



## Meeting of the Board of Directors

March 18, 2015

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*

Meeting Agenda and Documents

**SONOMA COUNTY WASTE MANAGEMENT AGENCY**

**Meeting of the Board of Directors**

March 18, 2015

SPECIAL MEETING

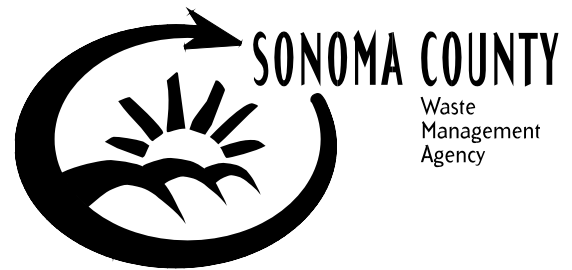
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*Note: This packet is 236 pages total*



## **SONOMA COUNTY WASTE MANAGEMENT AGENCY**

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

**March 18, 2015**

**SPECIAL MEETING**

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

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

**Estimated Ending Time 11:30 a.m.**

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

## **Agenda**

- | <u>Item</u>  | <u>Action</u> |
|--|---------------|
| 1. Call to Order Regular Meeting   |               |
| 2. Agenda Approval   |               |
| 3. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION<br>GOVERNMENT CODE SECTION 54956.9(d)(1)  |               |
| Renewed Efforts of Neighbors Against Landfill Expansion vs. County of Sonoma,<br>Sonoma Compost Company, Sonoma County Waste Management Agency<br>Case 3:14-cv-03804-THE |               |
| Pursuant to Government Code Section 54957<br>PUBLIC EMPLOYEE PERFORMANCE EVALUATION<br>Title: Executive Director   |               |

4. Adjourn Closed Session
5. Public Comments (items not on the agenda)

**Consent** (w/attachments)

Discussion/Action

- 6.1 Minutes of February 2, 2015 Special Meeting
- 6.2 Minutes of February 18, 2015 Regular Meeting
- 6.3 Compost Zero Discharge Plan Update Report

**Regular Calendar**

- |     |  |                                      |
|-----|--|--------------------------------------|
| 7.  | Compost New Site Selection Process Update Report<br>[Mikus, Carter](Attachments)   | Discussion/Action<br><b>Organics</b> |
| 8.  | New Compost Site EIR Review Report<br>[Carter, Mikus](Attachments)   | Discussion/Action<br><b>Organics</b> |
| 9.  | Wood Waste and Yard Debris Tipping Fee Adjustment<br>[Mikus](Attachments)  | Discussion/Action<br><b>Organics</b> |
| 10. | JPA Renewal Report<br>[Mikus](Attachments)   | Discussion/Action<br><b>All</b>      |
| 11. | FY 15-16 Final Work Plan<br>[Carter](Attachments)  | Discussion/Action<br><b>All</b>      |
| 12. | FY 15-16 Draft Budget<br>[Carter](Attachments)   | Discussion/Action<br><b>All</b>      |
| 13. | <u>Attachments/Correspondence:</u><br>13.1 Reports by Staff and Others:<br>13.1.a March and April 2015 Outreach Events<br>13.1.b Email to Boardmembers Regarding AB 45 |                                      |
| 14. | Boardmember Comments   |                                      |
| 15. | Staff Comments   |                                      |
| 16. | Next SCWMA meeting: April 15, 2015   |                                      |
| 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](http://www.recyclenow.org)



Date: February 19, 2015

To: SCWMA Board Members

From: Henry J. Mikus, SCWMA Executive Director

**Executive Summary Report for the SCWMA Board Meeting of February 18, 2015**

**Item 3:** The Board met in Closed Session to discuss Litigation and employee performance (Agency Counsel and Executive Director). The Board reported from Closed Session that direction and authority had been given to the Executive Director to negotiate and finalize an Indemnification and Joint Defense Agreement with the County of Sonoma regarding compost operations.

**Item 6: Consent Items Approved:** Items 6.1 January 16, 2014 Special Meeting Minutes, 6.2 January 21, 2014 Special Meeting Minutes, 6.3 Recycle Guide Printing contract, 6.4 FY 14-15 2<sup>nd</sup> Quarter financial Report, 6.5 City/County Payment Program authorization, and 6.6 Household Hazardous Waste Information Exchanges were approved by the Board.

**Item 6: Consent Items Pulled for Discussion:** Items 6.7 Compost Zero Discharge Plan Update Report, 6.8 Compost Pond engineering Design, and 6.9 Compost Pond Construction Budget were pulled from "Consent" for discussion at the request of Supervisor Zane. After brief discussion on the items as a group with focus on the cumulative effect these expenditures would have on the Organics Reserve, the items were approved. Items 6.8 and 6.9 received the required "Unanimous Vote".

**Item 7: Indemnity Escrow Account:** Contingent on the final approval of the Indemnification and Joint Defense Agreement with the County of Sonoma, the Board, by "Unanimous Vote" approved establishing an escrow account with an initial deposit of \$750,000 from the Organics Reserve.

**Item 8: Wood Waste and Yard Debris Tipping Fee Adjustment:** The escrow account discussed in previous Agenda Item 7 is required to reach a total funding contribution of \$5 Million by February 2017. The Board had an initial discussion regarding how to build this escrow balance. The likely method to fund the escrow account was proposed to be via tip fee increases for inbound materials for composting. Debate occurred regarding the effect on the amount of self-haul materials collected by any proposed price increase. Staff was directed to perform all necessary noticing for approval of rate increases at the March 18, 2015 meeting. Staff was also asked to provide more analysis for the Board's consideration, including assessing what rates might be for limiting the increase to self-haul to 25% or 50% rather than a complete across the board increase, and to more accurately project what the full increase would be on the per-can rates from curbside collection.

**Item 9: Draft 3<sup>rd</sup> Amendment of the JPA Agreement:** The redone draft 3<sup>rd</sup> Amendment was presented for discussion. In part because of some flexibility to the April target for amendment approval as shown in the Zero Discharge Plan for compost, the Board provided further direction to staff for information to be presented at the March meeting:

- Continue working with the County to determine the cost for using the proposed new compost site at the Central landfill

- Ascertain with the County whether use of the HHW facility site would continue to be free or would have a use cost after February 2017
- Collect and summarize the waste diversion and other goals established by the Solid Waste Advisory Group (SWAG), including the report prepared by HDR
- Provide a more complete, in-depth summary of the Board's June 2014 Strategic Planning Work Session, which had as its main focus the Agency term extension and agreement revisions
- Provide the May 2014 R3 report on Agency service delivery, including a summary
- Analyze what group might be suited to consider policy issues on Agency matters if the Agency was not extended past 2017
- Develop the following three scenarios for providing the Agency services beyond 2017:
  - County of Sonoma to provide the services
  - The Agency to continue providing services
  - A blend of County and Agency providing services

The Board also asked that the draft "White Paper" that has been developed on Agency information, Agency term extension, and compost program plans be completed and sent to Agency Board members and alternates, City Managers, and City Attorneys as soon as possible.

**Item 10: FY 15-16 Draft Work Plan:** The FY 15-16 draft work Plan was presented and discussed. The Board asked that information regarding use of Organics Reserve funds and C&D diversion would be included in the Final Work Plan and the draft Budget.

**Item 11: Potential EPR Diversion Programs:** Staff presented a list of potential waste diversion programs with summaries as a beginning point for planning. The Board expressed interest in developing additional information and starting planning for three programs: a polystyrene ban, a pharmaceuticals ordinance, and establishment of a satellite HHW facility for the northern section of the County.

**Item 12: Appointment of Interim Agency Counsel:** The Board appointed Ethan J. Walsh of Best, Best, and Krieger LLP, Attorneys at Law, as Agency Counsel to succeed Janet Coleson, RWG Law, who has resigned. The Board decided to make the appointment permanent rather than interim given the full process that was followed to select Mr. Walsh.

**Item 13: Attachments/Correspondence:** The sole attachment was February & March 2015 Outreach Calendar.



**To:** Sonoma County Waste Management Agency Board Members

**From:** Henry Mikus, Executive Director

**Subject:** March 18, 2015 Board Meeting Agenda Notes

***Also note: There is a "Closed Session" discussion scheduled prior to the regular meeting which is to begin at 8:00 AM.***

## **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.

- 6.1 **Minutes of the February 2, 2015 Special Board Meeting:** regular acceptance.
- 6.2 **Minutes of the February 18, 2015 Special Board Meeting:** regular acceptance.
- 6.3 **Compost Zero Discharge Plan Update:** The plan adherence has continued. There was no compost storm contact water discharge in the last month.

## **Regular Calendar**

- 7. **Compost New site Selection Process Update Report:** Work has progressed refining the cost estimates and design details for the proposed new compost facility. This work includes development of a phased construction plan, and study of financing and construction contract options. The work is expected to be presented to the Board in April.
- 8. **New Compost Site EIR Review Report:** The review by CH2M Hill of the compost facility Final EIR, to examine potential consequences of the environmental enhancements (work area roofing, and enclosed processing buildings), is complete. The Review Report finds that the changes contemplated to the site design either improve environmental impacts, or have no net effect. Recirculating the EIR is not considered to be necessary. It is recommended that the Board consider taking steps to certify the Final EIR at the April meeting.
- 9. **Wood Waste and Yard Waste Tipping Fee Adjustment:** At the January 2015 Board meeting Agency staff was directed to perform proper noticing, and prepare analysis for the financial impacts, including to rate payers, for several alternatives for raising yard and wood waste tip fees. The fee change is necessary because of the money required to fund an escrow account related to an ongoing lawsuit.
- 10. **JPA Renewal Report:** At the February meeting, the Board requested staff to provide several items of information related to the renewal of the Agency JPA Agreement. Also a plan for an approach on

engaging member jurisdictions is discussed together with a matrix of issues related to the agreement, such as voting requirements or governance structure, in order to move the decision process forward.

11. **FY 15-16 Final Work Plan:** Because many of our activities cross cost center lines, we do a work plan describing our anticipated staff and contractor efforts first. This describes our plan for the fiscal year ahead in a practical context. The Draft Work Plan was presented to the Board at the February meeting; comments by the Board were incorporated into the plan, and the final Work Plan is presented for approval. After the Board approves the Work Plan we put the plan's cost estimates into the appropriate slots for cost centers and line items in the County system to generate a formal budget.
12. **FY 15-16 Draft Budget:** The initial Draft budget for FY 15-16 was put together with the Work Plan (and Board comments) as a basis. It is presented for discussion.
13. **Attachments/Correspondence:** The only items this month are the Outreach Events Calendar, and information regarding AB 45 which is being discussed by the California Legislature, which involves collection of Household Hazardous Waste.



## Minutes of February 5, 2015 Special Meeting

The Sonoma County Waste Management Agency met on February 5, 2015, at the Department of Transportation & Public Works Main Conference Room, 2300 County Center Drive, Suite B 100, Santa Rosa, California

### Present:

City of Cotati  
City of Healdsburg  
City of Rohnert Park  
City of Sebastopol  
City of Sonoma  
Town of Windsor

Susan Harvey  
Brent Salmi  
Don Schwartz  
Larry McLaughlin  
Madolyn Agrimonti  
Deb Fudge

### Absent:

City of Cloverdale, City of Petaluma, City of Santa Rosa, County of Sonoma

### Staff Present:

Staff

Henry Mikus  
Patrick Carter

### 1. Call to Order Special Meeting

The meeting was called to order at 8:03 a.m.

### 2. Open Closed Session

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION  
GOVERNMENT CODE SECTION 54956.9(d)(1)

Renewed Efforts of Neighbors Against Landfill Expansion vs. County of Sonoma,  
Sonoma Compost Company, Sonoma County Waste Management Agency  
Case 3:14-cv-03804-THE

### 3. Adjourn Closed Session and Special Meeting

The meeting was adjourned at 9:43 am.

Submitted by  
Sally Evans



## Minutes of February 18, 2015 Special Meeting

The Sonoma County Waste Management Agency met on February 18, 2015, 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  
Brent Salmi  
John Brown  
Don Schwartz  
John Sawyer  
Larry McLaughlin  
Madolyn Agrimonti  
Shirlee Zane  
Deb Fudge

### Staff Present:

Counsel  
Staff

Janet Coleson  
Henry Mikus  
Patrick Carter  
Karina Chilcott  
Lisa Steinman  
Rebecca Hoehn  
Sally Evans

Agency Clerk

### 1. Call to Order Regular Meeting

The meeting was called to order at 9:22 a.m.

### 2. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION GOVERNMENT CODE SECTION 54956.9(d)(1)

Renewed Efforts of Neighbors Against Landfill Expansion vs. County of Sonoma, Sonoma Compost Company, Sonoma County Waste Management Agency  
Case 3:14-cv-03804-THE

Pursuant to Government Code Section 54957  
PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Title: Agency Counsel

### 3. Adjourn Closed Session

### 4. Agenda Approval

Item 9 was moved before Item 8.

**Deb Fudge, Town of Windsor, motioned to amend and approve the agenda and Madolyn Agrimonti, City of Sonoma, seconded the motion.**

**Vote Count:**

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

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

**Board Discussion**

Shirlee Zane, County of Sonoma, recommended pulling Items 6.7-6.9 from Consent for discussion.

Vice Chair Don Schwartz, City of Rohnert Park, reported from closed session that the Board authorized Staff to negotiate and finalize the initial indemnification agreement with the County regarding compost operations.

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

Liz Bortolotto, AB 939 Local Task Force, reported that the LTF, the Agency's Solid Waste Advisory Committee, recently formed a legislative sub-committee. Ms. Bortolotto added that the committee will be tracking and supporting waste reduction legislation in Sacramento.

Margaret Kullberg, Stage Gulch Road, recommended the compost site remain at the Central Site. Ms. Kullberg said that the creeks running into the Petaluma River are just as important as the one off the Central Site. Ms. Kullberg added that there will be similar pond costs and zero discharge will have to be met no matter the location.

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

- 6.1 Minutes of January 16, 2015 Special Meeting
- 6.2 Minutes of January 21, 2015 Special Meeting
- 6.3 Recycle Guide Printing Contract
- 6.4 FY 14-15 2<sup>nd</sup> Quarter Financial Report
- 6.5 City/County Payment Program Authorization
- 6.6 Household Hazardous Waste Information Exchanges

**Ms. Agrimonti motioned to approve the consent calendar with items 6.1-6.6. Mr. Bob Cox, City of Cloverdale, seconded the motion.**

**6.1 Minutes of January 16, 2015 Special Meeting**

Brent Salmi, City of Healdsburg, Susan Harvey, City of Cotati, John Brown, City of Petaluma, and Ms. Zane abstained from the vote of Item 6.1 Minutes of January 16, 2015 due to their absence.

**Vote Count:**

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

AYES -6- NOES -0- ABSENT -0- ABSTAIN -4-

**6.2 Minutes of January 21, 2015 Special Meeting**

Mr. Brown and Ms. Zane abstained from the vote of Item 6.2 Minutes of January 21, 2015 due to their absence.

**Vote Count:**

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

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

**6.3 – 6.6 – Consent Calendar Items****Vote Count:**

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

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

**6.7 Compost Zero Discharge Plan Update Report**

Ms. Zane pointed out that Items 6.7-6.9 total approximately \$1.8 million, reducing the fund balance and what can be spent on a new site.

**Ms. Agrimonti motioned to approve Item 6.7 and Ms. Harvey seconded the motion.**

**Vote Count:**

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

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

**Motion passed unanimously.**

## **6.8 Compost Pond Engineering Design and 6.9 Compost Pond Construction Budget**

**Ms. Fudge motioned to approve Item 6.8 and 6.9 and Mr. Cox seconded the motion.**

### **Vote Count:**

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

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

**Motion passed unanimously.**

## **Regular Calendar**

### **7. Indemnity Escrow Account**

Mr. Mikus, Agency Staff, reported that the Agency is nearing settling an Indemnification and Joint Defense Agreement with the County related to compost matters. Mr. Mikus stated that the Agency needs to establish an Indemnity Escrow Account to build a fund over time to \$5 million dollars. He added that the initial step is to transfer \$750,000 out of the reserve, and noted that this action requires a unanimous vote due to the dollar amount.

### **Board Discussion**

Ms. Zane highlighted the funding impact, as it reduces the Organics Reserve Fund Balance to \$1.2 million.

### **Public Comment**

None.

### **Board Discussion (continued)**

**Ms. Harvey motioned to approve Item 7 and Ms. Fudge seconded the motion.**

### **Vote Count:**

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

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

**Motion passed unanimously.**

## 9. **Draft 3<sup>rd</sup> Amendment of JPA Agreement**

Mr. Mikus explained that the Board had a special planning session in June of 2014, with the focus being the Agency's future beyond February 2017. Mr. Mikus stated that the Board's decision at the time was to issue a draft amendment to the original JPA agreement, making this a 3<sup>rd</sup> Amendment. Mr. Mikus added that it included extending the term of the Agency, as well as other provisions related to the voting requirements and Board structure, which were issues for members.

Mr. Mikus reported that the Agency has entered into a Zero Discharge Plan that includes an aggressive schedule to build a new site. Mr. Mikus added that part of the schedule that was submitted in the Zero Discharge Plan includes a timeline for the renewal of the Agency.

Mr. Mikus stated that in November 2014 the Board asked Counsel to redo the draft 3<sup>rd</sup> Amendment, making it strictly an amendment dealing with the Agency term extension. Mr. Mikus said it is included for the Board's approval. Mr. Mikus explained that as the JPA currently stands, the County is obligated to provide a compost site at no cost. Mr. Mikus pointed out that the County indicated that would not be the case past 2017, so there is language in the draft 3<sup>rd</sup> Amendment that addresses the County not being obligated to provide a site at no cost, if the Agency were to be extended past 2017.

### **Board Discussion**

Ms. Harvey asked if the County has provided an amount.

Mr. Mikus replied that the amount is not known at this time.

Ms. Zane shared that the County Board of Supervisors asked for more information from Staff and added that they will be discussing this again at the beginning of March.

Mr. Brown stated he will not be voting in favor of this today. Mr. Brown added that while the City of Petaluma shares in the objectives and in meeting the AB 939 requirements, Petaluma is in a different situation than the other cities. Mr. Brown shared that the City of Petaluma is hauling their waste and green waste to a landfill in Marin County, and added that they intend to continue to haul their green waste to Marin County for the foreseeable future.

Mr. Brown shared that the City of Petaluma asked R3 to conduct an analysis on the costs and benefits of being engaged in the JPA in comparison to other alternatives and added that the report will be presented to their council on March 16<sup>th</sup> for feedback. Mr. Brown stated that it would be premature for him to vote to extend the JPA without input from his council.

Mr. Brown stated that he believes there is a benefit in staying in the JPA and added that the question for Petaluma is if they want to be obligated to all of the services that this JPA currently obligates Petaluma to. Mr. Brown suggested that they may want to see the language provide for more flexibility to choose those services they can't do themselves or that couldn't be provided by another agency.

Ms. Zane pointed out that this is just a change to the 3<sup>rd</sup> Amendment of the JPA Agreement and that it still has to go back to all the jurisdictions. Ms. Zane suggested that discussions can be

expedited within individual jurisdictions as soon as they have the background paper from Mr. Mikus.

Mr. Mikus replied that the background paper is in draft form and should be completed within a week. Mr. Mikus explained that what is being asked today is for approval of the 3<sup>rd</sup> Amendment so it can be sent out to the member jurisdictions for discussions.

Mr. John Sawyer, City of Santa Rosa, stated that Santa Rosa will be voting in favor due to Mr. Mikus' clarification. Mr. Sawyer added that his council has yet to have an in-depth discussion regarding the future and alternatives to the JPA, and this will help Santa Rosa move forward with their conversation.

Vice Chair Schwartz stated that the City of Rohnert Park is not supportive of the proposed action, and added that he does not want to take the amendment to his council multiple times without a dollar amount for compost. Vice Chair Schwartz pointed out that the 3<sup>rd</sup> Amendment currently includes that the County provide a free site for Household Hazardous Waste, and questioned the County's future intent on that.

Vice Chair Schwartz shared he is aware that City Attorneys have some concerns about the JPA Amendment. Vice Chair Schwartz stated that he understands that the white paper that Staff is providing is the next step in that process. Mr. Schwartz pointed out that the Board has been under the impression that the Board has until April to approve the 3<sup>rd</sup> Amendment, but his understanding now from Staff is that the Board actually has until an undetermined date in the Fall. Vice Chair Schwartz stated that Rohnert Park may need to be part of a regional solution, but it is unknown if the JPA is the regional solution. Vice Chair Schwartz suggested that having the County operate it under contract might be another more effective option.

### **Public Comment**

None.

### **Board Discussion (continued)**

Ms. Fudge asked Vice Chair Schwartz to outline the steps he's suggesting.

Vice Chair Schwartz outlined the following:

- 1) Ask the County to address the Household Hazardous Waste and Compost provisions regarding free site within the same time frame.
- 2) Ask that the white paper be distributed to the City Attorneys, Boardmembers, and Alternates as soon as it's available.
- 3) Ask that Staff provide the Board a summary of some of the documents that are behind the JPA; SWAG documents, summary of the June workshop, and legal clarification whether or not the JPA is required to operate these services on a regional basis.
- 4) Ask that Staff outline three scenarios for consideration; County Operated Services, Agency Operated Services, and a blend of both, containing an option to sign up for some but not all the services.

Ms. Fudge recommended that #2 should include distributing the white paper to City Managers as well. Ms. Fudge pointed out that the SWAG goals outlined how 90% diversion could be reached. Ms. Fudge recommended including the R3 report to #3, as that explained the viability of the

Agency and costs that may be helpful to Cities in determining the most cost effective method. Ms. Fudge asked Vice Chair Schwartz for clarification if he is asking that everything be brought back to the Board at the next meeting.

Vice Chair Schwartz replied that the City of Rohnert Park would like to request that all the items be brought back for consideration at the next Board meeting. Vice Chair Schwartz stated that one of the biggest concerns the City of Rohnert Park has is that the documentation from the June workshop was inaccurate and incomplete. Vice Chair Schwartz added that one of the key points for his council is the importance of allowing the jurisdiction to decide who represents them on the Board.

Ms. Harvey stated that she also prefers to have a complete package to answer all the questions when going to her council. Ms. Harvey added that in addition to the SWAG goals, there was also a large HDR report conducted that would be useful.

Ms. Zane stated that in asking Staff to analyze what would happen if the JPA didn't get renewed, the critical question for her is what body then develops policy in order to reach the 90% diversion goals.

Vice Chair Schwartz formed a motion to ask Staff to work with the County to come up with dollar amounts for the compost site, resolve the question regarding household hazardous waste site costs, distribute the white paper to the City Attorneys, Boardmembers, Alternates, and City Managers, provide or make readily accessible the goals and key materials from SWAG, provide, if available, the summary of the June workshop that clearly reflects direction provided, provide the R3 Report and that clarifies legal requirements, if any, for the JPA to conduct the services operated by the Agency, an executive summary of the HDR Report that came out of SWAG, as well as include in the white paper an analysis focusing on who's going to do policy with respect to the 90% diversion, and what would happen if the Agency was not around.

Ms. Zane recommended referencing the SWAG documents.

Vice Chair Schwartz commented that he realizes that this is changing course, and adds that this is due to the additional time that was not known was available before. Vice Chair Schwartz suggested that if the issues cannot be resolved in six months, they may not ever be resolved. Vice Chair Schwartz stated he is not opposed to moving forward with the JPA, and adds that he believes this is a more prudent approach to take and a decision can be made in the Fall about doing some kind of a simplified renewal with a more informed perspective.

**Vice Chair Schwartz motioned to direct staff to present items as outlined and amended by Ms. Zane. Ms. Harvey seconded the motion.**

**Vote Count:**

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

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

**Motion passed unanimously.**

**Additional Public Comment:**

Unincorporated resident asked how she is represented on this JPA.

Ms. Zane replied that while she represents the third district, she represents all the unincorporated by her seat on the JPA Board, with Supervisor Gorin being the alternate.

Ernie Carpenter, Sebastopol resident, commented that there is not a lot of time left for decision making and asked Vice Chair Schwartz to lead the effort in moving forward.

*Mr. Brown left meeting at 9:50 a.m.*

**8. Wood Waste and Yard Debris Tipping Fee Adjustment**

Mr. Mikus stated that this item is to discuss a potential wood waste and yard debris tipping fee adjustment. Mr. Mikus referenced earlier discussions regarding the indemnification and joint defense agreement and establishing an escrow account with the three quarter million dollar seed money. Mr. Mikus added that the target for the account over the next two years is to have the escrow account contain five million dollars, as contained in the indemnification agreement. Mr. Mikus pointed out that the Agency's reserves are not robust enough to come up with the entire \$5 million dollars; therefore he is proposing a tipping rate adjustment.

Mr. Mikus explained that if the indemnification agreement is approved and in effect by April 2015, and in order to build the account by February 2017, Agency Staff has looked at tonnage figures. Mr. Mikus added that adjustments were made due to Petaluma taking their green waste elsewhere. Mr. Mikus stated that it is also believed that self haul, which currently represents approximately 10% of the compost waste, will be impacted if the rate adjustment is significant enough. Mr. Mikus explained that the proposed rate adjustment is significant enough and added that there could be a significant loss of self haul business. Mr. Mikus stated that an attempt was made to make an educated guess regarding the amount of tonnage that could be generated over the course of the two years. Mr. Mikus added that it is estimated that \$200,000 per month could be generated, and based on that, the proposed rate adjustment would be \$32.20 per ton. Mr. Mikus stated that this would double the current rate. Mr. Mikus pointed out that the estimated impact on the can rate, not based on specific numbers, is between fifty cents and \$1.25 per ton. Mr. Mikus added that Staff prorated the figures from Stu Clark during the tipping fee adjustment conversation for building a new site, as a basis.

Mr. Mikus pointed out that Staff has several concerns, and added that an adjustment of this magnitude would cause significant loss of self haul business. Mr. Mikus added that an alternative proposal for the Board is to discuss a tip fee adjustment on waste other than self haul. Mr. Mikus stated that Staff recommends the Board consider the tip fee increases and direct Staff to perform all necessary noticing and other work to bring the subject back at the March 18<sup>th</sup> meeting as a formal Board action.

Ms. Harvey asked Mr. Mikus to comment on the Marin rates.

Mr. Mikus stated that he believes the published rate is in the \$50.00 per ton, and added that the preferred rate for large volume customers is in the mid \$40.00. Mr. Mikus stated the Agency rate

is below that now, and added that if the rate were to be doubled it would put it above the nearest competing facility; resulting in a decrease use of our facility.

