to approve the HHW Site License as presented. Sue Kelly, City of Sebastopol, seconded the motion. The motion passed with a unanimous vote.

8. HHW Agreement Extension

Lisa Steinman, Agency staff, began the discussion on the agreement extension with Clean Harbors Environmental Services (CHES). Currently the Household Hazardous Waste (HHW) Contract is a three-party agreement between the County, SCWMA, and CHES. The plan is to have the current three-party agreement arrangement to two separate agreements (a license for use of the property between the County and the Agency, and an operating contract between the Agency and its Contractor).

The agreement presented for consideration makes the change from a three-party to a two – party agreement. The amendment also includes an extension to the term, hours of operation, and compensation for services, changes to make the agreement more efficient and economically sound by recognizing the impact of the proposed PaintCare program.

Board Questions

None.

Public Comment

Ken Wells, Guiding Sustainability, reminded the Board the PaintCare program is the result of the Extended Producer Responsibility (EPR) activities that the SCWMA has supported for many years.

Board Discussion

Debora Fudge, Town of Windsor, expressed her anticipation of a bidding process on this agreement in 2014.

John Brown, City of Petaluma, moved to adopt the Resolution to approve the Agreement between SCWMA and Clean Harbors Environmental Services Inc. and authorize the Chair to execute the Agreement on behalf of SCWMA. Steve Barbose, City of Sonoma, seconded the motion. The motion passed with a unanimous vote.

9. Upcoming Summer Meeting Date and Agendas

Mr. Mikus presented the future agenda options, constraints on the meeting space and historical summer break options for Board consideration.

Board Discussion

Jennifer Phillips, City of Santa Rosa, inquired if there will need to be a confirmation of all Councils to make changes.

John Brown, City of Petaluma, thanked Mr. Mikus for his efficiency in bringing this to the Board at this time. He stated the availability of Petaluma representatives in planning a summer schedule.

Ms. Klassen supported the staff recommendation of not scheduling a meeting in June and having July and August meetings.

Sue Kelly, City of Sebastopol, and Mike Kirn, City of Healdsburg, both supported the staff recommendation.

Mr. Mikus stated he had direction to forego the June meeting and schedule July and August meetings.

10. Change to Standard Meeting Date Request

Mr. Mikus opened the item regarding the Agency's regular meeting schedule. Shirlee Zane, County of Sonoma, has requested a meeting change due to a conflict in her schedule. A letter from Ms. Zane was distributed at each Boardmember's place. The availability of the Santa Rosa City Council chambers has been checked for the proposed change.

Board Discussion

Boardmembers expressed each of their individual consideration of the requested change of meeting calendar with relation to their other obligations.

Public Comment

Michelle Whitman, Third District Director, spoke on behalf of Supervisor Zane stating that Ms. Zane was the Sonoma County representative to the Bay Area Air Quality Management District (BAAQMD) Board of Directors. Ms. Zane feels that representation of the County of Sonoma is the most efficient method of having the voice of Sonoma County heard at the BAAQMD.

Dan Brown, City of Petaluma, moved to leave the SCWMA board meeting date as is. Mike Kirn, City of Healdsburg, seconded the motion. The motion carried with eight affirmative votes and two negative votes.

11. Attachments/Correspondence:

- 11.1 Director's Agenda Notes
- 11.2 Reports by Staff and Others:
 - 11.2.a May and June 2013 Outreach Events
 - 11.2.b Update on MCR-2 Project
 - 11.2.c Letters Regarding State Legislation
 - 11.2.d Cinco de May Outreach Event Report

Mr. Mikus called attention to the attachments highlighting the progress being made on the MCR -2 project thanking Judy Hoffman for her efforts. He also pointed out the Agency efforts in supporting and commenting on legislation as it pertains to the Agency mission.

12. On File w/Clerk

Resolutions approved in April 2013
2013-006 FY 2013/14 Final Budget

13. Boardmember Comments

Mr. Barbose gave what will be his final report on the activities of the Solid Waste Advisory Group (SWAG). Mr. Mikus reminded the Board that the SWAG recommendations for discussion are continuing to lead the Agency to goal development and policy issues.

Ms. Phillips called attention to the art work displayed in the Chambers. The paintings are a product of the Art Start program.

14. Staff Comments

Mr. Mikus informed the Board of issues associated with the compost operations. The Local Enforcement Agency (LEA) has issued violations for off-site odors.

CalRecycle would like to visit with individual jurisdictions for communication and updates. Staff would like to be included to answer questions on behalf of the regional agency efforts being done for the jurisdictions. Mr. Mikus would like to send letters to each of the City Managers.

Ms. Steinman reported she is applying for the oil payment program and will be sending letters to each of the jurisdictions for signatures.

Ms. Kelly requested staff send any communications to each Boardmember instead of the city offices.

15. Next SCWMA meeting: July 17, 2013

16. Adjourn

The meeting was adjourned at 10:20 a.m.

Submitted by
Charlotte Fisher



Agenda Item #: 8.2
Cost Center: All
Staff Contact: Carter
Meeting Date: 8/21/2013

ITEM: FY 12-13 Year-End Financial Report

I. BACKGROUND

In accordance with the requirement contained in the Joint Powers Agreement that the Agency Board of Directors receive quarterly financial reports, this report contains information about Agency operations, all receipts to, and disbursements from, the Agency for Fiscal Year 12-13.

II. DISCUSSION

This report, using information from the County accounting system (FAMIS) for revenues and expenditures, contains the actual amounts spent or received to date, accounts payable and receivable, the approved budget and the difference between the approved budget and the actual revenues/expenditures.

Included in this financial report are accounts payable and accounts receivable. Accounts payable are invoices that are expected to be paid after the close of the fiscal year for services received prior to June 30, 2013, the end of the fiscal year. Accounts receivable are revenues anticipated for work and/or services performed by the Agency prior to the end of the fiscal year. By including the accounts payable and receivable as well as the reserve balances, this report serves as a year-end financial statement.

Revenues

1. Interest on Pooled Cash is \$25,232 over budget due to more favorable interest rates than projected.
2. State-Other is grant funding that has not been released from the holding account in the County system. All of the SCWMA grant awards go into a holding account with the Fiscal Division, a division of the Auditor's/Controller's. When the planned and approved work has been completed, a release request is sent to the Fiscal Division for processing. Until the processing is complete, the State-Other sub-object for that particular grant work is considered unfunded. The grant funds in the holding account appear as liabilities in the general ledger until they are spent. In this case, significant amounts from the City/County Payment Program were not expended and therefore were not realized as revenues.
3. Tipping Fee Revenues were \$76,725 less than budgeted due to fewer tons of yard debris and garbage received than expected.
4. Miscellaneous Revenue consists of reimbursement from PG&E for the fluorescent lamp take-back grant. The grant was extended by PG&E, and the funding received was \$25,585 more than budgeted.
5. Donations/Reimbursements are \$34,749 higher than budgeted. Most of the excess funding is due to a clerical error which allocated \$40,780 of Sonoma Compost Company revenue sharing to Donations/Reimbursements instead of Sale of Material. With that understanding, Sale of Material was higher than budgeted, and Donations/Reimbursements were less than budgeted.
6. OT-Within Enterprise (revenue) is \$71,533 less than budgeted due to fewer transfers than expected. A transfer from reserves to the Education cost center was not made because the fund balance for Education was found to meet goals. A transfer from the Planning cost center to the Contingency Reserve was not made because the Planning cost center would not have met the fund balance goals had the transfer been made.

Expenditures

The one expenditure sub-object significantly over budget is Miscellaneous Expenses. These expenditures are related to the aforementioned PG&E grant, from which the Agency received additional revenues to match the additional expenditures.

A number of expenditure sub-objects are significantly under budget.

1. Professional Services consists of two sets of grants, the Oil Payment Program and the City/County Payment Program. Funds for these grants are held in advance and are not realized as revenue until the SCWMA posts expenditures against those revenues.
2. Contract Services include agreements between the Agency and service providers. From a cost standpoint, the major service providers are Sonoma Compost Company and Clean Harbors Environmental Services for the composting and household hazardous waste programs respectively, with other smaller contracts for education, various studies, or EIRs. In FY 12-13, the Agency entered into a new agreement with Sonoma Compost Company which significantly decreased expenditures. There was a modest decrease in expenditures associated with Clean Harbors as well. Cost savings were also realized in the Contingency cost center as the Carryout Bags EIR project was significantly under budget. For all of the Agency's cost centers, this sub-object was \$573,792 under budget.
3. Administration Costs consist of reimbursements to the County for staffing services. The Waste Management Specialist and Senior Office Assistant positions were vacant for a majority of FY 12-13, which resulted in reduced administration costs. This sub-object was \$186,756 under budget.
4. Engineering Services were anticipated in the FY 12-13 Budget for permitting of a new composting facility. The project is not to the permitting stage, so the permitting costs were not realized.
5. Enforcement Agency were anticipated in the FY 12-13 Budget for permitting of a new composting facility. The project is not to the permitting stage
6. OT-Within Enterprise (expenditures) is \$71,533 under budget due to fewer transfers than expected. A transfer from reserves to the Education cost center was not made because the fund balance for Education was found to meet goals. A transfer from the Planning cost center to the Contingency Reserve was not made because the Planning cost center would not have met the fund balance goals had the transfer been made.

III. FUNDING IMPACT

In summary, the revenues are anticipated to be \$236,798 less than budgeted and the expenditures were anticipated to be \$1,039,927 under budget. This situation results in a projected annual net gain of \$578,618, which translates to an increase in fund balances.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends approving the FY 12-13 Year-End Financial Report on the Consent Calendar.

IV. ATTACHMENT

FY 12-13 Year End Financial Report

Approved by: _____
Henry J. Mikus, Executive Director, SCWMA

**FY 12-13 Year End Financial Report
Sonoma County Waste Management Agency**

Indices
799114, 799213, 799312, 799411, 799510
799619, 799221, 799320, 799338, 799718

A. Summary

	FY 12-13 Adopted Budget	FY 12-13 Actual	Over/(Under) Budget
Total Revenues	7,232,022	6,995,224	(236,798)
Total Expenditures	7,456,533	6,416,606	(1,039,927)
Net Cost	224,511	(578,618)	(803,129)

B. Summary of Revenues

	Budget FY 12-13	Actual FY 12-13	Over/(Under) Budget
Interest on Pooled Cash	42,907	68,139	25,232
Interest Earned	0	0	0
State-Other	372,457	189,711	(182,746)
Tipping Fee Revenue	4,965,015	4,888,290	(76,725)
Sale of Material	120,000	128,640	8,640
Miscellaneous Revenue	27,000	52,585	25,585
Donations/Reimbursement	409,354	444,103	34,749
OT-Within Enterprise	1,295,289	1,223,756	(71,533)
ISD Replacement	0	0	0
Total Revenues	7,232,022	6,995,224	(236,798)

C. Summary of Expenditures

	Budget FY 12-13	Actual FY 12-13	Over/(Under) Budget
Communications	0	540	540
Liability Insurance	8,999	9,227	228
Memberships	4,000	4,000	0
Miscellaneous Expenses	27,000	42,067	15,067
Office Expense	23,000	24,157	1,157
Professional Services	332,256	167,061	(165,195)
County Services	17,500	13,866	(3,634)
Contract Services	4,652,345	4,078,553	(573,792)
Administration Costs	853,076	666,320	(186,756)
Engineering Services	26,000	6,601	(19,399)
Legal Services	73,000	65,783	(7,217)
Accounting Services	8,738	10,017	1,279
Audit Services	21,000	20,000	(1,000)
Advertising	12,000	9,423	(2,577)
Equipment Rental	2,340	2,869	529
Rents/Leases	28,400	31,243	2,843
Enforcement Agency	50,000	25,341	(24,659)
Professional Development	1,450	0	(1,450)
Tuition/Textbook	2,300	0	(2,300)
County Car Expense	3,000	2,460	(540)
Travel Expense	2,000	0	(2,000)
Unclaimable County	0	10	10
Data Processing	10,116	10,588	472
ISD Desktop Modernization	0	0	0
OT-Within Enterprise	1,295,289	1,223,756	(71,533)
OT-Between Enterprise	2,724	2,724	0
Total Expenditures	7,456,533	6,416,606	(1,039,927)

D. Summary of Net Costs

	Budget FY 12-13	Actual FY 12-13	Over/(Under) Budget
Net Cost	224,511	(578,618)	(803,129)

**FY 12-13 Year End Financial Report
Sonoma County Waste Management Agency**

Index
799114 Wood Waste

A. Summary

	FY 12-13 Adopted Budget	FY 12-13 Actual	Over/(Under) Budget
Total Revenues	237,134	278,072	40,938
Total Expenditures	405,994	360,062	(45,932)
Net Cost	168,860	81,990	(86,870)

B. Summary of Revenues

	Budget FY 12-13	Actual FY 12-13	Over/(Under) Budget
Interest on Pooled Cash	179	2,245	2,066
Tipping Fee Revenue	191,955	234,278	42,323
Sale of Materials	40,000	36,549	(3,451)
Donations/Reimbursement	5,000	5,000	0
Total Revenues	237,134	278,072	40,938

Tipping Fee Revenue is over budget \$42,323 due to more wood waste tonnage being processed than was anticipated when the FY 12-13 Budget was prepared.

C. Summary of Expenditures

	Budget FY 12-13	Actual FY 12-13	Over/(Under) Budget
Services and Supplies	205,540	159,608	(45,932)
Other Charges	200,454	200,454	0
Total Expenditures	405,994	360,062	(45,932)

Services and Supplies are \$45,932 under budget because tonnage payment rates to the contractor decreased during the Fiscal Year.

D. Summary of Net Cost

Overall, the Wood Waste Cost Center net cost was \$86,870 less than was budgeted.

**FY 12-13 Year End Financial Report
Sonoma County Waste Management Agency**

Index
799213 Yard Debris

A. Summary			
	FY 12-13 Adopted Budget	FY 12-13 Actual	Over/(Under) Budget
Total Revenues	3,402,963	3,377,079	(25,884)
Total Expenditures	3,624,945	3,200,448	(424,497)
Net Cost	221,982	(176,631)	(398,613)

B. Summary of Revenues			
	Budget FY 12-13	Actual FY 12-13	Over/(Under) Budget
Interest on Pooled Cash	2,653	9,787	7,134
Tipping Fee Revenue	3,315,310	3,229,421	(85,889)
Sale of Material	80,000	92,091	12,091
Donations/Reimbursement	5,000	45,780	40,780
Total Revenues	3,402,963	3,377,079	(25,884)

Tipping Fee Revenue is \$85,889 under budget due to less material delivered to the composting site for processing than budgeted.
Sale of Material is \$12,091 over budget due to increased sales of additional materials.
Donations/Reimbursement is \$40,780 over budget due to a data entry error. \$35,780 should be in Sale of Material, resulting in an even greater unanticipated revenue in that sub-object.

C. Summary of Expenditures			
	Budget FY 12-13	Actual FY 12-13	Over/(Under) Budget
Services and Supplies	3,199,037	2,774,540	(424,497)
Other Charges	425,908	425,908	0
Total Expenditures	3,624,945	3,200,448	(424,497)

Expenditures are \$424,497 under budget due mainly to the decreased tonnage received and the more favorable payment terms achieved in this Fiscal Year.

D. Summary of Net Cost

Overall, the Yard Debris Cost Center net cost is \$398,613 under budget for the reasons described above.

**FY 12-13 Year End Financial Report
Sonoma County Waste Management Agency**

Indices
799312 Household Hazardous Waste
799411 Education
799510 Diversion
799619 Planning

A. Summary

	FY 12-13 Adopted Budget	FY 12-13 Actual	Over/(Under) Budget
Total Revenues	2,572,623	2,379,200	(193,423)
Total Expenditures	2,257,737	1,959,460	(298,277)
Net Cost	(314,886)	(419,740)	(104,854)

B. Summary of Revenues

	Budget FY 12-13	Actual FY 12-13	Over/(Under) Budget
Interest on Pooled Cash	306	3,235	2,929
State-Other	372,457	189,711	(182,746)
Tipping Fee Revenue	1,457,750	1,424,591	(33,159)
Donations/Reimbursement	399,354	393,323	(6,031)
Total Revenues	2,572,623	2,379,200	(193,423)

State-Other is \$182,746 under budget because a clerical error set revenue projections too high and because the City/County Payment Program grant funds were not completely used this fiscal year. Unused funds will be carried over into the subsequent fiscal year.

Tipping Fee Revenue is \$33,159 under budget due to less waste tonnage received at the County transfer stations than

C. Summary of Expenditures

	Budget FY 12-13	Actual FY 12-13	Over/(Under) Budget
Services and Supplies	2,229,956	1,957,371	(272,585)
Other Charges	27,781	2,089	(25,692)
Total Expenditures	2,257,737	1,959,460	(298,277)

Services and Supplies are \$272,585 under budget as a result of:

Household Hazardous Waste Cost Center

Professional Services is \$15,845 under budget, but additional grant funding covered administrative costs, which are accounted for in the Administration Costs sub-object.

Contract Services are \$66,957 under budget due to lower-than-expected contractor costs associated with the HHW Facility.

Education Cost Center

Miscellaneous Expense is \$15,067 over budget because this reimbursement grant (PG&E) spanned the previous Fiscal Year.

Additional revenues were realized to offset the additional expenses.

Professional Services is \$149,350 under budget due to unspent City/County Payment Program funds. The remainder will be carried over into FY 13/14.