Mr. Sawyer highlighted that the need to increase rates is in part to help fund the escrow account into the future. Mr. Sawyer then asked what the impact of out hauling would be if the Agency's compost were to close and if the increase to ratepayers could also be used to cover the out hauling.

Mr. Mikus replied that the Agency Staff's estimate, based on numbers from The Ratto Group and an educated guess, is between two and two and a half million dollars per year; making that approximately \$5 million in two years. Mr. Mikus pointed out that adjusting the rate and putting money into an indemnification account is one alternative with the other alternative being complete out hauling. Mr. Mikus added the alternative would be equally as expensive, requiring the same adjustment and recommended the adjustment to fund the indemnification account in order to keep compost going.

Ms. Zane stated that she understands this is necessary in order to reach the \$5 million dollar indemnification and asked for confirmation that this would mean rate payer's cost would double in April.

Mr. Mikus explained that the formula rate for curbside would be different and estimated the rate impact would be approximately \$1.50 based on passed figures. Mr. Mikus added that those most impacted would be at the gate.

Ms. Zane asked regarding changes in the franchise agreements due to costs.

Mr. Mikus replied that he suspects the franchise haulers may ask the Cities to adjust their rates as a consequence of the rate increase, and added that was pointed out in the Staff report.

### **Public Comment**

Pam Davis, Sonoma Compost, expressed her support for the alternative proposal and asked that self haul not be included in the rate increase. Ms. Davis added that there would be a loss of revenue sharing, and pointed out that self haul is the sole stream of incoming clean material used for a very specific product and in very high demand. Ms. Davis pointed out that there hasn't been a rate increase since 2006 or 2007.

### **Board Discussion (continued)**

Ms. Harvey said she would like to see an alternative to the alternative, and suggested that there be some increase on self haul.

Mr. Sawyer asked where the material might end up if the haulers didn't want to pay to take it to Central.

Mr. Mikus replied that there are competing facilities, such as Redwood Landfill, Napa, and additional facilities in the Bay Area. Mr. Mikus explained that Sonoma Compost carefully segregates the material they receive and added that the cleanest material they get is the self haul, which is kept separately and turned into mulch.

Mr. Sawyer highlighted that remaining competitive with self haul benefits the operator of the compost facility as well as the rate payers.

**Ms. Harvey motioned to ask Staff to work with the proposed tipping fee increases, look to make them nominal increases in the self haul, perform the necessary noticing for that increase, and bring it back to the Board on March 18<sup>th</sup>. Mr. Salmi seconded the motion.**

Ms. Fudge asked that nominal be defined and asked if it would be in a percentage like 25% of the rate increase.

Ms. Harvey replied that she is open to that suggestion and asked what that would put the rate at.

Mr. Mikus replied that 25% would put the rate in the \$42 or \$43 per ton range. Mr. Mikus added that 50% would put it at \$52 per ton.

Ms. Harvey replied that she thinks \$52 is too high.

Mr. Mikus suggested that \$52 per ton is not unreasonable, as it's close to the published rate at the Redwood Landfill.

Ms. Harvey replied she is okay with 25%.

Vice Chair Schwartz recommended focusing on the 25%-50% range in order to have the operator share in some of the benefits. Vice Chair Schwartz pointed out that the revenue sharing component already exists, and added that he does support 25% as the motion.

Vice Chair Schwartz requested that Staff provide a table that clearly outlines the options being looked at and the costs in Marin at the next meeting. Vice Chair Schwartz added that it should include the costs per ton and per can, showing at least an approximate percentage basis for the different options.

Mr. Mikus expressed that there are some limits on proprietary information from The Ratto Group in order to get an accurate figure.

Vice Chair Schwartz asked for a general range.

Ms. Fudge asked that the analysis included both the 25% and 50% rates for self haul and what the impact would be on residential in both cases. Ms. Fudge expressed that the difference will have to be made up at residential.

Vice Chair Schwartz noted the amendment to the motion. Ms. Harvey agreed with the amendment.

**Vote Count:**

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

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

*Ms. Agrimonti left at 10:12 a.m.*

#### **10. FY 15-16 Draft Work Plan**

Patrick Carter, Agency Staff, explained that the Work Plan works as a primer for the budget and added it's where existing and potential programs are discussed prior to the formal budget process to obtain feedback on what the Board is looking for. Mr. Carter explained that the projects and programs are broken down by funds and briefly went over the layout of the Work Plan.

Mr. Carter stated that there are two programs in the Reserve; the Compost Site Relocation Project and the JPA Renewal. Mr. Carter stated that Staff and consultant time have been included for those two projects, which are funded out of Reserves.

Mr. Carter pointed out that the Organics Programs and the Household Hazardous Waste Facility programs are largely the same as in the past. Mr. Carter pointed out that one potential program they propose allocating some Staff time in is Extended Producer Responsibility Grants; which may be available from CalRecycle or another party. Mr. Carter stated the education tasks remain the same and explained that Agency Staff has continued the focus proposed last year and implemented the use of permanent staff in the Mandatory Commercial Recycling Program. Mr. Carter added that a staff member was hired to help implement that. Mr. Carter pointed out that one of the tasks is due to legislation passed on the State level that requires businesses generating organic waste to have recycling programs. Mr. Carter added that staff time has been allocated to help reach out to those businesses to make sure they have the resources to meet that program.

Mr. Carter stated that the remaining tasks are mainly the same for planning, general administration and the projects that Agency Staff does on behalf of the County, including Disposal Site Support. Mr. Carter added that the Agency also staffs the AB 939 Local Task Force and helps with some Annual Storm water Reporting.

Ms. Zane pointed out that there is no work item for the Zero Discharge Plan, such as the money identified in the work plan for the compost associated with the management of the two ponds. Ms. Zane also noted that there is very little money set aside in the work plan to pursue the new compost site.

Mr. Carter replied that the description for the compost relocation project was included, but it is unknown if it will be a lease or purchase, therefore the hard costs are not available at this time. Mr. Carter added that as the process moves forward, Staff will return to the Board with budget appropriations to make sure costs can be covered. Mr. Carter stated that regarding Zero Discharge and hauling of the compost water would be included in the composting program in Item 1.1. Mr. Carter agreed that those numbers should be higher as a result of the hauling costs, therefore will be amending and presenting those additional costs for hauling the compost water clearly.

Ms. Zane also recommended a place holder for the new compost site in the Work Plan.

Vice Chair Schwartz requested that those components be added. Vice Chair Schwartz asked for clarification that Staff is looking to have \$100,000 available for consulting and everything else would be managed by Staff.

Mr. Carter replied that what was approved in the consent calendar is the consultant time, and added that most of that will be accomplished during this current fiscal year. Mr. Carter added that there may be some money that gets transferred into the next fiscal year or the possibility of a need to make technical adjustments to the budget.

Vice Chair Schwartz expressed concern about time sensitive projects not getting the necessary amount of expert management attention and wanted to confirm that could be handled with the proposed amount.

Mr. Carter replied that what is being provided now are estimates and added that the feedback provided by the Board will be taken into account when the budget is presented to the Board.

Vice Chair Schwartz suggested that it would be helpful to have Mr. Carter's attention to facilitate communication between the different jurisdictions, attending council meetings, and drafting materials. Vice Chair Schwartz asked if Mr. Carter will be able to add that to his work load over the next six or seven months.

Mr. Carter replied that additional Staff has been added and he has started transitioning into a more administrative role. Mr. Carter stated that the budget to be presented to the Board will reflect that Mr. Carter is spending approximately half of his time on general administration and half on compost related items.

Vice Chair Schwartz asked for an estimate of what will be left in the organics reserve at the end of 15-16 if the Work Plan is adopted along with the items.

Mr. Carter estimated that the balance would be \$1.25 million.

### **Public Comment**

Ken Wells, LTF and Sierra Club Representative, stated that one of the omissions he noted in the Work Plan is that demolition debris comprised 20% of the waste going to landfill in 2014 is mostly recyclable and is a current issue. Mr. Wells shared that in speaking with the Redwood Empire Remodelers Association, there is confusion regarding the rules among the different cities in the county. Mr. Wells added that in past years there was a Work Plan item for a construction demolition debris program and added that the Agency Board put a draft ordinance together several years ago but it was never implemented. Mr. Wells added that contractors and recyclers would like to see consistency and added that the Agency Board is the only body that can look at things countywide and establish a program as provided by almost every county in the state. Mr. Wells stated it's a large part of the waste green and contributes greenhouse gas reduction emissions.

### **Board Discussion (continued)**

Mr. Mikus explained that Staff presents a draft Work Plan for feedback, modifies it, and bring it back to the Board the following month for final approval prior to drafting a budget. Mr. Mikus added that feedback is obtained from the Board again prior to reaching a final budget.

**Mr. Sawyer motioned to adopt the Staff recommendation along with the amendment suggested by Ms. Zane to examine the feasibility of uniform C&D rules. Ms. Harvey seconded the motion.**

**Vote Count:**

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

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

Ms. Zane commented that C&D is at 20% only because less than 300 permits were pulled in the last year, which is the lowest in seven years and added that normally it's 30% of the landfill. Ms. Zane shared that the materials are coming from the smaller jobs that are not mandated to recycle.

Ms. Harvey shared that Staff has looked at this multiple times, and added that she agrees that it's something that needs to be looked at again.

**11. Potential EPR or Diversion Programs**

Mr. Mikus stated that Karina Chilcott and Lisa Steinman, Agency Staff, will be talking about some additional waste diversion programs for the Board to consider in the future.

Ms. Steinman spoke regarding a potential satellite Household Hazardous Collection Waste Facility in the north county. Ms. Steinman explained that the current facility in Petaluma is more heavily utilized by residents living in close proximity and added that mobile services are being utilized countywide. Ms. Steinman pointed out that there has been interest from prior Board members to expand the current program with the addition of a satellite facility in the north part of the county. Ms. Steinman pointed out that there are many variations of HHW facilities ranging in construction costs from \$114,000 to \$2.3 million. Ms. Steinman added that a more detailed analysis can be provided on the expanded system, if the Board wishes to pursue an expansion of the current Household Hazardous Waste Collection Program through construction of an additional facility.

Ms. Steinman added that another potential program is the implementation of a countywide Pharmaceutical Ordinance requiring that pharmaceutical manufacturers manage their product waste. Ms. Steinman shared that such ordinances have been introduced in Alameda County, King County in Washington, and most recently in San Francisco. Ms. Steinman commented that it's likely similar ordinances will be introduced in California, since no State legislation has passed.

Ms. Steinman reported that on October 29<sup>th</sup>, 2014, the Russian River Watershed Association held a Safe Medicine Disposal Symposium, which brought together members of the community, local and other California governments to learn about and discuss issues surrounding Safe Medicine Disposal. Ms. Steinman added that there is interest by the above mentioned parties to explore the possibility of an ordinance in Sonoma County. Ms. Steinman stated that if the Board wishes, Staff will research other jurisdiction's costs in the developing of the ordinance and any associated costs related to legal actions.

Ms. Chilcott reported that a preliminary research of a ban on Polystyrene (Styrofoam) shows that San Jose, Mendocino County, and El Cerrito have or are in the process of implementing

Polystyrene bans targeting specifically food service Polystyrene. Ms. Chilcott pointed out that unlike the EIR required by the carryout bags ordinance, implementing a ban on EPS food service waste could be much simpler.

Ms. Chilcott reported that according to San Jose City Staff, the certification of their Negative Declaration was uncontroversial and there were no objections filed.

Ms. Chilcott stated that another program for consideration in a fluorescent lamp take-back program or ordinance. Ms. Chilcott commented that Sonoma County is lacking infrastructure opportunities for the public to properly recycle this waste. Ms. Chilcott stated that Agency Staff has experience with managing a fluorescent lamp collection program through a two year grant from PG&E. Ms. Chilcott stated that the grant supported residential fluorescent lamp take-back at twenty two retail and labor center locations throughout Sonoma County. Ms. Chilcott added that it cost \$25,000 to \$30,000 per year in disposal costs alone to support these stores. Ms. Chilcott pointed out that San Luis Obispo manages this waste by ordinance.

Ms. Steinman spoke regarding the state law requiring that all sharps waste be transported to a collection facility in a sharps container approved by the Local Enforcement Agency. Ms. Steinman stated that another potential program would be to expand residential drop off location for sharps by paying for disposal through a county wide ordinance. Ms. Steinman shared that the current opportunities for proper sharps collection in Sonoma County are limited to the Agency's Household Hazardous Waste Programs, three retailers/hospitals, and eight FDA approved mail-back option locations willing to accept sharps from the public.

Ms. Steinman shared that 2,275 pounds of sharps were collected through the Agency's Household Hazardous Waste Program in fiscal year 13-14. Ms. Steinman added that it is estimated that the majority of sharps are not being disposed of properly, and added that the most convenient disposal method would be for the public to return used sharps to the purchase locations. Ms. Steinman pointed out that existing or in progress ordinances include San Luis Obispo, Sacramento, as well as Tulare and Santa Cruz County.

Ms. Steinman stated that non-rechargeable household batteries and Construction and Demolition Debris (C&D) are additional challenging waste streams. Ms. Steinman stated that Agency Staff has been working with the California Product Stewardship Council (CPSC) and Call2Recycle, a battery recycler, to implement an interim battery take-back program until statewide legislation is passed. Ms. Steinman added that more information will be brought back before the Board at a later time.

Ms. Steinman reported that some of the proposed projects, such as the ordinances, could be implemented prior to the Agency's sunset, however, constructing and implementing a satellite HHW facility using potential grant funding, would only be possible by the Agency's existence beyond 2017. Ms. Steinman stated that the Staff report is a starting point for discussion and added that each item presented fits within the Agency's mission.

Ms. Steinman stated that it's recommended that the Board rate the list of projects in order of priority and direct Staff to incorporate working on one or more of the projects in Fiscal Year 15-16, to be included in the budget. Ms. Steinman pointed out that an alternative is for the Board to add one or more of the proposed projects or remove existing programs and use the revised project list for preparation of the 15-16 budget.

Ms. Fudge pointed out that fluorescent lights are not considered universal waste and asked how LEDs are being disposed of.

Ms. Steinman replied that according to the State, LEDs can be handled as a hazardous or universal waste. Ms. Steinman added that currently there are no universal waste recyclers taking that waste stream and pointed out that while LEDs could be handled as a hazardous waste in the meantime, they are not banned from the trash in California.

Ms. Fudge shared that the Town of Windsor will be conducting a study to remodel their corporation yard. Ms. Fudge pointed out that they already have an oil recycle site, located outside the gate. Ms. Fudge suggested conversation between corporate yard staff and Agency Staff regarding an opportunity for a household hazardous waste site open to the public inside the gate. Ms. Fudge suggested that it may help lower the cost of an HHW and suggested seeking more analysis and at least some discussion.

Ms. Zane stated that she would like to move the pharmaceutical ordinance to the top of the priority list. Ms. Zane pointed out that City of Santa Rosa Water Department and the Sonoma County Water Agency have spent over a quarter of a million dollars for this program since its inception in 2007. Ms. Zane added that while costly, it's been a very effective program. Ms. Zane added that it is the pharmaceutical company's responsibility to pay for the disposal.

Ms. Zane shared that Nate Miley is the Supervisor in Alameda County who put forward the Alameda County Ordinance. Ms. Zane shared that they are in their 3<sup>rd</sup> round with the 9<sup>th</sup> Circuit Court. Ms. Zane expressed that she believes this is a very important ordinance.

Vice Chair Schwartz stated that due to the JPA renewal, he is cautious about making countywide ordinances at this time.

### **Public Comment**

Laurie-Ann Barbour, Cotati Resident, stated she is in favor of a Polystyrene ordinance and added that Polystyrene is non-biodegradable, breaks into pieces and causes problems for animals. Ms. Barbour pointed out that there are alternatives for its uses.

Mr. Wells asked that the Board include the Polystyrene take-out container ban high on the Board's priority list and added that he would like to see an EPR on packaging in general. Mr. Wells pointed out that a Polystyrene ordinance is straight forward and models after the single use bag ban.

Liz Bortolotto stated her support for a ban on Polystyrene and shared some of the risks known by workers handling the material. Ms. Bortolotto shared that there is difficulty with Polystyrene at a Federal level and added that it is something that can be easily done at a local level.

### **Board Discussion (continued)**

Mr. Sawyer asked for a timeline for the proposed programs, as he would like to obtain his Council's feedback.

Mr. Mikus replied that would depend on the items selected, as there is a huge range of effort that would be involved. Mr. Mikus added that once priority was to be determined, conversation could follow regarding money involved. Mr. Mikus suggested including some effort in this year's work

plan to start laying the ground work for one or two items to determine what the planning effort would require. Mr. Mikus stated that a suggested pharmaceutical ordinance seems to have community support.

Mr. Sawyer shared that he would personally like to see Styrofoam go away and highlighted the importance of the pharmaceutical ordinance.

Mr. Mikus responded that if one or two items were selected, the Agency would start a planning effort and establish a budget. Mr. Mikus pointed out that while the bag ban didn't move as quickly, waiting until court cases were resolved was cost effective. Mr. Mikus added that while it is unknown when the Alameda court case will be resolved, it will provide some clarity.

Ms. Zane recommended that Agency Staff speak with Alameda County Supervisor Nate Miley, as she believes that could expedite the ordinance. She added that Mr. Miley has been spearheading this. Ms. Zane shared that the pharmaceutical industry mark-up is 200 to 700 percent, therefore they could afford it.

Ms. Harvey expressed her support for the pharmaceutical and Polystyrene ordinances. Ms. Harvey added that having reviewed the R3 report, she would like to see something in northern county to help with hazardous waste collection.

Vice Chair Schwartz stated he is concerned about taking numerous issues to his council in the next seven or eight months and added that he would prefer to only take one issue to them.

Vice Chair Schwartz proposed asking Staff to include a proposal outlining the cost for assessing options for a Household Hazardous Waste Facility in North County and addressing Polystyrene in the Work Plan. Vice Chair Schwartz asked that Staff report back news on the court resolution and any discussions with Supervisor Miley in Alameda County.

Mr. Mikus asked for confirmation that Staff is being asked to budget for a planning effort and added that he did not plan on asking for decisions being made by members within the next six months.

**Vice Chair Schwartz asked that be brought back for approval at the next meeting as part of the budget process and proposed to move forward the three items. Ms. Zane seconded the motion.**

**Vote Count:**

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

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

## **12. Appointment of Interim Agency Counsel**

Mr. Mikus announced that after service since 2005, Ms. Coleson has resigned as Agency Counsel. Mr. Mikus added that Ms. Coleson's firm has provided a notice of termination within 30 days. Mr. Mikus shared that Ms. Coleson notified the Board in advance, allowing the Agency time to seek

new Agency Counsel. Mr. Mikus added that the Board Executive Committee has gone through an interview process and a decision has been made regarding new Agency Counsel.

*Mr. Sawyer left at 10:56 a.m.*

Vice Chair Schwartz stated that the interviews were conducted on February 17, 2015 via telephone by Ms. Fudge and himself due to the unavailability of the full executive committee. Vice Chair Schwartz shared the recommendation for Ethan Walsh, Best Best and Krieger LLP, to be selected as Agency Counsel, and added that the reason for his selection is largely due to Mr. Walsh's collaborative nature. Vice Chair Schwartz proposed conversation regarding whether that should be an interim or permanent appointment. Vice Chair Schwartz asked the Board to take a look at Mr. Walsh's background in the proposal provided by Best Best & Krieger handed out at the meeting. Vice Chair Schwartz announced that there are copies available for the public as well.

Ms. Fudge added that two different people were interviewed and it was a unanimous decision to select Mr. Walsh. Ms. Fudge shared that Mr. Walsh provided direct answers and specific examples to questions. Ms. Fudge shared that the interview panel was pleased with the qualifications of Christopher Diaz, as a back-up to Agency Counsel, and the qualifications of the firm. Ms. Fudge added that Mr. Diaz has a strong background in the California Environmental Quality Act.

Vice Chair Schwartz noted that he spoke with one of the attorneys for one of the jurisdictions on February 17, 2015, and was told it is unusual to have a counsel selection committee outside the full Board process. Vice Chair Schwartz added that the committee followed the direction provided by the full Board in December. Mr. Schwartz explained that the direction was to identify and recommend candidates and pointed out that there are not a lot of potential candidates due to potential conflicts of interest. Mr. Schwartz added that the direction was to make an interim appointment and added that the Board can make this a permanent appointment and explained that the contract is similar to the current one; which allows the Board to terminate the contract within notice.

Mr. Salmi shared that Mr. Walsh was his City Attorney when he was in Rio Vista and added that he supports appointing Mr. Walsh on a permanent basis.

Ms. Fudge and Vice Chair Schwartz thanked Ms. Coleson for her years of service.

### **Public Comment**

None.

### **Board Discussion (continued)**

Mr. Schwartz stated that he would like to bring Mr. Walsh on board as soon as the contract is signed so that Mr. Walsh can build relationships, support everyone, and to allow for transition time. Mr. Schwartz stated he would like to approve the contract and suggested using the blended rate provided in the proposal. Mr. Schwartz asked that the contract include identical termination clauses as the current contract, and added he would like to add a requirement for an annual review with the Board, as well as a six month review at the Board's request.

**Mr. Schwartz motioned to make the Agency Legal Counsel a permanent appointment and Mr. Bob Cox, City of Cloverdale, seconded the motion.**

**Vote Count:**

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

AYES -7- NOES -0- ABSENT -3- ABSTAIN -0-

**13. Attachments/Correspondence:****13.1 Reports by Staff and Others:****13.1.a February and March 2015 Outreach Events**

Mr. Mikus pointed out the February and March Outreach calendar with the weekly community toxic collections, monthly e-waste events, and additional events.

**Public Comment**

None.

**14. Boardmember Comments**

Vice Chair Mr. Schwartz commented that according to previous comments made by Chair St. John, the interest is in having a more robust timeline for site construction in the Work Plan, assuming the site selection proceeds. Mr. Schwartz stated that he would anticipate some direction at the next Board meeting for a detailed robust plan with definitive timelines about things like JPA renewal, contracts and financing.

**15. Staff Comments**

Mr. Carter reminded the Board that the 700 Forms are due by April 1<sup>st</sup>.

Ms. Steinman shared that a new hazardous waste Bill, AB 45, has been introduced and added that the Agency will be providing the Board with further information on the Bill.

Ms. Mikus added that item has a quick timeline, therefore an email will be sent out to the Board.

Ms. Steinman stated that there is not a lot of information in the Bill at this time, but it would establish curbside pickup for household hazardous waste. Ms. Steinman added that local government is concerned as to who will be funding this and how it would affect EPR programs.

**16. Next SCWMA meeting: March 18, 2015****17. Adjourn**

The meeting was adjourned at 11:05 am.

Submitted by

Sally Evans



Agenda Item #: **6.3**  
Cost Center: **Organics**  
Staff Contact: **Mikus**  
Agenda Date: **3/18/2015**

ITEM: **Compost Zero Discharge Plan Update**

**I. BACKGROUND**

At the August 20, 2014 meeting the Board decided to continue with implementation work on the Compost Wastewater Zero Discharge Plan that was submitted to the NCRWQCB July 11, 2014, and to not completely shut down the compost facility by beginning total outhaul of organic materials.

**II. DISCUSSION**

Rain: Since the last report to the Board regarding the compliance and effectiveness of the Zero Discharge Plan, there was no measurable rain at the compost facility, covering the most recent 30 day period. Thus the total rainfall for this winter has remained at 20.5 inches.

**No discharge of compost storm contact water occurred in February or thus far in March.**

Since the February 12, 2015 report, an additional 768,040 gallons of water have been hauled away for treatment. This was the remaining water left in the pond from the early February storms, and was taken to the Laguna WWTP (Santa Rosa). The total amount of water hauled this season is 6,935,510 Gallons.

Footprint Reduction: Incoming organics materials from December 2014 through early January 2015 were of a level where no outhaul was required. Warmer weather resulted in an increase of incoming materials, and outhaul of a small daily amount resumed in mid January. Since then outhaul has been 1,240 tons.

**III. FUNDING IMPACT**

Funding for this project is drawn from the Organics Reserve. Costs for pumping, hauling, and disposal of compost contact water this fiscal year, not including the costs not yet billed for February, are \$351,441.74.

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

No action required.

**V. ATTACHMENTS**

March 2015 Monthly Zero Discharge Report to NCRWQCB

Approved by: \_\_\_\_\_  
Henry J. Mikus, Executive Director, SCWMA



Date: March 11, 2015

To: North Coast Regional Water Quality Control Board

From: Henry J. Mikus, SCWMA Executive Director

### **Monthly Progress Report for the SCWMA Compost Facility Zero Discharge Plan March 2015**

As delineated in the "Compost Wastewater Zero Discharge Plan" (the Plan) submitted to the North Coast Regional Water Quality Control Board (NCRWQCB) on July 11, 2014, SCWMA will submit monthly progress reports about work accomplished in accordance with the Plan.

#### **Section 2 New Compost Site Selection & Development:**

- CH2M Hill has completed their review of the new compost site EIR, which will be presented to the SCWMA Board at their March 18, 2015 meeting. The Board will discuss whether the Final EIR needs to be revised or recirculated. If recirculation is determined to be the best course of action, the date for completion would be July 2015, while revision would take substantially less time.

#### **Section 3 Interim Component: Footprint Reduction Measures:**

- The compost facility has been operating with the 18% working footprint reduction, as detailed in the Plan. This has reduced the amount of compost contact storm water generated by the facility.
- Partial overhaul of incoming raw materials to accommodate the lowered throughput capacity from the footprint reconfiguration resumed during the latter part of January 2015. Since overhaul resumed, the amount has been 1,240 tons.

#### **Section 4 Interim Component: Increased Interim Storage – Expand Existing Ponds:**

- Over the most recent 30-day period, no rain storms occurred with any measurable rainfall.
- No discharge of compost site storm contact water occurred.
- As a new interim component to increase the compost site ability to capture and store storm contact water, SCWMA is having engineering and permit work performed to construct a second storage pond.
  - Once details are settled, the Zero Discharge Plan will be revised to include this second pond.
  - The pond is expected to have storage capacity of 3 MG.
  - The proposed pond will be at the east end of the compost facility, directly adjacent to the current 2 MG pond.
  - The current and proposed pond will be connected by suitably-sized pipes and pumps to allow transfer of water between ponds.
  - The total capacity of both ponds, 5 MG, is expected to be sufficient to hold the water from a 100 year, 24 hour storm, generated from the reduced 19 acre compost site footprint.

#### **Section 5 Interim Component: Pump and Truck Measures:**

- Since the last report, 768,040 gallons of water from the pond were pumped and hauled to the Laguna treatment plant. This water was what remained in the pond from the early February storms, and was hauled for treatment since the last Zero Discharge Plan Report.

- The total water used or treated this winter rain season is 6,935,510 gallons (6,167,470 gallons total through last month's report + the 768,040 gallons taken from the since the last report).

**Section 6 Interim Component: Water Quality Measures:**

- The sedimentation traps, and straw wattles at the low end of the windrows, are still in place and available for any future rain events.

**Section 7 Testing and Reporting:**

- Draft recommendations for enhancements to the MRP sampling and testing protocols are done, and are undergoing legal review.



Agenda Item #: 7  
Cost Center: Organics  
Staff Contact: Mikus  
Agenda Date: 3/18/2015

## ITEM: Compost New Site Selection Process Update Report

### I. BACKGROUND

The Agency Board directed staff to return at the March 18, 2015 meeting with information which the Board would use to further the new compost site selection process. The request included additional engineering information, a response from the County regarding whether the new compost site would be made available by the County, the cost of the Agency's use of the Central Disposal Site for a new compost site, and a timeline for beginning operations of the new site.

### II. DISCUSSION

Tetra Tech BAS has been performing the requested engineering analysis of a new compost facility at the Central Disposal Site. An uncertainty regarding the accuracy of cost of aerated static pile was discussed at the February 18, 2015 meeting, and Tetra Tech has been contacting manufactures of such systems to determine a more accurate range of costs for these systems. When the above information is obtained, Tetra Tech will refine the cost estimates for the site.

Tetra Tech is also developing requested engineering detail including a phasing plan for construction, schematics for composting bunkers with mechanic and structural details, sections for metal roofing structures, material sections for asphalt pavement and concrete, architectural elevations for the processing buildings, design parameters for the negative air system in the processing buildings, sizing the detention basin and conceptual drainage system, and developing alternative facility layouts. Additionally, Tetra Tech is reviewing the compost facility permit requirements and is working with staff in reviewing available funding mechanisms. The target for completion of the Tetra Tech work, other than complete preparation of a full design/build set of plans, is April.

On December 23, 2014, at the Board's direction, Agency staff sent a letter to the County Administrator requesting among other issues, the County's willingness to allow the Agency to build a new compost facility at the Central Disposal Site, and if so, at what cost. The County Administrator responded on March 4, 2015 indicating that the Board of Supervisors was supportive in concept of a compost facility located at the Central Disposal Site, but acknowledged the site selection process rests with the Agency Board, and since the site selection and the Agency's future have not yet been decided, the Board was not prepared to take a position on how any new facility is constructed or operated at that time.

The County Administrator did provide basic terms the Board would minimally require in any future license agreement with the Agency for operation of the future compost facility at the Central Disposal Site. These terms included the fees for the use of the land, which staff has summarized in the table below, a maximum term of 25 years, requirement of significant insurance, indemnity,

and defense protections in favor of the County from the Agency and any subcontractor, separate permits and infrastructure from the rest of the landfill operations at the site (excluding access roads), and that all utilities will be paid by the Agency.

Year	Tons	Rate	Annual	Cumulative
1	90,000	\$1.50	\$135,000	\$135,000
2	95,000	\$1.50	\$142,500	\$277,500
3	100,000	\$1.50	\$150,000	\$427,500
4	105,000	\$1.50	\$157,500	\$585,000
5	110,000	\$1.75	\$192,500	\$777,500
6	115,000	\$1.75	\$201,250	\$978,750
7	120,000	\$1.75	\$210,000	\$1,188,750
8	125,000	\$1.75	\$218,750	\$1,407,500
9	130,000	\$1.75	\$227,500	\$1,635,000
10	135,000	\$2.00	\$270,000	\$1,905,000
11	140,000	\$2.00	\$280,000	\$2,185,000
12	145,000	\$2.00	\$290,000	\$2,475,000
13	150,000	\$2.00	\$300,000	\$2,775,000
14	155,000	\$2.00	\$310,000	\$3,085,000
15	160,000	\$2.25	\$360,000	\$3,445,000
16	165,000	\$2.25	\$371,250	\$3,816,250
17	170,000	\$2.25	\$382,500	\$4,198,750
18	175,000	\$2.25	\$393,750	\$4,592,500
19	180,000	\$2.25	\$405,000	\$4,997,500
20	185,000	\$2.50	\$462,500	\$5,460,000
21	190,000	\$2.50	\$475,000	\$5,935,000
22	195,000	\$2.50	\$487,500	\$6,422,500
23	200,000	\$2.50	\$500,000	\$6,922,500
24	200,000	\$2.50	\$500,000	\$7,422,500
25	200,000	\$2.75	\$550,000	\$7,972,500

Staff prepared the table above to put the County's financial terms into perspective. It is staff's assumption that the additional \$1.50 (with escalators of \$0.25 every five years) per ton required by the County will be in addition to the County's concession payment imposed on wood waste and yard debris from the Master Operations Agreement. The County has indicated that these fees would be used to defray costs borne by the County for the Agency's operation at the Central Disposal Site.

Agency staff notes that after 25 years under the scenario of beginning with 90,000 tons per year of compost feedstock and growing by 5,000 tons per year, the cost of the lease alone would be nearly \$8 million. The operational footprint at the Central Disposal Site for the compost facility (excluding access roads) would be approximately 25 acres. For comparison, Site 40 consists of nearly 390 acres, which while the site was advertised for sale had an asking price of \$6.4 million.

The County acknowledged that Republic has an obligation to provide a cost proposal for operations of a compost facility under the terms of the Master Operations Agreement, and will ask Republic to do so once that agreement is effectuated, however, the County Administrator expects that such a site would need to be fully permitted and designed by the Agency before Republic will be in a position to provide final pricing terms.

Staff was also directed to provide a timeline of future milestones leading up to the operation of a new compost site. That timeline is presented below.

Timeline:

- Certify Final EIR – April 15, 2015
- Select Site – May 20, 2015
- Negotiate Purchase/Lease of Selected Site – May 20, 2015
- Submit Solid Waste Permit Application to Local Enforcement Agency – May 20, 2015
- Decide Upon Future of Agency – Fall 2015
- Begin Procurement Process to Construct New Site – Fall 2016
- Begin Operations at New Site – Late Fall 2016

### **III. FUNDING IMPACT**

These analyses are funded by the Organics Reserve. All current tasks are within appropriations limits.

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

Staff recommends that project continue with the next decision point for the Board to occur in April.

### **V. ATTACHMENTS**

Letter from County Administrator, dated March 4, 2015

Approved by: \_\_\_\_\_

Henry J. Mikus, Executive Director, SCWMA



## OFFICE OF THE COUNTY ADMINISTRATOR

### COUNTY OF SONOMA

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**Christina Rivera**  
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**Rebecca Wachsberg**  
INTERIM DEPUTY COUNTY ADMINISTRATOR

March 4, 2015

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

VIA E-MAIL ONLY

[henry.mikus@sonoma-county.org](mailto:henry.mikus@sonoma-county.org)

Re: Proposed New Compost Site at Central and SCWMA Renewal

Dear Henry, *Hi!*

I am writing in response to your December 23, 2014 letter regarding the proposed new Compost Site at Central Landfill Property and the JPA Renewal and your subsequent request for information on the future of the Household Hazardous Waste Facility. Below are the answers to the questions you asked.

**1. Does the County support the renewal of the SCWMA for after February 2017?**

The County Board of Supervisors has not yet made any decision regarding the extension or renewal of the SCWMA Joint Powers Agreement (JPA). We believe the JPA has successfully run a number of programs that are done best collectively by all the member agencies.

That said, the County Board of Supervisors intends to have an open public discussion of the pros and cons of continuing the JPA taking in to account the concerns of the other members of the JPA. The Board is interested in what the cities want in terms of an extension and/or alternative service delivery models for the various programs operated by the JPA. We anticipate the discussion will include review of alternate models of delivering one or more of the current programs including long-term operations of the Compost program. We will also want to discuss the continued staffing of the Agency with County employees and the use of the Central Disposal Site for any Agency programs.

**2. Is it still the County's intent to have the proposed new compost site location at Central available for the SCWMA to build a new compost facility?**

While the County Board of Supervisors is supportive of the concept of the new compost facility being located on the Central Landfill property, the site selection process rests with the SCWMA Board. As stated above, the Board of Supervisors has not made any decision regarding the JPA extension, including what programs should be overseen by the JPA after 2017. Therefore, the County is not prepared to take a position on how any new facility is constructed or operated until further information is provided concerning the alternative service delivery models.

3. If so, what are the conditions attached to such use of the proposed site?
4. Would the current rent-free arrangement continue, or would the County contemplate assessing rent for the property use?

These questions relate to the terms and conditions the County will require, should the Agency be extended and continue long term as the operator of the Compost Program. While the future of the SCWMA is undecided, we are providing terms to assist with the financial comparison of alternative compost sites.

Following are the basic terms the Board would minimally require in any future license agreement with the Agency for operation of the future compost facility at the Central Disposal Site:

- Fees for Use of the Land – Fees to be \$1.50 per ton of green and wood waste accepted at the new Compost Facility to be increased by \$0.25 every 5 years.
- Maximum Term – 25 year operational term plus some initial term for site development
- Environmental Protections – significant insurance, indemnity and defense protections in favor of the County from the Agency and any subcontractor.
- Separate Permits and Infrastructure – no shared infrastructure with landfill; Agency must obtain its own permit without the County being on any of the permits. It is acknowledged that access roads will be shared. This condition is primarily about environmental control systems. All Utilities will be paid for by the SCWMA.

I understand that the Agency Board has asked the County to request a cost proposal from Republic Services under the terms of the Master Operations Agreement for Republic to operate a composting program at the Central Landfill. As soon as the Master Operations Agreement is effectuated, the County will ask Republic to do so. Until a site is fully permitted and fully designed by the Agency, it is unlikely that Republic will be in a position to provide final pricing terms. We will ask.

#### **5. Household Hazardous Waste:**

You have also requested that the County let the Agency know whether it would allow the Agency to continue to use the Household Hazardous Waste facility site rent-free if the Agency is extended or if the County would charge the Agency for the continued use of the site after February 2017. You have indicated that the Agency needs this information so that the cities can consider it when they are considering the underlying question of whether to extend the Agency and if so, which programs should continue under the Agency. For purposes of assisting the Agency's analysis of alternative service delivery models, we have been authorized to provide the following basic terms the Board would minimally require in any future license agreement with the Agency for continued operation of the HHW program at the Central Disposal Site:

- Land Rent – Land rental fee to be \$0.50 per sq. ft. per year, based upon 40,000 sq. ft. Initial annual rental fee equals \$20,000 to be paid in equal monthly installments. Rental shall be inflated at 3% each year on the anniversary date.
- SCWMA shall complete prior schedule of payments under the existing license that are intended to reimburse the County for the construction cost of the facility.

Henry Mikus, Executive Director

Re: Proposed New Compost Site at Central and SCWMA Renewal

March 4, 2015

Page 3

- Maximum Term – 25 years.
- Environmental Protections – significant insurance, indemnity and defense protections in favor of the County from the Agency and any subcontractor. These would include negotiating acceptable terms to the County on future “generator or arranger liability” under CERCLA and other environmental regulations.
- Separate Permits and Utilities – Agency must obtain its own permits without the County being on any of the permits and pay for costs of all utilities.

I hope this information assists you and the Agency with the decision making processes. The County is dedicated to working with its sister agencies towards implementing the shared goals developed through the Solid Waste Advisory Group process, and scores of meetings, which include:

- Increasing waste diversion/recycling;
- Re-opening and maintaining an In-County landfill to end reliance on outhaul exports of Sonoma County trash;
- Establishing a new In-County Regional Compost Facility, for increased diversion of organic materials; and
- Operating all Resource, Recovery, Recycling and Disposal Facilities in a manner that is protective of the environment.

Please do not hesitate to call or email me if you have any questions or concerns. Susan Klassen, Director of Transportation and Public Works, is also available to assist.

Sincerely,



Veronica A. Ferguson  
County Administrator

c: Chairwoman Susan Gorin, Sonoma County  
Supervisor Efren Carrillo, Sonoma County  
Supervisor Shirlee Zane, Sonoma County  
Supervisor James Gore, Sonoma County  
Supervisor David Rabbitt, Sonoma County  
Paul Cayler, Cloverdale City Manager  
Damien O’Bid, Cotati Interim City Manager  
David Mickaelian, Healdsburg City Manager  
John Brown, Petaluma City Manager  
Darrin Jenkins, Rohnert Park City Manager  
Sean McGlynn, Santa Rosa City Manager  
Larry McLaughlin, Sebastopol City Manager  
Carol Giovanatto, Sonoma City Manager  
Linda Kelly, Windsor City Manager



Agenda Item #: **8**  
Cost Center: **All**  
Staff Contact: **Mikus, Carter**  
Agenda Date: **3/18/2015**

ITEM: **New Compost Site EIR Review**

**I. BACKGROUND**

The process for evaluating and selecting a site for constructing and operating a new compost facility has been lengthy and detailed. To conform with CEQA requirements, an EIR was prepared evaluating multiple sites identified during an earlier series of site-related studies tasked with identifying suitable and available locations.

The Draft EIR was first presented to the SCWMA Board in January 2012. More work on the Draft EIR was done, and the document was recirculated in October 2012. The Final EIR was presented to the SCWMA Board in April 2013, although the Final EIR has yet to be certified. Among the locations studied, two sites became the choices as most viable: a proposed location at the County's Central Landfill property, and an agricultural parcel east of Petaluma identified as "Site 40". The EIR identified the Central Site Alternative as the environmentally preferred alternative.

Subsequently, the SCWMA Board asked staff to compile data related to financial and practical considerations to aid in evaluating and selecting a site. This evaluative process resulted in a consulting engineering firm doing a preliminary site design to a detailed enough level to verify the site capacity and to develop construction costs for the environmentally preferred site; the engineer's report was presented to the SCWMA Board in October 2014. Based on new information related to the site from the preliminary design the SCWMA Board asked that the EIR be updated to incorporate this information, and possibly be recirculated. The two major areas of change as set forth in the preliminary design are environmental enhancements: roofing the work areas to eliminate storm contact water and enclosing the processing buildings to improve odor management.

At the November 19, 2014 Board meeting, the consulting firm CH2M HILL was confirmed to perform the work. CH2M HILL was tasked with reviewing the EIR based on the new preliminary design information to determine whether the changes were significant enough to warrant recirculation. CH2M HILL also was asked to perform basic completeness reviews of EIR sections that were not impacted by the design alterations, so as to provide some surety the EIR was complete and current.

**II. DISCUSSION**

The general review of the Draft EIR, Recirculated Draft EIR, and Final EIR was performed examining air quality, biological resources, cultural resources, land use and agriculture, noise, public service and utilities, and traffic and transportation. The more in-depth review was done for the subjects of hydrology and water quality, and aesthetics (including visual impacts).

The report concludes that the proposed changes in design either result in no changes to the impact analysis as presented in the EIR, or in improved/reduced impacts. Specifically, the report

concludes that the water impacts are improved via the addition of roofing while not causing any adverse aesthetic impacts such as visual changes. Similarly, the report shows that the odor management changes are also an improvement without adverse consequences.

### **III. FUNDING IMPACT**

The work done by CH2M HILL was performed within the project budget.

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

Staff recommends the Board accept the CH2M HILL report, and direct staff to return at the April 2015 Board meeting to discuss Board certification of the Final EIR.

### **V. ATTACHMENTS**

Original Project Scope of Work  
CH2M HILL Report of EIR Review

Approved by: \_\_\_\_\_  
Henry J. Mikus, Executive Director, SCWMA



October 27, 2014

**Scope of Work**  
**New Compost Facility Review of Final EIR**

**Background:**

SCWMA is a Joint Powers Authority serving the 9 cities plus the unincorporated areas of Sonoma County as a regional entity working on waste diversion plus solid waste planning & reporting. A major program is operation of a large organics material composting facility. For some time, SCWMA has been working to select a site for and construct a new compost facility. To this end an EIR has been prepared. Two possible sites were determined to be most likely, and analyzed to the same full project level.

The Draft EIR was first presented to the SCWMA Board in January 2012. More work on the Draft EIR was done, and the document was recirculated in October 2012. The Final EIR was presented to the SCWMA Board in April 2013.

Subsequently, the SCWMA Board asked staff to compile data related to financial and practical considerations to aid in evaluating and selecting a site. This evaluative process resulted in a consulting engineering firm doing a preliminary site design to a detailed enough level to verify the site capacity and construction costs for the environmentally preferred site; the engineer's report was presented to the SCWMA Board in October 2014. Based on new information related to the site from the preliminary design the SCWMA Board asked that the EIR be updated to incorporate this information, and possibly be recirculated. Due to related time constraints, the Board wishes this work to be done as expeditiously as practical.

**Scope of Work:**

- A. Incorporate the following new information and factors:
  - 1. A fully roofed work area.
  - 2. Fully enclosed receiving and initial processing buildings, done to work at negative air pressure.
  - 3. Different footprint and elevation of site
  - 4. Addition of retail area
  - 5. Storm contact water discussion
- B. Brief review of other key EIR elements
- C. Recirculation if required

# **Review of Changes to Central Site Alternative for Sonoma County Waste Management Agency Compost Facility**

Prepared for  
**Sonoma County Waste Management Agency**

March 2015

**CH2MHILL®**

155 Grand Avenue  
Suite 800  
Oakland, CA 94612

# Summary

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Sonoma County Waste Management Agency (SCWMA) has prepared documentation under the California Environmental Quality Act (CEQA) to assess the environmental effects of the construction of a new compost facility in Sonoma County that would replace the existing composting facility at the Central Disposal Site. A Draft Environmental Impact Report (DEIR) that evaluated the potential effects on the environment of three project alternatives was released for public review in December 2011. A Recirculated Draft Environmental Impact Report (RDEIR) was released in October 2012 to review changes in one of the alternatives, the Central Site Alternative. The Final Environmental Impact Report (Final EIR) was prepared with responses to comments on both the DEIR and RDEIR and was presented to the SCWMA Board in April 2013. Subsequently, the Board directed staff to evaluate options to reduce or eliminate compost contact stormwater from the Central Site Alternative.

SCWMA proposes several changes to the Central Site Alternative:

- The pre-processing areas will be fully enclosed to eliminate stormwater contact with the materials and to reduce odor potential.
- Metal “pole barn” structures with roofs and open sides will be placed over the compost piles to eliminate stormwater contact with the compost.
- The total quantity of soil that would be handled would increase from approximately 727,000 cubic yards to approximately 750,000 cubic yards, with the base elevation of the compost site lowering by approximately 10 to 20 feet. Most of the excavation will be performed by the landfill operator as part of landfill operations, whether or not the compost project is implemented.

CEQA Guidelines Section 15088.5 require that a lead agency “recirculate an EIR when significant new information is added to the EIR after public notice is given of the availability of the draft EIR for public review under Section 15087 but before certification.” Significant new information that would require recirculation includes:

- A new significant environmental impact would result from the project or from a new mitigation measure proposed to be implemented. (15088.5[a][1])
- A substantial increase in the severity of an environmental impact would result unless mitigation measures are adopted that reduce the impact to a level of insignificance (15088.5[a][1])
- A feasible project alternative or mitigation measure considerably different from others previously analyzed would clearly lessen the environmental impacts of the project, but the project’s proponents decline to adopt it (15088.5[a][1])

Based on the analysis contained in this report, no new significant impacts, no substantial increase in the severity of any impact included in the RDEIR, and no new mitigation measures would result from the revisions to the Central Site Alternative. The revisions are expected to reduce the severity of some impacts described in the RDEIR, especially impacts associated with stormwater quality. In this case, the Central Site Alternative would continue to be the environmentally preferred alternative as determined in Section 4.11 of the RDEIR.

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# Acronyms and Abbreviations

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AB 939	California Integrated Waste Management Act of 1989
ASP	aerated static pile
BAAQMD	Bay Area Air Quality Management District
CEQA	California Environmental Quality Act
CNDDDB	California Natural Diversity Database
DEIR	Draft Environmental Impact Report
DEM	digital elevation model
Final EIR	Final Environmental Impact Report
GHG	greenhouse gas
HVAC	heating, ventilation, air conditioning
IESNA	Illuminating Engineering Society of North America
mg/kg	milligrams per kilogram
RDEIR	Recirculated Draft Environmental Impact Report
RCSI	Report of Composting Site Information
ROG	reactive organic gas
SCWMA	Sonoma County Waste Management Agency
SWRCB	State Water Resources Control Board
USGS	United States Geologic Survey
WDRs	Waste Discharge Requirements

# Introduction

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## 1.1 Background

Sonoma County Waste Management Agency (SCWMA) previously prepared a Draft Environmental Impact Report (DEIR) under the California Environmental Quality Act (CEQA) to assess the environmental effects of the construction of a new compost facility in Sonoma County that would replace the existing composting facility at the Central Disposal Site. The DEIR evaluated the potential effects on the environment of three project alternatives known as Site 5A, Site 40, and the Central Site. The DEIR was released for public review in December 2011.

Comments on the DEIR included the results of engineering and processing reviews of the potential capacity at the Central Site Alternative. In the 2011 DEIR, the Central Site Alternative was analyzed to only have the capacity to process approximately 110,000 tons of incoming feedstock materials per year, an insufficient quantity to meet the project goal of 200,000 tons per year. One comment letter indicated that 200,000 tons per year could be processed at the Central Site Alternative through the use of cutting edge technologies that would allow for additional tons of materials to be composted on less space than with traditional windrow or other aerated static pile composting processes. Per CEQA Guidelines Section 15088.5, a lead agency is required to recirculate a Draft EIR, prior to certification, when “significant new information” is added to the EIR after the public review period begins. SCWMA determined that changes to the Central Site Alternative would constitute significant new information and prepared a Recirculated Draft Environmental Impact Report (RDEIR) to evaluate potential impacts of the revised approach.

The RDEIR was released for public review in October 2012. The RDEIR provided a partial recirculation of only the chapters and sections that changed as a result of the changes to the Central Site Alternative. The RDEIR indicates that, with these changes, the Central Site Alternative meets all project objectives and is the environmentally preferred alternative. The Final Environmental Impact Report (Final EIR) was prepared with responses to comments on both the DEIR and RDEIR and was presented to the SCWMA Board in April 2013. Subsequently, the Board directed staff to evaluate options to reduce or eliminate compost contact stormwater from the Central Site Alternative.

SCWMA is currently proposing additional changes to the Central Site Alternative as it was included in the 2012 RDEIR. These changes are intended to improve the management and quality of stormwater on the project site through elimination of compost contact stormwater. In addition, Sonoma County, in preparing for the reopening of the Central Disposal Site and establishing a Master Operations Agreement, determined that it will be excavating from the proposed composting site approximately 590,000 cubic yards of soil for storage and used at the landfill for ongoing operations and future uses.

## 1.2 Purpose of Report

As noted above, CEQA Guidelines Section 15088.5 required that a lead agency “recirculate an EIR when significant new information is added to the EIR after public notice is given of the availability of the draft EIR for public review under Section 15087 but before certification.” Significant new information that would require recirculation includes:

- A new significant environmental impact would result from the project or from a new mitigation measure proposed to be implemented. (15088.5[a][1])
- A substantial increase in the severity of an environmental impact would result unless mitigation measures are adopted that reduce the impact to a level of insignificance (15088.5[a][1])

- A feasible project alternative or mitigation measure considerably different from others previously analyzed would clearly lessen the environmental impacts of the project, but the project's proponents decline to adopt it (15088.5[a][1])

The purpose of this report is to evaluate the proposed revisions to the Central Site Alternative and determine if any of the conditions that would require recirculation are met. The RDEIR used the same baseline conditions as the DEIR for the environmental impact analysis in order to allow comparison to the other DEIR alternatives. The evaluation in this report similarly assumed the same baseline conditions. Information on the proposed revisions to the Central Site Alternative was obtained from the following sources:

- TetraTech BAS letter to SCMWA, "West Canyon Compost Facility - Technical Analysis and Engineering Services for the Central Site," dated October 8, 2014
- Bryan A. Stirrat Associates Cost Estimate for Sonoma Landfill West Canyon Compost Facility, October 15, 2014
- Clements Environmental Corporation, *Sonoma County Compost Facility Capacity and Design Study*, prepared for SCWMA, October 2014
- SCWMA *Compost Wastewater Zero Discharge Plan*, July 2014
- Central Proposed Site Engineering Report from SCMWA October 15, 2014 Board Meeting
- Illustrations of plan view layout and typical roofing provided by SCWMA staff
- Phone conversations with SCWMA staff

## 1.3 Conclusions

Based on the analysis contained in this report, no new significant impacts, no substantial increase in the severity of any impact included in the RDEIR, and no new mitigation measures would result from the revisions to the Central Site Alternative. The revisions are expected to reduce the severity of some impacts described in the RDEIR, especially impacts associated with stormwater quality. In this case, the Central Site Alternative would continue to be the environmentally preferred alternative as determined in Section 4.11 of the RDEIR.

## 1.4 Organization of Report

Section 2 of the report describes the revisions to the Central Site Alternative compared to the alternative as described in the RDEIR.

Sections 3 through 11 address each of the resource chapters in the RDEIR; identify the revisions to the Central Site Alternative that could affect the RDEIR impact analysis; and identify any changes to the environmental evaluation and conclusions that could result. These sections consist of:

- Section 3: Air Quality
- Section 4: Biological Resources
- Section 5: Cultural Resources
- Section 6: Hydrology and Water Quality
- Section 7: Land Use and Agriculture
- Section 8: Noise
- Section 9: Public Services and Utilities

- Section 10: Traffic and Transportation
- Section 11: Aesthetics

# Revisions to the Central Site Alternative

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The Central Site Alternative is described in Chapter 4 of the Recirculated Draft EIR (Environmental Science Associates [ESA], 2012), with references to some project description information in the Draft EIR. This section describes the proposed revisions to the Central Site Alternative as described in these documents. Project description information not addressed here remains unchanged from what is included in the DEIR and RDEIR. The Central Site Alternative location is shown in Figure 2-1 and the vicinity of the Central Site Alternative is shown in Figure 2-2.

## 2.1 Changes in Excavation

The Central Site Alternative as described in the RDEIR includes leveling the proposed composting facility area by cutting approximately 421,000 cubic yards of soil and filling with approximately 306,000 cubic yards of the excavated soil. The excess of soil would be used at the adjacent landfill site for ongoing operations. The total quantity of soil that would be handled is approximately 727,000 cubic yards.

Since the 2012 RDEIR, the application for re-opening the landfill states that the landfill operator will be excavating from the composting site approximately 590,000 cubic yards of soil, most of which will be stored and used at the adjacent landfill site for ongoing operations and future uses. The landfill operator, Republic, will excavate the soil whether or not the compost project is implemented. Leveling the proposed composting facility area after the Republic excavation would require moving and filling approximately 160,000 cubic yards of onsite materials. The total quantity of soil that would be handled is approximately 750,000 cubic yards, an approximately 4 percent increase from the quantity in the RDEIR.