Administration Costs are \$60,979 under budget due to two staff vacancies for a majority of the Fiscal Year.

Other Charges are \$25,692 under budget due to fewer transfers to the Contingency Reserve than projected, most specifically from the Planning Cost Center.

D. Summary of Net Cost

The net cost for cost centers receiving revenue from the \$5.95/ton surcharge is \$59,013 over budget as follows:

	Budget	Actual	Difference
Index 799312 - HHW	(341,860)	(348,858)	(6,998)
Index 799411 - Education	2,596	(76,796)	(79,392)
Index 799510 - Diversion	728	727	(1)
Index 799619 - Planning	23,650	5,187	(18,463)
Overall Net Cost	(314,886)	(419,740)	(104,854)

**FY 12-13 Year End Financial Report
Sonoma County Waste Management Agency**

Indices
799221 ORGANICS RESERVE
799320 HHW CLOSURE RESERVE
799338 HHW FACILITY RESERVE
799718 CONTINGENCY RESERVE

A. Summary	FY 12-13 Adopted Budget	FY 12-13 Actual	Over/(Under) Budget
Total Revenues	973,461	960,873	(12,588)
Total Expenditures	1,167,857	896,636	(271,221)
Net Cost	194,396	(64,237)	(258,633)

B. Summary of Revenues	Budget FY 12-13	Actual FY 12-13	Over/(Under) Budget
Interest on Pooled Cash	39,769	52,872	13,103
OT-Within Enterprise	933,692	908,000	(25,692)
Total Revenues	973,461	960,872	(12,588)

OT-Within Enterprise for all of the reserve funds is \$25,692 under budget because of a transfer from the Planning Cost Center to the Contingency Reserve was not made because Planning would not meet the fund balance goal.

C. Summary of Expenditures	Budget FY 12-13	Actual FY 12-13	Over/(Under) Budget
Services and Supplies	523,987	298,607	(225,380)
Other Charges	643,870	598,029	0
Total Expenditures	1,167,857	896,636	(271,221)

Organics Reserve

Administration Costs is \$50,016 under budget because less staff time was required for the compost relocation project than anticipated.

Engineering Services was \$19,399 under budget because permitting work that was expected to occur for a new compost site did not happen in this fiscal year.

Enforcement Agency Fee was \$15,000 under budget because permitting work that was expected to occur for a new compost

Contingency Reserve

Contract Services is \$41,488 under budget because the cost of the carryout bag EIR project was significantly lower than

Administration Services is \$85,785 under budget because the carryout bag EIR project required significantly less staff time than anticipated.

Legal Services is \$21,071 under budget due to less legal involvement necessary in the carryout bag EIR project than budgeted.

D. Summary of Net Cost	Budget	Actual	Difference
The net cost for cost centers receiving contributions from the appropriate cost centers was \$258,633 under budget as follows:			
Index 799221 - Organics Reserve	(431,853)	(518,067)	(86,214)
Index 799320 - HHW Closure	(7,634)	(7,788)	(154)
Index 799338 - HHW Facility	588,334	585,458	(2,876)
Index 799718 - Contingency	45,549	(123,840)	(169,389)
Overall Net Cost	194,396	(64,237)	(258,633)

**Fourth Quarter 12-13 Revenue and Expenditure Summary and Projection
Wood Waste Detail**

799114

Revenues

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
1700	Interest on Pooled Cash	179	2,245	2,066
2901	Tipping Fee Revenue	191,955	234,278	42,323
4020	Sale of Material	40,000	36,549	(3,451)
4102	Donations/Reimbursement	5,000	5,000	0
Total Revenues		237,134	278,072	40,938

Expenditures

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
6103	Liability Insurance	840	861	21
6400	Office Expense	0	10	10
6521	County Services	1,700	1,447	(253)
6540	Contract Services	195,364	148,795	(46,569)
6573	Administration Costs	4,611	5,275	664
6629	Accounting Services	839	962	123
6630	Audit Servies	500	500	0
7400	Data Processing	1,686	1,758	72
Total Services and Supplies		205,540	159,608	(45,932)
8624	OT-Within Enterprise	200,000	200,000	0
8648	ISD Replacement	454	454	0
Total Other Charges		200,454	200,454	0
Total Expenditures		405,994	360,062	(45,932)
Net Cost		168,860	81,990	(86,870)

**Fourth Quarter 12-13 Revenue and Expenditure Summary and Projection
Yard Debris Detail**

799213

Revenues				
Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
1700	Interest on Pooled Cash	2,653	9,787	7,134
2901	Tipping Fee Revenue	3,315,310	3,229,421	(85,889)
4030	Sale of Material	80,000	92,091	12,091
4102	Donations/Reimbursement	5,000	45,780	40,780
Total Revenues		3,402,963	3,377,079	(25,884)

Expenditures				
Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
6104	Liability Insurance	2,145	2,200	55
6400	Office Expense	0	4,243	4,243
6521	County Services	3,300	2,769	(531)
6540	Contract Services	3,026,546	2,612,083	(414,463)
6573	Administration Costs	111,853	106,678	(5,175)
6590	Engineering Services	0	0	0
6610	Legal Services	1,000	4,056	3,056
6629	Accounting Services	4,031	4,621	590
6630	Audit Services	5,000	4,000	(1,000)
6820	Rents/Lease - Equipment	2,340	2,869	529
7062	Enforcement Agency Fee	35,000	25,034	(9,966)
7110	Professional Development	1,450	0	(1,450)
7301	County Car	3,000	2,460	(540)
7309	Unclaimable County	0	10	10
7400	Data Processing	3,372	3,517	145
Total Services and Supplies		3,199,037	2,774,540	(424,497)
8624	OT-Within Enterprise	425,000	425,000	0
8648	ISD Replacement	908	908	0
Total Other Charges		425,908	425,908	0
Total Expenditures		3,624,945	3,200,448	(424,497)
Net Cost		221,982	(176,631)	(398,613)

Fourth Quarter 12-13 Revenue and Expenditure Summary and Projection
Household Hazardous Waste Detail

799312

Revenues

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
1700	Interest on Pooled Cash	65	1,318	1,253
2500	State-Other	194,551	155,135	(39,416)
2901	Tipping Fee Revenue	1,144,334	1,118,304	(26,030)
4102	Donations/Reimbursement	355,744	351,388	(4,356)
4624	OT-Within Enterprise	315,756	315,756	0
Total Revenues		2,010,450	1,941,901	(68,549)

Expenditures

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
6104	Liability Insurance	3,914	4,013	99
6280	Memberships	4,000	4,000	0
6400	Office Expense	1,000	2,262	1,262
6500	Professional Services	154,350	138,505	(15,845)
6521	County Services	5,000	4,091	(909)
6540	Contract Services	1,240,800	1,173,843	(66,957)
6573	Administration Costs	210,352	219,096	8,744
6610	Legal Services	2,000	2,574	574
6629	Accounting Services	1,934	2,217	283
6630	Audit Services	7,500	7,500	0
6785	Advertising	12,000	9,423	(2,577)
6840	Rents/Leases-Building	23,000	23,000	0
7062	Enforcement Agency	0	307	307
7130	Textbook/Tuition	600	0	(600)
7400	Data Processing	1,686	1,758	72
Total Services and Supplies		1,668,136	1,592,589	(75,547)
8648	ISD Replacement	454	454	0
Total Other Charges		454	454	0
Total Expenditures		1,668,590	1,593,043	(75,547)
Net Cost		(341,860)	(348,858)	(6,998)

**Fourth Quarter 12-13 Revenue and Expenditure Summary and Projection
Education Detail**

799411

Revenues

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
1700	Interest on Pooled Cash	84	1,749	1,665
2500	State-Other	177,906	34,576	(143,330)
2901	Tipping Fee Revenue	291,550	286,469	(5,081)
4040	Miscellaneous Revenue	27,000	52,585	25,585
4102	Donations/Reimbursement	40,567	39,011	(1,556)
Total Revenues		537,107	414,390	(122,717)

Expenditures

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
6040	Communications	0	540	540
6103	Liability Insurance	1,260	1,292	32
6300	Miscellaneous Expense	27,000	42,067	15,067
6400	Office Expense	15,000	15,149	149
6500	Professional Services	177,906	28,556	(149,350)
6521	County Services	5,000	3,566	(1,434)
6540	Contract Services	32,114	20,438	(11,676)
6573	Administration Costs	248,185	187,206	(60,979)
6610	Legal Services	20,000	23,454	3,454
6630	Accounting Services	1,598	1,832	234
6642	Audit Services	3,000	3,000	0
6840	Rents/Leases-Equipment	5,400	8,243	2,843
7130	Textbook/Tuition	1,100	0	(1,100)
7400	Data Processing	1,686	1,797	111
Total Services and Supplies		539,249	337,140	(202,109)
8648	ISD Replacement	454	454	0
Total Other Charges		454	454	0
Total Expenditures		539,703	337,594	(202,109)
Net Cost		2,596	(76,796)	(79,392)

**Fourth Quarter 12-13 Revenue and Expenditure Summary and Projection
Diversion Detail**

799510

Revenues

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
1700	Interest on Pooled Cash	0	1	1
1701	Interest Earned	0	(1)	(1)
Total Revenues		0	0	0

Expenditures

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
8624	OT-Within Enterprise	728	727	1
Total Other Charges		728	727	(1)
Total Expenditures		728	727	(1)
Net Cost		728	727	(1)

**Fourth Quarter 12-13 Revenue and Expenditure Summary and Projection
Planning Detail**

799619

Revenues

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
1700	Interest on Pooled Cash	157	167	10
2901	Tipping Fee Revenue	21,866	19,818	(2,048)
4102	Donations/Reimbursement	3,043	2,924	(119)
Total Revenues		25,066	22,909	(2,157)

Expenditures

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
6103	Liability Insurance	840	861	21
6521	County Services	1,500	1,238	(262)
6573	Administration Costs	16,609	22,400	5,791
6629	Accounting Services	336	385	49
6630	Audit Services	1,000	1,000	0
7130	Textbook/Tuition	600	0	(600)
7400	Data Processing	1,686	1,758	72
Total Services and Supplies		22,571	27,642	5,071
8624	OT-Within Enterprise	25,691	0	(25,691)
8640	OT-Between Enterprise	454	454	0
Total Other Charges		26,145	454	(25,691)
Total Expenditures		48,716	28,096	(20,620)
Net Cost		23,650	5,187	(18,463)

**Fourth Quarter 12-13 Revenue and Expenditure Summary and Projection
Organics Reserve Detail**

799221

Revenues

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
1700	Interest on Pooled Cash	28,595	38,517	9,922
4624	OT-Within Enterprise	625,000	625,000	0
Total Revenues		653,595	663,517	9,922

Expenditures

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
6400	Office Expense	5,000	992	(4,008)
6540	Contract Services	42,000	49,361	7,361
6573	Administration Costs	119,242	69,226	(50,016)
6590	Engineering Services	26,000	6,601	(19,399)
6610	Legal Services	10,000	16,770	6,770
6630	Audit Services	2,500	2,500	0
7062	Enforcement Agency Fee	15,000	0	(15,000)
7302	Travel Expense	2,000	0	(2,000)
Total Services and Supplies		221,742	145,450	(76,292)
Total Expenditures		221,742	145,450	(76,292)
Net Cost		(431,853)	(518,067)	(86,214)

**Fourth Quarter 12-13 Revenue and Expenditure Summary and Projection
HHW Closure Reserve Detail**

799320

Revenues

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
1700	Interest on Pooled Cash	361	515	154
4624	OT-Within Enterprise	7,273	7,273	0
Total Revenues		7,634	7,788	154

Expenditures

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
8624	OT-Within Enterprise	0	0	0
Total Other Charges		0	0	0
Total Expenditures		0	0	0
Net Cost		(7,634)	(7,788)	(154)

**Fourth Quarter 12-13 Revenue and Expenditure Summary and Projection
HHW Facility Reserve Detail**

799338

Revenues

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
1700	Interest on Pooled Cash	9,695	12,571	2,876
Total Revenues		9,695	12,571	2,876

Expenditures

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
8624	OT-WITHIN ENTERPRISE	598,029	598,029	0
TOTAL OTHER CHARGES		598,029	598,029	0
TOTAL EXPENDITURES		598,029	598,029	0
Net Cost		588,334	585,458	(2,876)

**Fourth Quarter 12-13 Revenue and Expenditure Summary and Projection
Contingency Reserve Detail**

799718

Revenues

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
1700	Interest on Pooled Cash	1,118	1,269	151
1701	Interest Earned	0	1	1
4624	OT-Within Enterprise	301,419	275,727	(25,692)
Total Revenues		302,537	276,997	(25,540)

Expenditures

Sub-Object	Description	Adopted Budget FY 12-13	Actual FY 12-13	Over/ (Under) Budget
6400	Office Expense	2,000	1,501	(499)
6521	County Services	1,000	755	(245)
6540	Contract Services	115,521	74,033	(41,488)
6573	Administration Costs	142,224	56,439	(85,785)
6610	Legal Services	40,000	18,929	(21,071)
6630	Audit Services	1,500	1,500	0
Total Services and Supplies		302,245	153,157	(149,088)
8624	OT-Within Enterprise	45,841	0	45,841
Total Other Charges		45,841	0	45,841
Total Expenditures		348,086	153,157	(194,929)
Net Cost		45,549	(123,840)	(169,389)

SCWMA Fund Balance Comparison of FY 12-13 at Year End to Approved FY 13-14 Budget

		Actual FY 11-12	Budgeted FY 12-13	Actual FY 12-13	Proposed FY 13-14
Wood Waste					
	Beginning Fund Balance	199,312	218,952	218,952	136,962
	Revenues	349,633	237,134	278,072	181,151
	Expenditures	(329,993)	(405,994)	(360,062)	(181,151)
	Ending Fund Balance	218,952	50,092	136,962	136,962
Yard Debris					
	Beginning Fund Balance	908,245	978,086	978,086	1,154,717
	Revenues	3,489,529	3,402,963	3,377,079	3,125,837
	Expenditures	(3,419,688)	(3,624,945)	(3,200,448)	(3,125,837)
	Ending Fund Balance	978,086	756,104	1,154,717	1,154,717
Household Hazardous Waste					
	Beginning Fund Balance	17,892	(51,439)	(51,439)	297,419
	Revenues	1,671,702	2,010,450	1,941,901	1,668,188
	Expenditures	(1,741,033)	(1,668,590)	(1,593,043)	(1,668,188)
	Ending Fund Balance	(51,439)	290,421	297,419	297,419
Education					
	Beginning Fund Balance	15,323	37,643	37,643	114,439
	Revenues	478,771	537,107	414,390	352,543
	Expenditures	(456,451)	(539,703)	(337,594)	(352,543)
	Ending Fund Balance	37,643	35,047	114,439	114,440
Diversion					
	Beginning Fund Balance	109,046	727	727	0
	Revenues	727	0	0	0
	Expenditures	(109,046)	(728)	(727)	0
	Ending Fund Balance	727	(1)	0	0
Planning					
	Beginning Fund Balance	27,019	27,035	27,035	21,848
	Revenues	71,671	25,066	22,909	39,290
	Expenditures	(71,655)	(48,716)	(28,096)	(39,290)
	Ending Fund Balance	27,035	3,385	21,848	21,848
Organics					
	Beginning Fund Balance	4,574,975	4,971,493	4,971,493	5,489,560
	Contributions	604,768	653,595	663,517	181,410
	Uses	(208,250)	(221,742)	(145,450)	(151,544)
	Ending Fund Balance	4,971,493	5,403,346	5,489,560	5,519,427
HHW Closure					
	Beginning Fund Balance	59,832	60,366	60,366	68,154
	Contributions	534	7,634	7,788	408
	Uses	0	0	0	0
	Ending Fund Balance	60,366	68,000	68,154	68,562
HHW Facility					
	Beginning Fund Balance	1,607,767	1,611,812	1,611,812	1,026,354
	Contributions	14,326	9,695	12,571	7,491
	Uses	(10,281)	(598,029)	(598,029)	0
	Ending Fund Balance	1,611,812	1,023,478	1,026,354	1,033,845
Contingency					
	Beginning Fund Balance	150,749	207,290	207,290	331,130
	Contributions	110,467	302,537	276,997	7,275
	Uses	(53,926)	(348,086)	(153,157)	(177,264)
	Ending Fund Balance	207,290	161,741	331,130	161,142



Agenda Item #: 8.3
Cost Center: Education
Staff Contact: Carter
Meeting Date: 8/21/2013

ITEM: UCCE Renewal

I. BACKGROUND

The Agreement for Composting Educational Services with the Regents of the University of California (UCCE) has been in effect since June 1, 1997.

Beginning in July 2010, UCCE and SCWMA entered into a letter agreement for a three year term approved annually through the budget approval process. The letter agreement has the goals of (1) reduce organic landfill inputs by teaching home composting and (2) reduce the amount of toxic gardening materials requiring disposal by teaching pesticide use reduction practices to home gardeners.

After meeting with the UCCE staff in May 2013 and discussing the home composting education program and how it might be most effectively performed in the future, the attached program proposal for a new agreement was developed.

II. DISCUSSION

Home composting education is listed as an educational program in the ColWMP and is included in the FY 13-14 Work Plan. The proposed Letter Agreement is between the Agency and Sonoma County University of California Cooperative Extension ("SoCo-UCCE"). The proposed agreement is for three years. The two program goals are the reduction of organic landfill inputs by teaching home composting and the reduction of the amount of toxic gardening materials by teaching appropriate pesticide use to home gardeners.

III. FUNDING IMPACT

The proposed agreement is for \$49,980 for three years, which is \$16,660 per year and is included in the FY 13-14 Work Plan and Budget. This funding level is the same as the prior agreement for 2010 through 2013.

IV. RECOMMENDED ACTION

Authorize the Executive Director to sign the Letter Agreement with Sonoma County University of California Cooperative Extension.

V. ATTACHMENTS

Letter Agreement with UCCE – Sonoma County
Home Compost Education/Pesticide Use Reduction Education (PURE) Program Proposal
Resolution Authorizing the Executive Director to sign the Letter Agreement

Approved by: _____
Henry J. Mikus, Executive Director, SCWMA



UNIVERSITY of CALIFORNIA
Agriculture & Natural Resources



COOPERATIVE EXTENSION • SONOMA COUNTY

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August 12, 2013

Henry Mikus
Executive Director
Sonoma County Waste Management Agency
2300 County Center Drive, Suite B100
Santa Rosa, CA 95403

From: Stephanie Larson
County Director / Department Head
Sonoma County UCCE

LETTER AGREEMENT

The Sonoma County University of California Cooperative Extension ("UCCE"), a department of the County of Sonoma, is making a request to the Sonoma County Waste Management Agency ("Agency"), a joint powers agency for FY2013-2016.

Contingent upon UCCE budget approval, and upon Agency budget approval, UCCE agrees to provide the following services to Agency:

1. Provide home composting and pesticide use reduction education ("PURE") information via direct contact with 5,000-10,000 county residents at selected major public events, including, but not limited to, the Sonoma County Fair, Spring Home and Garden Show, and the Cloverdale Citrus Fair for a minimum of 25 event days per fiscal year.
2. Create an educational demonstration garden at the Sonoma County Fair.
3. Provide home composting and PURE information via direct contact with county residents at nine Farmers' Markets (Healdsburg, Sebastopol, Occidental, Windsor, Santa Rosa, Cotati, Petaluma, Sonoma Valley, and Oakmont), and Master Gardener Library Series presentations at eight libraries (Healdsburg, Sebastopol, Windsor, Rincon Valley, Rohnert Park, Petaluma, and Sonoma Valley) for a minimum of 200 Farmers' Market and Library Series days.
4. Distribute 10,000 educational brochures on home composting and PURE including UC Consumer Pest Cards at the events listed in paragraphs 1 and 3 above.
5. Conduct 20 school classroom presentations in Sonoma County, providing written and demonstration materials, for students and teachers.

6. Determine the effectiveness of Master Gardener outreach efforts (landfill tonnage diversion and/or pesticide use reduction) through a short survey sent to at least two hundred people once every three (3) years who have received educational information.

Completion of the above listed services shall be contingent upon acts of nature, volunteer population, accidents or delays beyond UCCE's control. UCCE shall carry and maintain general liability and automobile insurance of at least \$1,000,000 and workers' compensation insurance as required by law. This requirement may be satisfied by a comparable self-insured retention. While performing services pursuant to this Agreement, employees of UCCE shall not be employees of Agency and Agency is not responsible for providing wages, benefits or pensions to UCCE's employees or volunteers.

UCCE shall provide to Agency quarterly invoices based on completion of the above listed services and an annual report of accomplishments. The Agency's Executive Director is authorized to make changes to the above listed scope of work not to exceed \$2,500.00 per year.

For the services listed above, Agency shall pay UCCE sixteen thousand, six hundred sixty dollars (\$16,660) per fiscal year and upon presentation of quarterly invoices. The term of this Agreement shall be three (3) years beginning on July 1, 2013 and ending on June 30, 2016. Notwithstanding any other provision herein, either party may, at any time and without cause, terminate this Agreement by giving ten (10) calendar days written notice to the other party. Upon termination, UCCE shall be entitled to compensation for any services performed prior to the effective date of termination.

Sonoma County UC Cooperative Extension


Stephanie Larson
County Director, UC Cooperative Extension

8/12/13
Date

Sonoma County Waster Management Agency

Henry Mikus
Executive Director

Date

Copy: Chris Williams, CAO Analyst

Home Compost (HC) Education / Pesticide Use Reduction Education (PURE) Program Proposal

July 1, 2013 to June 30, 2016

University of California Cooperative Extension - Sonoma County

Program Goals

1. Reduce organic landfill inputs by teaching home composting.
2. Reduce the amount of toxic gardening materials requiring disposal by teaching pesticide use reduction practices to home gardeners.

Scope of Work and Tasks

- Provide home composting and Pesticide Use Reduction Education (PURE) information via direct contact with 5,000 - 10,000 county residents at selected major public events such as the Sonoma County Fair, Harvest Fair, Home and Garden Shows, Cloverdale Citrus Fair, Sonoma-Marin Fair, etc. (22 event days per year).
- Create and manage an educational demonstration garden at the Sonoma County Fair.
- Provide a display and information table at the Master Gardener biennial garden tour, known as Bloomin' Backyards (June, 2014), which will reach approximately 1,000 home gardeners.
- Provide home composting and PURE information via direct contact with county residents at eleven farmers' Markets (Healdsburg, Sebastopol, Cloverdale, Sonoma, Oakmont, Cotati, two in Santa Rosa, Windsor, Occidental, and Petaluma), and at Master Gardener Library Series presentations in Rohnert Park, Petaluma, Sebastopol, Sonoma, Guerneville, Healdsburg, Windsor, and Santa Rosa.
- Distribute 10,000 educational brochures on home composting and PURE including UC Consumer Pest Cards at the above events.
- Develop local MG specialists in Home Composting (HC) and Pesticide Use Reduction Education (PURE) that will visit 50-100 home gardens each year in Sonoma County. The HC and PURE Specialists will complement the Water Conservation Specialist MG's called the Garden Sense Project and the MG Food Gardening Specialists. This will create a one-on-one interaction with home gardeners, in their gardens, allowing the MG's to help them specifically to compost kitchen scraps and yard wastes, and to select alternatives to the use of toxic garden pesticides.
- Conduct 15 school worm composting demonstrations including materials for students and teachers.
- Provide a resource desk and phone line to answer composting and PURE questions 5 days per week and 4-6 hours per day. Weekend calls will be recorded on an answering machine, and returned during weekly business hours.
- Collect survey data from people who have received information on home composting and PURE to verify changes in their composting and pesticide use habits. Names and addresses will be collected in 2013-2016, and the survey will be conducted in the spring of 2016.
- Estimate landfill tonnage diversion based on the most recent survey data.

Benefits to the Community

Home composting and the reduction in the usage of toxic garden pesticides have a positive effect on the environment. The program reduces water pollution, makes efficient use of garden waste products, and improves soil health. Continuation of this project will encourage backyard compost diversion efforts by county residents and help reduce the need for costly toxic waste disposal of unused home garden pesticides. Over the next three years, this project will continue to serve as a model for other counties interested in an effective educational program for the reduction of both organics and toxic pesticides going into the waste stream.

Program Methodology

This program uses 300 trained volunteers, as agents of the Sonoma County University of California Cooperative Extension (UCCE), to deliver information to gardeners. There are four unique aspects to this project:

1. Master Gardener volunteers are under the direction of the Sonoma County UCCE and have access to UC science-based research expertise.
2. Master Gardeners have a network of community projects and a reputation for providing practical, science-based information.
3. The volunteer nature of the program provides multiple in-person contacts for homeowners at a substantially lower cost compared to private contracting.
4. The Sonoma County UCCE Department provides in-kind contributions to this program through program oversight by Paul Vossen, the Horticulture Advisor, and Deborah Curle, the Master Gardener Coordinator, as well as program support from an Office Manager, Senior Ag Field Assistant, and our County Department Head. The core group of HC and PURE MG's receive advanced training to fulfill the tasks outlined on page 1.

Background

Compost Program: Since 1993, the Sonoma County UCCE has provided compost education for county residents with funding from the Sonoma County Waste Management Agency (SCWMA). The first few years of the program focused on training home composters during hour-long workshops at designated composting sites equipped with raw materials, various bin designs, and finished compost. As attendance diminished at these workshops, even with good publicity, the primary focus shifted to providing information and shorter presentations and educational booths at well attended public events.

During the last three years the program has reached at least 60,000 people at over 1,100 events and approximately 287,000 since 1993 (twenty years) with composting brochures, bin distribution programs, educational booths at large public events, library talks, farmers' market booths, seminars, workshops, and by providing a resource desk for call-in questions in Santa Rosa and Sonoma. Additionally, over the last three years, over 2,200 school children were contacted at school classroom presentations (25-30 students per class).

An initial survey was conducted in (1994-97) documenting behavioral changes by home gardeners who had attended workshops and educational events on home composting. Those survey results were used as an early benchmark for the amount of organic materials diverted from the landfill based on our educational efforts. Almost 70% of workshop attendees began or increased composting and reduced their input into the waste stream by 19.5 gallons per household per month.

We conducted another composting survey in 2004 indicating that one-quarter (23%) of those, who had received information on composting, had started or increased their composting. Those respondents indicated that on average they were composting almost 1 gallon (0.92 gallons) of kitchen waste and almost 4 gallons (3.68 gallons) of yard waste per month. Additionally, almost one-third (30%) of the survey respondents indicated that on average they were diverting 13.8 gallons per month of organic materials into the curbside pick-up containers.

As part of our contract with the SCWMA, we conducted another survey in 2007, which indicated that 20% of the people we had contacted with information about home composting had started or increased their home composting. On average they reduced their landfill input of kitchen scraps and yard waste by 4.14 gallons per week (17.9 gallons per month – 215.3 gallons per year).

We also surveyed people who had attended MG events from July of 2007 to January of 2010 in February of 2010. We asked them about their home composting and garden pesticide usage habits. In regard to composting, we found that just under one-fifth of the people had started or increased their composting and two-thirds were composting both kitchen scraps and yard wastes at home. Of the gardeners that were composting yard waste, 39% compost greater than 10 gallons per week, 33% compost between 2-10 gallons of yard waste per week, and the remaining 28% compost less than 1 gallon per week. Of the respondents who are composting kitchen scraps, 30% are composting less than 1 gallon per week, and 70% are composting between 1-10 gallons per week. Of those respondents who are not composting yard waste or kitchen scraps, 3% take the waste to the dump, 83% use the green yard waste container, and 14% discard their organic wastes into the regular trash. Of those households that indicated that they were not composting all of their kitchen scraps or yard waste, 63% were putting it into the green curbside yard waste can.

PURE Program: Toxic waste disposal and water quality problems presented by residential pesticide usage runoff are a source of continuing concern. By educating consumers about alternatives, we provide them with many options for pest management that reduce or eliminate toxic runoff and the need for specialized disposal of unused product. Once people are aware of the bigger picture surrounding pesticide use, they are more likely to make environmentally friendly decisions.

The Pesticide Use Reduction Education (PURE) Project was started in the fall of 2000 to conduct public outreach on the topic of pesticides and water pollution. Over the last thirteen years, the Master Gardeners have received extensive training on how to conduct PURE outreach efforts. These PURE specialist teaching our practical B-U-G-S approach to the principles of Integrated Pest Management - IPM (B–Be sure you know what the problem is; U–Use common sense. G–Get physical to control the problem - try traps, barriers, water sprays, and natural enemies; and S–Substitute less-toxic products) as specific solutions to common pest problems. Project implications for water quality and environmental contamination are taught to the Master Gardeners who then pass this information on to home gardeners.

Using the Sonoma County Master Gardeners' extensive network of outlets, such as library seminars, farmers' markets, community garden workshops, the Information Desk, and fairs of all sizes, PURE reaches local residents with practical advice on reducing pesticide use through integrated pest management (IPM) concepts. The UC consumer oriented Pest Notes handouts and Quick Tips Pest Cards are made available at all Master Gardener public events. Created in collaboration with the UC Statewide IPM Program, the "Quick Tips" Pest Cards are colorful, convenient and informative, incorporating the latest UC research. Our PURE Program was recognized in 2003 by the California Department of Pesticide regulation as an IPM Innovator for its accessible and creative approach to IPM education.

In its eleventh year, the PURE demonstration garden at the Sonoma County Fair has reached thousands of gardeners and delighted fairgoers. The demonstration gardens have showcased the principles of IPM, water conservation, appropriate plant selection, composting and habitat gardening. Our informational kiosk displayed and made available all the UC fact sheets in Spanish as well as English.

Our survey conducted in February of 2010 included several questions about home pesticide usage and pest control strategies. Half of the survey respondents reported receiving information about pesticide use reduction while visiting a Master Gardener booth or attending a Master Gardener educational event. Of those who received information, 40% said that they no longer use any pesticides in and around their home/garden, 41% said that they use less pesticide, and 19% reported using the same amount of pesticides.

When encountering a pest/disease problem in their garden, 37% of survey respondents reported seeking out a product with the lowest possible toxicity to help control the problem, 5% said that they look for the most effective, longest lasting product they can find, 38% said they tend to leave problems alone and wait until nature takes its course, and 20% reported that they have changed many of their garden plants to ones that have almost no pest or disease problems. Just over half (55%) of respondents reported that they have fewer pest problems in their garden compared to 3-5 years ago and 66% of respondents have changed their attitude toward the use of pesticides in the home garden after receiving information and implementing new practices they learned from Sonoma County Master Gardeners.

Those past compost and pesticide usage surveys indicate that the Master Gardener Program is a valuable resource and an effective tool to get information out to gardeners that most of them actually use. We conducted another survey in May of 2013 that is almost identical to the one we conducted in 2010. It was sent out to over 1,000 people and we got an 18% response rate. The results from that survey will be presented in our annual report in September 2013.

Budget

HOME COMPOST EDUCATION AND PURE PROGRAM BUDGET FOR EACH YEAR AND THREE YEAR TOTAL JULY 1, 2013 TO JUNE 30, 2016				
	<i>Year 2013-14</i>	<i>Year 2014-15</i>	<i>Year 2015-16</i>	<i>2013 to 2016</i>
<i>Project Coordinator</i> <i>(20% with benefits)</i>	\$16,660.00	\$16,660.00	\$16,660.00	\$49,980.00
<i>Total</i>	\$16,660.00	\$16,660.00	\$16,660.00	\$49,980.00

In-Kind Contributions from UCCE

• UCCE Farm Advisor (oversight)	\$ 9,936.00
• UCCE (fiscal accounting & administration)	\$10,268.00
• Office & office supplies (rent, printing, travel, copier, desk, phone, internet, warehouse, mailing, & misc.)	\$ 8,500.00
• Computer support	<u>\$ 1,525.00</u>
In-Kind Yearly UC Contributions	\$30,229.00
Three Year Total for In-Kind UC Contributions	\$90,687.00

Adjustments

Three-year program funding is beneficial for planning and coordination for both agencies. Some flexibility may be necessary if there is a need to divert work into new areas. Adjustments within the three year program can be made between the Waste Management Agency (Henry Mikus, Director) and UC Cooperative Extension Sonoma County Farm Advisor (Paul Vossen).

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RESOLUTION NO.: 2013-

DATED: August 21, 2013

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY
("AGENCY") AUTHORIZING THE EXECUTIVE DIRECTOR TO SIGN THE LETTER
AGREEMENT FOR COMPOSTING EDUCATIONAL SERVICES WITH THE SONOMA
COUNTY UNIVERSITY OF CALIFORNIA EXTENSION ("CONTRACTOR").

WHEREAS, Agency and Contractor entered into that certain Letter Agreement
for Composting Educational Services dated as of July 1, 2013 (hereinafter referred to as
the "Agreement") in order to perform ongoing public education services; and

WHEREAS, Agency agrees the term of Letter Agreement shall be three (3) years
beginning on July 1, 2013 and ending on June 30, 2016;

NOW THEREFORE, BE IT RESOLVED that the Sonoma County Waste
Management authorizes the Executive Director to sign the Letter Agreement with the
Sonoma County University of California Extension, in a not-to-exceed amount of
\$49,980.

MEMBERS:

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

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

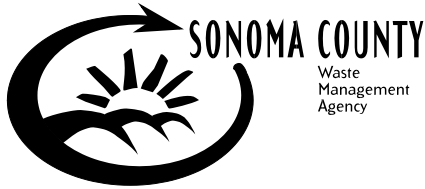
SO ORDERED.

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

ATTEST:

DATE:

Patrick Carter
Acting Clerk of the Sonoma County Waste Management
Agency of the State of California in and for the
County of Sonoma



Agenda Item #: 9
Cost Center: Contingency
Staff Contact: Carter
Agenda Date: 8/21/2013

ITEM: Carryout Bags Ordinance Update

I. BACKGROUND

The SCWMA Board of Directors requested staff to provide carryout bag legislation updates at each SCWMA meeting subsequent to the March 2008 meeting. Since that meeting staff has researched developments within California and out-of-state legislation regarding paper and plastic carryout bags.

At the May 18, 2011 SCWMA meeting, the Board directed staff to present the three options for addressing carryout bags developed by staff to the Board of Supervisors and nine City Councils so those decision-making bodies could give direction to their respective SCWMA representative regarding action on one of those options. Staff made presentations and received feedback.