A result of Republic's excavation is that the base elevation of the compost site will be approximately 10 to 20 feet lower than in the RDEIR and the grading of areas immediately adjacent to the primary pad may have minor variations in slope compared to the RDEIR. Overall site drainage from the northeast to the southwest will remain unchanged from the RDEIR; the revised Central Site Alternative site would be graded and designed such that all on-site drainage would be directed into the proposed onsite retention pond.

## 2.2 Roofing and Building Structures

The pre-processing areas will be fully enclosed to eliminate stormwater contact with the materials and to reduce odor potential. The building enclosures will consist of standard 29 gauge painted ribbed steel; coatings will be applied to resist corrosion. The main processing building will be approximately 420 feet long and 160 feet wide; the non-organic processing building will be approximately 173 feet long and 161 feet wide. Both buildings are expected to be no more than 47 feet high. Each building will include a negative air pressure system to minimize odor emissions. Typical systems pull the air from the inside of the building through exhaust fans and piping to an air scrubber within the buildings that removes odors and other VOCs. Once treated, the air will be exhausted to the atmosphere.

As shown in Figure 2-3, the compost piles would be organized in eight groups of eight piles, for a total of 64 piles. The revised Central Site Alternative would use a positive pressure ASP system, which uses a membrane covered aerated static pile design, as described in the RDEIR; a typical membrane cover is shown in Figure 2-4. The membranes would be placed on the piles using an approximately 17 to 18-foot tall rigging system. Each group of eight compost piles would be covered by a metal "pole barn" structure with a roof and open sides to eliminate stormwater contact with the compost. A profile sketch of the proposed roofing is shown in Figure 2-5. Each roofing structure would be approximately 160 feet wide by 260 feet long, with a sloping roof approximately 20 feet high at the eaves to accommodate the rigging systems and up to 47 feet high at the peak. The needed height will be determined during project design. The material for the roof is expected to be standard 29 gauge painted ribbed steel; coatings will be applied to resist corrosion.

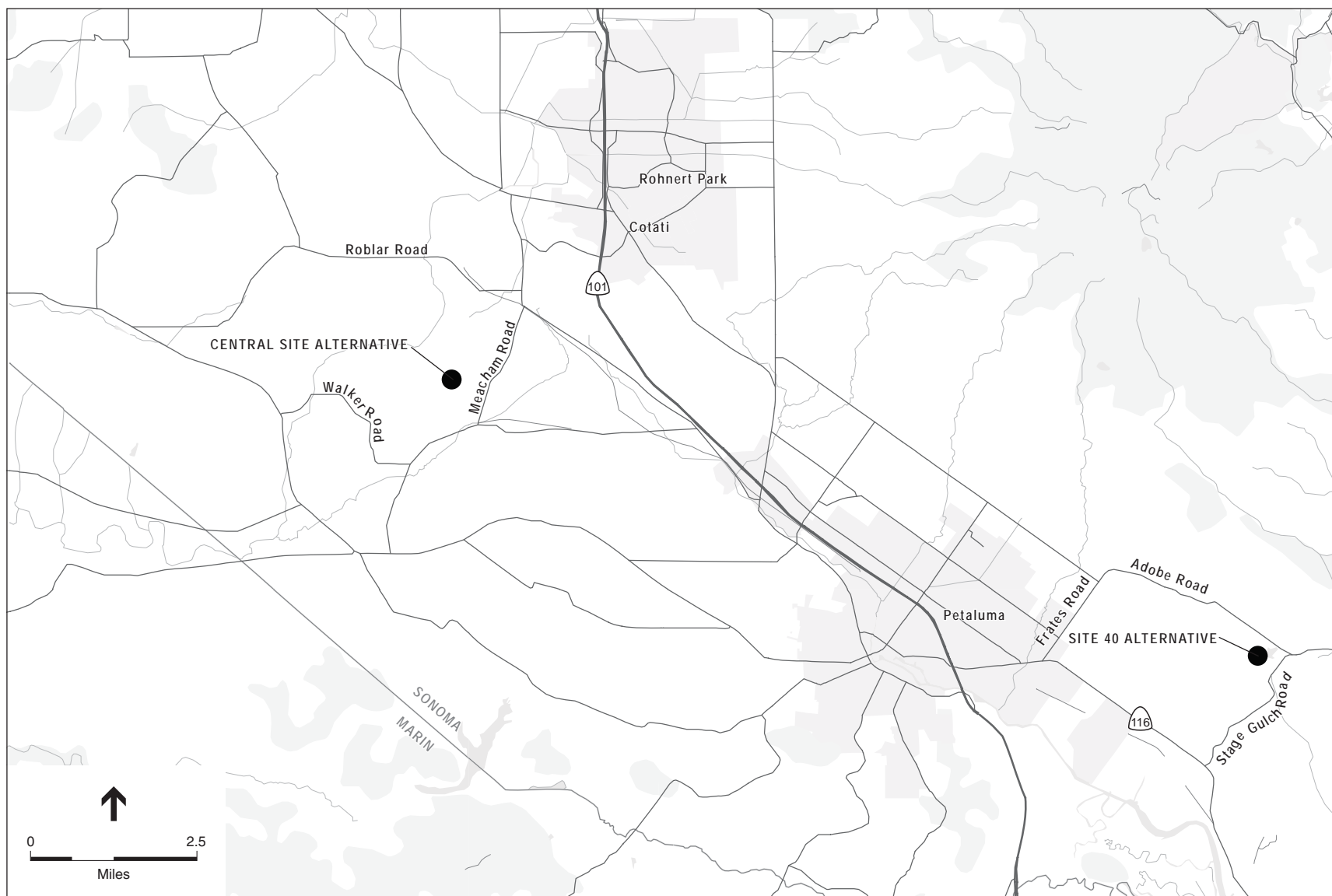
The layout of the stockpile areas with the roofing was developed with Fire Marshal input. The site would include required Fire Marshal access roads of 20 feet between the sets of eight compost bunkers as well as vehicle maneuvering areas.

## **2.3 Other Revisions**

Pre-processing facilities are now planned to be located on the south end of the site rather than the east side.

The administrative offices will be located in the pre-processing buildings.

The existing truck scales will be used; no new truck scales will be constructed.



Source: DeLorme Street Atlas, 2000; and ESA, 2010.  
 Figure from *Sonoma County Waste Management Agency Compost Facility*,  
 Recirculated Draft Environmental Impact Report, State Clearinghouse: 2008122007,  
 Figure 4-8, Central Site Alternative.

**FIGURE 2-1**  
**Project Location**  
*Sonoma County Waste Management Agency*  
*Compost Facility CEQA Documentation Review*



FIGURE 2-2  
 Project Vicinity  
 Sonoma County Waste Management Agency  
 Compost Facility CEQA Documentation Review

Aerial based on Google Earth Pro © 2014. Additional information added by CH2M HILL.



Source: TT BAS 2014.

FIGURE 2-3  
Project Layout  
Sonoma County Waste Management Agency  
Compost Facility CEQA Documentation Review

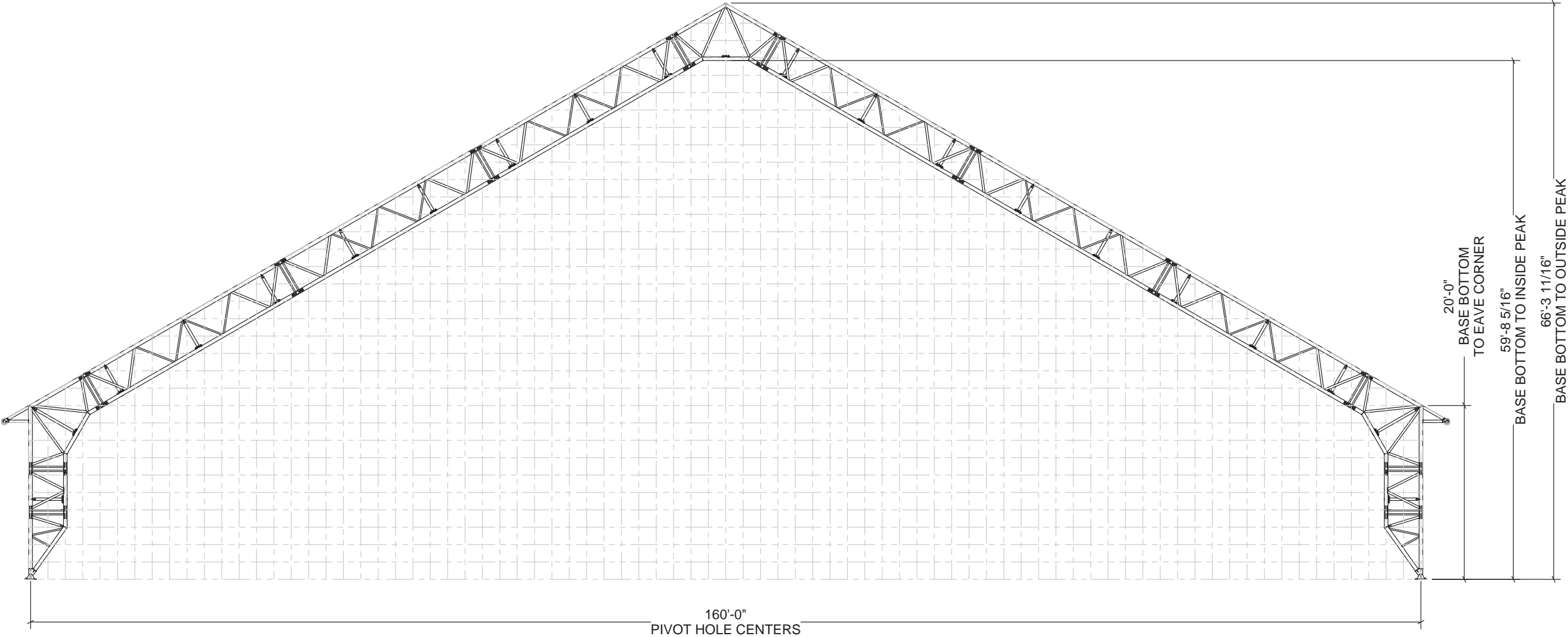


Image from Sonoma County Compost Facility: Capacity and Design Study,  
Figure 1: Photo of a standard GORE bunker, Clements Environmental, October 2014.

FIGURE 2-4  
Typical GORE Bunker  
*Sonoma County Waste Management Agency  
Compost Facility CEQA Documentation Review*

NOTE: PROFILE SHOWN WITH OPTIONAL AWNING ATTACHMENT.

T160BJ20  
24" GRID



Source: Clear Span, Sheet A1-1.0, October 2014.

FIGURE 2-5  
Typical Roofing Structure  
Sonoma County Waste Management Agency  
Compost Facility CEQA Documentation Review

# Air Quality

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Potential air quality and greenhouse gas (GHG) impacts from the Central Site Alternative are discussed in Chapter 24 of the Recirculated Draft EIR. The proposed revisions to the Central Site Alternative that have been identified as potentially affecting the analysis of air quality impacts as described in the RDEIR are:

- The enclosure of the pre-processing facilities and the scrubbing of air from within the enclosures
- An approximately 4 percent increase in the total amount of soil to be handled during excavation and backfilling
- Construction equipment to erect the pre-processing buildings and the roofing over the compost piles

The air quality analysis in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This methodology for evaluating potential air quality impacts from the revised Central Site Alternative and the review of individual impacts in the RDEIR are described below.

No new significant air quality impacts, no substantial increase in the severity of any air quality impact, and no new air quality mitigation measures were identified.

## 3.1 Methodology

The RDEIR existing environmental setting and impact analysis, as well as the detailed air modeling assumptions and results Appendix AIR-5 and Appendix AIR-6 to the RDEIR, were reviewed and compared to the proposed revisions to the Central Site Alternative.

The RDEIR describes existing conditions of air quality in terms of local meteorological conditions, local air quality monitoring data, and sensitive land uses. Because the revised Central Site Alternative would be at the same location, the meteorological conditions and existing air quality conditions described in the RDEIR remain the same. The project site is still within the Bay Area Air Basin and is under the jurisdiction of the Bay Area Air Quality Management District (BAAQMD). In addition, the footprint of the revised Central Site Alternative would not change; therefore, the sensitive land uses near the project site discussed in the RDEIR would remain the same.

## 3.2 Evaluation of Project Revisions

Each air quality and GHG impact identified in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This review is briefly described by numbered impact below.

- Impact 24.1 regarding construction emissions: The construction emissions calculated in the RDEIR represent the peak daily construction emissions that were estimated based on the worst-case daily construction activities, equipment usage, and vehicle miles traveled of the entire construction phase. According to Appendix AIR-5 of the RDEIR, the peak day construction activities covered two overlapping construction phases of the mass grading and building/structure construction lasting approximately 3-4 months. The other construction phases, which would last for 8-9 months, would have lower equipment and vehicle usage, thus lower emissions than the peak day emissions. Although the revised Central Site Alternative would require additional construction activity to build the roofing and pre-processing building enclosures and create a minor increase in the total amount of soil to be excavated or backfilled, it is not expected that these additional construction activities would be additive to the worst-case construction scenario for several reasons:
  - The same construction approaches are planned to be used for the revised Central Site Alternative.

- The site footprint limits the number of pieces of equipment that could be operating at the same time. The minor additional quantities of soil excavated or backfilled would result in a minor increase in the duration of construction, not in increase in the total equipment use on an individual day. Total equipment use with the additional excavation and backfill activity would stay below the level of the equipment use of the peak day construction.
- Construction of the roofing and pre-processing buildings would use the same equipment (e.g., cranes) already planned for building construction in the RDEIR and already included in the emissions calculations in the RDEIR.

Any changes in air emissions from the revisions to the Central Site Alternative would be expected to be accommodated within the range of the peak day construction activities presented in the RDEIR.

Construction of the compost roofing and pre-processing buildings and the increased volume of soil excavation and backfilling would not require additional construction equipment or cause additional daily construction vehicle travel on top of what were already included in the peak day construction analysis in the RDEIR. Therefore, increases in air emissions from the worst-case peak day levels are not expected, and the emissions presented in the RDEIR still represent the worst-case daily construction emissions with the revised Central Site Alternative. Mitigation Measure 24-1 as described in the RDEIR would be implemented with the revised Central Site Alternative.

- Impact 24.2 regarding operational criteria pollutant emissions: Operational emissions from the revised Central Site Alternative are not expected to increase from what were calculated and analyzed in the RDEIR because the operations would remain the same except that the pre-processing units would be enclosed and emissions from them would be scrubbed before venting to atmosphere. The air pollutant emissions, especially reactive organic gas (ROG) emissions, from the pre-processing units would be lower than the original operation analyzed in the RDEIR, resulting an overall lower air pollutants emissions with the proposed changes. Therefore, operational emissions are expected to be lower than those presented in the RDEIR.
- Impact 24.3 regarding localized CO emissions: The RDEIR concluded that the vehicle travel in the project site vicinity would not cause localized CO concentrations to exceed the national or state ambient air quality standards on nearby roadways and intersections. The proposed revisions to the Central Site Alternative would not affect the number of vehicles traveling near the project area during project operations as presented in the RDEIR. Therefore, the conclusions described in the RDEIR regarding vehicle CO emissions impacts on roadways and intersections would remain the same for the revised Central Site Alternative.
- Impact 24.4 regarding odor impacts: According the RDEIR, operation of the composting site will have the potential to cause significant odor that affects people who live or work near the site without mitigation. The revisions to the Central Site Alternative would enclose the pre-processing units and scrub the pre-processing emissions before release. This revision would reduce odor emissions compared to what was evaluated in the RDEIR. In addition, use of a food pre-processing building was cited in the RDEIR as a factor that would reduce odor emissions. No other revisions proposed for the Central Site Alternative would affect odor potential. Mitigation Measure 24.4 would still be implemented for the Central Site Alternative as described in the RDEIR.
- Impact 24.5 regarding increases in chronic exposure of sensitive receptors: The RDEIR performed air dispersion modeling and evaluated the health risks associated with the Central Site Alternative operation. The revisions to the Central Alternative would not increase the project's operational emissions. In fact, enclosing the pre-processing units would decrease air toxic emissions from project operation. Because the revisions to the Central Site Alternative would decrease the air toxic emissions and the locations of the project site and surrounding residential and worker receptors would not

change, health risks due to the revised Central Site Alternative would be expected to be the same or lower than the risks as evaluated in the RDEIR.

- Impact 24.6 regarding cumulative GHG emissions: As discussed above, operation of the revised Central Site Alternative and associated emissions for the revised Central Site Alternative would be generally the same or less as what is described in the RDEIR. Contributions of the revised Project to cumulative GHG emissions would therefore be the same or less than is described in the RDEIR.

The approximately 4 percent increase in total earthwork activity could result in a minor increase in GHG construction emissions compared to estimates in the RDEIR. GHG emissions associated with the construction phase of the Central Site Alternative would result in a maximum annual generation of 584 metric tons of CO<sub>2</sub>e, significantly less than the annual operational GHG emissions. In addition, the BAAQMD has not established a threshold of significance for construction GHGs.

- Impact 24.7 regarding cumulative regional criteria pollutants: The RDEIR concluded that the Central Site Alternative would result in a less than significant project impact from criteria pollutant emissions with implementation of mitigation for Impact 24.1, and therefore would not have a considerable contribution to cumulative air quality (criteria air pollutants) during construction or operations, and the impact would be considered less than significant. As discussed above, criteria air pollutant emissions for the revised Central Site Alternative would be generally the same or less as what is described in the RDEIR. Contribution of the revised Central Site Alternative to cumulative regional criteria air pollutants would be the same or less as described in the RDEIR.
- Impact 24.8 regarding cumulative risk to sensitive receptors to PM<sub>2.5</sub> and TACs: The RDEIR concluded that the cumulative toxic emission impacts from sources within 1,000 feet of the site would be less than significant. As discussed above, air pollutant emissions from operation of the revised Central Site Alternative would be the same or less as what is described in the RDEIR.

# Biological Resources

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Potential biological resource impacts from the Central Site Alternative are discussed in Chapter 25 of the RDEIR, which notes that the project site vegetation communities consist of non-native annual grasslands, annual grasslands/ruderal, and a man-made freshwater detention pond, as well as unvegetated areas (e.g., gravel roads). Special-status species with medium to high potential to occur within the vicinity of the project area were identified as California red-legged frog (*Rana draytonii*), California tiger salamander (*Ambystoma californiense*), western pond turtle (*Emys marmorata*), hoary bat (*Lasiurus cinereus*), white-tailed kite (*Elanus leucurus*), and showy Rancharia clover (*Trifolium amoenum*). Per Impact 25.1, tree removal and grading activities, including removal of the freshwater pond, could result in direct and indirect impacts to five of these six species (California red-legged frog, western pond turtle, hoary bat, white-tailed kite, and showy Rancharia clover).

The biological resources analysis in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This methodology for evaluating potential biological resource impacts from the revised Central Site Alternative and the review of individual impacts in the RDEIR are described below.

No new biological resource impacts, no substantial increase in the severity of any biological resource impact, and no new biological resources mitigation measures were identified.

## 4.1 Methodology

Species occurrence lists were obtained in February 2015 from the California Natural Diversity Database (CNDDB) Rarefind 3.1 computer program; the CDFW Threatened and Endangered Plants List and Animals List; and the California Native Plant Society: Inventory of Rare and Endangered Plants. No new species with potential to occur in the project area have been listed since the RDEIR was prepared. The only recent occurrences in the Central Site vicinity of the six species listed above not included in the RDEIR are listed below.

- In 2007, one adult CRLF was detected during a daytime CTS survey 0.3 miles southwest of the intersection of Roblar Road and Carniglia Lane, approximately 2.1 miles from the project site. The site where this CRLF was observed is threatened by the presence of bullfrogs, water quality, and a proposed gravel quarry; it is also further away than the known CRLF population observed in 2007, 0.75 miles away from the Central Site discussed in the RDEIR.
- In 2010, a CTS breeding pool was discovered about 1.6 miles west of the project site, roughly 0.5 mile south of Roblar Road at Canfield Road, and about 2.8 miles east of Bloomfield. This pool is threatened by the development of a quarry.
- Western pond turtle was observed in 2004 at Roberts Lake, on the east side of Highway 101, approximately 4.6 miles northeast of the site. This is further away than the nearest occurrence cited in the RDEIR at one mile southwest of the site.

A reconnaissance-level site survey was completed by a qualified wildlife biologist on December 9, 2014. No special-status wildlife species were observed on or in the vicinity of the project site. No small mammals or their burrows, which could provide refugia for CTS, were observed during the reconnaissance survey. No terrestrial species were observed within 500 feet of the man-made detention pond.

## 4.2 Evaluation of Project Revisions

Each biological resource impact identified in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This review is briefly described by numbered impact below.

- Impact 25.1 regarding direct and indirect impacts to special-status species: The Central Site Alternative project footprint has not changed. The likelihood of the six special-status species discussed in the RDEIR to occur onsite has not increased; due to the increased activity and disturbance at the landfill subsequent to its reopening in 2012, the likelihood may have decreased. No new special-status species or habitats that could be affected by the Central Site Alternative were identified.

In addition, the County landfill operator will be performing the initial excavation activities and completing most of the excavation volume as part of landfill operations under separate permits and authorizations. Once this excavation activity is done, the project site will consist of bare dirt and the potential for special-status species to occur is minimal.

## Cultural Resources

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Potential cultural resources impacts from the Central Site Alternative are discussed in Chapter 26 of the RDEIR. The proposed revisions to the Central Site Alternative that have been identified as potentially affecting the analysis of cultural resources impacts as described in the RDEIR are:

- An approximately 4 percent increase in the total amount of soil to be handled during excavation and backfilling

The revised Central Site Alternative would occupy the same footprint as evaluated in the RDEIR.

No new significant cultural resource impacts, no substantial increase in the severity of any cultural resource impact, and no new cultural resource mitigation measures were identified.

### 5.1 Methodology

The RDEIR existing environmental setting and impact analysis for cultural resources contained in the Draft EIR and RDEIR were reviewed and compared to the proposed revisions to the Central Site Alternative.

### 5.2 Evaluation of Project Revisions

Each cultural resources impact identified in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This review is briefly described by numbered impact below.

- Impact 26.1 regarding inadvertent discovery archaeological resources: The minor increase in quantity of soil to be handled could result in an increased excavation depth. As discussed in the RDEIR, the Central Site is mapped as Franciscan complex, a geological formation that does not have the potential to contain deeply buried archaeological resources, so greater depth of excavation would not change the likelihood of encountering archaeological resources. As noted in the RDEIR impact discussion, it does not appear that the Central Site contains archaeological resources, but this possibility cannot be entirely discounted. Mitigation Measure 26.1 as described in the RDEIR would still be implemented for the revised Central Site Alternative.
- Impact 26.2 regarding inadvertent discovery human remains: The RDEIR notes that archival review and the field survey did not indicate that the Central Site contains any human remains. The minor increase in soil handling would not substantially change the likelihood of encountering human remains under these conditions. However, the RDEIR notes that the possibility cannot be entirely discounted; Mitigation Measure 26.2 as described in the RDEIR would still be implemented for the revised Central Site Alternative.
- Impact 26.3 regarding inadvertent discovery paleontological resources: As described in the RDEIR, the Franciscan Complex is not generally fossil-yielding. The minor increase in soil handling would not substantially change the likelihood of encountering paleontological resources. The RDEIR notes that here is still a slight possibility that fossils could be uncovered during project construction. Mitigation Measure 26.3 in the RDEIR would be implemented for the revised Central Site Alternative.

In addition, the County landfill operator will be performing the initial excavation activities and completing most of the excavation volume as part of landfill operations under separate permits and authorizations. Any potential for inadvertent discovery of archaeological resources, human remains, or paleontological resources would occur primarily during the landfill operator excavation. Once this excavation activity is done, the potential for encountering these resources is even lower.

# Hydrology and Water Quality

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Potential hydrology and water quality impacts from the Central Site Alternative are discussed in Chapter 27 of the Recirculated Draft EIR. The proposed revisions to the Central Site Alternative that have been identified as potentially affecting the analysis of hydrology and water quality impacts as described in the RDEIR are:

- An approximately 4 percent increase in the total amount of soil to be handled during excavation and backfilling
- The roofing over the aerated static piles (ASPs)
- The enclosure of the pre-processing facilities

The hydrology and water quality analysis in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This methodology for evaluating potential hydrology and water quality impacts from the revised Central Site Alternative and the review of individual impacts in the RDEIR are described below.

No new significant hydrology or water quality impacts, no substantial increase in the severity of any hydrology or water quality impact, and no new hydrology or water quality mitigation measures were identified.

## 6.1 Methodology

The DEIR and RDEIR impact analyses were reviewed and compared to the proposed revisions to the Central Site Alternative. In addition, the *Compost Wastewater Zero Discharge Plan* (Sonoma County Waste Management Agency, July 2014) was reviewed. This plan was submitted to the North Coast Regional Water Quality Control Board by SCWMA pursuant to Waste Discharge Requirements (WDRs) Order No. R-1-2013-0003.

## 6.2 Evaluation of Project Revisions

Each hydrology and water quality impact identified in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This review is briefly described by numbered impact below.

- Impact 27.1 regarding water quality: As part of new WDRs, Adopted Order No. R1-2013-0003, the compost facility is required to eliminate discharges of wastewater from the composting area to receiving waters. The revised Central Site Alternative includes roofing over the ASPs and enclosures of the pre-processing facilities; these structures will eliminate compost contact stormwater and reduce pollutants in stormwater compared to the pollutant releases described in the RDEIR. All onsite stormwater drainage, including drainage from the roofing and pre-processing buildings, would be directed into the proposed onsite retention pond as included in the RDEIR. The retention pond would be act as a detention structure to regulate flows into the storm water conveyance system. Water from the retention pond may be used for irrigation or in compost operations. Under the revised Central Site Alternative, the pond would drain via one of the two existing landfill discharge points, though not through drainage site SW-1 as stated in the RDEIR.

For the revised Central Site Alternative, compost leachate from composting operations would be collected at the individual ASPs and then reused onsite, as described in the RDEIR. In the event there are insufficient onsite reuse options, the leachate will be stored in a tank and taken offsite for disposal. Operation of the revised Central Site Alternative would present fewer water quality issues associated with stormwater runoff as described in the RDEIR.

The type and nature of construction equipment and activities for the revised Central Site Alternative are consistent with the previous analysis in the RDEIR, other than a minor increase in the total quantity of soil to be excavated or backfilled (see also Sections 3 Air Quality and 8 Noise of this report). As a result, the construction-related water quality impacts as described in the RDEIR would not be expected to substantially change based on the revisions to the Central Site Alternative. Mitigation Measures 27.1a and 27.1b as described in the RDEIR would still be implemented for the revised Central Site Alternative.

- Impact 27.2 regarding groundwater supplies: The proposed revisions to the Central Site Alternative do not include any changes to operations of the ASPs, including use of water. In addition, the proposed revisions do not change the size of the impervious footprint associated with compost activities. Therefore, impacts to groundwater as described in the RDEIR would not be expected to change based on the revisions to the Central Site Alternative. Mitigation Measure 27.2 as described in the RDEIR would still be implemented for the revised Central Site Alternative.
- Impact 27.3 regarding alteration of drainage patterns: Construction of the revised Central Site Alternative would result in substantial earth movement and grading activities that would change the drainage patterns of the site, as described in the RDEIR. The footprint of the revised Central Site Alternative facilities is generally the same in terms of size and grade as described in the RDEIR. Therefore, impacts from alteration of drainage patterns as described in the RDEIR would not be expected to substantially change based on the revisions to the Central Site Alternative. Mitigation Measures 27.3 as described in the RDEIR would still be implemented for the revised Central Site Alternative.
- Impact 27.4 regarding stormwater runoff: The revised Central Site Alternative is in the same location, would include a stormwater retention pond with the same capacity, and has a similar amount of impervious surfaces as described in the RDEIR. Therefore, impacts from volumes of stormwater runoff as described in the RDEIR would not be expected to substantially change based on the revisions to the Central Site Alternative. As described above, the revised Central Site Alternative includes roofing over the ASPs and enclosures of the pre-processing facilities; these structures will eliminate compost contact stormwater and reduce impacts pollutants in receiving waters compared to the pollutant releases described in the RDEIR. RDEIR Mitigation Measures 27.4a and 27.4b would still be implemented as appropriate for the revised Central Site Alternative.

# Land Use and Agriculture

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Potential land use and agricultural impacts from the Central Site Alternative are discussed in Chapter 28 of the RDEIR. The revised Central Site Alternative will occupy the same footprint as described in the RDEIR.

No new significant land use or agricultural impacts, no substantial increase in the severity of any land use or agricultural impact, and no new land use or agricultural mitigation measures were identified.

## 7.1 Methodology

The RDEIR existing environmental setting and impact analysis and results contained in the Draft EIR and RDEIR were reviewed and compared to the proposed revisions to the Central Site Alternative.

## 7.2 Evaluation of Project Revisions

Each land use and agricultural impact identified in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This review is briefly described by numbered impact below.

- Impact 28.1 regarding potential to divide a community: The RDEIR notes that the Central Site has a history of and currently supports similar uses to the compost facility and does not create a physical barrier between residential areas or otherwise divide an established community. The revised Central Site Alternative is on the same footprint as described in the RDEIR and does not change the planned land use or neighboring land uses.
- Impact 28.2 regarding conflict with the Sonoma County General Plan or Zoning Ordinance: The RDEIR states that the Central Site has a General Plan Land Use Designation and Zoning that allow for the existing County compost operations and would allow for future similar uses. The revised Central Site Alternative does not change the location or footprint as described in the RDEIR.
- Impact 28.3 regarding conversion of agricultural land: As described in the RDEIR, the Central Site is not currently used for grazing or agriculture and would not result in any temporary or permanent conversion of Prime Farmland, Unique Farmland, or Farmland of Statewide Importance as they are not located on the site. The revised Central Site Alternative does not change the location or footprint as described in the RDEIR.
- Impact 28.4 regarding the Williamson Act: As noted in the RDEIR, the Central Site Alternative does not contain land under a Williamson Act contract. The revised Central Site Alternative does not change the location or footprint as described in the RDEIR.

# Noise

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Potential noise impacts from the Central Site Alternative are discussed in Chapter 29 of the RDEIR. The proposed revisions to the Central Site Alternative that have been identified as potentially affecting the analysis of noise impacts as described in the RDEIR are:

- The addition of metal buildings to house previously unenclosed pre-processing equipment; each structure will have a heating, ventilation, air conditioning (HVAC) system
- An approximately 4 percent increase in the total amount of soil to be handled during excavation and backfilling
- Construction equipment to erect the pre-processing buildings and the roofing over the compost piles

As noted in the RDEIR, the closest residence to the Central Site Alternative composting area is approximately 500 feet northeast. The revised Central Site Alternative occupies the same general footprint so this distance is unchanged.

No new significant noise impacts, no substantial increase in the severity of any noise impact, and no new noise mitigation measures were identified.

## 8.1 Methodology

The RDEIR existing environmental setting and impact analysis, as well as the detailed noise modeling assumptions and results contained in the appendices to the Draft EIR and RDEIR, were reviewed and compared to the proposed revisions to the Central Site Alternative.

## 8.2 Evaluation of Project Revisions

Each noise impact identified in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This review is briefly described by numbered impact below.

- Impact 29.1 regarding construction noise: The revised Central Site Alternative would not create new or substantially more adverse noise impacts during construction than those disclosed in the RDEIR for the Central Site Alternative. The type and nature of construction equipment and activities for the revised Project are consistent with the previous analysis. Mitigation Measure 29.1 would be implemented as described in the RDEIR, limiting construction activities to daytime hours.

The RDEIR identifies typical construction noise levels from various pieces of construction equipment or activities. The construction equipment and range in sound levels in the RDEIR are consistent with what is expected from the erection of the additional structures

- Impact 29.2 regarding operational noise: The revised Project does not include changes to the ASP processing, including its size and scale of operations, and therefore would not increase the noise generated by the ASP blowers as described in the RDEIR.

Some noise sources that were previously unenclosed will be located inside buildings. In particular, grinders were noted in Table 29-4 to be the greatest source of operational noise; this equipment will be located inside the new pre-processing buildings and potentially lower the grinder noise level at the nearest receptor below that which was described in the RDEIR. Per Mitigation Measure 29.2c, the pre-processing buildings and/or HVAC systems will incorporate acoustical minimization measures if needed to meet the 50 dBA (A-weighted decibels) L50 standard at the closest noise sensitive receptor. As is typical at this stage of the project, the precise measures necessary have not been identified but a range

of options are available to be evaluated as final design progresses. Other mitigation measures listed in the RDEIR would be implemented as described for the revised Central Site Alternative.

- Impact 29.3 regarding traffic noise: The revised Central Site Alternative includes the same quantity of feedstock handled by the facility and the number of new vehicle trips associated with operations as described in the RDEIR. No changes in traffic speed, volumes, or routing as described in the RDEIR are expected from the proposed revisions to the Central Site Alternative. Therefore, the revisions to the Central Site Alternative would not change the noise analysis or impacts as described in the RDEIR.
- Impact 29.4 regarding blasting noise: Although the revisions to the Central Site Alternative would result in a minor increase in total soil volume to be handled compared to what is described in the RDEIR, no substantial changes to the anticipated blasting activities have been identified. Mitigation Measures 29.4a through 29.4i, as included in the RDEIR, require a site-specific blasting plan and steps be taken to notify residents and agencies prior to blasting in addition to analyze and limit blasting activities. These measures would be implemented as described with the revisions to the Central Site Alternative.
- Impact 29.5 regarding cumulative noise: As noted in the discussion of Impact 29.2, enclosing the pre-processing equipment may reduce some operational noise. As noted in the discussion of Impact 29.3, the proposed revisions to the Central Site Alternative are not expected to alter the level of project-related traffic noise as described in the RDEIR. In addition, mitigation measures listed in the RDEIR would be implemented with the revised Central Site Alternative. The revisions to the Central Site Alternative would not change the cumulative noise analysis described in the RDEIR.

# Public Services and Utilities

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Potential impacts to public services and utilities from the Central Site Alternative are discussed in Chapter 30 of the RDEIR. The proposed revisions to the Central Site Alternative that have been identified as potentially affecting the analysis of public services and utilities impacts as described in the RDEIR are:

- The addition of heating, ventilation, air conditioning (HVAC) system for the pre-processing buildings that would use electricity
- An approximately 4 percent increase in the total amount of soil to be handled during excavation and backfilling
- The addition of metal buildings to house previously unenclosed pre-processing equipment and roofing over the composting

As noted in the RDEIR, the closest residence to the Central Site Alternative composting area is approximately 500 feet northeast. The revised Central Site Alternative occupies the same general footprint so this distance is unchanged.

No new significant public services and utilities impacts, no substantial increase in the severity of any public services and utilities impact, and no new public services and utilities mitigation measures were identified.

## 9.1 Methodology

The existing environmental setting and impact analysis and results regarding public services and utilities contained in Draft EIR and RDEIR were reviewed and compared to the proposed revisions to the Central Site Alternative.

## 9.2 Evaluation of Project Revisions

Each impact public services and utilities identified in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This review is briefly described by numbered impact below.

- Impact 30.1 regarding increased solid waste disposal: The revised Central Site Alternative may increase the quantity of excavated soils that are not used on the compost site. However, this additional soil will be stockpiled on the adjacent landfill facility and used by the landfill operator. The revised Central Site Alternative would not change composting operations as described in the RDEIR, and so would not change operational solid waste as evaluated in the RDEIR.
- Impact 30.2 regarding increased energy demands: The RDEIR estimated energy use of 1,016 MWh/year by 2030. This energy use would be incorporated in the application to PG&E. The revised Central Site Alternative would include a new energy use compared to the RDEIR for operating the HVAC and lighting in the processing buildings. However, this increased energy use would be a small fraction of total anticipated use described in the RDEIR; this use would be incorporated into the application to PG&E.
- Impact 30.3 regarding law enforcement services from the Sonoma County Sheriff's Office: The revised Central Site Alternative would not change the scale or type of operations as described in the RDEIR or change the location of the facility. No change in the use of law enforcement services as described in the RDEIR would be expected.
- Impact 30.4 regarding fire protection and emergency medical services: The RDEIR states that the fire protection services and emergency medical services would be provided by the Rancho Adobe FPD and response to the Central Site would be primarily associated with potential structural or compost fires, medical emergencies, on-or off-site vehicular accidents, and off-site wild land fires. The revised Central

Site Alternative facilities are being designed to provide the required space for fire lanes between structures and allow fire and emergency equipment access to all operation areas. The revised Central Site Alternative would not change composting operations as described in the RDEIR so would not introduce new fire risks as evaluated in the RDEIR.

- Impact 30.5 regarding stormwater drainage: The revised Central Site Alternative includes a stormwater detention pond of the same size as described in the RDEIR. The revised Central Site Alternative footprint as well as the amount of impervious surfaces is the same as described in the RDEIR, so no change in quantity of stormwater runoff as described in the RDEIR would be expected. As discussed in Section 6 Hydrology and Water Quality in this document, the revised Central Site Alternative includes roofing over the compost piles and buildings enclosing the pre-processing activities to eliminate compost contact stormwater. This will improve the quality of stormwater runoff from the site. Mitigation Measure 30.5 as described in the RDEIR would still be implemented as described in the RDEIR.
- Impact 30.6 regarding construction of new wastewater treatment facilities: The revised Central Site Alternative includes the same leachate collection and management system as described in the RDEIR. The proposed revisions to the Central Site Alternative would not change the scope or type of composting operations. The roofing over the compost piles may result in a small reduction in the quantity of leachate produced and requiring treatment compared to the evaluation in the RDEIR.

# Traffic and Transportation

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Potential traffic and transportation impacts from the Central Site Alternative are discussed in Chapter 31 of the RDEIR. The proposed revisions to the Central Site Alternative that have been identified as potentially affecting the analysis of traffic and transportation impacts as described in the RDEIR are:

- Construction equipment to erect the pre-processing buildings and the roofing over the compost piles
- An approximately 4 percent increase in the total amount of soil to be handled during excavation and backfilling

No new significant traffic and transportation impacts, no substantial increase in the severity of any traffic and transportation impact, and no new traffic and transportation mitigation measures were identified.

## 10.1 Methodology

The RDEIR existing environmental setting and impact analysis and results regarding traffic and transportation contained in Draft EIR and RDEIR were reviewed and compared to the proposed revisions to the Central Site Alternative.

## 10.2 Evaluation of Project Revisions

Each air quality and GHG impact identified in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This review is briefly described by numbered impact below.

The revised Central Site Alternative would not change the volume or type of feedstock processed in composting operations as described in the RDEIR, and therefore there would be no change in the expected traffic generated by compost facility operations used in the RDEIR evaluation. The revised Central Site Alternative is on the same footprint and has the same access from local roads as described in the RDEIR. The analysis of the following RDEIR impacts would not be expected to change as a result.

- Impact 31.1 regarding near-term cumulative traffic volumes
- Impact 31.2 regarding near-term traffic safety due to design features or incompatible uses
- Impact 31.3 regarding potential conflicts with adopted policies, plans, or programs supporting alternative transportation
- Impact 31.4 regarding near-term turning movements by heavy vehicles to and from Mecham Road and the potential for conflicts between Central Site Alternative traffic and through traffic
- Impact 31.5 regarding long-term cumulative traffic volumes
- Impact 31.6 regarding long-term traffic safety due to design features or incompatible uses
- Impact 31.7 regarding long-term turning movements by heavy vehicles to and from Mecham Road and the potential for conflicts between Central Site Alternative traffic and through traffic
- Impact 31.8 regarding contribution to degradation of pavement on public roads

Mitigation Measures 31.3a, 31.3b, and 31.5 as described in the RDEIR would be implemented for the revised Central Site Alternative.

- Impact 31.9 regarding construction traffic impacts: The minor increase in soils to be excavated and backfilled with the revised Central Site Alternative would require additional vehicle trips to move the soil. However, excess soils will be stockpiled and used on the landfill property and all associated vehicle

trips will occur on the landfill site, not offsite. The delivery of the roofing and pre-processing building materials and the workers to construct them could result in up to an additional 5 truck trips per day over an approximately one month period. This is a minor increase in the construction traffic evaluated in the RDEIR. Mitigation Measure 31.9 as described in the RDEIR will be implemented for the revised Central Site Alternative.

# Aesthetics

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Potential aesthetics impacts from the Central Site Alternative are discussed in Chapter 32 of the Recirculated Draft EIR. The proposed revisions to the Central Site Alternative that have been identified as potentially affecting the analysis of aesthetic impacts as described in the RDEIR are:

- Modified grading plan with new base elevation and different final grade on adjacent topography
- Installation of metal roofing over compost piles
- Installation of metal building enclosures around pre-processing systems

The aesthetics analysis in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This methodology for evaluating potential visual impacts from the revised Central Site Alternative and the review of individual impacts in the RDEIR are described below.

No new significant aesthetics impacts, no substantial increase in the severity of any aesthetic impact, and no new aesthetic mitigation measures were identified.

## 11.1 Methodology

The aesthetics analysis in RDEIR Chapter 32 evaluated the visual impacts of the proposed Central Site Alternative project in terms of its potential effects on the views from six viewpoints located along the public roadways that border the southern, eastern, and northern edges of the large block of rural land within which the project site is located. These same six viewpoints were used for this evaluation of the potential visual effects of the current revised plan for the Central Site Alternative. Figure 11-1 is a map figure on an air photo base that depicts the proposed project site within its landscape context and the locations of the six viewpoints used for the analysis of the project's potential visual effects. Figures 11-2, 11-3, and 11-4 present photos that depict the existing views toward the project site from each of the viewpoints.

The RDEIR analysis was based on assumptions about whether or not the proposed Central Site Alternative features would be visible from a given viewpoint. To provide an empirical basis for assessment of the visibility and potential visual impacts of the revised Central Site Alternative, a set of cross-sections was prepared to establish whether and the extent to which the proposed project features would be visible given the topographic conditions in the line of sight between the viewpoint and the project features.

The first step in developing the line of sight assessments was to go to the United States Geologic Survey (USGS) National Elevation Dataset (<http://ned.usgs.gov/>) to download a high resolution (1/9 arc-second) digital elevation model (DEM) that covers the project site and surrounding area. The DEM, along with data on the locations and heights of the proposed roof structures and the locations of the six viewpoints, were loaded into ArcGIS. For each viewpoint location, a line was drawn from the viewpoint through the approximate middle of the ridgelines of the roof structures to be built over the proposed ASPs. The maximum potential height of the roof structures was assumed. Using the ArcGIS 3D Analyst toolbar, elevation profiles were generated using the drawn cross-section lines and elevation data contained in the DEM. The elevation profiles were marked up with the locations of project-related grading and structures. The locations and elevations of these features were determined using a georeferenced design drawing of the project. The viewer elevation at each viewpoint was assumed to be a point five feet above the ground surface. A "line of sight" was drawn between each viewpoint location and the top of the tallest project structure. Review of the resulting line of sight analyses provided a basis for determining whether or not the project features would have the potential to be visible from each of the viewpoints. If a "line of sight" intersected terrain before reaching the project structures, it was clear that the structures would not be visible in that view.

## 11.2 Evaluation of Project Revisions

Each aesthetic impact identified in the RDEIR was reviewed to determine if the proposed revisions to the Central Site Alternative would change the analysis in the RDEIR. This review is briefly described by numbered impact below.

- Impact 32.1 regarding visual character of the site: The RDEIR analysis assumed that the proposed Central Site Alternative structures would be fully visible from and would have impacts on the views from Viewpoints 1, 5, and 6. It also assumed that the project would be visible from Viewpoint 4, but that in this view, the project structures would be partially screened by eucalyptus trees located in the line of sight. In addition, the RDEIR analysis assumed that the project facilities would not be visible in the views from Viewpoints 2 and 3. The cross-sections developed to support the current analysis indicate that aesthetics impacts for the revised Central Site Alternative would be less than the impacts described in the RDEIR. The cross-sections are shown in Figures 11-5 and 11-6. Review of the cross-sections indicates that in the views from Viewpoints 2 through 6, the line of sight to the tallest roofline, passes through a portion of a hillside. This pattern makes it very clear that the topography will completely block the view toward the proposed structures. Viewpoint 1 is the only view in which there would be some potential to see the project structures. The cross-section for Viewpoint 1 indicates that the intervening topography would block most of the project features from view, but that the top portion of the roof of the southernmost of the roof structures may be visible. The extent to which a portion of this roofline would be visible is limited because most of it would be screened by existing trees (see the Viewpoint 1 photo – Figure 11-2.a). The only portion of the roof that may be visible is a small area located 1.4 miles from the viewpoint. Because of the distance, it would appear to be small in scale and would constitute a very minor element of the overall view. Thus, the visual changes from the revised Central Site Alternative would be less than described in the RDEIR.
- Impact 32.2 regarding new sources of light or glare: Development of the Central Site Alternative will require installation of lighting on the site for operations and security; the proposed revisions may include additional exterior lighting for the pre-processing buildings. Because operation of the compost facility will, for the most part, be limited to the hours of 7:00 a.m. to 4:00 p.m., the operational lighting will be used only for special activities such as temperature monitoring and for security. The potential impacts of this lighting is evaluated in terms of its potential to create glare, to create light trespass conditions that alter ambient lighting conditions in surrounding areas, and to contribute to skyglow.

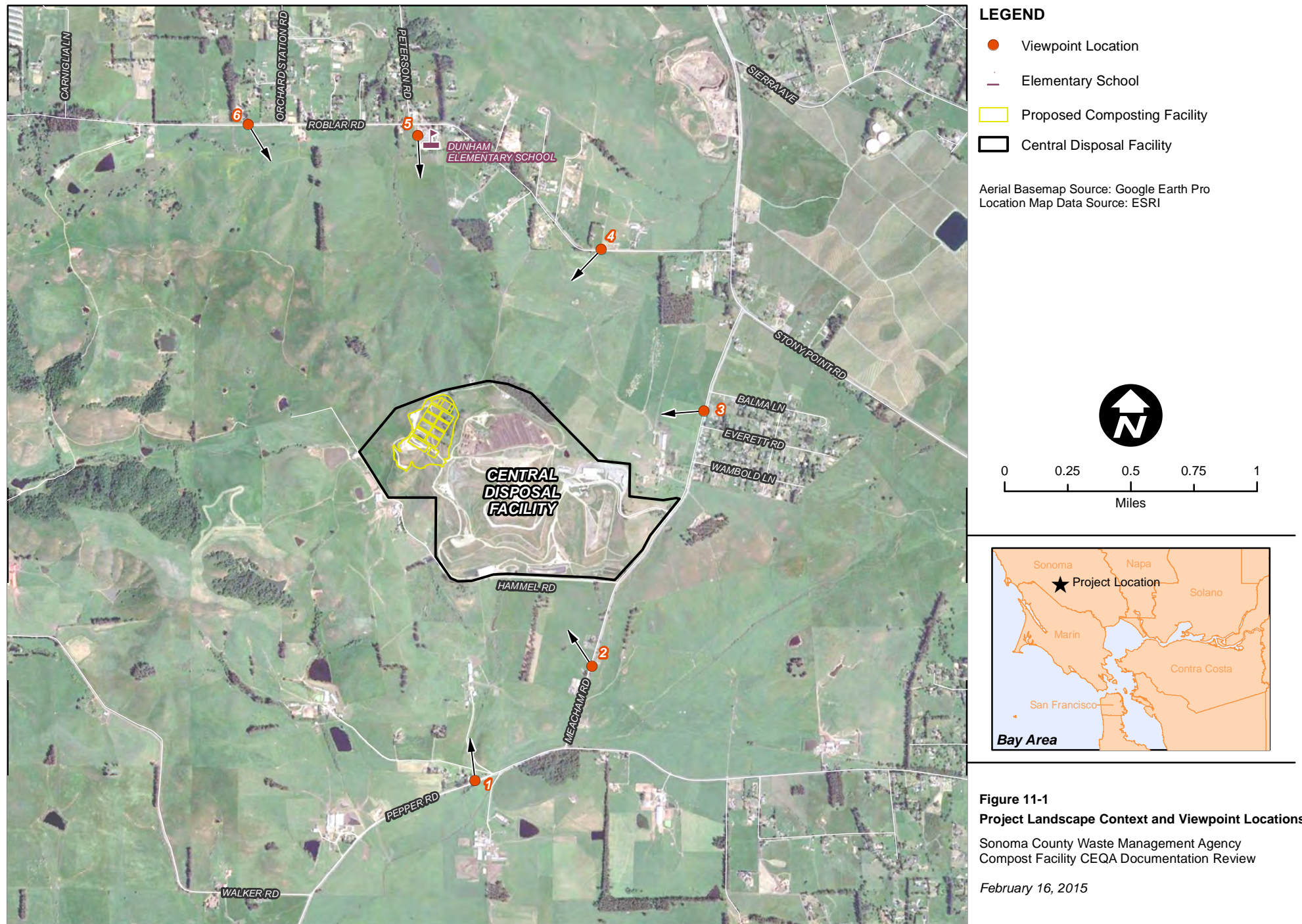
Glare is a phenomenon that exists when there is too high a degree of contrast between bright and dark areas in a field of view. For example, glare could be created if the filament of an unshielded light were visible at close range in an otherwise dark setting. The high contrast between light and dark areas can make it difficult for the human eye to adjust to differences in brightness. The Illuminating Engineering Society of North America (IESNA) Outdoor Environment Lighting Committee defines glare as “the sensation produced by luminance in the visual field that is sufficiently greater than the luminance to which the eye has adapted to cause annoyance, discomfort, or loss of visual performance and visibility” (IESNA 1999).

Light trespass or light spill can be thought of as light that extends beyond the area where it is intended to be used, illuminating areas on neighboring properties where the illumination may not be desired. The term ambient lighting refers to the overall level of lighting in a given area. The level of ambient lighting at a given spot is a product of light from the lighting fixtures at that location and the extent to which there is light spill from lighting in the surrounding area. This analysis considers the pattern of illumination that will be created by the lighting to be installed as a part of the project to determine its potential to spill off the site and to change the existing levels of ambient lighting at offsite locations.

Skyglow is the term used to refer to the glow in the night sky caused by diffused light in the atmosphere. Light from a variety of natural sources is responsible for a low level of skyglow that is always present. In

the sky above urban areas and in the regions extending many miles out from them, levels of skyglow are considerably higher than the natural levels because of all of the artificial lighting. Skyglow levels in urban areas and the large regions around them are affected by light reflected upward from illuminated surfaces, and in particular by light that escapes directly into the sky because of light fixtures that are not properly shielded. Elevated levels of skyglow are of concern because they have the effect of reducing the contrast in the night sky, which interferes with the ability to see stars and planets.