At the February 18, 2012 SCWMA meeting, the Board directed staff to begin outreach meetings throughout the county to receive feedback on the carryout bag waste reduction effort and using the San Jose carryout bag ordinance parameters as the starting point for the discussion. Nine such meetings were held, where Staff made a presentation, then received comments from the public.

By the May 2012 SCWMA meeting, all member jurisdictions had indicated their support for this project to move forward. When Agency staff visited member jurisdictions' governing bodies during 2011, one of the assurances provided was that if all members did agree to continue working to developing a single-use carryout bag ordinance, Agency staff would return to present the draft ordinance and seek members' input. At the May meeting, staff was directed to prepare a "White Paper" on the draft ordinance and to release an RFP to hire a consultant to complete the necessary CEQA documentation should the Board decide to pursue adoption of the ordinance.

At the June 20, 2012 SCWMA meeting, staff presented the "White Paper" developed for the draft ordinance to the Board.

The RFP was released on July 24, 2012 and proposals were due August 20, 2012. Rincon Consultants was selected as the consultant to perform the Environmental Impact Report for the SCWMA on September 19, 2012.

SCWMA staff arranged for and attended four public scoping meetings in which to receive comments as to the scope of the Environmental Impact Report (EIR). The meetings were held in Santa Rosa on October 30, 2012, Sonoma on November 1, 2012, Petaluma on November 2, 2012, and Windsor on November 7, 2012, all at 6 pm.

Incorporating the comments made during the scoping period, Rincon Consultants prepared the Draft EIR. The Draft EIR was released February 4, 2013, beginning a 45 day comment period, which ended March 22, 2013.

There was a public hearing at the February 20, 2013 SCWMA meeting of the Board of Directors regarding the Draft EIR for the carryout bags waste reduction project. Though not required by the California Environmental Quality Act (CEQA), public hearings allow the public to provide verbal comments to be addressed in the Final EIR. Verbal comments at the public hearing were addressed,

in addition to the written comments received during the comment period. The response to comments is included in the Final EIR.

At the April 17, 2013 SCWMA meeting, staff presented the Final EIR for inspection. Agency staff offered to make a final return visit to each of the City/Town Councils and Board of Supervisors for those decision-making bodies to give direction to their SCWMA representative regarding a vote on the ordinance.

II. DISCUSSION

To date, five of the ten members have direction to vote affirmatively on the ordinance. The other five City Councils have yet to be visited by Agency staff. Staff is cautiously optimistic that those councils will be visited prior to the September 18, 2013 SCWMA meeting. Staff will either provide another update in September or the Final EIR for certification and the carryout bag waste reduction ordinance for its first hearing.

III. FUNDING IMPACT

There are no funding impacts as a result of this transmittal.

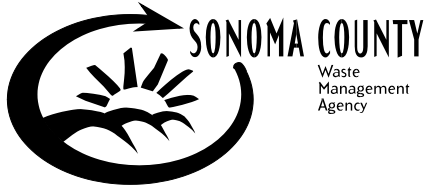
IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

This transmittal is informational only.

V. ATTACHMENTS

None

Approved by: _____
Henry J. Mikus, Executive Director, SCWMA



Agenda Item #: 10
Cost Center: All
Staff Contact: Mikus
Agenda Date: 8/21/2013

ITEM: Report on Compost Site Analysis

I. BACKGROUND

Summary: The Sonoma County Waste Management Agency (SCWMA or Agency), in partnership with its contact operator Sonoma Compost Company (SCC), operates a composting facility located on Sonoma County's Central Disposal Site (CDS). The facility location has always been considered temporary, requiring that a new, more permanent site be identified and developed. The Agency has undergone a comprehensive process to identify the most suitable site for a new compost facility. The most recent action was completion of an Environmental Impact Report (EIR) to fulfill requirements of the California Environmental Quality Act (CEQA). The Agency Board has requested further analysis in addition to the environmental factors considered in the EIR, such as financial and practical considerations, in order to fully understand all pertinent factors as part of their decision process in selecting the most suitable site.

CEQA Process and EIR Decisions Ahead: Under CEQA, SCWMA is the "Lead Agency" for the compost facility project. Several actions/decisions will be required for the compost project to progress.

The next step in the CEQA process is for the "Lead Agency" to certify the Final EIR. A summary of the Final EIR certification process prepared by CalRecycle is attached for reference. In order to certify the EIR, the lead agency must make the following findings:

1. The Final EIR has been completed in compliance with CEQA.
2. The Final EIR was presented to the decision-making body of the lead agency, and the decision-making body reviewed and considered the information contained in the Final EIR prior to approving the project.
3. The Final EIR reflects the Lead Agency's independent judgment and analysis.

Along with certifying the EIR, the Agency will be approving one of the sites analyzed in the EIR. CEQA requires the decision-making agency to balance, as applicable, the economic, legal, social, technological, or other benefits of a proposed project against its unavoidable environmental risks when determining whether to approve the project. In order to approve one of the sites (approve a project), the Agency must find: 1) the project as approved will not have a significant effect on the environment; OR 2) the Agency has eliminated or substantially lessened all significant effects on the environment where feasible; OR 3) any remaining significant effects on the environment are unavoidable and adopt overriding considerations.

If the specific economic, legal, social, technological, or other benefits of a proposed project outweigh the unavoidable adverse environmental effects, the adverse environmental effects may be considered "acceptable." A Statement of Overriding Considerations must be prepared when the Lead Agency approves a project which will result in the occurrence of significant effects which are identified in the final EIR but are not avoided or substantially lessened. For the analyzed sites, the Agency will need to make written findings and statements of overriding considerations related to the impact assessments.

History: The 1992 Agreement that established the Agency included a requirement that "Agency will arrange for an operator with the necessary equipment to process yard waste and wood waste

delivered to the site” thus setting the basis for the Agency’s compost program. Additional language stipulated that “...the County agrees to provide, free of charge as a subsidy, sites at its Central Landfill Site...for a wood and yard waste treatment system.” Thus composting program operations began in 1993 at the CDS. Several locations on the CDS property have been utilized by the compost program, with the move to consolidate operations to the current 35 acre site occurring later in the 1990s.

Current Location: Compost operations include spaces for receiving materials, processing and grinding, multiple windrows (active composting), and finished materials storage. The area used is mostly underlain by a cement-treated base that sits above already-filled trash. A significant volume of unused airspace that is available for additional trash exists rising above the compost site. Thus despite the long tenure of compost operations at the current location, the site has always been treated as temporary. In addition to moving compost operations to a new location, in order for this additional volume to be ready to accept trash a liner is required to be placed above the current in-place trash. However, design and permit work for this liner system has not been done.

Permit: The compost facility is currently operating under CalRecycle Solid Waste Facility Permit number 49-AA-0260. The most recent permit review was performed in 2011, with the next review date as November 2016. The facility is allowed to receive green waste, agricultural materials, and vegetative food waste for processing. This means that meat and dairy products are prohibited.

Volumes of Materials: The facility is allowed to process a maximum of 108,000 tons of materials per year, with growth having occurred over time so that the annual amount currently processed is approximately 100,000 tons of material. However, a Waste Characterization Study done for the Agency and issued in 2007 identified nearly 80,000 more tons of material disposed of as trash that would provide feedstock for additional composting. A major portion of this potential compostable feedstock was further identified as food waste which includes meat and dairy products.

Identifying Prospective New Locations: A feasibility study for developing a new compost facility was done in 2005 which also included establishing criteria for selecting a new site. In 2008 a “Composting Facility Siting Study” was prepared for the Agency “to provide a ranked list of potential alternative sites to serve as a mixed food and greenwaste composting facility” that used the selection criteria from the 2005 study. The siting study process involved screening out sensitive areas of the County given the general parameters of the siting criteria plus a requirement that sites provide at least 50 acres for a facility. One of several reasons for the 50 acre size was to provide a site large enough to process about 200,000 tons annually, a number which accounted for the then-current annual amount processed, the potential additional amount of materials identified in the characterization study, plus some allowance for growth. A pool of 55 single-parcel sites was made and assigned sequential identification numbers. Detailed, weighted scoring criteria were developed to rank these sites, and the original list of 55 was trimmed by removing sites with identifiable flaws. The top ten sites by score were all located in the southern end of the County with none in the central or northern areas. Site 40, east of Petaluma, was the highest ranked site. The alternate site on the Central landfill property (Central Alternative) was not included in the list.

California Environmental Quality Act (CEQA) EIR: The next step was to do an assessment to comply with CEQA regulations. Sites 5A, 13, and 14 from the Siting Study were chosen to be analyzed in the EIR, with 5A as the “preferred” site. 5A is located between Lakeville Highway and the Petaluma River. Site 40 was not on the original list for EIR analysis, as it was the subject of a proposed sale to the Sonoma County Agricultural Preserve and Open Space District and unavailable. The Central Alternative was not on the EIR list because at the time the CEQA work began, the CDS was planned by the County to be divested via sale to a private operator.

Subsequently, Site 40 was added to the EIR site list because it no longer was under consideration as part of an Open Space District project, and was available for this project. Also, with the termination of the County's divestiture plans, the Central Alternative was also added to the sites examined by the EIR. In fact, it was decided to do CEQA analysis to the full level normally just used on the "preferred site" for Site 5A, Site 40, and the Central Alternative site. However, due to the limitations of its smaller than 50 acre footprint coupled with the capacities of then-typical composting methods the Central Alternative site was only evaluated for a processing amount of approximately 110,000 tons of materials annually.

The Draft EIR was issued in December 2011 and a hearing for public comment was conducted January 18, 2012. In large part based on technical comments received that demonstrated the Central Alternative site could achieve an annual throughput of 200,000 tons via use of newer compost processing methods, the Draft EIR had its chapters concerning the Central Alternative site revised and recirculated. This Recirculated Draft EIR was issued September 2012 and a public hearing was held on October 24, 2012.

Comments from the original Draft EIR and the Recirculated Draft EIR were compiled and addressed in the responses to comments in the Final EIR. The Final EIR was presented to the Agency Board at its meeting on April 17, 2013. At that meeting the Board directed staff to put together the full analysis of factors that impact the viability of the potential new sites to include practical and financial considerations in addition to the environmental analysis contained in the EIR.

II. DISCUSSION

Environmental Conclusions: The EIR determined that the Central Alternative site was the "Environmentally Preferred Alternative" although arguably the difference between the Central Alternative Site and Site 40 in terms of significant and unavoidable impacts was small. The third site, Site 5A, was clearly an inferior selection based on environmental criteria.

Subjects for Consideration: In addition to environmental considerations, financial and practical attributes of each prospective site are important in a complete analysis geared towards making a selection of the most suitable project site. Some of these factors are:

1. Cost to obtain a site, whether purchase or lease
2. Site development costs, such as nearby infrastructure improvements
3. Site construction costs
4. Transportation costs from outlier collection locations
5. Site capacity and growth potential
6. Cost of utilities
7. Water supply
8. Storm water management, including "zero discharge" considerations
9. Ease of public access
10. Operational autonomy
11. Fee structure
12. Land use and zoning
13. Permitting
14. Risk factors
15. Neighborhood impacts

Site Descriptions: The Central Alternative would be at the far western end of the CDS property, with a size of about 34 acres. That general area is often called the "rock extraction area" and is planned as a borrow site for onsite soils for landfill use. The area proposed is not level, so considerable excavation work combined with filling is required to provide a level area sufficient for composting

operations. This spot would not be located above in-place trash, nor are there plans to use this space for future landfill capacity.

Site 5A is near the south end of Sonoma County, west of Lakeville Highway along the Petaluma River. It is 100 acres in size, and is a low-lying area that exists within the 100 year flood plain adjacent to the Petaluma River.

Site 40, also known as the Texiera Ranch, is southeast of Petaluma in the western corner of the intersection of Adobe Road and Stage Gulch Road. It is gently rolling pasture land currently used for grazing cattle, and is 390 acres in size.

Site 5A Negative Factors: The following analysis does not include Site 5A because of serious negative factors identified in the EIR, which include an estimated \$3.7 M cost of road improvements on Lakeville highway and Twin House Ranch Road, and its location in a flood plain which carries restrictions and prohibitions on waste water treatment and earth filling. In addition, a substantial amount of berm/dike construction would be necessary which would greatly lessen but not entirely remove the dangers of lowland flooding. For these reasons, Site 5A is considered infeasible by staff.

Cost to Obtain a Site: Site 40 could be purchased or leased. The Site 40 owners had previously listed their property for sale at \$6.4 Million. For this analysis, the owners' realtor was contacted, and a lease payment price of \$1.2 Million per year was also offered, for a lease term of 34 years. This lease fee seems exorbitant and likely far beyond the appraised amount above which a public agency cannot pay, as lease payments would cover the sale price in just over six years. In addition, revenue projections do not support anywhere near this level of lease payment. The owners have indicated the site is no longer for sale, but the property could be obtained via "eminent domain" proceedings with all the complexities that involves. Analysis amortizing the purchase price over 25 years indicates \$2 to \$3 per ton would be needed to cover the expense. In any case, analyses were done that included the purchase price of \$6.4 M and an Agency staff estimated annual lease payment of \$250,000.

The Central Site would likely be available at no charge, based on statements made by County staff during the compost site license negotiations conducted over the past year.

Nearby Infrastructure Improvements: For Site 40, none were contemplated in the EIR analysis, but it is not unreasonable to suppose that at some future point some roadway improvements would be made at the nearby intersection of Adobe and Stage Gulch Roads. However, for our analysis costs for a site entrance and turn lanes are included in the overall site construction costs. It is not expected that developing the Central Site would require any infrastructure investments.

Site Construction Costs: Several alternative scenarios exist for either Site 40 or Central, and the analysis was done for construction costs for each. Site 40 was examined for a standard Aerated Static Pile layout, and for Aerated Static Pile with "pony" walls (as contemplated for Central) which allows a smaller footprint. Also, each of these alternates was further divided to look at site purchase and site lease options, for a total of four versions for Site 40. Central was examined in two separate ways: with basic site preparation done by the County's contractor at no expense, and with full excavating and fill costs allocated to the project. The area designated at Central is also planned as a major borrow area for soils used in landfill activities, which would need to be removed prior to any efforts to build a new compost site. In discussion with County staff related to both the compost site license and the landfill Master Operating Agreement, indications have been given that the basic excavation and grading would be performed by the County's contractor at no charge since they would be required to do this work regardless. However, since that possibility is not completely assured, the "pay for it all" version was included in the analysis.

Annual Expenses: Costs for a new compost facility were divided into two groups: The first set included single time expenses related to start-up, such as purchasing the land, engineering design, construction, and equipment. These costs were totaled, then amortized for a 25-year period as annual expense. The second group of costs were recurring annual expenses, such as for operations (including labor, utilities, and supplies) and site lease where applicable. The annual numbers were added together and costs per ton were calculated for a 150,000 tons per year throughput (to recognize the amount of new food waste diversion the facility is expected to accommodate in fairly short order), and the maximum design capacity of 200,000 tons per year. These costs per ton were developed for all six scenarios.

Transportation Costs: The collection and transportation set-up is established for delivery of raw materials for composting to Central, so that expense was used as a baseline. For Site 40, material currently delivered to Central would require transport, and the miles from three of the outlier transfer stations would increase while one would decrease. These factors were used to establish a net increase in transport costs for using Site 40, and both the 150,000 tons per year and 200,000 tons per year quantities were analyzed.

Site Capacity and Growth Potential: Central would clearly be at its capacity limit, as it has a smaller available footprint. Creativity with the methodology to be used, via higher piles and closer spacing through use of “pony” walls, was essential to pushing the envelope to get a design capacity of 200,000 tons per year, as more conventional means originally topped the capacity out at 110,000 tons per year. Although the higher capacity design was carefully studied as part of recirculating the Draft EIR to provide reasonable assurance that the methodology would work, there is still some degree of risk involved as this scheme is not yet in widespread use.

Site 40 however, utilizes less than 50 acres of the full 390 acre property. Thus capacity is not limited by footprint, providing greater assurance that this location would be able to accommodate all the County’s needs for processing organic wastes for the foreseeable future.

Site 40 can handle growth beyond 200,000 tons per year provided all regulatory procedures are adhered to, while Central clearly cannot.

Water Supply: Site 40 already has a large pond on site, which is available for water needs. In addition, because of the property size, there is no limit to the size storm water detention pond that can be built. The detention pond could be made large enough to hold large amounts of water sufficient to meet the facility’s needs.

Central has limitations on storm water detention pond sizing, which is designed to be less than an acre due to the limited facility footprint. Water from wells on the landfill property would be essential for the operation, which are currently available on a fee basis. Granted, use of Aerated Static Pile technology greatly reduces the water needs by its inherent efficiency compared to current open windrow methods, but water beyond what can be captured and stored will be needed.

Storm Water Management: Zero-Discharge of compost processing contact water has been required by the North Coast Regional Water Quality Control Board. However, even though the amount of this contact water that must be dealt with is significantly reduced by the covered piles to be used, the EIR analysis conservatively analyzes all storm water would be subject to the Zero-Discharge requirement. At Central, the contact water beyond the detention pond’s limited capacity would require some treatment option, which likely would be via use of the County’s existing leachate pipeline that is routed to the Laguna Waste Water Treatment Plant (LWWTP). Use of the pipeline would incur expense, and has some relevant factors that are of concern.