As the cross-sections indicate, views into the site from the roadways around the block of rural land on which the project site is located are almost completely obstructed by intervening topography. Because of these conditions, the lighting on the site will not be directly visible from the surrounding area and there is no potential either for glare effects or for light spill onto sensitive properties. The potential for the lights on the site to contribute to sky glow will be limited through implementation of Mitigation Measure 32.2 as included in the RDEIR, in particular by the use of hooded fixtures and the fact that much of the lighting is expected to be located under the roof structures that will shelter the ASPs. Since the project structures will be nearly completely hidden from view from the surrounding area, there will be little potential for daytime reflection of light off of project features to create adverse glare effects at the viewpoints used for analysis of the project's visual effects. Because of these conditions, the revised Central Site Alternative would not introduce new or increase the significance of impacts discussed in the RDEIR.





a. Viewpoint 1: View from Pepper Road, looking north (photo source: RDEIR)



b. Viewpoint 2: View from Meacham Road between Pepper and Hamel Roads, looking northwest

FIGURE 11-2  
Viewpoint Photographs  
*Sonoma County Waste Management Agency  
Compost Facility CEQA Documentation Review*



a. Viewpoint 3: View from Meacham Road between Everett Road and Balma Lane, looking west



b. Viewpoint 4: View from Roblar Road 0.5 mile west of Stony Point Road, looking southwest

FIGURE 11-3  
Viewpoint Photographs  
*Sonoma County Waste Management Agency  
Compost Facility CEQA Documentation Review*

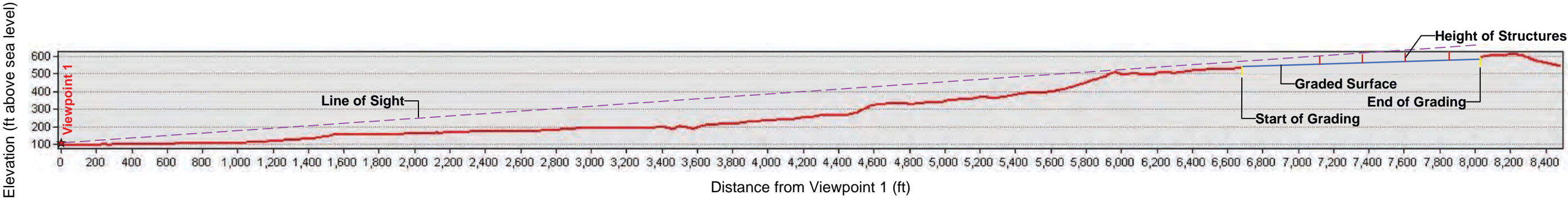


a. Viewpoint 5: View from Dunham Elementary School, looking south

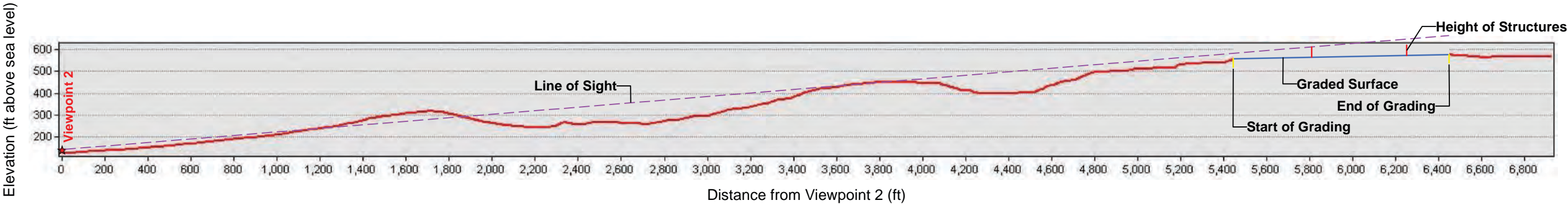


b. Viewpoint 6: View from Roblar Road 0.9 mile west of Dunham Elementary School, looking southeast

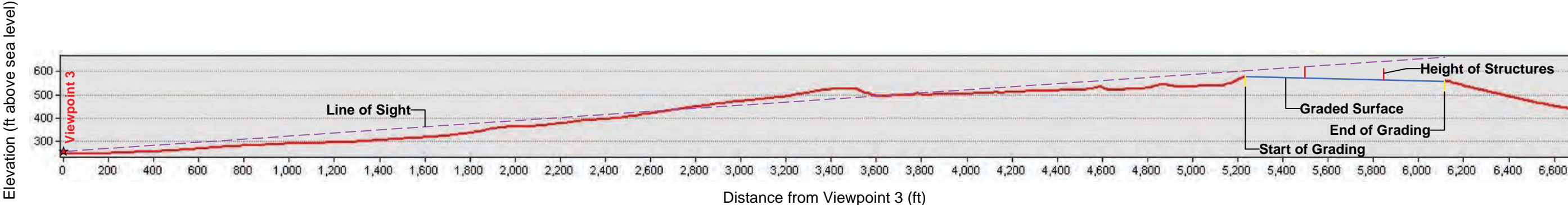
FIGURE 11-4  
Viewpoint Photographs  
*Sonoma County Waste Management Agency  
Compost Facility CEQA Documentation Review*



### Viewpoint 1

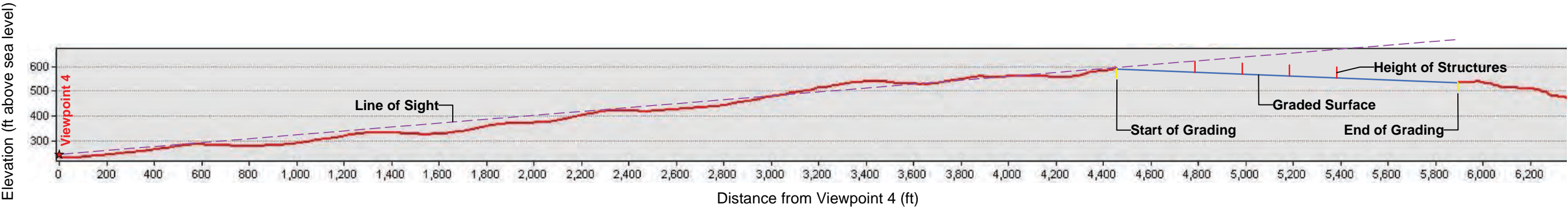


### Viewpoint 2

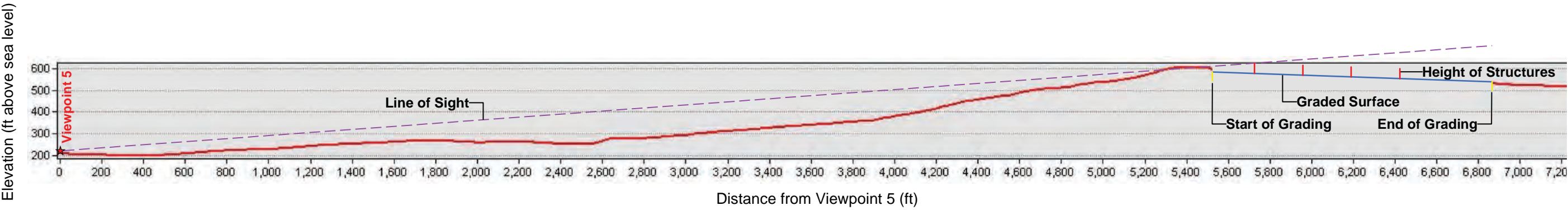


### Viewpoint 3

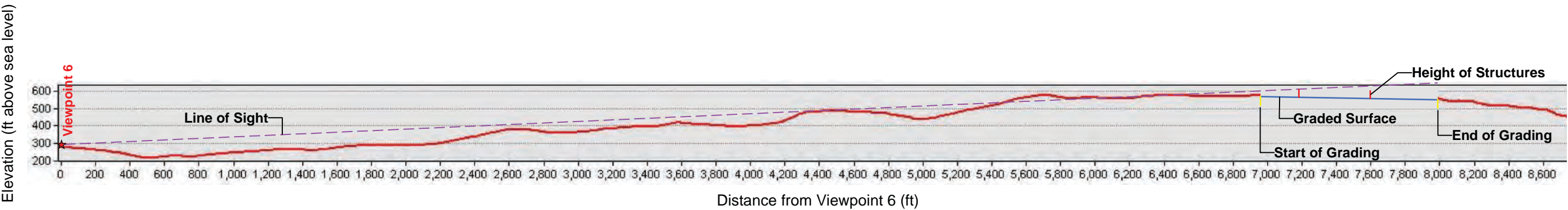
FIGURE 11-5  
View Cross-Sections  
Sonoma County Waste Management Agency  
Compost Facility CEQA Documentation Review



**Viewpoint 4**



**Viewpoint 5**



**Viewpoint 6**

FIGURE 11-6  
View Cross-Sections  
Sonoma County Waste Management Agency  
Compost Facility CEQA Documentation Review

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- SCWMA. 2012. Excel Compost Chart provided by Patrick Carter, Department Analyst.
- TetraTech BAS. 2014. Letter to Sonoma County Waste Management Agency, "West Canyon Compost Facility - Technical Analysis and Engineering Services for the Central Site." October 8.



Agenda Item #: **9**  
Cost Center: **All**  
Staff Contact: **Carter**  
Agenda Date: **3/18/2015**

## **ITEM: Wood Waste and Yard Debris Disposal Fee Increase**

### **I. BACKGROUND**

The Joint Powers Agreement between the County of Sonoma and the Cities of Sonoma County established a treatment system to handle wood waste and yard debris delivered to the County's waste collection system. Tipping fees were collected by the County and transferred to the Agency to offset the Agency's cost of operating that treatment system, commonly called the Central Compost Facility.

The current disposal fees are different for separated wood waste and yard debris delivered to the Central Disposal Site directly and the other four County-owned transfer station. The current rates are listed below.

Location	Wood Waste Disposal Fee, Per Ton	Yard Debris Disposal Fee, Per Ton
Central Disposal Site	\$27.60	\$34.10
Other Transfer Stations	\$29.70	\$36.20

The rates listed above have remained at the same levels since July 1, 2006, nearly nine years. Increases are necessary now for the Agency to fund its obligations regarding the operation of the site and potential liabilities regarding litigation. Such obligations cannot be covered by existing revenues from the composting program or borne in whole by the Organics Reserve fund. Per the terms of an indemnification agreement between the Agency and the County of Sonoma, the Agency must fund an escrow account over time to a total of \$5 million. The monthly payments to the escrow account to bring total deposits by February 2017 are to be \$193,200.

### **II. DISCUSSION**

While the existing rates are sufficient to support the expenditures related to payment of the Agency's composting contractor, Sonoma Compost, and its hauling contractor, the Ratto Group, the additional expenses related to outhaul of some compost feedstock material and the funding obligation toward the escrow account are in excess of the Agency's revenue by approximately \$3 million per year.

#### Rate Sensitivity:

Participation (delivery of wood waste and yard debris) in the Agency's composting operation is based upon several factors. Currently, about 5,000 tons of wood waste is delivered to the composting system, and that is largely self-hauled by residents and businesses to the system. About 90,000 tons of yard debris was delivered to the system through a combination of self-

hauled materials (approximately 7,000 tons per year hauled directly to the Central Compost Site), and franchised hauler delivered material (approximately 83,000 tons per year). Recent events have caused the City of Petaluma to redirect the yard debris generated by its residents and businesses to the Redwood Landfill, removing approximately 10,000 tons that were previously delivered to the Central Compost Site. Due to compost site footprint reduction related to the Zero Discharge requirement by the North Coast Regional Water Quality Control Board, some out-haul of compost feedstock from the Sonoma Transfer Station to out-of-county compost facilities was and continues to be necessary. Additionally, the Central Compost Site has historically been very cost competitive when compared to the disposal fee and the cost of hauling to alternative compost sites. Staff believes the increase in disposal fees will decrease participation in the compost program further.

Staff believes that material delivered directly to the Central Compost Site by residents and businesses are more sensitive to rate impacts than material delivered by the City and County franchised haulers. As much of the wood waste is delivered to the compost facility by self-haulers and there are nearby alternative sites, staff believes the wood waste tonnage could decrease from 5,000 tons per year to 2,250 tons per year. Staff similarly believes the self-hauled yard debris material could decrease from 7,000 to zero tons per year, depending on amount of the rate increase. The Agency's contractor, Sonoma Compost Company, has informed staff that many of the self-haul customers also purchase material while visiting the site, so the uncertainty around losing those customers, and the general decrease of inbound material, has led staff to not rely upon revenue sharing payments from Sonoma Compost Company in the Draft Budget. The table below describes disposal fees for other neighboring compost facilities. Please note that Daniel O. Davis and Grab n' Grow are smaller scale locally sited operations.

Facility	Wood Disposal Fee	Green Disposal Fee	Distance from Central	Notes
<b>Sonoma Compost</b>	\$27.60 - \$38/ton	\$34.10 - \$68/ton	N/A	
<b>Daniel O. Davis</b>	\$4/yard, ~\$16/ton	\$4/yard, ~\$16/ton	7 miles	Chipping facility, not compost, limited to 18,000 tons per year
<b>Grab n' Grow</b>	\$3/yard, ~\$12/ton	\$5/yard, ~\$20/ton	9 miles	Limited to 90,000 cubic yards (approximately 22,500 tons) per year
<b>Redwood Landfill</b>	\$33/yard, ~\$132/ton	\$33/yard, ~\$132/ton	16 miles	Advertised rates listed. Agency rate is \$44.50/ton
<b>Recology Hay Road</b>	\$32.75/ton	\$32.75/ton	27 miles	Advertised rates listed. Agency rate is \$28.90/ton
<b>City of Napa Compost</b>	\$35/ton	\$35/ton	36 miles	
<b>Cold Creek Compost</b>	\$22.40/ton	\$22.40/ton	85 miles	

Staff believes that the remaining approximately 79,000 tons of franchise hauled delivered material is less sensitive to the rate increase because the compost program disposal fee is one factor amongst many charged to customers.

Master Operating Agreement Cumulative Effects:

Regardless of the wood waste and yard debris disposal rate increase chosen by this Board, the Board should understand that the County has made effective and is working to implement its Master Operating Agreement with Republic Services which will result in increased garbage disposal rates, and increased fees imposed on the wood waste and yard debris disposal rates. The new fees, which include Governmental Fees (including the Agency's surcharge of \$4.85 per ton) of \$7.85 per ton, County Concession Fees of \$9.25 per ton, Committed City Contingent Liability Fee of \$5.00 per ton, and a Special Concession Payment on Committed County Waste and Self-Haul Waste of \$1.00 per ton, will have a cumulative effect on the Wood Waste and Yard Debris disposal fees, which staff believes will further dampen participation in these programs from self-haulers.

To be clear, the rates below do not include the additional rate increases caused by the implementation of the Master Operating Agreement. An additional \$18.10 to \$22.10 per ton should be added to recognize the full disposal rates.

Rate Increase Scenarios:

Staff has prepared four fee increase scenarios for the Board's consideration. Scenario 1 would entail rate increases of the full amounts necessary, with no lesser amount for self-hauled material. Scenario 2 would entail rate increases for wood waste and franchised hauler yard debris increases, with no Agency-imposed increase on self-hauled yard debris delivered to the Central Disposal Site. Scenario 3 would be similar to Scenario 2, except that the disposal fee for self-hauled yard debris delivered to the Central Disposal Site would be increased by 25%. Scenario 4 is similar to Scenarios 2 and 3, except the self-hauled yard debris disposal fee would be increased by 50%. The 25% and 50% levels were per direction received from the Board at the February meeting.

Program Fees	Location	Scenario 1	Scenario 2	Scenario 3	Scenario 4
Wood Waste	Central	\$38.00	\$38.00	\$38.00	\$38.00
Wood Waste	Other Transfer Stations	\$42.00	\$42.00	\$42.00	\$42.00
Yard Debris, Self Haul	Central	\$68.00	\$34.10	\$42.63	\$51.15
Yard Debris, Franchised	Central	\$68.00	\$67.00	\$67.50	\$68.00
Yard Debris, Franchised	Other Transfer Stations	\$74.00	\$72.00	\$72.50	\$73.50

Program Tonnage	Location	Scenario 1	Scenario 2	Scenario 3	Scenario 4
Wood Waste	Central	1,500	1,500	1,500	1,500
Wood Waste	Other Transfer Stations	750	750	750	750
Yard Debris, Self Haul	Central	0	3,500	2,000	500
Yard Debris, Franchised	Central	35,000	35,000	35,000	35,000
Yard Debris, Franchised	Other Transfer Stations	44,000	44,000	44,000	44,000
<b>Total Tons</b>		<b>81,250</b>	<b>84,750</b>	<b>83,250</b>	<b>81,750</b>

Program Revenue	Location	Scenario 1	Scenario 2	Scenario 3	Scenario 4
Wood Waste	Central	\$57,000	\$57,000	\$57,000	\$57,000
Wood Waste	Other Transfer Stations	\$31,500	\$31,500	\$31,500	\$31,500
Yard Debris, Self Haul	Central	\$0	\$119,350	\$85,260	\$25,575
Yard Debris, Franchised	Central	\$2,380,000	\$2,345,000	\$2,362,500	\$2,380,000
Yard Debris, Franchised	Other Transfer Stations	\$3,256,000	\$3,168,000	\$3,190,000	\$3,234,000
<b>Total Compost Program Revenue</b>		<b>\$5,724,500</b>	<b>\$5,720,850</b>	<b>\$5,726,260</b>	<b>\$5,728,075</b>
<b>Agency Surcharge Revenue</b>		<b>\$394,063</b>	<b>\$411,038</b>	<b>\$403,763</b>	<b>\$396,488</b>

#### Ratepayer Impact Analysis:

Agency staff contacted the Ratto Group for assistance determining the impact to the ratepayers resulting from these proposed rate increases. The Ratto Group provided a matrix which described the monthly impact on a 32 gallon cart (their most common service level for garbage) from raising rates on yard debris by \$20 to \$60 per ton. Aside from some commercial accounts, the franchised haulers mainly deliver yard debris from their customers to the compost system, so increases to the yard debris rates are considered in this analysis. Scenario 1 would involve the greatest rate increase, which would be an increase of \$37.80 per ton at the transfer stations and \$33.90 per ton at the Central Disposal Site. This range of increases would result in increases to a franchised hauler ratepayer subscribed to 32 gallon garbage service by approximately \$1.33 to \$3.25 per month, or \$15.96 to \$39.00 per year.

If the Master Operating Agreement implementation effects on the yard debris service are taken into account at rate increase of up to \$59.90 per ton would go into effect, resulting in an impact to the ratepayer described above of approximately \$2.46 to \$5.17 per month, or \$29.52 to \$62.04 per year.

#### 100% Outhaul Alternative:

The projected cost to operate the composting program as it currently exists (excluding the escrow account payments and the one-time cost to build a new pond on the site) is approximately \$52.75

per ton, assuming 80,250 tons. The least expensive outhaul option available to the Agency in its agreement with the Ratto Group is \$55.37 per ton to haul to Recology Hay Road, but the Agency is limited to delivering 150 tons per day to that facility. The next less expensive option would be to haul to the Redwood Landfill's compost facility, at a cost of \$59.10 per ton.

Conclusion:

At this time, staff recommends the rate increases described in Scenario 2. It is staff's belief that by not increasing rates on self-hauled material, more material will stay in the system locally which will decrease the overall Yard Debris rate increase required when compared to Scenario 1, which contains the highest rate increases.

It should be noted that our proposed tip fee increases and the increases from the County-Republic MOA are not the only rate changes that are being addressed. The Ratto Group, franchise hauler for multiple jurisdictions, typically has annual cost increases under review just prior to Jul1. It is also staff's information that because of the recent West Coast Port strike, the Ratto Group is also approaching their franchise jurisdictions about recent adverse impacts from that strike. Staff has had some contact from member jurisdictions with concerns about the effective date of our proposed rate change, specifically due to a desire for the member jurisdictions to consider all ongoing rate changes at one time rather than piece-meal.

### **III. FUNDING IMPACT**

The funding impacts are significant. Failing to increase tip fees above current levels would result in a deficit of approximately \$2.95 million in the Wood Waste and Yard Debris funds for FY 2015-16.

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

Staff recommends the Board commence the Public Hearing, receive and consider public comment on the proposed rate increases, close the Public Hearing, and provide staff direction regarding the rate increase, if the Board determines a rate increase is necessary.

### **V. ATTACHMENTS**

Resolution  
Residential Customer Impact Matrix  
Notice of Public Hearing

Approved by: \_\_\_\_\_  
Henry J. Mikus, Executive Director, SCWMA

DATED: March 18, 2015

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY  
INCREASING DISPOSAL FEES FOR WOOD WASTE AND YARD DEBRIS

WHEREAS, the Agreement between the Cities of Sonoma County and Sonoma County for a Joint Powers Agency to Deal with Waste Management Issues (Agreement) was established on or around February 11, 1992; and

WHEREAS, this Agreement requires the County of Sonoma (County) to collect and remit to the Sonoma County Waste Management Agency (Agency) tonnage disposal fees to defray the costs of capital improvements, operations, and maintenance for the Agency's wood waste and yard debris treatment system (treatment system); and

WHEREAS, the significant new costs for operating and maintaining the treatment system have been realized and are expected the near future; and

WHEREAS, existing disposal fees for wood waste and yard debris are insufficient to defray future costs; and

WHEREAS, it is necessary to increase wood waste and yard debris disposal by the amounts described below:

Disposal Fee Type	Central Disposal Site, Franchise Hauler Delivered	Central Disposal Site, Self Hauler Delivered	Other Transfer Stations
Wood Waste			
Yard Debris			

NOW THEREFORE, BE IT RESOLVED the Sonoma County Waste Management Agency Board of Directors directs the County to increase the amount of disposal fees collected by the County and remitted to Agency by the amounts listed above, effective April 1, 2015.

## 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:

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Sally Evans  
Clerk of the Sonoma County Waste Management  
Agency of the State of California in and for the  
County of Sonoma

**SCWMA COMPOSTING OPTIONS  
SONOMA COUNTY JURISDICTIONS  
IMPACT ON RATES OF  
ADDITIONAL COSTS PER TON  
FROM \$20 TO \$60 IN INCREMENTS OF \$2.50 PER TON**

<b>POSSIBLE INCREASE</b>	<b>LOW END IMPACT *</b>	<b>HIGH END IMPACT *</b>
\$20.00	\$0.82	\$1.72
\$22.50	\$0.92	\$1.94
\$25.00	\$1.02	\$2.16
\$27.50	\$1.12	\$2.38
\$30.00	\$1.23	\$2.59
\$32.50	\$1.33	\$2.81
\$35.00	\$1.43	\$3.03
\$37.50	\$1.53	\$3.25
\$40.00	\$1.64	\$3.46
\$42.50	\$1.74	\$3.67
\$45.00	\$1.84	\$3.88
\$47.50	\$1.94	\$4.10
\$50.00	\$2.05	\$4.31
\$52.50	\$2.15	\$4.53
\$55.00	\$2.25	\$4.74
\$57.50	\$2.35	\$4.95
\$60.00	\$2.46	\$5.17

\* Per 32 Gal Cart Per Month

**Sonoma County Waste Management Agency  
Notice of Intent to Increase Wood Waste and Yard Debris Tipping Fees and Notice of  
Public Hearing**

Notice is hereby given that on March 18, 2015, at or about 9:00 a.m., the Sonoma County Waste Management Agency (SCWMA) will hold a Public Hearing at Santa Rosa City Hall, located at 100 Santa Rosa Avenue, Santa Rosa, California to consider an increase to the disposal fees for Wood Waste and Yard Debris charged by SCWMA and collected by the County of Sonoma at its disposal sites.

SCWMA is considering increases in disposal fees by up to \$37 above current levels, which would result in fees of \$66.70 per ton for Wood Waste and \$73.20 per ton for Yard Debris. Final amounts will be determined by the Sonoma County Waste Management Agency Board of Directors following the Public Hearing.

At the Public Hearing, SCWMA shall consider all evidence and testimony for and against the proposed fee increases. At any time prior to the public hearing, any person may file in writing with SCWMA a statement of his or her objections to the proposed fee increases. Persons who challenge the proposed fee increases in court may be limited to raising only those issues they or someone else raised at the public hearing described in this Notice, or raised in written correspondence delivered to the City at, or prior to, the Public Hearing.

For more information about the proposed changes, please visit the Sonoma County Waste Management Agency's website at [http://www.recyclenow.org/agency/current\\_packet.asp](http://www.recyclenow.org/agency/current_packet.asp). Information related to this item will be posted at least 72 hours in advance of the March 18, 2015 Board of Directors meeting.



Agenda Item #: **10**  
Cost Center: **All**  
Staff Contact: **Mikus**  
Agenda Date: **3/18/2015**

## **ITEM: JPA Renewal Report**

### **I. BACKGROUND**

The Agency Board has conducted Strategic Planning Work Sessions to discuss the future of the Agency beyond the JPA Agreement 25-year end date of February 2017. The first Strategy Session was held December 18, 2013, and the most recent Strategy Session occurred June 23, 2014.

At the December 2013 Board Strategy meeting, staff were directed to conduct competitive procurement for a consulting firm to provide an evaluation of Agency services which included examining delivery options for these services. R3 Consulting Group was selected to perform this analysis; their report was presented to the Board on May 21, 2014. Per the Board's direction, R3 was tasked, using a listing of current Agency activities, to determine which activities were "essential to health/safety", or "required by law or regulation", or might "potentially have negative effects if shut down or curtailed". R3 was also asked to include identifying and evaluating alternate possibilities for providing Agency services using several pertinent factors, and to do a basic verification of cost numbers previously supplied by staff analysis. The R3 Report was the starting point for discussions on the Agency future at the June 23, 2014 Strategy Session.

During discussion at the June Session basic facets of a proposed "Third Amendment to the JPA Agreement" were put forth, and direction was given to Agency Counsel to incorporate a number of choices or options concerning items such as the unanimous vote requirement, the make up of the Agency Board and continuation of the Agency past the February 2017 sunset date. Additionally, the Board directed the revisions to the JPA agreement be a Third Amendment to the original 1992 agreement. The Board's input was incorporated into a draft, given to the Board at the July Board meeting, and subsequently issued to the Agency member jurisdictions for discussion and approval. Since July 2014, discussions have occurred with the Agency member jurisdictions. Although three members have indicated approval of the July 3<sup>rd</sup> Amendment, others have expressed concerns with the proposed changes.

Aside from the approaching February 2017 end of the original JPA Agreement term, the Zero Discharge Plan submitted to the NCRWQCB in July 2014 contains scheduling milestones related to construction of a new compost facility. Because construction costs require a lengthy amortization time frame, to make the expense manageable and of small impact to the rate payers, the ability of the Agency to contract for this project beyond 2017 has become vital. Renewal of the Agency term beyond February 2017, because of the tie-in to contacting and construction, is paramount. Although the Plan initially projected April 2015 as a desired SCWMA renewal date, review work for the project EIR has extended the date to fall 2015. However, that still puts the renewal on an aggressive schedule.

In recognition of the difficult time frame for renewing SCWMA and extending the term, at the November 2014 SCWMA Board meeting Agency Counsel was directed to redo the 3<sup>rd</sup> Amendment

to reflect just a term limit extension, so as to simplify and expedite the amendment adoption process. It was the Board's plan to separate renewal from the other JPA Agreement revisions in order to allow ample time for those proposed revisions to get the attention needed and allow discussion so the member jurisdictions could reach agreement on the revisions.

Agency Counsel provided the revised 3<sup>rd</sup> Amendment to the JPA Agreement for discussion at the February 18, 2015 Board meeting. As part of discussion regarding limiting the 3<sup>rd</sup> Amendment to just an Agency term extension, or inclusion the updated provisions to the JPA Agreement as discussed in June 2014, of the Board provided further direction to staff for information to be presented at the March meeting:

- Continue working with the County to determine the cost for using the proposed new compost site at the Central landfill
- Ascertain with the County whether use of the HHW facility site would continue to be free or would have a use cost after February 2017
- Collect and summarize the waste diversion and other goals established by the Solid Waste Advisory Group (SWAG), including the report prepared by HDR
- Provide a more complete, in-depth summary of the Board's June 2014 Strategic Planning Work Session, which had as its main focus the Agency term extension and agreement revisions
- Provide the May 2014 R3 report on Agency service delivery, including a summary
- Analyze what group might be suited to consider policy issues on Agency matters if the Agency was not extended past 2017
- Develop the following three scenarios for providing the Agency services beyond 2017:
  - County of Sonoma to provide the services
  - The Agency to continue providing services
  - A blend of County and Agency providing services

The Board also asked that the draft "White Paper" that has been developed on Agency information, Agency term extension, and compost program plans be completed and sent to Agency Board members and alternates, City Managers, and City Attorneys as soon as possible.

## **II. DISCUSSION**

As outlined above, a timeline is at play with determining the Agency status past February 2017 because of dates related to the compost Zero Discharge Plan and the ability for contracting and financing the construction of a new compost facility. In short, for compost construction and Zero Discharge Plan compliance to occur during spring, summer, and early fall 2016, contracting, permitting, design, and financing need to occur no later than January 2016. Thus agency renewal would have to be settled by early fall 2015. This leaves but the balance of spring and summer 2015 for the process to make the Agency term decision. This will require engaged and timely discussion with the governing bodies of the member jurisdictions. As a forerunner to these discussions, the framework for any possible Agency Agreement must be clarified and consensus reached.

Vice Chair Don Schwartz prepared a proposed approach to consideration of the JPA moving forward. The plan was initially presented to the Board's Executive Committee (EC) for discussion and review; the EC recommended the plan be presented to the rest of the Board. Mr. Schwartz's plan is attached. A key component to sorting through the various questions, concerns, and issues

facing the structure of a JPA Agreement for the future is developing a matrix listing the issues and documenting the member jurisdictions' positions on these topics. A draft of the matrix is attached, and presented for Board Approval, as is the Proposed Approach developed by Mr. Schwartz. The suggested timeline for the process includes engagement with member jurisdictions through the balance of March and April, with the results to be set for discussion and action at the May Board meeting.

Staff has collected the information requested by the Board to aid further discussion regarding the Agency future and possible provisions to be included in a new JPA Agreement. The information is summarized below. Numerous supporting documents are included as attachment to this report.

**Compost Site and Household Hazardous Waste Toxics Facility Fees:** The Agency recently received a letter (attached) from Sonoma County Administrator Veronica Ferguson that addressed the questions regarding potential costs for use of portions of the landfill property for a new compost site, and for use of the land for the Agency Household Hazardous Waste (HHW) Toxics Facility. The County request for the compost facility land is a fee of \$1.50 per ton of accepted waste, with increases of \$.25 per ton every five years. The chart below provides an estimate, based on a steady rate of annual growth for the program, of annual land use costs and the total to be paid at 25 years. The annual fee for current tonnage of 90,000 tons annually would be \$135,000, rising to \$550,000 per year at the 25<sup>th</sup> year for 200,000 tons; the 25 year total is nearly \$8M.

Year	Tons	Rate	Annual	Cumulative
1	90,000	\$1.50	\$135,000	\$135,000
2	95,000	\$1.50	\$142,500	\$277,500
3	100,000	\$1.50	\$150,000	\$427,500
4	105,000	\$1.50	\$157,500	\$585,000
5	110,000	\$1.75	\$192,500	\$777,500
6	115,000	\$1.75	\$201,250	\$978,750
7	120,000	\$1.75	\$210,000	\$1,188,750
8	125,000	\$1.75	\$218,750	\$1,407,500
9	130,000	\$1.75	\$227,500	\$1,635,000
10	135,000	\$2.00	\$270,000	\$1,905,000
11	140,000	\$2.00	\$280,000	\$2,185,000
12	145,000	\$2.00	\$290,000	\$2,475,000
13	150,000	\$2.00	\$300,000	\$2,775,000
14	155,000	\$2.00	\$310,000	\$3,085,000
15	160,000	\$2.25	\$360,000	\$3,445,000
16	165,000	\$2.25	\$371,250	\$3,816,250
17	170,000	\$2.25	\$382,500	\$4,198,750
18	175,000	\$2.25	\$393,750	\$4,592,500
19	180,000	\$2.25	\$405,000	\$4,997,500
20	185,000	\$2.50	\$462,500	\$5,460,000
21	190,000	\$2.50	\$475,000	\$5,935,000
22	195,000	\$2.50	\$487,500	\$6,422,500
23	200,000	\$2.50	\$500,000	\$6,922,500
24	200,000	\$2.50	\$500,000	\$7,422,500
25	200,000	\$2.75	\$550,000	\$7,972,500

Rental for the HHW site is suggested at \$.50 per square foot per year with a 3% inflation rate each year. The facility uses approximately 40,000 square feet making the first years' fee \$20,000 which would rise to \$40,655 per year at 25 years. The total HHW fee over 25 years would be \$729,000.

Year	Annual Cost	Year	Annual Cost	Year	Annual Cost
1	\$ 20,000	10	\$ 26,095	19	\$ 34,049
2	\$ 20,600	11	\$ 26,878	20	\$ 35,070
3	\$ 21,218	12	\$ 27,685	21	\$ 36,122
4	\$ 21,855	13	\$ 28,515	22	\$ 37,206
5	\$ 22,510	14	\$ 29,371	23	\$ 38,322
6	\$ 23,185	15	\$ 30,252	24	\$ 39,472
7	\$ 23,881	16	\$ 31,159	25	\$ 40,656
8	\$ 24,597	17	\$ 32,094		
9	\$ 25,335	18	\$ 33,057	<b>Total</b>	\$ 729,185

**SWAG Goals:** The City-County Solid Waste Advisory Group (SWAG) set waste diversion and other goals during their tenure from 2010 through 2013. SWAG had a consultant, HDR, analyze the information prepared by the SWAG Research Committee; a summary of the HDR Report is attached. SWAG set goals the following overall goals (taken from SWAG "Rules of Governance" Section 2, Guiding Principles, adopted March 15, 2010):

1. Local Control: Maintain local control of solid waste system rates, waste flow, and the solid waste system.
2. Regional Services: follow a multi-jurisdictional partnered approach that creates opportunities to optimize services regionally, including consistency of services and rates, economies of scale, and effective uses of sites and facilities.
3. Waste Diversion: Meet and exceed legal/regulatory mandates for waste diversion.
4. Economic Efficiencies: Attain the best economic efficiencies while balancing responsible fiscal management and restraints.
5. Reliability: Maintain a reliable solid waste system that is high-quality, consistent, dependable, and is sustainable long-term.
6. Flexibility: Operate an integrated system that is flexible to accommodate advances in technologies.
7. Climate Change: commit to meeting the goals in the 2008 Sonoma County Community Climate Action Plan.

In addition, on February 28, 2011, SWAG established specific goals related to waste diversion. These were to achieve diversion rates of 80% by 2015 and 90% by 2020.

**HDR Report and the SWAG Research Committee:** SWAG created a Research Committee (RC) "To recommend a short list of regional solid waste system options for SWAG consideration which can feasibly meet SWAG's objectives for increased diversion, economic efficiency, and local control". The Research Committee prepared a May 11, 2011 report with the recommendations in four broad areas:

1. Maximize the use of existing diversion facilities in the county.

2. Diligently pursue additional composting capacity for the organic fraction of the waste stream including food waste using current technology of aerobic static pile composting
3. Develop new mixed waste processing capability (resource recovery facility, or MRF)
4. Consider the development of emerging technologies, such as anaerobic digestion and/or thermal conversion facilities, based on future analysis.

The RC developed cost estimates presented as monthly impacts to curbside rate-payers for the actions under the first three broad areas listed above of no more than \$2.00 per service payer per month. Two of the RC recommendations were to increase organics composting capacity to 200,000 tons per year, and construction of a new MRF to target mixed waste stream diversion.

Subsequently, HDR was retained to perform an independent analysis of the RC's conclusions, which occurred via a report to SWAG dated May 21, 2012. HDR examined potential scenarios that increased waste diversion efforts through voluntary programs and mandatory requirements that would build upon each other, and concluded the monthly curbside collection costs were similar to those developed by the RC. The HDR report was supportive of the increased organics processing goal and utilization of a MRF to develop increased waste diversion. The HDR report also included the following summary conclusions:

1. Maximizing existing capacity of the Central Landfill is cost-effective.
2. Creation of a new JPA is the preferable governance structure to provide for the uniform development and implementation of programs and policies.
3. Creation of a new JPA is needed to provide shared ownership and responsibility for the development and funding of additional diversion infrastructure.
4. The new JPA must have an appropriate voting structure such as a representative democracy to function efficiently, particularly with respect to the commitment of funds, in order to realistically secure funding of the future diversion infrastructure.
5. The preferred ownership structure for the new diversion infrastructure is Public-Ownership/Private-Operations.
6. When maximizing diversion efforts, disposal costs are minimized.
7. Disposal cost savings at least partially offset diversion policy/program/facility costs.
8. The forecast cost differences between reopening the Central Landfill (in-County disposal) as compared to out-of-County haul and disposal, are minimal. The primary differences between the two long-term disposal options should be considered as 'control' issues. In-County disposal is mostly within the control of the County as compared to out-of-County disposal

**Summary of the Board's June 2014 Strategic Planning Work Session:** Staff has re-visited the recording of the June 23, 2014 Board Strategy meeting, including transcribing some of the key discussions. Nine of the ten member jurisdictions were represented at the meeting, with Healdsburg absent. Unfortunately this effort was not able to definitively offer any further clarity to the discussion results, particularly specifics of which way individual members voted, because most of the votes were done by a show of hands rather than individual verbal responses. In addition, on many issues some Board members made no verbal comments.

The discussion review did provide a framework for listing the items that require consensus among the member jurisdictions. This list was one basis for the matrix of issues discussed previously which lists the members and the issues that to be used as a tool to identify each member's position on the different issues. The list of topics is:

1. Maintain SCWMA in some form

2. Compost compromise (Extend Agency, decide compost manager later)
3. Maintain Unanimous vote requirement
4. Replace unanimous vote with a super majority vote
  - a. 75% (8 of 10)
  - b. 2/3 (7 of 10), or a modified "Library JPA" model
5. Which voting subjects would require more than a simple majority vote
  - a. Purchase of real property
  - b. Incur debt greater than \$250,000
  - c. Adopt annual budget
  - d. Adopt additional core programs
  - e. Expenditure of funds greater than \$250,000
  - f. Amendments to the new JPA Agreement
6. Board Membership of elected officials only
7. Mixed Board membership, staff and elected officials
8. Tiered governance structure
  - a. Policy Board of elected officials
  - b. Technical Advisory Committee (TAC) of staff
9. Compost future management structure
10. Agency extension: fixed term or no limit
11. Ability of members to opt out of programs
12. Other issues

However the recording was helpful to provide additional information on the Board's voting:

1. All present Board members agreed that SCWMA should have its term extended
2. 6 of 9 agreed to the "compost compromise" to work on Agency extension and decide the management structure for compost later
3. Voting requirement
  - a. 2 of 9 wish to retain the Unanimous vote option
  - b. 1 supported the 2/3 "Library JPA" method
  - c. 6 supported the 75% super majority version
4. Governance structure
  - a. 3 wished to keep the current "mixed" Board membership
  - b. 5 supported a tiered structure or an all-elected official Board
  - c. 1 did not show a vote or express a preference

**May 2014 R3 Report:** The R3 Consulting Group Report on Agency Services is attached. The report summary stated:

1. The Agency's current surcharge of \$5.95 on solid waste tons disposed at the Central Disposal Site is equivalent to an annual expenditure of approximately \$4.59 per capita.
2. Based on our review, it does not appear that the Member Jurisdictions could realize an overall net cost savings by pursuing alternative services to the four core programs provided by the Agency.
3. On an individual basis, the Agency's current programs appear to be more cost effective than the identified alternatives in almost all cases, specifically:
  - a. Composting/Organics –
    - The current per ton fees for composting charged at the Central Compost site (including transfer costs) are lower than 4 of the 6 alternative compost sites that could accept Member Jurisdictions' compostable materials.

- All Member Jurisdictions would incur higher costs to direct compostable materials to identified alternative compost facilities due to farther transfer distances, higher tip fees, or and/or longer travel distances for packer trucks.
  - The existing Composting/Organics program offers a regional composting solution that provides free compost and mulch products back to the Member Jurisdictions at no additional cost to the Member Jurisdictions.
  - *While the Composting/Organics program is not essential to public health and safety, it is required in order to meet State mandates regarding diversion of materials from landfill.*
- b. Household Hazardous Waste (HHW) –
- The Agency’s current cost per HHW participant is approximately \$66.29 per user and includes both use of a staffed dropoff site and on-call collection.
  - Siting a new HHW drop-off site could take several years at a substantial cost and would likely require some form of interagency cost sharing agreement if more than one Member Jurisdiction directs HHW to the site.
  - Arranging for alternative HHW collection on-call services would incur estimated costs of approximately \$120 per pickup, which represents an 81% increase over the Agency’s current cost per user.
  - *Maintaining an HHW collection program is essential to public health and safety, and is required by law as part of each Jurisdiction’s Household Hazardous Waste Element (HHWE) filed with CalRecycle.*
- c. Education and Outreach –
- Eliminating the Agency’s Education and Outreach program may have an adverse effect on the quality of the Agency’s other core programs and may result in a loss of regional educational consistency.
  - The cities of Santa Rosa and Petaluma could feasibly provide for Education and Outreach services using existing staff / franchised hauler resources at a reduced cost. However, this may result in a loss of regional education uniformity.
  - Other member Jurisdictions do not have the existing staff resources to support expanded Education and Outreach efforts, and would have to rely on their franchised haulers for these services.
  - *The Agency’s Education and Outreach efforts are not essential to public health and safety, and appear to be in addition to the amount of outreach required in each Member Jurisdiction’s Source Reduction and Recycling Element (SRRE) (each Member Jurisdiction currently also has separate individual education efforts).*
- d. Planning and Reporting –
- The Agency’s current regional Planning and Reporting function appears to be very cost-effective.
  - If any jurisdictions were to opt out of the current regional reporting agency (as recognized by CalRecycle), all Member Jurisdictions would incur additional costs in order to complete required new “base year” waste generation studies, and additional waste tracking methods would need to be implemented to support the change.
  - The cities of Santa Rosa and Petaluma could feasibly provide their own Planning and Reporting using existing City staff.

- *The Agency's Planning and Reporting function is not essential to public health and safety, but is required for compliance with CalRecycle planning and reporting requirements.*
4. The Agency's current surcharge structure would need to be revised in the event of any programmatic changes, or in the event that any Member Jurisdictions choose to pursue alternative programs to those provided by the Agency.
  5. Due to the Agency's current surcharge structure, certain Member Jurisdictions receive greater value out of their membership in the Agency than others. For example, Member Jurisdictions located farther from the Central Disposal site receive less benefit from the Agency's Household Hazardous Waste (HHW) programs.
  6. Essentially, Member Jurisdictions which dispose more tons do not necessarily receive a greater level of service from the Agency's four core programs. Therefore, R3 recommends that the Agency and Member Jurisdictions explore alternative surcharge structures to provide more even benefits to all Member Jurisdictions.
  7. R3 recommends that the Agency (and Member Jurisdictions) continue to provide the Agency's current four core services on a regional basis.

The R3 Report did not discuss the option of having the County of Sonoma assume the responsibility for managing the Agency's core programs because that was not in the project scope of work. As perspective, prior to 2011 the Agency Executive Director and Staff reported through the County Transportation and Public Works Director rather than to the Agency Board. This was altered for numerous reasons including the Board's desire to manage Agency staff and affairs much more closely; this desire influenced the decision to not include the County option in the R3 scope of work. As part of their interaction with the member jurisdictions' staff, R3 did, however, ask the County if there was interest in taking on the Agency functions, to which the County reply was at that time in the negative.

Since then though some Board members have expressed that to not have included the County option analysis made the R3 Report incomplete. The County has recently been approached, and asked if they would be willing to assume the Agency's responsibilities. The reply was that to do so would be a Board of Supervisors policy decision that has not been discussed or decided. However, if the City/Town SCWMA members wished that to be considered, the County would at least entertain having such a discussion.

The Board asked that staff discuss three scenarios related to County involvement with Agency functions: as a total County responsibility; as a total Agency responsibility, or as some split of Agency functions between the County and Agency. The Agency status quo was discussed in detail by R3. It would not be unreasonable to determine that costs would not materially altered under County control of Agency functions. As to some split of responsibilities, the most likely division would be to cede composting as an operating function to become part of the County and Republic's landfill activities, while retaining Education, Planning/Reporting, and HHW as Agency tasks.

Some differences between County or Agency responsibility should be noted. With the County as responsible party, the other members would give up any official influence or control, but would also not share responsibility. As Agency functions, all members exercise some degree of control via their participation with the governing Board, but the issue of multiple, sometimes competing interests with the County/Agency landlord-tenant relationship would continue to exist. Finally,

there is a consequence regarding potential regional initiatives, such as waste diversion related ordinances. A regional agency representing all members is the easiest method to enact regional ordinances across local government lines.

The Board asked for staff to investigate if there was some other entity suited to considering policy issues on agency matters if the Agency ceased to be. Staff has identified a possible entity, and had initial conversations with that group. However, since further consultations are needed, particularly within the “leadership group” of that entity, further discussion at this point would be premature.

The “White Paper” was completed and distributed Tuesday March 10, 2015; a copy is attached.

### **III. FUNDING IMPACT**

None at this time.

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

Staff recommends the Board adopt the matrix of issues and the Proposed Approach developed by Mr. Schwartz.

### **V. ATTACHMENTS**

County Letter on use of landfill property dated 03/04/2015  
HDR Report Summary  
SWAG Research Committee Report Summary  
Matrix of JPA Agreement renewal issues  
R3 Report on Agency Service Delivery dated 05/13/2014  
SCWMA “White Paper” dated 03/10/2015  
July 2014 Version of the Draft Third Amendment to the JPA Agreement  
February 2015 Version of the Draft Third Amendment to the JPA Agreement  
JPA Renewal Proposed Approach dated 02/25/2015

Approved by: \_\_\_\_\_  
Henry J. Mikus, Executive Director, SCWMA



## OFFICE OF THE COUNTY ADMINISTRATOR

### COUNTY OF SONOMA

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**Veronica A. Ferguson**  
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**Chris Thomas**  
ASST. COUNTY ADMINISTRATOR

**Christina Rivera**  
DEPUTY COUNTY ADMINISTRATOR

**Rebecca Wachsberg**  
INTERIM DEPUTY COUNTY ADMINISTRATOR

March 4, 2015

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

VIA E-MAIL ONLY

[henry.mikus@sonoma-county.org](mailto:henry.mikus@sonoma-county.org)

Re: Proposed New Compost Site at Central and SCWMA Renewal

Dear Henry,

*Hi!*

I am writing in response to your December 23, 2014 letter regarding the proposed new Compost Site at Central Landfill Property and the JPA Renewal and your subsequent request for information on the future of the Household Hazardous Waste Facility. Below are the answers to the questions you asked.

**1. Does the County support the renewal of the SCWMA for after February 2017?**

The County Board of Supervisors has not yet made any decision regarding the extension or renewal of the SCWMA Joint Powers Agreement (JPA). We believe the JPA has successfully run a number of programs that are done best collectively by all the member agencies.

That said, the County Board of Supervisors intends to have an open public discussion of the pros and cons of continuing the JPA taking in to account the concerns of the other members of the JPA. The Board is interested in what the cities want in terms of an extension and/or alternative service delivery models for the various programs operated by the JPA. We anticipate the discussion will include review of alternate models of delivering one or more of the current programs including long-term operations of the Compost program. We will also want to discuss the continued staffing of the Agency with County employees and the use of the Central Disposal Site for any Agency programs.

**2. Is it still the County's intent to have the proposed new compost site location at Central available for the SCWMA to build a new compost facility?**

While the County Board of Supervisors is supportive of the concept of the new compost facility being located on the Central Landfill property, the site selection process rests with the SCWMA Board. As stated above, the Board of Supervisors has not made any decision regarding the JPA extension, including what programs should be overseen by the JPA after 2017. Therefore, the County is not prepared to take a position on how any new facility is constructed or operated until further information is provided concerning the alternative service delivery models.

3. If so, what are the conditions attached to such use of the proposed site?
4. Would the current rent-free arrangement continue, or would the County contemplate assessing rent for the property use?

These questions relate to the terms and conditions the County will require, should the Agency be extended and continue long term as the operator of the Compost Program. While the future of the SCWMA is undecided, we are providing terms to assist with the financial comparison of alternative compost sites.

Following are the basic terms the Board would minimally require in any future license agreement with the Agency for operation of the future compost facility at the Central Disposal Site:

- Fees for Use of the Land – Fees to be \$1.50 per ton of green and wood waste accepted at the new Compost Facility to be increased by \$0.25 every 5 years.
- Maximum Term – 25 year operational term plus some initial term for site development
- Environmental Protections – significant insurance, indemnity and defense protections in favor of the County from the Agency and any subcontractor.
- Separate Permits and Infrastructure – no shared infrastructure with landfill; Agency must obtain its own permit without the County being on any of the permits. It is acknowledged that access roads will be shared. This condition is primarily about environmental control systems. All Utilities will be paid for by the SCWMA.

I understand that the Agency Board has asked the County to request a cost proposal from Republic Services under the terms of the Master Operations Agreement for Republic to operate a composting program at the Central Landfill. As soon as the Master Operations Agreement is effectuated, the County will ask Republic to do so. Until a site is fully permitted and fully designed by the Agency, it is unlikely that Republic will be in a position to provide final pricing terms. We will ask.

#### **5. Household Hazardous Waste:**

You have also requested that the County let the Agency know whether it would allow the Agency to continue to use the Household Hazardous Waste facility site rent-free if the Agency is extended or if the County would charge the Agency for the continued use of the site after February 2017. You have indicated that the Agency needs this information so that the cities can consider it when they are considering the underlying question of whether to extend the Agency and if so, which programs should continue under the Agency. For purposes of assisting the Agency's analysis of alternative service delivery models, we have been authorized to provide the following basic terms the Board would minimally require in any future license agreement with the Agency for continued operation of the HHW program at the Central Disposal Site:

- Land Rent – Land rental fee to be \$0.50 per sq. ft. per year, based upon 40,000 sq. ft. Initial annual rental fee equals \$20,000 to be paid in equal monthly installments. Rental shall be inflated at 3% each year on the anniversary date.
- SCWMA shall complete prior schedule of payments under the existing license that are intended to reimburse the County for the construction cost of the facility.

Henry Mikus, Executive Director

Re: Proposed New Compost Site at Central and SCWMA Renewal

March 4, 2015

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- Maximum Term – 25 years.
- Environmental Protections – significant insurance, indemnity and defense protections in favor of the County from the Agency and any subcontractor. These would include negotiating acceptable terms to the County on future “generator or arranger liability” under CERCLA and other environmental regulations.
- Separate Permits and Utilities – Agency must obtain its own permits without the County being on any of the permits and pay for costs of all utilities.

I hope this information assists you and the Agency with the decision making processes. The County is dedicated to working with its sister agencies towards implementing the shared goals developed through the Solid Waste Advisory Group process, and scores of meetings, which include:

- Increasing waste diversion/recycling;
- Re-opening and maintaining an In-County landfill to end reliance on outhaul exports of Sonoma County trash;
- Establishing a new In-County Regional Compost Facility, for increased diversion of organic materials; and
- Operating all Resource, Recovery, Recycling and Disposal Facilities in a manner that is protective of the environment.

Please do not hesitate to call or email me if you have any questions or concerns. Susan Klassen, Director of Transportation and Public Works, is also available to assist.

Sincerely,



Veronica A. Ferguson  
County Administrator

c: Chairwoman Susan Gorin, Sonoma County  
Supervisor Efren Carrillo, Sonoma County  
Supervisor Shirlee Zane, Sonoma County  
Supervisor James Gore, Sonoma County  
Supervisor David Rabbitt, Sonoma County  
Paul Cayler, Cloverdale City Manager  
Damien O’Bid, Cotati Interim City Manager  
David Mickaelian, Healdsburg City Manager  
John Brown, Petaluma City Manager  
Darrin Jenkins, Rohnert Park City Manager  
Sean McGlynn, Santa Rosa City Manager  
Larry McLaughlin, Sebastopol City Manager  
Carol Giovanatto, Sonoma City Manager  
Linda Kelly, Windsor City Manager

# Solid Waste Diversion Policy, Program and Infrastructure Analysis



**May 21, 2012**

**Prepared for:**

**Sonoma County/City Solid Waste Advisory Group (SWAG)  
c/o Sonoma County Transportation & Public Works  
2300 County Center Drive, Suite B 100  
Santa Rosa, CA 95403**

Prepared by:

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## 1.0 Executive Summary

The diversion programs in Sonoma County and the cities in the county have been very successful achieving an estimated 67 percent diversion countywide in 2010.

On February 28th, 2011, the Sonoma County/City Solid Waste Advisory Group (SWAG) adopted the goals of 80 percent diversion by 2015 and 90 percent diversion by 2020. The purpose of the elevated diversion has several purposes including maximizing the beneficial use of resources before landfilling, conserving the landfill capacity for the future, improving air quality by reducing transportation related emissions associated with waste management and other related benefits not necessarily quantified at this time.

The SWAG formed a Research Committee (RC) to identify gaps in countywide programs and infrastructure and recommend initiatives for achieving the SWAG goals. The Research Committee's recommendations included:

- Maximize the use of existing diversion facilities in the County
  - Increasing Waste Reduction and Diversion Education through door-to-door (face-to-face visits) outreach focused on commercial and Construction and Demolition (C&D) debris generators
  - Increasing education efforts at schools and institutions
  - Adopting a Model Countywide Mandatory Commercial Recycling Ordinance
  - Adopting a Model Countywide C&D Recycling Ordinance
- Develop new composting capacity and expand organic materials diversion
  - Developing a new compost facility that incorporates the use of food scraps as a feedstock
  - Determining feasibility of the Santa Rosa Laguna Wastewater Treatment Plant in playing a role in beneficial reuse of food scraps
  - Focusing educational outreach effort to inform generators to maximize use of food scraps and composting programs
- Evaluating the development of a Mixed Waste Processing Facility
  - Developing a Mixed Waste Facility that targets Multi-Family Commercial Waste Stream
  - Design flexibility for Emerging Technologies

Subsequent to the Research Committee's report, the SWAG retained HDR to perform an independent analysis of the Research Committee's conclusions with respect to the appropriateness of the recommendations to reach the SWAG diversion goals. This report includes an analysis of these recommendations and identifies the relative cost of each option and its likely relative impact on diversion or increased participation in the overall solid waste system. Analysis of the Research Committee's recommendation can be found within certain sections of the report as follows:

- **Maximize the use of existing diversion facilities** – Section 3, Policy and Outreach Options and Section 5, Governance
- **Develop new composting capacity** – Section 4, Infrastructure Options
- **Evaluating the development of a Mixed Waste Processing Facility** - Section 4, Infrastructure Options

A description of the overall report organization is shown below including: governance issues, a cost benefit analysis, program funding and modeling, and a greenhouse gas (GHG) analysis.

## 1.1 Policy and Outreach Options

To increase the countywide diversion rate from 67 percent to levels discussed by the Research Committee of 80 percent and 90 percent, the following policies and programs, including outreach and infrastructure (to cover organics diversion), were evaluated. These are identified through 1) voluntary programs and 2) mandatory requirements as discussed below:

### Voluntary Programs

- Expanded organic materials collection and processing
- Expanded technical assistance and outreach programs, including:
  - Multi-family and Commercial technical assistance
  - Construction and demolition debris technical assistance
- Education and outreach
- Extended Producer Responsibility (EPR) initiatives

These voluntary programs include both education and outreach as recommended by the Research Committee.