The pipeline was constructed to provide efficient and environmentally safe transport of landfill leachate to a treatment plant. The pipeline was built from the landfill to a connection with a City of Rohnert Park sewer line; the Rohnert Park line then conveys the landfill leachate to the City of Santa Rosa's LWWTP. Currently the County has agreements in place with Rohnert Park for use of their line as a connector, and with Santa Rosa for treatment of their leachate, but these agreements will of necessity change if the County turns operation of the landfill facility over to its contractor, Republic Services.

The County's portion of the leachate line has been subject to litigation related to the performance of the pipeline components. The Rohnert Park component of the pipeline system is old enough that major upgrades and repairs are required for continued use. The County together with its intended landfill contractor, Republic Services, are currently negotiating with Rohnert Park regarding the cost of these upgrades and repairs.

During Agency negotiations with the County on the compost site license, some discussion was included for what the fee structure for Agency use of the leachate pipeline system for compost facility water treatment might be. Nothing was concluded in large part because so much of the cost picture for pipeline upgrades and maintenance were unknown. Also, Agency staff was unwilling to commit to paying a share of these upgrade or repair costs, until their extent was known and it was clear payment of such costs was appropriate. However, the County landfill MOA with Republic contains specific language stipulating that the Agency will "...pay Contractor each month a proportionate share of all of the Contractor's direct costs and expenses for the use and maintenance of the Leachate Pipeline, which costs shall include but are not limited to Contractor's costs of connecting to, using, maintaining, repairing, replacing, monitoring, and testing of said pipeline". More information is needed from the County regarding these provisions in order to properly assess their impact.

Another issue is the pipeline capacity and, related to that, potential restrictions on use. Although leachate pipeline capacity is available for compost storm water, SCS Engineers' calculations show that a maximum of 10% of a 25-year storm's accumulated water could flow via the pipeline in a 24 hour period. As to restrictions, appropriately so given that the pipeline was originally built for landfill leachate, when larger storms result in the LWWTP restricting its intake of pipeline liquids, leachate would have to be the priority discharge. This could result in periods when the pipeline would not be available for our use during storm events when the pipeline is most needed.

At Site 40 it is expected that the storm water detention pond would have to be sized to accommodate any collected storm water.

Ease of Public Access: Central is most advantageous because of its location. It is near US Highway 101, and is closer to most concentrations of population. As contrast, Site 40 is relatively more remote and more difficult to access.

Operational autonomy: By its very nature as an Agency-owned or leased property, Site 40 offers complete autonomy without the need to accommodate other administrative or operational requirements, as would be the case with continued operations at Central. The Central property has a primary function as a landfill with composting as a subordinate activity. Also, as has been seen via the divestiture and landfill MOA discussions, needs beyond the compost operation can dictate how the property is managed. Thus using the Central site has some inherent risks and lack of Agency control.

Fee Structure: As part of our RFQ process during 2012 to select a compost operating contractor, we asked for pricing estimates per ton to provide comparison to our current situation. The numbers were pretty consistent regardless of location. However, if the Central alternative was chosen, there would be a higher price compared to Site 40 because of the County's MOA. That agreement contemplates

spreading the Tip Fee Surcharge (used to fund the Agency's HHW, Education, and Planning cost centers, currently just assessed on inbound trash) to cover other inbound materials including compost. The new, broader Surcharge is estimated to be nearly \$5 per ton. The MOA also requires establishment of a new County "Convenience Fee" estimated at \$9 per ton to all inbound materials. Thus use of the Central site carries with it a built in \$14 per ton higher charge on inbound raw materials for compost. This is a very large impact on the rate paying public, as it represents an increase over current levels of approximately 40% (\$14 added to the current transfer station gate fee of \$34).

Land Use and Zoning: Continued operation of composting at Central would be consistent with current land use and zoning parameters. Development of Site 40 may require land use changes.

Permitting: A solid Waste Facility Permit would be required from CalRecycle/LEA, and depending on how stormwater discharges can be handled Waste Discharge Requirements (WDR) from the appropriate Regional Water Quality Control Board. It is certain a WDR would be needed for an operation at Central given the detention pond capacity limits, but Site 40 may not need a WDR, as that site has the ability to contain all storm water.

Risk Factors: There are several "risk factors" inherent in the Central site that require consideration. The biggest is the leachate pipeline and its issues of cost for use, capacity, and restrictions. Use of the pipeline would also include assumption of some undetermined liability in the event the pipeline had functional problems. A second risk factor is the limited space coupled with the new methodology to be employed that is not proven enough to guarantee the capacity throughput needed.

Neighborhood Impacts: The area surrounding Site 40 is zoned agricultural, while Central sits next to a residential subdivision, Happy Acres, of more than 80 homes. The Final EIR adequately addresses concerns raised at the Public Hearing about air borne impacts from activities at Site 40. However, the recent history of odor and noise complaints from residents of Happy Acres will continue to be an issue even with the better processing methods to be used.

The table below is provided to show the factors analyzed with staff's suggested evaluation as to which site has the advantage for each factor. The evaluations are NOT weighted in any way, nor is there any suggestion that the different factors carry equal weight.

Category	Site 40	Central
Land Cost		Advantage
Development Cost	even	even
Construction Cost		Advantage
Transportation Cost		Advantage
Capacity & growth	Advantage	
Utilities	even	even
Water Supply	Advantage	
Storm Water Management	Advantage	
Public Access		Advantage
Autonomy/independence	Advantage	
Fee Structure	Advantage	
Land Use & Zoning		Advantage
Permitting	Advantage	
Risk Factors	Advantage	
Neighborhood Impacts	Advantage	

III. FUNDING IMPACTS

Staff has compiled estimates for six scenarios regarding purchase or lease of Site 40 and the lease of a portion of the Central Disposal Site with Republic incurring the cost of excavation or the Agency incurring the cost of excavation. These scenarios are estimates performed by staff and could vary greatly from amounts produced by professional appraisers, construction estimators, and building material suppliers. Please also note that they rates projected below do not include profit for the operator, which would increase the per ton rate.

The Central Disposal Site, with Republic excavating the Rock Extraction Area, has the lowest up-front and operational costs with rates as low as \$15.88/ton, assuming 200,000 tons per year. The lowest up-front and operational costs for Site 40 would be a lease of the site with the “pony” wall, positive Aerated Static Pile system. That rate would be \$18.81/ton, assuming 200,000 tons per year. When the Agency surcharge and County convenience fee are added to the Central Disposal Site rate, the rate increases to \$29.77/ton.

The lowest cost scenario to the ratepayers would be the scenario in which the Agency leases Site 40 and installs a wall Aerated Static Pile system.

All scenarios include the use of \$5 million of Agency Organics Reserve, which was established for the purpose of relocating the compost facility.

	Purchase Site 40 Regular ASP	Lease Site 40 Regular ASP	Purchase Site 40 Wall ASP	Lease Site 40 Wall ASP	Central w/ Rep Exc.	Central Wall ASP
Total up-front costs:	\$19,910,392	\$13,510,392	\$18,211,627	\$11,811,627	\$9,782,003	\$15,192,987
Less use of Reserves:	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000	\$5,000,000
Net Up-front costs:	\$14,910,392	\$8,510,392	\$13,211,627	\$6,811,627	\$4,782,003	\$10,192,987
Up-front costs, yearly basis:	\$1,098,754	\$627,135	\$973,571	\$501,952	\$352,388	\$751,126
Yearly Operations	\$2,259,380	\$2,259,380	\$2,259,380	\$2,259,380	\$2,802,380	\$2,802,380
Lease/rent annually	\$0	\$250,000	\$0	\$250,000	\$0	\$0
Annual Operator Costs:	\$3,358,134	\$3,136,515	\$3,232,951	\$3,011,332	\$3,154,768	\$3,553,506
Transport, 200K tons	\$750,193	\$750,193	\$750,193	\$750,193	\$0	\$0
Total annual cost 200K tons	\$4,108,327	\$3,886,708	\$3,983,144	\$3,761,525	\$3,154,768	\$3,553,506
Cost per ton, 200K tons	\$20.54	\$19.43	\$19.92	\$18.81	\$15.77	\$17.77
Surch. & county fee, 200K tons	\$0.00	\$0.00	\$0.00	\$0.00	\$14.00	\$14.00
Total per ton fee, 200K tons:	\$20.54	\$19.43	\$19.92	\$18.81	\$29.77	\$31.77
Transport, 150K tons	\$637,554	\$637,554	\$637,554	\$637,554	\$0	\$0
Total annual cost 150K tons	\$3,995,688	\$3,774,069	\$3,870,505	\$3,648,886	\$3,154,768	\$3,553,506
Cost per ton, 150K tons	\$26.64	\$25.16	\$25.80	\$24.33	\$21.03	\$23.69
Surch. & county fee, 150K tons	\$0.00	\$0.00	\$0.00	\$0.00	\$14.00	\$14.00
Total per ton fee, 150K tons:	\$26.64	\$25.16	\$25.80	\$24.33	\$35.03	\$37.69

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff does not recommend the Board make any decisions regarding site selection or related to the EIR/CEQA process at this time, because the decision is of great import and involves so many complex factors. Rather, Staff recommends the Board consider the information presented for all the factors about either Site 40 or the Central Site carefully, then continue the discussion at the next meeting of the Board with the plan to make these decisions at that time. Staff is available to perform further research and valuation if requested.

V. ATTACHMENTS

CalRecycle CEQA Process Description

Approved by: _____
Henry J. Mikus, Executive Director, SCWMA

California Environmental Quality Control Act (CEQA) Toolbox (Prepared by CalRecycle)

Final EIR Process

The lead agency shall prepare a final EIR before approving the project. The contents of a final EIR are specified in [Title 14 CCR Section 15132](#) of the CEQA Guidelines. Lead agencies may provide an opportunity for review of the final EIR by the public or by commenting agencies before approving the project. The review of a final EIR should focus on the responses to comments on the draft EIR.

Certification of the Final EIR

Prior to approving a project, the lead agency shall certify that:

- The final EIR has been completed in compliance with CEQA;
- The final EIR was presented to the decision-making body of the lead agency, and that the decision-making body reviewed and considered the information contained in the final EIR prior to approving the project; and
- The final EIR reflects the lead agency's independent judgment and analysis.

When an EIR is certified by a non-elected decision-making body within a local lead agency, that certification may be appealed to the local lead agency's elected decision-making body, if one exists. For example, certification of an EIR for a tentative subdivision map by a city's planning commission may be appealed to the city council. Each local lead agency shall provide for such appeals.

Findings

No public agency shall approve or carry out a project for which an EIR has been certified which identifies one or more significant environmental effects of the project unless the public agency makes one or more written findings for each of those significant effects, accompanied by a brief explanation of the rationale for each finding. The possible findings are:

- Changes or alterations have been required in, or incorporated into, the project that avoid or substantially lessen the significant environmental effect as identified in the final EIR.
- Such changes or alterations are within the responsibility and jurisdiction of another public agency and not the agency making the finding. Such changes have been adopted by such other agency or can and should be adopted by such other agency.
- Specific economic, legal, social, technological, or other considerations, including provision of employment opportunities for highly trained workers, make infeasible the mitigation measures or project alternatives identified in the final EIR.

Approval

After considering the final EIR and in conjunction with making findings under [Title 14 CCR Section 15091](#), the lead agency may decide whether or how to approve or carry out the project. A public agency shall not decide to approve or carry out a project for which an EIR was prepared unless either the project as approved will not have a significant effect on the environment, or the agency has:

- Eliminated or substantially lessened all significant effects on the environment where feasible as shown in findings under Section 15091, and
- Determined that any remaining significant effects on the environment found to be unavoidable under [Section 15091](#) are acceptable due to overriding concerns as described in [Section 15093](#).

Statement of Overriding Considerations

CEQA requires the decision-making agency to balance, as applicable, the economic, legal, social, technological, or other benefits of a proposed project against its unavoidable environmental risks when determining whether to approve the project. If the specific economic, legal, social, technological, or other benefits of a proposed project outweigh the unavoidable adverse environmental effects, the adverse environmental effects may be considered "acceptable."

When the lead agency approves a project which will result in the occurrence of significant effects which are identified in the final EIR but are not avoided or substantially lessened, the agency shall state in writing the specific reasons to support its action based on the Final EIR and/or other information in the record. The statement of overriding considerations shall be supported by substantial evidence in the record. If an agency makes a statement of overriding considerations, the statement should be included in the record of the project approval and should be mentioned in the notice of determination. This statement does not substitute for, and shall be in addition to, findings required pursuant to [Title 14 CCR Section 15091](#).

Notice of Determination

The lead agency shall file a notice of determination (NOD) within 5 working days after approval of the project by the lead agency. The notice shall include:

- An identification of the project including its common name where possible and its location.
- A brief description of the project.
- The date when the agency approved the project.
- The determination of the agency whether the project in its approved form will have a significant effect on the environment.
- A statement that an EIR was prepared and certified pursuant to the provisions of CEQA.
- Whether mitigation measures were made a condition of the approval of the project.
- Whether findings were made pursuant to Section 15091.
- Whether a statement of overriding considerations was adopted for the project.
- The address where a copy of the final EIR and the record of project approval may be examined.
- If a state agency is the lead agency, the NOD shall be filed with OPR ([State Clearinghouse](#)).

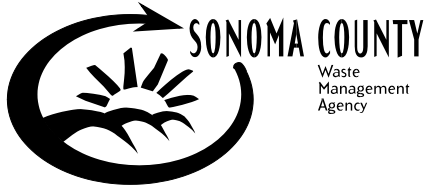
If a local agency is the lead agency, the NOD shall be filed with the County Clerk of the county or counties in which the project will be located. If the project requires discretionary approval from a state agency, the NOD shall also be filed with the State Clearinghouse. A NOD filed with the State Clearinghouse is available for public inspection and shall be posted for a period of at least 30 days.

A NOD filed with the County Clerk is available for public inspection and shall be posted within 24 hours of receipt for a period of at least 30 days. Thereafter, the clerk shall return the notice to the local lead agency with a notation of the period during which it was posted. The local lead agency shall retain the notice for not less than 9 months. The filing of the NOD and the posting of such notice starts a 30-day statute of limitations on court challenges to the approval under CEQA.

Disposition of a Final EIR

The lead agency shall:

- File a copy of the final EIR with the appropriate planning agency of any city, county, or city and county where significant effects on the environment may occur.
- Include the final EIR as part of the regular project report that is used in the existing project review and budgetary process if such a report is used.
- Retain one or more copies of the final EIR as public records for a reasonable period of time.
- Require the applicant to provide a copy of the certified, final EIR to each responsible agency.



Agenda Item #: 11
Cost Center: Organics
Staff Contact: Mikus
Agenda Date: 8/21/2013

ITEM: "Zero-Discharge" Report

I. BACKGROUND

SCWMA operates a composting operation at the Central Disposal Site, where the Agency is the permit holder for the Solid Waste Facility Permit (through CalRecycle and the Local Enforcement Agency). A water permit that covers our operation is held by the County through the North Coast Regional Water Quality Control Board (NCRWQCB).

The County submitted an Amended Joint Technical Document (JTD) to NCRWQCB on July 27, 2012 in order to obtain a permit that included provisions for expansion and closure of portions of the landfill. As a result, the NCRWQCB released a draft of its Waste Discharge Requirements (WDR) December 7, 2012, with a revised draft WDR issued March 1, 2013. The NCRWQCB adopted the WDR and related permit documents at its meeting of March 14, 2013. The adopted WDR contained a new requirement that our facility achieve "zero-discharge" which means that any wastewater resulting from storm water run-off cannot be released off-property. Currently, storm water is allowed to discharge off-property during storm events via Stemple Creek at the landfill parcel south boundary. Unfortunately this storm water is of concern because of the sediment and other materials it collects by draining from compost operation materials. The NCRWQCB requested that a plan detailing how our compost facility would achieve "zero-discharge" be submitted by May 15, 2013.

SCWMA contracted with SCS Engineers to prepare the required Zero-Discharge Plan, with recognition of the mandated May 15, 2013 due date. SCS submitted their initial draft to SCWMA May 2, 2013, and the final version was transmitted to the County on May 8, 2013. The plan, after receiving comment from involved stakeholders including the County was submitted to the NCRWQCB on May 15, 2013.

The Plan suggested several alternate means of achieving Zero-Discharge, and set forth a time line for additional evaluation which would include cost estimates, selection of the best method, design efforts, and implementation/construction. The plan anticipated that the compost site would achieve Zero-Discharge status by Fall 2014 in advance of that winter's rainy season. The alternate means discussed included several combinations of increasing storm water storage capacity, treating the water prior to discharge, and piping the water to a treatment plant. Finding a means to increase storage capacity is key to achieving Zero-Discharge.

At its May 2013 meeting the Board decided that upon receipt of plan approval from the NCRWQCB the Agency would enter the RFQ process to select and contract with a firm to provide the next levels of analysis as listed above.

II. DISCUSSION

A response letter from the NCRWQCB was received July 2, 2013 (copy attached). Together with posing numerous technical questions about the several alternates discussed in the Plan, the NCRWQCB indicated that the Plan listed option to treat any water was contrary to current policy and thus not a viable choice. In addition, NCRWQCB asked that some interim measures be employed to have an impact for the upcoming winter 2013-2014 rainy season. To this end, the NCRWQCB requested that use of the County's leachate pipeline be implemented, even in some temporary or limited fashion. However, it should be noted that during formulation of the Plan accomplishing

anything that was practical, effective, and cost efficient for this coming season was considered not possible. The NCRWQCB letter asked that we provide a reply to their letter by July 30, 2013; in subsequent discussion with NCRWQCB staff this date was extended to August 6, 2013.

Agency staff and SCS Engineers put together a reply which answered the NCRWQCB questions and comments, and added some practical ideas for achieving some impact on the quality of the storm water discharge for this coming rainy season. The reply also addressed the NCRWQCB request relative to the leachate pipeline connection and use. The response was given in draft form to the County and other involved parties for their input, and submitted in final form on August 6, 2013.

The focus of methods for accomplishing something positive for this year are to employ additional or increased Best Management Practices to reduce the contaminants getting into discharges of storm water. These include construction of additional sedimentation traps, adjusting routing of storm water away from compost windrows, and putting filtering structures at the low end of each windrow. All these actions would increase the filtering of storm water and reduce the impact of contact with compost materials.

The reply also addressed the use of the leachate line via provision of figures showing the very limited impact available due to pipeline capacity and need to accommodate the landfill leachate. We have also had a discussion with NCRWQCB staff regarding the limited impacts and difficulties for using the leachate pipeline.

The biggest challenge for future steps has to be determining how and where to establish additional storage capacity for storm water. We have had several discussions, which have included SCS Engineers, with County staff and Republic Services to find a location to build this needed storage capacity. However, the landfill property is quite space constrained, plus future operating plans for the landfill only add limits on available locations.

III. FUNDING IMPACTS

The original agreement with SCS Engineers did not include provision for any further analysis or work on a reply to NCRWQCB since the nature and extent of such work was impossible to project. The Executive Director and SCS discussed a budget amount for working on a reply prior to SCS performing additional work. The amount was within the Executive Director's \$5,000 maximum signing authority, and SCS was asked to work on the reply.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

This transmittal is for information only.

V. ATTACHMENTS

NCRWQCB Response Letter
SCWMA Reply Letter

Approved by: _____
Henry J. Mikus, Executive Director, SCWMA

North Coast Regional Water Quality Control Board

July 1, 2013

Henry J. Mikus, Executive Director
Sonoma County Waste Management Agency
2300 County Center Drive, Ste. B 100
Santa Rosa, CA 95403

Dear Mr. Mikus:

Subject: Comments on May 14 Proposed Discharge Compliance Plan for the Central
Compost Site, Sonoma County

File: Central Disposal Site, Sonoma County

On May 20, 2013, we received the subject plan (Plan), prepared on your behalf by SCS Engineers, to fulfill Deliverable m., as shown in the table under Section C. (Provisions), Additional Conditions, 23. Deliverable Reports, Plans, and Technical Information, of Waste Discharge Requirements Order No. R1-2013-0003 (WDRs) for the Central Disposal Site. Upon review, we have the following questions and comments.

General Comments

The WDRs specify that "The discharge of wastes from activities occurring upon or within the landfill footprint, including composting activities, to stormwater sedimentation basins, surface, and/or ground water is prohibited." Further, the WDRs required submittal of a plan and schedule to cease all discharges of compost wastewater to receiving waters.

1. Basin Plan Prohibition

The May 2013 Plan presents four alternatives for further evaluation and analysis, proposing completion of construction of the selected alternative in summer/fall 2014. Three of those alternatives include proposed discharge of compost wastewater to the County's leachate force main pipeline, while the fourth alternative would involve wastewater treatment and discharge to surface waters. Please be aware that the Water Quality Control Plan for the North Coast Region (Basin Plan) generally prohibits new point

source discharges of waste to coastal streams and natural drainageways that flow directly to the ocean, and that existing discharges to these waters be eliminated at the earliest practicable date. While specific types of discharges, such as stormwater, may be permitted under general NPDES permits, there is no general NPDES permit that would allow a discharge of treated compost wastewater to Stemple Creek or tributaries thereto; therefore, **Alternative 4 is not a viable option for consideration.**

2. Discharge to Leachate Force Main Pipeline

a. Approvals/Agreements

As noted above, the Plan includes three alternatives involving wastewater discharge into Sonoma County's leachate force main pipeline. The Plan notes that use of the force main pipeline will require approval and/or agreement among other stakeholders including the County, the City of Santa Rosa, Republic Services, Inc., and the City of Rohnert Park (page 6, paragraph 2), however, the Plan does not indicate where or when this component of the project will occur. It seems like this process could be occurring now, and certainly on a parallel track to any engineering studies you are planning to conduct, since it is quite likely that the alternative you ultimately select for either short or long term disposal of the compost wastewater will involve use of the leachate force main pipeline. Have you started this process? If not, why not, and when do you propose to start it? How long do you think it will take? What specific elements are involved in this process?

b. Temporary piping system

Alternatives 1, 2, and 3 all mention conveying the compost wastewater to the leachate pipeline using a temporary piping system. While the location and layout of such a system would depend in part on the point of origin, which remains to be determined based on your evaluation of the alternatives, it appears that a temporary piping system could be constructed in the shorter term to convey some portion of the compost wastewater to the leachate force main pipeline in the interim period (specifically before the 2013-2014 rainy season) prior to selection and construction of the preferred alternative that is sized to accommodate the larger anticipated volumes based on Compost Area Drainage Analysis. We hereby request that you take the steps necessary to secure appropriate approvals and agreements and implement a short term system to at least reduce the volume of compost leachate discharged to Stemple Creek over the 2013-14 rainy season.

c. Leachate pipeline design and specifications

The third bullet on Page 8 describes a number of steps associated with use of the leachate force main pipeline. We expect some of this information is already available and that a number of these steps should be fairly simple and quick to perform. The schedule does not indicate where and when this component will occur, but similar to our comment regarding approvals and agreements above, it seems as though much of this information could be

compiled or developed right now; we recommend that you do so, and, as noted in b. above, we request that you secure/develop the information necessary for both an interim discharge of a portion of the compost wastewater or that you secure/develop the information and design specifications necessary for both an interim discharge of a portion of the compost wastewater over the 2013-14 rainy season as well as for the proposed zero discharge system to be implemented in time for the 2014-15 rainy season.

Specific Comments

Page 3, Section 4.2, para. 1 – mentions that the hydrologic analysis for the drainage design included anticipated runoff volumes from the upgradient office, storage, and maintenance areas.

Comment: This water is ostensibly “clean” stormwater runoff, suitable for surface water discharge in compliance with applicable general stormwater NPDES permits. Is there a short or long term measure that could be implemented to convey this water away from the compost deck in order to prevent it from coming into contact with compost material/wastewater and to reduce the total volume of wastewater that must be addressed (collected, conveyed, discharged) under this project?

Page 4, Section 4.4, para. 1 – mentions that Sonoma Compost Site storm water runoff characteristics are expected to be typical of those associated with general composting operations.

Comment: We understand that the site currently receives food wastes including meat, poultry plant waste feathers, and, at least until recently, poultry hatchery wastes including egg parts and dead chicks. While the goal of zero discharge applies regardless of the nature of the feedstock in this compost, we would note that the inclusion of animal tissue in the feedstock at this operation likely results in leachate constituents and/or constituent concentrations that are atypical of those associated with green waste composting operations.

Page 4, Section 4.4, para. 2 – indicates that wastewater from the Sonoma Compost Site appears to be suitable for “....on-site pre-treatment prior to direct discharge..”

Comment: As noted above, point source discharges of waste to coastal tributaries are prohibited, pursuant to the Basin Plan; direct discharge is not an option for wastewater from the Sonoma Compost Site.

Page 5, fifth bullet and last sentence of para. 2 – both reference treatment and direct discharge of treated wastewater to surface waters.

Comment: As noted above, direct discharge of waste is not an option for wastewater from the Sonoma Compost Site.

Page 5, Section 5.1 – indicates that the existing ponds SP-4 and SP-8 would be combined and lined with geosynthetic material or low-permeability soil.

Comment: What lining criteria do you propose?

Page 6, para. 1 – mentions construction of a storage basin within the Sonoma Compost Site area.

Comment: Would this pond be located on the Landfill 1 footprint? If so, please ensure that your analysis demonstrates that the pond will be designed and maintained so as to prevent any infiltration of impounded liquids into the underlying wastes, and demonstrate that the pond liner integrity can be maintained as the bottom experiences differential settlement associated with the underlying wastes.

Page 6, Section 5.2 (Alternative 2) – describes a scenario similar to but differing from Alternative 1 as additional wastewater storage capacity will be created outside of the Sonoma Compost Site area. The Plan does not indicate where such an impoundment might be created.

Comment: Should you select this alternative, please demonstrate that construction, use, and abandonment of the additional storage feature will not interfere with the landfill construction, operational, monitoring, and corrective action activities.

Page 7, Section 5.3 (Alternative 3) – describes another similar scenario, in this case lining the existing ponds SP-4 and SP-8 and constructing an additional storage impoundment that would be significantly larger than the impoundments considered in Alternatives 1 and 2.

Comment: See our comments on Alternatives 1 and 2, above, related to specifications or performance criteria for the SP-4 and 8 liner, waste settlement considerations should the impoundment be sited on Landfill 1, and potential for interference with activities associated with the Central Disposal Site.

Page 7, Section 5.4 (Alternative 4) – involves surface water discharge of treated wastewater.

Comment: As noted above, this is not a viable alternative for disposal of wastewater from the Sonoma Compost Site, and should be eliminated from consideration.



Conclusion

We concur with your proposed Plan, omitting Alternative 4 and/or any alternative involving discharge of compost wastewater, treated or otherwise, to receiving waters or tributaries thereto, and we look forward to receiving your selected alternative report and

design submittal. We also strongly urge you to take the steps necessary to secure approvals and either install a temporary conveyance system to allow for discharge of a portion of the compost wastewater into the leachate force main pipeline, or otherwise reduce the volume of wastewater collected and discharged to surface waters, in the interim period prior to selecting and implementing the preferred alternative project. Finally, we request that you advise us as to your responses to these comments by July 30, 2013; we would be happy to meet with you to discuss our comments and/or your responses.

Thank you for your efforts in this matter. If you have any questions or comments, please contact me at (707)576-2350 or, by email, at Diana.Henrioulle@waterboards.ca.gov.

Sincerely,


 Diana Henrioulle Gonzalez, Chief
Land Disposal, Grants, and Enforcement Unit

130701_DSH_ef_Central_Compost_Zero_Discharge_Proposal_May_2013

SCS ENGINEERS

August 6, 2013
File No. 01213120.00

Ms. Diana Henriouille Gonzales
California Regional Water Quality Control Board,
North Coast Region
5550 Skylane Blvd., Suite A
Santa Rosa, California 95403

Subject: RWQCB Review Comments July 1, 2013 and SCWMA Responses
Discharge Compliance Plan for the Central Compost Site
Sonoma Central Disposal Site

Dear Ms. Henriouille Gonzales:

SCS Engineers (SCS), on behalf of the Sonoma County Waste Management Agency (SCWMA), is providing responses to review comments in the North Coast Regional Water Quality Control Board (RWQCB) letter dated July 1, 2013. The Discharge Compliance Plan was submitted by SCWMA on May 15, 2013, as required by Additional Condition 23 in the Waste Discharge Requirements (WDR) Order No. R1-2013-003. We offer for your consideration responses to both your general, key comments and specific line-item comments.

RESPONSE TO KEY RWQCB COMMENTS

The following key items are noted in your July 1, 2013 letter:

- Prohibition on new point source discharges to coastal streams and drainageways that flow directly to the ocean, as it applies to potential on-site treatment prior to discharge;
- Preference for shorter-term measures such as discharge to the County's leachate force main pipeline that could take place in advance of the 2013-14 rainy season and prior to construction of the preferred alternative.

We acknowledge and accept that North Coast Region prohibits new point source discharges and wants to eliminate existing ones. Our thinking was that on a short-term basis (3-year planning horizon), treatment of the runoff waters may be a reasonable alternative if other options presented in the report are not feasible from a technical, permitting or cost perspective. It would certainly be preferable to existing conditions. We have subsequently discussed whether full containment during the dry season and treatment during the wet season is an alternative that should be considered. We would like to discuss this further with RWQCB staff and management, but for now will assume that on-site treatment and subsequent discharge will not be permitted.



Regarding the leachate force main pipeline, please be advised that it is neither practical nor feasible to implement this measure in advance of the 2013-14 storm season. The leachate force main pipeline was designed for anticipated *leachate* flows of up to 400 gallons per minute (GPM). Current leachate pump volumes average 55,000 gallons per day (approximately 40 GPM). Peak leachate flows are estimated to be 100 GPM during winter months. Sufficient capacity exists for existing and future average and peak leachate demands, and possibly for discharge from the compost operations as described in the proposed Central Compost Discharge Compliance Plan dated May 14, 2013.

Please note that the County and Republic Services of Sonoma Inc., the contract landfill operator, must have assurances that pipeline capacity will not be compromised for its primary function – leachate disposal. Due to the volume of contact water anticipated during a governing storm event (up to 3,000,000 gallons over a 24-hour period, equivalent to an average of 2,100 GPM) pipeline discharge of compost contact water cannot be considered without construction of expanded liquid storage capacity (detention basins). Discharge from detention basins would be at measured flow rates compatible with pipeline pumping capacity. We trust you understand this fundamental constraint to direct pipeline discharge this coming season. Detailed technical evaluation, design, permitting and construction of expanded storage capacity and associated mechanical/electrical piping infrastructure cannot be undertaken in the remaining 10-week period in advance of the coming storm season.

As an alternative, the SCWMA proposes to implement other storm water best management practices (BMP) controls in advance of this rain season, as described herein.

RESPONSE TO SPECIFIC RWQCB COMMENTS

RWQCB comments provided in the July 1, 2013 letter follow and are written in *italics* for reference. SCWMA responses follow each comment.

General Comments

The WDRs specify that “The discharge of wastes from activities occurring upon or within the landfill footprint, including composting activities, to stormwater sedimentation basins, surface, and/or ground water is prohibited.” Further, the WDRs required submittal of a plan and schedule to cease all discharges of compost wastewater to receiving waters.

1. Basin Plan Prohibition

The May 2013 Plan presents four alternatives for further evaluation and analysis, proposing completion of construction of the selected alternative in summer/fall 2014. Three of those alternatives include proposed discharge of compost wastewater to the County’s leachate force main pipeline, while the fourth alternative would involve wastewater treatment and discharge to surface waters. Please be aware that the Water Quality Control Plan for the North Coast Region (Basin Plan) generally prohibits new point source discharges of waste to coastal streams and

natural drainageways that flow directly to the ocean, and that existing discharges to these waters be eliminated at the earliest practicable date. While specific types of discharges, such as stormwater, may be permitted under general NPDES permits, there is no general NPDES permit that would allow a discharge of treated compost wastewater to Stemple Creek or tributaries thereto; therefore, Alternative 4 is not a viable option for consideration.

Response: See response to key RWQCB comment above regarding on-site treatment and discharge.

2. Discharge to Leachate Force Main Pipeline

a. Approvals/Agreements

As noted above, the (Discharge Compliance) Plan includes three alternatives involving wastewater discharge into Sonoma County's leachate force main pipeline. The Plan notes that use of the force main pipeline will require approval and/or agreement among other stakeholders including the County, the City of Santa Rosa, Republic Services, Inc., and the City of Rhonert Park (Page 6, Para. 2); however, the Plan does not indicate where or when this component of the project will occur. It seems like this process could be occurring now, and certainly on a parallel track to any engineering studies you are planning to conduct, since it is quite likely that the alternative you ultimately select for either short or long term disposal of the compost wastewater will involve use of the leachate force main pipeline. Have you started this process? If not, why not, and when do you propose to start it? How long do you think it will take? What specific elements are involved in this process?

Response: Preliminary information regarding this route of discharge indicates that the existing leachate line may be limited in volume, time of discharge, and duration of use. The maximum capacity of the leachate line is approximately 400 GPM. During winter months, a portion of the capacity would be reserved for leachate and condensate generated by Landfill 1 and 2 (100 GPM). The remaining 300 GPM represents about 1 percent of the peak flow that would discharge from the compost site from a design/governing rainfall event. The leachate line alone is not a comprehensive solution to zero discharge. Interim liquids storage is required, with additional capacity and improvements to existing detention ponds. Over an extended period of time and combined with onsite storage and a measured, reduced discharge flowrate, the leachate line could be used to discharge contact water.

SCWMA fully recognizes the RWQCB's desire to achieve some measure of impact reduction from compost waste water for the next rainy season. We have carefully analyzed the RWQCB suggestion to utilize a temporary pipeline to the landfill leachate pipeline system with the following conclusions: this pipeline, sized to mesh with the leachate pipeline's capacity, would be able to convey about 1 percent of the storm's generated water. As stated above, the pipeline alone (i.e., without associated liquid storage capacity) would not be an effective solution.

Discussions between SCWMA and stakeholders are currently taking place regarding the viability and risks associated with the leachate line for discharging compost runoff.

b. Temporary piping system

Alternatives 1, 2, and 3 all mention conveying the compost wastewater to the leachate pipeline using a temporary piping system. While the location and layout of such a system would depend in part on the point of origin, which remains to be determined based on your evaluation of the alternatives, it appears that a temporary piping system could be constructed in the shorter term to convey some portion of the compost wastewater to the leachate force main pipeline in the interim period (specifically before the 2013-2014 rainy season) prior to selection and construction of the preferred alternative that is sized to accommodate the larger anticipated volumes based on Compost Area Drainage Analysis. We hereby request that you take the steps necessary to secure appropriate approvals and agreements and implement a short term system to at least reduce the volume of compost leachate discharged to Stemple Creek over the 2013-14 rainy season.

Response: See above limitations on capacities associated with the existing leachate line. The same limitations would apply to a temporary pipeline.

c. Leachate pipeline design and specifications

The third bullet on Page 8 describes a number of steps associated with use of the leachate force main pipeline. We expect some of this information is already available and that a number of these steps should be fairly simple and quick to perform. The schedule does not indicate where and when this component will occur, but similar to our comment regarding approvals and agreements above, it seems as though much of this information could be compiled or developed right now; we recommend that you do so, and, as noted in b. above, we request that you secure/develop the information necessary for both an interim discharge of a portion of the compost wastewater or that you secure/develop the information and design specifications necessary for both an interim discharge of a portion of the compost wastewater over the 2013-14 rainy season as well as for the proposed zero discharge system to be implemented in time for the 2014-15 rainy season.

Response: The key component of a zero discharge runoff management system is to create onsite water storage capacity (with 2-feet of freeboard) to temporarily contain the runoff from the design storm event. Water held in temporary storage could be pumped through a temporary pipeline to the existing sewer using its limited capacity over a period of two to three weeks to discharge it. It may also be possible to hold the water for application onsite, as currently allowed under the Solid Waste Facility Permit (SWFP). Over an extended period of time, the water would be consumed for dust control, compost processing, and by evaporation. As stated above it is impractical to design, permit and construct temporary onsite storage prior to 2013-2014 wet season, when all of the alternative solutions for zero discharge have not been fully considered.

Specific Comments

Page 3, Section 4.2, Para.1 – mentions that the hydrologic analysis for the drainage design included anticipated runoff volumes from the upgradient office, storage, and maintenance areas. *Comment: This water is ostensibly “clean” stormwater runoff, suitable for surface water discharge in compliance with the applicable general stormwater NPDES permits. Is there a short or long term measure that could be implemented to convey this water away from the compost deck in order to prevent it from coming into contact with compost material/wastewater and to reduce the total volume of wastewater that must be addressed (collected, conveyed, discharged) under this project?*

Response: The upgradient areas referenced above comprise less than 2 acres. Clean water runoff (not in contact with compost) is very limited and would not comprise more than 5 percent of the runoff for a design storm event. Nonetheless, re-routing this “clean” water would require discharge to separate drainage conveyance and detention basins (generally along the REA and western slopes of LF-1). We have not evaluated whether these existing drainage features are appropriately sized to accommodate additional flows, even if nominal. The methods of separation would need to be evaluated to determine feasibility and practicality. The SCWMA does propose interim measures to reduce sediment and contaminant loading from both upgradient and compost stockpile areas. These measures are described below.

Page 4, Section 4.4, Para.1 – mentions that Sonoma Compost Site storm water runoff characteristics are expected to be typical of those associated with general composting operations.

Comment: We understand that the site currently receives food wastes including meat, poultry plant waste feathers, and, at least until recently, poultry hatchery wastes including egg parts and dead chicks. While the goal of zero discharge applies regardless of the nature of the feedstock in this compost, we would note that the inclusion of animal tissue in the feedstock at this operation likely results in leachate constituents and/or constituent concentrations that are atypical of those associated with green waste composting operations.

Response: The addition of agricultural wastes to compost streams is becoming more common, and is acceptable per the state solid waste regulations. At Sonoma Compost, agricultural wastes (feathers and hatchery waste) and vegetative food waste had been routinely accepted. However, beginning April 2013 receipt of hatchery waste (although permitted by the applicable solid waste regulations) was suspended pending evaluation of odor impacts. Meat and dairy products are prohibited. Therefore, the compost stream at Sonoma Central is not unusual and is typical of other compost operations. Further, the combination of agricultural and vegetative food waste materials is limited by the current permit to less than 10% of the incoming green materials. The combination of agricultural and vegetative food materials are significantly below the 10% permit limit. The combination of other compost facilities increasingly accepting similar feedstock and the limited amount of agricultural and food-related feedstock would suggest the constituents from this compost facility are not atypical.

Page 4, Section 4.4, Para.2 – indicates that wastewater from the Sonoma Compost Site appears to be suitable for “...on-site pre-treatment prior to direct discharge....”

Comment: As noted above, point source discharges of waste to coastal tributaries are prohibited, pursuant to the Basin Plan; direct discharge is not an option for wastewater from the Sonoma Compost Site.

Response: See above response to the key RWQCB comments regarding on-site treatment and discharge.

Page 5, fifth bullet and last sentence of Para.2 – both reference treatment and direct discharge of treated wastewater to surface waters.

Comment: As noted above, direct discharge of waste is not an option for wastewater from the Sonoma Compost Site.

Response: See above responses regarding on-site treatment and surface water discharge.

Page 5, Section 5.1 – indicates that the existing ponds SP-4 and SP-8 would be combined and lined with geosynthetic material or low-permeability soil.

Comment: What lining criteria do you propose?

Response: The liner criteria will be determined during alternatives analysis. The liners would be at minimum equivalent to the existing soil liners in Sedimentation Ponds SP-4 and SP-8.

Page 6, Para. 1 – mentions construction of a storage basin within the Sonoma Compost Site area.

Comment: Would this pond be located on the Landfill 1 footprint? If so, please ensure that your analysis demonstrates that the pond will be designed and maintained so as to prevent any infiltration of impounded liquids into the underlying wastes, and demonstrate that the pond liner integrity can be maintained as the bottom experiences differential settlement associated with the underlying wastes.

Response: The temporary storage basin liner system design would be determined during the alternatives analysis; however, the liner system will be equivalent to a California Code of Regulations Title 27, Subtitle D liner whether it is located within or outside the footprint of Landfill No. 1. Results of infiltration analysis will be provided.

Page 6, Section 5.2 (Alternative 2) – describes a scenario to, but differing from, Alternative 1 as additional wastewater storage capacity will be created outside of the Sonoma Compost Site area. The Plan does not indicate where such an impoundment might be created.

Comment: Should you select this alternative, please demonstrate that construction, use, and abandonment of the additional storage feature will not interfere with the landfill construction, operational, monitoring, and corrective action activities.

Response: The location for a temporary impoundment will be determined during the alternatives analysis. The details of construction, operation, monitoring, and corrective actions will be provided when the location has been determined.

Page 7, Section 5.3 (Alternative 3) – describes another similar scenario, in this case lining the existing ponds SP-4 and SP-8 and constructing an additional storage impoundment that would be significantly larger than the impoundments considered in Alternatives 1 and 2.

Comment: See our comments on Alternatives 1 and 2, above, related to specifications or performance criteria for the SP-4 and 8 liner, waste settlement considerations should the impoundment be sited on Landfill 1, and potential for interference with activities associated with the Central Disposal Site.

Response: The location for a temporary impoundment will be determined during the alternatives analysis. The details of construction, operation, monitoring, and corrective actions will be provided when the location has been determined.

Page 7, Section 5.4 (Alternative 4) – involves surface water discharge of treated wastewater.

Comment: As noted above, this is not a viable alternative for disposal of wastewater from the Sonoma Compost Site, and should be eliminated from consideration.

Response: See above response to the key RWQCB comments regarding on-site treatment and discharge.

PROPOSED INTERIM CONTROL MEASURES 2013-14 WET SEASON

The SCWMA proposes interim BMPs to reduce run-on, and reduce sediment and contaminant loading from contact water with the compost materials. The objective is to improve overall water quality of run-off into existing sedimentation ponds SP-4 and SP-8, and subsequently into natural drainage courses. These measures can be implemented in advance of the 2013-14 storm season.

The BMPs will consist of straw bales and waddles installed upgradient of both the office/storage/maintenance and windrow areas, respectively. These same measures would also be deployed along the southern end of the compost area (the downgradient, natural drainage course). The straw bales and waddles will be used for filtration and absorption of sediments. Check dams constructed of concrete blocks would be installed at the southeast corner of the compost area, near the culvert inlet that discharges to pond SP-4. The check dams will serve to

reduce flow velocities and settle out debris and sediments. A site plan illustrating proposed BMPs is provided in **Figure 1**, attached. The SCWMA will also install bales or waddles at the lower (downgradient) end of each windrow.

The straw bales and waddles will be re-arranged or replaced as necessary following major storm events.

The SCWMA will also continue to remove liquids accumulated in SP-4 between storm events. Accumulated liquids are currently pumped out and used on-site for compost processing and dust control, as allowed under the SWFP and described in the facility operating documents. This practice increases basin storage capacity for subsequent storm events, and reduces potential for discharge.

CLOSING

We trust that the above responses provide the additional information that you require at this time. As stated in several of the responses, an alternatives analysis is needed to determine the preferred short-term method(s) of handling runoff from the Sonoma Central Compost operation to achieve zero discharge over a 3-year planning period. With your approval the SCWMA will initiate the technical analyses and other steps outlined in the proposed compliance plan.

The SCWMA has proposed interim measures to improve water quality for this coming storm season. We trust you find these measures will be acceptable.

SCS and SCWMA staff are available to discuss the above responses. Please let us know if you would prefer a meeting or telephone conference.

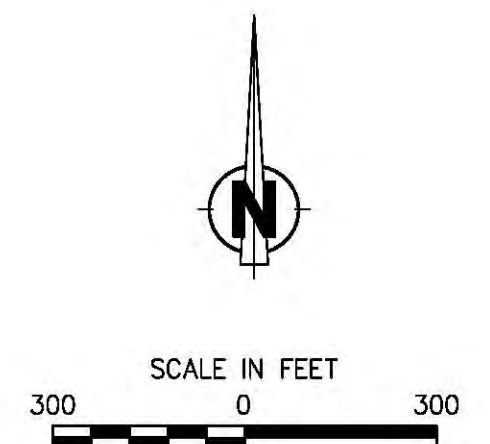
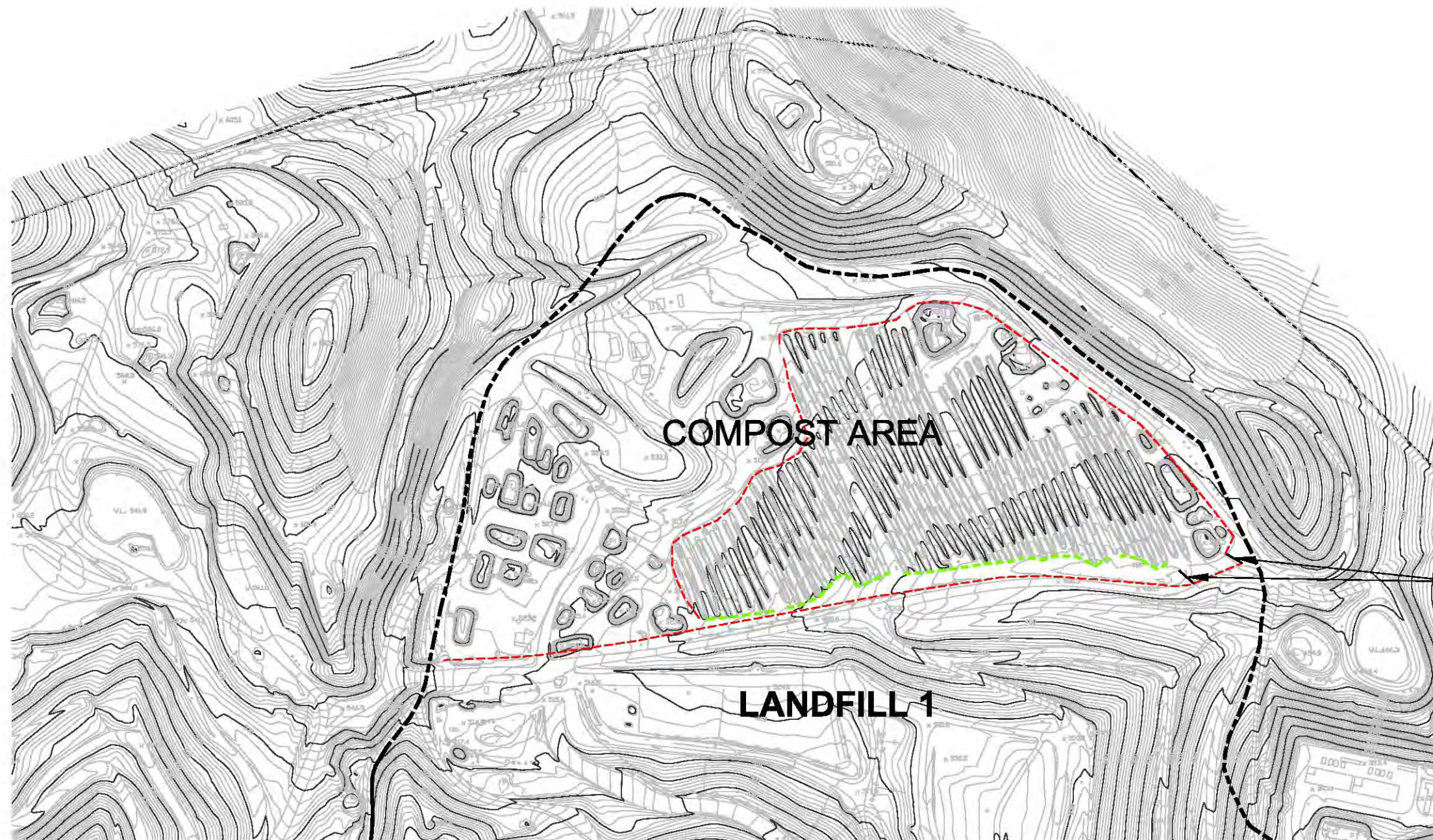


Ambrose A. McCready, P.E.
Project Director
SCS ENGINEERS
(916) 361-1297



Joseph J. Miller, P.E.
Project Director/Vice President
SCS ENGINEERS
(925) 426-0080

copy: Henry Mikus, SCWMA
Susan Klassen, Sonoma County Department of Transportation and Public Works
Rick Downey, Republic Services of Sonoma, Inc.
David Leland, RWQCB



LEGEND

- 550 — SUBGRADE, FT. MSL
- 310 — EXISTING GROUND CONTOUR
- - - - - APPROXIMATE LIMIT OF WASTE
- - - - - STRAW BALES
- - - - - STRAW WADDLES

NOTE:

1. BMPs SHALL CONSIST OF STRAW BALES AND STRAW WADDLES.

CHECK DAMS MADE WITH CONCRETE BLOCKS

SCS ENGINEERS
 ENVIRONMENTAL CONSULTANTS
 6601 KOLL CENTER PARKWAY, SUITE 140
 PLEASANTON, CALIFORNIA 94566
 PH. (925) 426-0080 FAX. (925) 426-0707

PROJ. NO. 01213120.00	DWN. BY: ATV	ACAD FILE: FIGURE 1
DSN. BY: ATV	CHK. BY: AAM	APP. BY: JJM

COUNTY OF SONOMA, DEPARTMENT OF
 TRANSPORTATION AND PUBLIC WORKS
 PETALUMA, CALIFORNIA

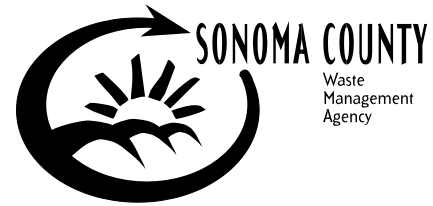
SHEET TITLE: BMP PLAN

PROJECT TITLE: COMPOST AREA SONOMA COUNTY CENTRAL DISPOSAL SITE
 SONOMA COUNTY, CALIFORNIA

DATE: 8/05/13

SCALE: AS SHOWN

FIGURE: 1



To: Sonoma County Waste Management Agency Board Members

From: Henry Mikus, Executive Director

Subject: August 21, 2013 Agenda Notes

Please note we have a planned "Closed Session" with two items set to start at 8:00 AM. Both items will be presented by Agency Counsel, Janet Coleson

Consent Calendar

These items include routine financial and administrative items and **staff recommends that they be approved en masse by a single vote.** Any Board member may remove an item from the consent calendar for further discussion or a separate vote by bringing it to the attention of the Chair.

- 8.1 Minutes of the May 15, 2013 Board meeting: regular approval.
- 8.2 FY12/13 Year End Financial Report: regular approval, normal recurring item
- 8.3 UCCE Renewal: University of California Cooperative Extension participates in our education and outreach activities by providing information and training related to home composting and use of pesticides. The program, which has been quite successful, is up for renewal of the agreement. This item was included in our FY 13-14 Work Plan.

Regular Calendar

- 9. Carryout Bag Ordinance Update: This is an update report. Five of our member jurisdictions' governing bodies have given direction to their representative to our Board to act in favor of our Carryout Bag Ordinance. For a variety of reasons, including very crowded agendas, the other five members have yet to have their discussions on the subject. We have asked the remaining members to schedule this subject no later than early September in order for us to be able to move this project forward at our Board's September meeting.
- 10. Compost Site Analysis: At the April 2013 Board meeting the Final EIR for selection of a new compost site was presented. Staff was asked to provide analysis of the viable sites with respect to financial and practical considerations to aid the Board in making their decisions based on the most comprehensive information available. The normal steps ahead would be to certify the EIR, issue "Findings" related to any significant environmental impacts, then select a project site. A "Statement of Overriding Concerns" would be required for any project choice with significant and unavoidable environmental impacts. The staff analysis and Board's subsequent discussion relative to all factors used to

evaluate a site would be key to any “findings” or such a “Statement” if needed.

The EIR was initially done with Site 5A as the main selection, but Site 40 and a location at Central were also examined fully. The EIR identified Central as the environmentally preferred choice, although the difference between Central and Site 40 was small. Site 5A was determined to have several significant problems. Thus the staff analysis was focused on Central and Site 40.

Because this is such a major decision, and the important considerations are so interrelated and complex, staff believes a measured approach is warranted, whereby the Board is given ample time to digest all the information, ask questions, and seek additional information, prior to any decisions.

11. “Zero-Discharge” Report: As reported previously, we submitted a “Zero-Discharge” Plan for managing our compost site storm water to the NCRWQCB by May 15, 2013. They sent us a reply the first of July, and we responded during the first week of August. We had suggested some treatment of water would be beneficial, but NCRWQCB said that was not allowable. NCRWQCB asked that some measures be employed in advance of this rainy season. We listed several “Best Management Practices” that can either be enhance or employed to increase efforts to minimize the contaminants picked up by storm water as it traverses our site.
12. Attachments/Correspondence: There are several items this month presented under “Reports by Staff and Others” in addition to this “Director’s Agenda Notes” report:
 - 12.2.a Outreach Events Calendar: This is our regular, updated listing of Outreach Events listing events planned for August and September 2013.
 - 12.2.b Sharps Container Grant: We have been successful with a grant to obtain sharps containers in two sizes for distribution and use. Containers are available to our member jurisdictions on request.
 - 12.2.c Pollution Prevention Week and Creek Week: The information on these events is being provided for further distribution with Board Members’ jurisdictions if desired.
 - 12.2.d Update on MCR-2 Project: Our MCR-2 Outreach Project has hit stride with visits to multi-family complexes, so we have a brief report with some numbers regarding visits and outreach events planned and completed.

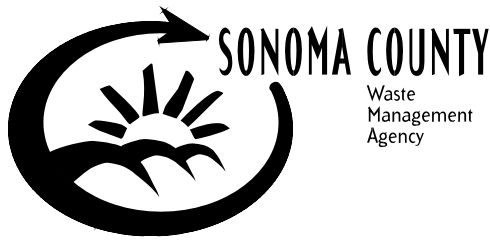
August 2013 Outreach Events

<u>Day</u>	<u>Time</u>	<u>Event</u>
1-11	11 AM – 10 PM	Sonoma County Fair
6	4 – 8 PM	Community Toxics Collection, Oakmont
7	5 – 8:30 PM	Wednesday Night Market, Santa Rosa
3	10:15-11:45 AM	CRRA Conference presentation: Biodynamic Compost, Sonoma compost
13	4 – 8 PM	Community Toxics Collection, Larkfield
14	5 – 8:30 PM	Wednesday Night Market, Santa Rosa
17, 18	8 AM – 4 PM	Electronics Waste Collection Event, Santa Rosa Goodwill Stony Point retail store
20	4 – 8 PM	Community Toxics Collection, Sebastopol
21	5 – 8:30 PM	Wednesday Night Market, Santa Rosa
27	4 – 8 PM	Community Toxics Collection, Santa Rosa, NE

September 2013 Outreach Events

<u>Day</u>	<u>Time</u>	<u>Event</u>
3	4 – 8 PM	Community Toxics Collection, Guerneville
6,7	TBA	Sebastopol World Friends, Ukraine delegation, Sonoma Compost tour
7	10 AM-3 PM	20 th Annual Cloverdale Car and Motorcycle Show, Cloverdale
10	4 – 8 PM	Community Toxics Collection, Healdsburg
10-12	TBA	Heirloom Expo Display, Compost & Mulch presentation, Sonoma Compost
14	1 PM	Mexican Independence Day Celebration at the Wells Fargo Center, Santa Rosa
14, 15	8 AM – 4 PM	Electronics Waste Collection Event, Cotati Park and Ride
17	4 – 8 PM	Community Toxics Collection, Santa Rosa, NW
24	4 – 8 PM	Community Toxics Collection, City of Sonoma

Standard Events: Oil outreach via booths at area DMV offices most Wednesdays and Fridays weather permitting.



Agenda Item #: 12.2.b
Cost Center: HHW
Staff Contact: Steinman
Agenda Date: 8/21/2013

ITEM: Sharps Container Grant Update

I. BACKGROUND

In March 2013, The Department of Resources Recycling and Recovery (CalRecycle) offered a grant in the form of sharps waste containers and/or kiosks, to be purchased by CalRecycle and distributed to Approved California Local Jurisdictions. The Sharps Grant Project (Sharps Grant), offered under the auspices of the Household Hazardous Waste (HHW) Grant Program, is a one-time grant to assist in the support of a safe, convenient and cost-effective infrastructure for collecting and disposing of home-generated sharps waste. Eligible jurisdictions must have direct responsibility for Household Hazardous Solid Waste Management and have established HHW sharps waste collection and public education programs or be able to demonstrate that they are in the process of implementing both this year. Local jurisdictions must distribute the sharps containers obtained through this grant to sharps users. All kiosks and sharps containers obtained through this grant must directly benefit public health and safety.

II. DISCUSSION

SCWMA Staff applied for the Sharps Grant, on behalf of all the local Sonoma County jurisdictions, and in April the SCWMA was awarded the Sharps Grant. The quantity of sharps containers were distributed to the approved jurisdictions based, in part, on the application, statistical data regarding the diabetic population in the jurisdiction, historical HHW sharps waste collection volume, and need. SCWMA Staff provided this information to CalRecycle for Sonoma County. The maximum request for sharps waste containers was limited to the amount the applicant estimated it would use in one year and what CalRecycle considered reasonable per jurisdiction. The SCWMA received the amount of containers as originally requested in the application.

Due to limited funds, CalRecycle had approximately only 20 kiosks available through this grant. SCWMA did not apply to receive kiosks since the SCWMA already has a Household Toxics Facility (HHTF) and Mobile Collection Programs where sharps are collected and containers can be distributed.

After the initial grant period, CalRecycle opened up a second application period (round 2) on June 5, 2013. CalRecycle had additional inventory of sharps containers for distribution. SCWMA staff applied for round 2 and received a notice of award. The total amount of sharps containers to be received through round 1 & 2 is 5,000 quarts size and 3,456 gallon size.

All the sharps containers are being housed at HHTF located at the Central Disposal Site. Sharps containers are currently being offered to any resident who comes to the HHTF or who uses the mobile collection programs for sharps disposal or upon request. The mobile collection programs include the Community Toxics Collections and Toxic Rover Pick-Up Service. Both programs are offered in all the member cities, Town of Windsor, and Unincorporated County. Both quart and gallon size containers are available through these programs. SCWMA staff created a pamphlet which is being handed out with each container and includes information on proper handling and disposal of sharps as well as directions on using the containers.

Sharps containers can be made available to member jurisdictions for special events upon request. Please contact SCWMA Staff at (707) 565-3632 or e-mail Lisa.Steinman@sonoma-county.org to make a request.

III. FUNDING IMPACT

This agenda item is for informational purposes only. There is no funding impact resulting from this transmittal.

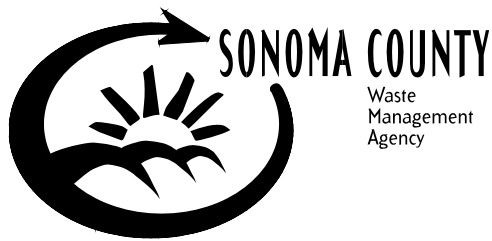
IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

There is no recommended action resulting from this agenda item.

V. ATTACHMENT

There are no attachments.

Approved by: _____
Henry J. Mikus, Executive Director, SCWMA



Agenda Item #: 12.2.c
Cost Center: HHW
Staff Contact: Steinman
Agenda Date: 8/21/2013

ITEM: 2013 Pollution Prevention Week and Creek Week

I. BACKGROUND

In celebration of National Pollution Prevention Week, September 16 to 20, the Russian River Watershed Association (including Santa Rosa, Healdsburg, Windsor, Ukiah, and the Sonoma County Water Agency) and the City of Petaluma are once again sponsoring the Safe Medicine Disposal Round-Up Week. Throughout the week, locations will be set-up where the public may drop-off unwanted medications from residential generators free of charge. During last year's Safe Medicine Round-Up Week, over 1,000 pounds of unwanted medications were collected.

During the same month, the Russian River Watershed's fourth annual Creek Week is taking place September 21-29, 2013. Creek Week is a week-long celebration of the more than 150 local creeks within the Russian River watershed. Throughout the Russian River watershed, cities, counties and other stewardship organizations are coming together to declare September 21 - 29 as "Creek Week." The activities planned during this week-long celebration will include educational activities for everyone at local creeks and nature areas, as well as hands-on creek cleanups.

II. DISCUSSION

The Russian River Watershed Association (RRWA) has created a Pollution Prevention Week and Creek Week 2013 Proclamation template. All of the RRWA member agencies have received copies of the proclamation for possible member agency adoption - this includes the Town of Windsor; cities of Cotati, Rohnert Park, Santa Rosa, Healdsburg, Cloverdale and Ukiah (soon to also include the City of Sebastopol); also included are the Sonoma County Water Agency and the County of Sonoma. The Proclamation, sent out to all the RRWA member agencies, is attached to this staff report.

The RRWA Environmental Column, which is published in most local papers throughout the Russian River watershed, has a list of specific events happening during Creek Week and Pollution Prevention Week. Many of the events, including the full week of Safe Medicine Disposal Special Collection Events, will be publicized throughout the watershed. Both the Coastal Cleanup (statewide) and Russian River Cleanup will take place during Creek Week, September 21 - 29. The City of Santa Rosa will have a robust schedule of daily activities focusing on urban creeks during that week.

Below are some of the local activities planned for National Pollution Prevention Week and Creek Week.

September 21 – International Coast Cleanup Day

Sonoma Coast and Creek Cleanup - a full day cleanup campaign. Coastwalk will provide all needed materials and equipment. To participate contact Coastwalk at 829-6689 or at <http://coastwalk.org/volunteer/coastcleanupday>

September 21 – 29

The City of Santa Rosa is sponsoring events all week, from family adventures and walking tours to naturalist field talks. Here are a few of the details: On Sunday, September 22, you can bring your family to Olive Park for a fun afternoon of bug exploration and turtle talk in Santa Rosa Creek; on Monday September 23, back by popular demand, come explore the huge culvert that runs under downtown Santa Rosa; and on Wednesday, September 25, join fisheries biologists and learn about fish lifecycles and interactions of fish species. For the full schedule of events and more information, visit online www.srcity.org/creekweek, or call 543-4246.

September 28

Russian River Watershed Cleanup – This is a full morning cleanup campaign along 55 miles of the Russian River from Cloverdale to Duncan’s Mill. Get involved by participating or contributing to this enormous effort. For more information, visit <http://www.russianrivercleanup.org>, or call 887-2302.

Rohnert Park Creek Cleanup - The Sonoma County Youth Ecology Corps and the Sonoma County Water Agency are hosting a creek cleanup in Rohnert Park from 9 AM to noon. For more information, contact Ryan Pedrotti, Ryan.pedrotti@scwa.ca.gov, or call 521-6209.

September 16-20

Safe Medicine Disposal Round-Up Week

Monday 9/16	Sonoma	Vintage House, 264 1 st Street East
Tuesday 9/17	Guerneville	Lark’s Drugs, 16251 Main Street
Tuesday 9/17	Windsor	Health First Pharmacy, 9070 Windsor Road
Wednesday 9/18	Santa Rosa	Finley Center (Person Senior Wing), 2060 W. College Ave
Thursday 9/19	Healdsburg	Location pending- check www.safemedicinedisposal.org
Friday 9/20	Petaluma	Petaluma Senior Center, 211 Novak Drive
Friday 9/20	Ukiah	Ukiah City Hall, 300 Seminary Drive

Each location will be open between the hours of 10:00 am – 2:00 pm.

III. FUNDING IMPACT

This agenda item is for informational purposes only. There is no funding impact resulting from this transmittal.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

There is no recommended action resulting from this agenda item.

V. ATTACHMENT

Pollution Prevention Week and Creek Week 2013 Proclamation template

Approved by: _____
Henry J. Mikus, Executive Director, SCWMA

Pollution Prevention Week and Creek Week 2013

Russian River Watershed Association Proclamation template for member agency adoption

WHEREAS, throughout the United States the third week of September is recognized as National Pollution Prevention Week; and

WHEREAS, throughout the much of California, including the Russian River watershed, cities, counties and other stewardship organizations are recognizing the fourth week of September as Creek Week; and

WHEREAS, our pollution prevention practices are intrinsically linked to the health of our watershed lands and waterways; and

WHEREAS, the City/Town/County of _____ supports programs to reduce pollution, increasing the environmental quality of our watershed lands and waterways, and providing our communities with the tools to equip each citizen with the knowledge and ability to be an effective steward of the Russian River watershed lands and waterways; and

WHEREAS, the nearly 1,500 square miles of lands, 150 creeks, and approximately 350,000 residents of the Russian River watershed are connected and mutually support each other; and

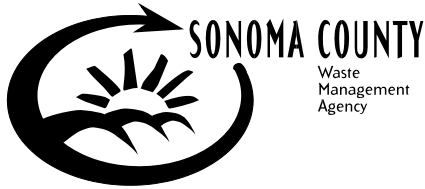
WHEREAS, pollution in the form of trash and debris, chemicals from industry and everyday living, and sediment from construction and many land uses and activities all have the potential to degrade the quality of life and the quality of resources within the Russian River watershed; and

WHEREAS, the City/Town/County of _____(optional – “through our Stormwater Management Program”) strives to protect our lands and waterways through ongoing pollution prevention outreach which aims to raise awareness of the harmful effects of pollutants to our natural systems; and

WHEREAS, during Pollution Prevention Week and Creek Week, Safe Medicine Disposal events and creek, river and ocean clean-up campaigns will take place throughout Sonoma and Mendocino Counties.

NOW, THEREFORE, _____(insert Mayor or Board Chair’s name)_____, Mayor/Chair of the Board of the City/Town/County of _____, proclaims on this day, (insert date), that September 14–20 is Pollution Prevention Week and September 21-29, 2013 is Creek Week in the City/Town/County of _____, and asks all members of our community to support efforts to protect and enrich our watershed health by participating the many Pollution Prevention Week/Creek Week activities, and to take active steps to reduce pollution and care for our environment throughout the year.

Mayor/Board Chair



Agenda Item #: 12.2.d
Cost Center: Education
Staff Contact: Mikus
Agenda Date: 8/21/2013

Item: August 2013 Update Report on MCR-2 Project

I. BACKGROUND

Utilizing City/County Payment Program beverage container grant funding, during FY 11-12 the Agency conducted a Mandatory Commercial Recycling (MCR) education outreach program to commercial businesses and multifamily residences. This program was prompted by what were then California's upcoming mandatory commercial recycling regulation requirements. Promulgated via AB 341 in October 2011, MCR was made obligatory effective July 1, 2012.

The Agency disseminated information about MCR and the relevant recycling programs extant within our region via a combination of distributing written information and visiting organizations covered under the MCR regulations. Agency staff provided oversight and support, with temporary contract personnel utilized for the actual contacts and other daily activities. This methodology proved very effective as the program was accomplished within the projected budget, with the number of visits exceeding our target. As part of the project, a fairly comprehensive database listing the firms, organizations, groups, or entities subject to the MCR regulations was developed.

During the initial MCR program, several sectors of the MCR target community were identified as requiring further outreach educational work. Staff developed a plan for utilizing FY 12-13 grant funds to support a second MCR education outreach program based on the successful model utilized in our initial MCR program. Staff would provide oversight and support for temporary contract employees, who would have as their main focus sessions directly with multi-family residential complex residents. Additional efforts would also be made to meet with the sub-group of affordable hotels/motels, and with schools and/or children of school age. Support for visits requiring Spanish language capability would be provided by personnel from the Ratto Group of Companies.

The Board approved a final version of a project budget at the September 2012 Board meeting. Funding would be via the city/county payment program grant monies. The project budget was set at \$72,300.00.

II. DISCUSSION

The MCR-2 program began in earnest during the early part of this year. Initial efforts were to develop multi-lingual educational materials, including door hangars suitable for multi-family complexes. The MCR-1 database was also updated and checked, as it was to be the main resource for identifying multi-family complexes that would benefit from our visits. Once resource materials were complete, and a list of sites to visit was in hand, our outreach personnel began calling to set up visits.

Thus far, the numbers quantifying our efforts are as follows:

Multi-Family Property Visits & Follow-Up

117 properties visited
109 waste analyses conducted
81 properties received outreach materials

63 properties held an event
19 properties held more than 1 event
31 property management companies have received outreach
4 properties established recycling services for the 1st time; 6 more properties pending
5 properties increased the number of recycling bins &/or bin size; 2 more properties pending

Community Impact

1,187 adults have received outreach
388 children have received outreach via 13 “lunch and learn” presentations

Materials Distributed

2,728 Door hanger event notices
911 Reusable shopping bags
944 28-quart blue bins
120 35-gallon blue bins
2,280 Recycle posters (8 ½” x 11”)
1,506 “We recycle, it’s the law”
102 Recycle posters (11” x 17”)
35 Compost posters
300 Motor oil pamphlets

III. FUNDING IMPACT

The MCR-2 project is currently operating within its planned budget.

IV. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

None required.

Approved by: _____
Henry J. Mikus, Executive Director, SCWMA