### Mandatory Requirements

- Mandatory Recycling and Composting Ordinance
- Construction, Demolition & Deconstruction (C&D) Ordinance

The infrastructure improvements for development of a composting facility that accepts food scraps as a feedstock are discussed in Section 4, Infrastructure Options; however, the capacity of a composting facility is needed to handle all the organic tonnage generated through the voluntary programs and mandatory requirements recommended. Thus, the infrastructure cost to handle these diverted organic materials at a composting facility was considered and included for the voluntary programs and mandatory requirements recommended.

Based on surveys of comparable programs and research conducted from other similar studies, the diversion potential of the policies, programs, and infrastructure was estimated. The analysis demonstrated that by implementing the policy and outreach initiatives described in this report, the county and the cities can achieve very high rates of diversion, as much as 82 percent countywide.

Table 1 provides the diversion results based on the two countywide scenarios of voluntary programs and mandatory requirements that build upon each other. The diversion rates are presented as a snapshot in time for easy comparison, assuming the programs are fully implemented based on the countywide tons in 2010. In Section 7, the modeling of these figures includes annual escalation of tonnages and implementation of programs and facilities in different years, scheduled through the analysis period. The diversion estimates for each program are further described in Section 3 Policy and Outreach Options.

**Table 1: Countywide Diversion Estimates for Voluntary Programs & Mandatory Requirements (Estimated from 2010 Tons)**

<b>Countywide</b>	<b>Baseline (existing programs)</b>	<b>Increasing voluntary programs</b>	<b>Adding mandatory requirements</b>
<b>Diversion (tons)</b>	746,665	799,840	909,277
<b>Disposal (tons)</b>	362,763	309,588	200,151
<b>Diversion rate</b>	67%	72%	82%
<b>Generation (tons)</b>	1,109,428	1,109,428	1,109,428

Note that the calculations in this report are expressed in tons, percents and dollars, and include a level of specificity that may provide a false sense of precision. These calculations are derived from formulas that include estimates and assumptions. These assumptions are documented in Appendix B Diversion Calculations.

Planning level costs for implementing each of the policies, programs, and infrastructure (to cover organics diversion) were developed based on assumptions derived from other similar programs. Table 2 provides the estimated costs for each program, including one-time costs and annual costs. The cost assumptions for each program are further described in Section 2, Policy and Outreach Options.

**Table 2: Estimated Costs by Policy and Program**

Program/Facility	One Time Costs	Annual Costs
Organics Diversion Program (voluntary) <sup>1</sup>	\$1,790,610	\$1,972,828
Organics Diversion Program (mandatory) <sup>1</sup>		\$1,086,664
Education and Outreach		\$1,611,549
Extended Producer Responsibility		\$128,000
Multi-family and Commercial Technical Assistance		\$283,000
C&D Technical Assistance		\$128,000
Mandatory Recycling and Composting Ordinance	\$25,600	
C&D Ordinance	\$25,600	
<b>Sub-Totals</b>	<b>\$1,841,810</b>	<b>\$5,210,041</b>
<b>Annualized One Time Costs<sup>2</sup></b>		<b>\$230,227</b>
<b>Total Annual Cost</b>		<b>\$5,440,268</b>

<sup>1</sup> Costs for the New Compost Facility to process diverted tons from the existing Sonoma Compost Facility and newly diverted tons from the policies and programs are annualized and included in the Annual Costs.

<sup>2</sup> One-Time Costs are annualized over eight (8) years.

To gain an understanding of the impacts of these costs on the different generator types, the costs were divided based on:

- Residential households – expressed in costs per household per month;
- Commercial businesses – expressed in costs per yard per month; and
- Self-haul customers – expressed in costs per ton.

Table 3 presents the estimated costs by generator type. The impact of the individual programs on each generator is further described in Section 2, Policy and Outreach Options.

**Table 3: Estimated Costs by Scenario and Generator Type**

	<b>Increasing voluntary programs</b>	<b>Adding mandatory requirements</b>
Residential – cost per household per month	\$0.68	\$0.22
Commercial – cost per yard per month	\$0.19	\$0.05
Self-Haul – cost per ton	\$8.43	\$0.03
Total annualized costs	\$4,347,204	\$1,093,064
<b>Total Voluntary &amp; Mandatory annualized costs</b>	<b>\$5,440,268</b>	

## I.2 Infrastructure Options

Several options were analyzed to handle countywide organics and residual mixed materials. For the organic materials, existing in-County options such as the Central Compost Site, the Santa Rosa Laguna Wastewater Treatment Plant, and the Sonoma Vermiculture were reviewed. In addition, out-of-County options such as the existing Jepson Prairie Organics Facility, Zamora Compost Facility, and Redwood Landfill Compost Facility were reviewed. As an alternative to in-County use or transporting the organic materials out-of-County, a new Compost Facility designed to include food scraps as an acceptable feedstock was analyzed as supported by the Research Committee. The Research Committee also identified future development of a Mixed Materials Processing Facility as a component for achieving the high diversion rates adopted by the SWAG. A new Mixed Materials Processing Facility (MRF) was also analyzed as an infrastructure option along with the new Compost Facility. Each of these facilities included assessment of siting, sizing, potential key concerns, required infrastructure, required operating components and a cost estimate to handle the estimated tons available to the facilities.

A new Compost Facility was identified that could handle approximately 200,000 tons per year of organics, including food scraps. These tonnage figures include the current tonnage handled at the Central Compost Site plus additional organics diverted through the voluntary programs and mandatory requirements identified. The Facility is estimated to require approximately 40 acres of land, and cost approximately \$44 per ton (including amortized capital costs and annual operations and maintenance costs).

A new MRF was identified that could handle the combination of multi-family residential materials which are generally rich in recyclable materials, selected commercial loads such as those serving office complex facilities which are rich in paper and similar fiber sources, and other self-haul sources which tend to be rich in other recyclable materials. The quantity of material to be processed by the MRF could vary depending upon the contents of the selected sources. The goal of reaching an overall

diversion level of approximately 4 percent requires a diversion of approximately 44,000 tons per year from the MRF. Given the diversion level observed in other mixed waste MRF's, HDR anticipates that the facility would achieve a similar diversion level of approximately 30 percent of the quantity of material processed. The MRF would need to process approximately 148,000 tons per year (tpy) or about 400 tons per day (tpd) on a seven days per week basis in order to divert the 44,000 tons of materials per year. The Facility was also assessed to only handle multi-family commercial waste; however, as the specific composition of these selected loads is unknown and is assumed to be much less in quantity, the limited tributary wastes of multi-family and selected commercial wastes are assumed to be too small in size and therefore not economically feasible because of the relatively large amount of fixed costs. The approximate 148,000 tpy MRF is estimated to require about 4 to 5 acres of land, include positions for approximately 45 personnel, divert approximately 4 percent of the overall countywide tonnage and cost about \$68 per ton (including amortized capital costs and annual operations and maintenance costs). If the quantity of recyclable materials found in the multi-family and selected commercial loads is significantly high enough to provide elevated diversion levels while processing fewer tons, the quantity of materials processed at the mixed waste MRF could be lower. Notwithstanding the possibility that fewer tons could be processed by the mixed waste MRF, the cost of the MRF is a significant factor due to the extent of processing equipment and labor needed to perform the recovery functions.

### 1.3 Governance and Franchise Contract Provisions

#### Recommendation for Implementing Policies and Programs

To implement the new policies and programs countywide, we recommend the development of a new joint powers authority (JPA) because this approach provides flexibility and efficiency and represents shared community resources.

Based on the history of the Sonoma County Waste Management Authority (SCWMA) and its imminent expiration date, we recommend the creation of a new JPA with the following attributes:

- Elected official representation empowered to function independently (similar to the ABAG, SMART, SCTA);
- Representative voting requirements be developed to reflect a representative democracy (no unanimous vote requirement);
- The authority be empowered to enact countywide ordinances; and
- Funding of the agency to be through collection of tip fees for services to off-set amortized capital and operating costs as well as declining tipping fees.

The SWAG has been successful in building trust between the County and the cities through its elected representatives to the SWAG. We recommend negotiating a new JPA through the SWAG process.

### Recommendation for Implementing Diversion Infrastructure

To implement new diversion facility infrastructure, we evaluated a variety of governance structures including variations of public and private entities performing in roles of ownership and operations. We recommend supporting the development of new diversion infrastructure through public ownership and private operations as this approach provides the most control and flexibility for the regional system. Ownership could be through the County or the newly constituted JPA. The development of the new capacity would require flow control, either through a joint powers agreement or long-term contract.

### I.4 Cost Benefit Analysis

A countywide cost benefit analysis was performed to assess the cost benefit of the policies, programs, and infrastructure recommended in the report. The analysis was based on the cost per ton of materials diverted. The results of this analysis are presented in Table 4.

**Table 4: Countywide Cost Benefit by Program/Facility and Scenario**

Policy/Program/Facility	Total Annual Cost	Recyclables Diverted (tons)	Organics Diverted (tons)	Total Diverted Tons	Cost per Diverted Ton
<b>Voluntary</b>	<b>\$ 4,347,204</b>	<b>27,746</b>	<b>25,430</b>	<b>53,175</b>	<b>\$ 82</b>
<b>Mandatory</b>	<b>\$ 1,093,064</b>	<b>79,234</b>	<b>30,202</b>	<b>109,436</b>	<b>\$ 10</b>
<b>Subtotal Voluntary &amp; Mandatory</b>	<b>\$ 5,440,268</b>	<b>106,980</b>	<b>55,632</b>	<b>162,612</b>	<b>\$ 33</b>
<b>Mixed Waste Processing</b>	<b>\$10,979,805</b>	<b>26,547</b>	<b>19,229</b>	<b>45,776</b>	<b>\$ 240</b>
<b>Total All Scenarios</b>	<b>\$16,420,073</b>	<b>133,527</b>	<b>74,861</b>	<b>208,388</b>	<b>\$ 79</b>

<sup>1</sup>One-time costs were assumed annualized over an 8 year period and added to the total annual costs.

The somewhat higher cost per additional ton diverted for the voluntary programs includes some higher costs involved with education and outreach and initial compost costs related to an expanded compost facility in order to process the current tonnage of compost plus those tons from voluntary programs.

Mandatory requirements are very cost-effective, particularly if the county and the cities do not have to invest significantly in additional staff resources to address compliance issues.

In contrast, implementation of the Mixed Materials MRF is more costly than the other program and facility options, as it is more difficult to garner the potential diversion from the waste stream that contains reduced quantities of recyclable materials after the other policy, programs, and the Compost

Facility are implemented. It is typical that the cost to divert these sparse divertible tons is higher than the other options; however, the jurisdictions will need to consider this option if they remain intent on reaching the 90 percent diversion goal.

Other benefits including those for transportation and waste diversion can be attributed to a reduction of GHGs.

## I.5 Program Funding and Modeling

Program funding for the voluntary programs and mandatory requirements were identified, including the estimated infrastructure costs for the Composting Facility and Mixed Materials MRF. The program funds including infrastructure costs for the Composting Facility are already identified above; the total funding required, adding the Mixed Materials MRF, is shown in Table 5.

**Table 5: Cost Estimates by Program and Facilities**

Program/Facility	One Time Costs	Annual Costs
Mixed Materials MRF <sup>1</sup>		\$10,133,750
All Programs & Compost Facility to handle Program diverted tons (from Table 2 above)	\$1,841,810	\$6,056,096
<b>Sub-Totals</b>	<b>\$1,841,810</b>	<b>\$16,189,846</b>
Annualized One-Time Costs <sup>2</sup>		\$230,227
<b>Totals</b>		<b>\$16,420,073</b>

<sup>1</sup> Annual Costs of the MRF include amortized capital cost of the facility for 20 years at 5% interest.

<sup>2</sup> One-Time Program Costs are annualized over eight (8) years.

In addition, 20-year economic forecasting models representing “gate fees” to cover the County Landfill/Transfer Station System were assessed assuming certain diversion levels and scenarios for either a re-opened Central Landfill or a closed Central Landfill with outhaul by truck. Three separate models were developed to estimate these net costs at different diversion levels. The diversion levels used as a basis in the modeling were directly related to the “Jurisdictional System” diversion (including only those tons controlled by the County and the cities). The “Countywide” diversion (including all tons generated countywide) was not used for modeling purposes as it contains a portion of waste and divertible materials not controlled by the cities or County.

The three diversion scenarios modeled include:

- **Scenario 1 No New Diversion** -The baseline current “Jurisdictional System” diversion of 73 percent diversion with no new diversion;
- **Scenario 2 Maximize Diversion without Mixed MRF** - An elevated diversion level of approximately 86 percent which includes all readily available and least cost program options

such as education and outreach, EPR, multi-family and commercial assistance program, organics diversion programs, C&D Technical Assistance, Mandatory Recycling & Composting, and the C&D Ordinance; and

- **Scenario 3 Maximize Diversion with Mixed MRF** - A maximum diversion level (without the use of Conversion Technologies) of approximately 90 percent includes the addition of the Mixed Materials MRF.

In addition, each of these three scenarios was evaluated using two disposal options:

- A re-opened Central Landfill; and
- A closed Central Landfill with outhaul by truck.

The model results indicate re-opening the Central Landfill compared to closing the Central Landfill with out-haul by truck are almost equal given the accuracy of the model. The model included assumptions to forecast future conditions such as 3 percent inflation for operating the landfill and transfer stations, and fuel prices. The primary difference between the two landfill disposal options is that of control. The costs associated with re-opening the Central Landfill are more within the control of the County as opposed to the costs associated with out-haul of waste to a distant landfill where costs, such as fuel, are more dependent on variable market conditions.

The results of comparing the three diversion scenarios showed that there were disposal cost savings through implementation of both Scenario 2 and 3, maximizing diversion without the New MRF and maximizing diversion with the New MRF, respectively. The more material diverted from the landfill the greater the savings in disposal costs. The costs to implement the diversion programs, including the policies, programs, and infrastructure were shown to be slightly higher than the disposal savings for most sectors in the Maximize Diversion with the MRF Scenario and slightly less than the disposal savings in the Maximize Diversion without the MRF Scenario.

## 1.6 Greenhouse Gas (GHG) Emissions Impacts

Greenhouse gas (GHG) emissions impacts were estimated for several different aspects of the diversion programs described in this report. The first set of analyses was done in order to see the magnitude of impact made by increasing diversion within those tons controlled by the County and the cities. This was done by showing the GHG emissions that would be generated by hauling waste from the Central Disposal Site transfer station to the Hay Road Landfill. The Hay Road Landfill was assumed in this analysis as it is currently the out-of-County disposal site used by the County. If the out-of-County landfill and hauling option is considered, these GHG emissions impacts could be higher or lower depending on the location of the landfill. The second set of analyses was done to show the potential reduction of GHG emissions from the diversion of materials through the programs and facilities identified in this report for all tons of waste generated countywide.

Closing Central Landfill and hauling all waste out of the County by transfer truck would create additional GHG emissions generated from transporting the waste. A model was developed to estimate the GHG emissions for out-hauling the waste for each Jurisdictional System scenario at the varying

degrees of diversion as described in Section 1.5 above: no new diversion, maximizing diversion without the New MRF, and maximizing diversion with the New MRF. The model assumes that waste would be transported from Central Landfill near Petaluma to the Hay Road Landfill East of Vacaville, returning to the Central Landfill.

The results show that out-hauling with no new diversion implemented would result in approximately 20 to 25 million pounds of carbon dioxide produced per year over a 20-year period. Maximizing diversion without the MRF would produce a reduction of approximately 13 to 19 million pounds of carbon dioxide produced per year over a 20-year period. Maximizing diversion with the MRF would produce a reduction of approximately 9 to 19 million pounds of carbon dioxide produced per year over a 20-year period.

In addition to reducing the demand for transfer truck trips to the landfill, increased waste diversion also reduces greenhouse gas emissions by recycling and composting materials instead of burying them in a landfill.

The countywide diversion estimates were used to examine the potential greenhouse gas reduction from increasing recycling and composting of all tons generated countywide. The estimates were calculated using Central Landfill and for out-hauling waste to Hay Road Landfill. Table 6 presents the GHG emissions potential of the recommended programs, using the U.S. EPA Waste Reduction Model (WARM) to estimate GHG reduction based on material types and amounts diverted. Negative numbers represent emissions that are avoided. Greater reduction is achieved by reducing the amount of waste buried in landfills. Additional GHG emissions reduction is possible at the Central Landfill, which recovers landfill gas for energy. WARM takes into account that this practice offsets emissions that would have been produced if that energy was generated with fossil fuels.

**Table 6: GHG Emissions Estimates by Scenario**

	Baseline	Voluntary Programs	Add Mandatory Requirements	Add Mixed Waste Processing
Central Landfill (MTCO <sub>2</sub> E)	-38,965	-99,497	-216,367	-262,592
Hay Road Landfill (MTCO <sub>2</sub> E)	-22,532	-85,551	-207,921	-257,311

## I.7 Summary

The overall results of this report as compared to the Research Committee recommendations shown through cost impact to the monthly residential household rate and the diversion potential on a countywide basis is presented in Table 7. The individual programs and policies have been categorized to match the categories listed on page 43 of the Final Research Committee Report, dated May 11, 2011.

**Table 7: Comparison of the Research Committee and HDR Report Recommendations**

Research Committee Recommendation	Impact to Residential Monthly Rate	Diversion Potential	HDR Report Recommendations	Impact to Residential Monthly Rate <sup>1</sup>	Diversion Potential
<b>Maximize Existing Capacity</b>			<b>Maximize Existing Capacity</b>		
Increased Education For Commercial, C&D, Schools & Institutions C&D Ordinance Mandatory Commercial Recycling	\$0.06	3%-6%	Education and Outreach EPR Multi-family and Commercial Technical Assistance Mandatory Recycling C&D Technical Assistance C&D Ordinance	\$0.25	10%
<b>Additional Compost Capacity</b>			<b>Additional Compost Capacity</b>		
Support Existing Site Selection & Permitting Processes Determine Feasibility of Food-Scraps at LTP Education for Food Scraps	\$0.16	6%-10%	Organics Diversion Program (voluntary) Organics Diversion Program (mandatory)	\$0.44 \$0.22	5%
<b>Mixed Waste Processing Facility</b>			<b>Mixed Waste Processing Facility</b>		
Develop Mixed-Waste Facility Targeting Multi-Family Commercial Waste Stream Design Flexibility for Emerging Technologies	\$1.50	4%-6%	Mixed Waste Processing for Multi-family and Commercial Mixed Waste Processing for All Generators	\$0 (for residential) \$1.59	1% 4%
<b>Total</b>	<b>\$1.72</b>	<b>13%-22%</b>	<b>Total</b>	<b>\$2.49</b>	<b>16%-19%</b>
<b>Current Diversion Rate</b>		<b>64%-67%</b>	<b>Current Diversion Rate</b>		<b>67%</b>
<b>Future Potential Total Diversion</b>		<b>77%-89%</b>	<b>Future Potential Total Diversion</b>		<b>83%-86%</b>

<sup>1</sup>Figures may not total exactly due to rounding.

HDR compared the net costs of the diversion programs and infrastructure recommended to the disposal system potential cost savings through their implementation to understand the overall potential cost benefits between the three scenarios and two sensitivities modeled. For these scenarios, Fiscal Year (FY) 2020-21 was used for comparison as it represents the first year of fully potential implemented diversion for the highest diversion scenario; Scenario 3 – Maximize Diversion with the Mixed MRF. The comparisons were conducted based on; 1) per household (HH), per month, 2) per commercial cubic yards (CY), and 3) per self-haul ton. The cost differences between the estimated diversion costs and the potential disposal cost savings is shown in Table 8 below. As can be seen in the table, some level of savings can potentially be derived from Scenario 2; Maximize Diversion

without the MRF. In contrast, for Scenario 3; Maximize Diversion with the MRF shows potential net costs for most all cases.

**Table 8: FY 2020-21 Cost Difference between Disposal Potential Cost Savings and Estimated Diversion Costs<sup>1</sup>**

Scenario	Difference per Household per Month		Commercial Difference per CY/Month		Self-Haul Difference per Ton	
	Central Open	Central Closed Out-haul	Central Open	Central Closed Out-haul	Central Open	Central Closed Out-haul
Scenario 1 - No New Diversion (73%)	N/A	N/A	N/A	N/A	N/A	N/A
Scenario 2 – Maximize Diversion w/o MRF (86%)	(\$0.38)	(\$0.27)	(\$0.07)	(\$0.04)	(\$33.36)	(\$30.43)
Scenario 3 - Maximize Diversion with MRF (90%)	\$0.77	\$0.87	\$0.21	\$0.24	(\$3.53)	(\$0.81)

<sup>1</sup> Figures shown in parenthesis indicate overall savings.

HDR provides the following summary conclusions as key issues facing the SWAG:

- Maximizing existing capacity of the Central Landfill is cost-effective.
- Creation of a new JPA is the preferable governance structure to provide for the uniform development and implementation of programs and policies.
- Creation of a new JPA is needed to provide shared ownership and responsibility for the development and funding of additional diversion infrastructure.
- The new JPA must have an appropriate voting structure such as a representative democracy to function efficiently, particularly with respect to the commitment of funds, in order to realistically secure funding of the future diversion infrastructure.
- The preferred ownership structure for the new diversion infrastructure is Public-Ownership/Private-Operations.
- When maximizing diversion efforts, disposal costs are minimized.
- Disposal cost savings at least partially offset diversion policy/program/facility costs.
- The forecast cost differences between reopening the Central Landfill (in-County disposal) as compared to out-of-County haul and disposal, are minimal. The primary differences between the two long-term disposal options should be considered as ‘control’ issues. In-County disposal is mostly within the control of the County as compared to out-of-County disposal

which is mostly subject to fluctuating market conditions for disposal and transportation (fuel) prices.

## I.8 Report Organization

The report is organized as follows:

**Section 1.0 Executive Summary** – Presents the purpose of the report, the approach, and major findings.

**Section 2.0 Background** – Provides the context, current programs, historical diversion rates, and findings of the 2007 waste characterization study.

**Section 3.0 Policy and Outreach Programs** – Describes the voluntary programs, mandatory requirements, and mixed waste processing options, providing examples from other jurisdictions, the diversion potential and planning level cost estimates.

**Section 4.0 Infrastructure Options** – Describes the two infrastructure options; the Composting Facility and the Mixed Materials MRF including siting, sizing, the required infrastructure, required operating components and a cost estimate to handle the estimated tons available to the facilities.

**Section 5.0 Governance and Franchise Contract Provisions** – Describes the approaches that the County and cities could take in implementing countywide programs and infrastructure and identifies specific franchise and contract provisions that enhance diversion and reduce incentives for wasting.

**Section 6.0 Cost Benefit Analysis** – Describes the costs of policy and outreach programs, along with the facility infrastructure options compared to the benefits of diversion in \$ per diverted ton.

**Section 7.0 Program Funding and Modeling** - Collection rates and tipping fee impacts and disposal options (reopening the Central Landfill or transferring out-of-County).

**Section 8.0 Greenhouse Gas Analysis of Transportation Scenarios** – Compares the GHG's generated for out-of-County haul vs. no haul and landfill at the County's Central Landfill.

**Appendix A Generation Projections** – Methodology for estimating the countywide generation and diversion rates.

**Appendix B Diversion Calculations** – Calculations and assumptions for the diversion and cost estimates.

**Appendix C Cost Estimates** – Detailed cost estimates for the Compost Facility and the Mixed Materials MRF.

**Appendix D Economic Models** – Detailed economic models for the County's disposal and transfer system.

**Appendix E GHG Calculations** – Detailed GHG assumptions and modeling calculations.

# **Final Research Committee Report For the Sonoma County/City Solid Waste Advisory Group**



**Date: May 11, 2011**

## EXECUTIVE SUMMARY

The SWAG Research Committee was formed by action of the Sonoma County/City Solid Waste Advisory Group (SWAG) on November 15, 2010. The duties or objectives outlined for the Research Committee (RC) have been stated as:

*“To recommend a short list of regional solid waste system options for SWAG consideration which can feasibly meet SWAG's objectives for increased diversion, economic efficiency and local control.”*

Sonoma County has done a great job of implementing recycling and waste diversion programs that have contributed to recovering almost two thirds of the waste stream for beneficial use. The RC's recommendations focus on options to reduce, recycle and/or process the remaining one third of the waste stream that is still being disposed in local and regional landfills.

The RC at their initial meeting had a discussion and reached consensus that the research and recommended options should focus on the following activity areas; Waste Reduction, Waste Diversion, Education, Legislation, Enforcement, and Transfer/Processing Infrastructure.

The following report provides an overview of the work of the RC along with our findings, recommendations and estimated costs relating to waste reduction, education, legislative, enforcement and facility infrastructure policy options that the RC believes can feasibly meet SWAG's objectives for increased diversion, economic efficiency and local control.

The RC wishes the reader to note that it was not within the scope of the RC's work to develop strategies for the system funding structure. The RC was also not charged with quantifying the impact that implementation of these recommendations may have on reducing other system costs and meeting climate protection goals. The RC acknowledges that all of these items are significant and will be addressed in future more detailed analysis which will be accomplished by a third party consultant. The RC stands ready to assist with this process.

### Project Approach

The subcommittees' consensus included a goal of building our recommendations on a foundation of reliable data that was either existing, or readily developable within a short time frame. We also agreed that it would be most appropriate to maximize the utilization of Sonoma County's existing capacity for diversion before recommending the development of new infrastructure.

The RC also incorporated the valuable work of others. Our initial steps included review of a number of reports including the *Organic Disposal Alternatives in Sonoma County* report created by the AB 939 Local Task Force, (LTF), the *Sonoma County Waste Management Agency Waste Characterization Study* prepared by Cascadia Consulting Group as well as the then current draft version of the *Planning for Zero Waste in Sonoma County Discussion Paper* prepared by the LTF.

From this basis the subcommittees outlined our work plan and implemented the following general scope of work:

- Defined current disposal volumes and recent trends

- Identified existing processing capacity in the County
- Evaluated waste characterization & divertibility analysis
- Reviewed existing capacity vs. needs – gap analysis
- Developed program and infrastructure options both traditional & emerging technologies that maximize the use of existing programs and infrastructure and then address the remaining gaps in capacity
- Developed findings and recommendations

Presented in this Executive Summary is an overview of the research, analysis and project approach that has led the RC to develop our specific recommendations for SWAG's consideration.

### **Findings and Recommendations:**

Our recommendations are offered as a phased approach and include suggested points in the process where the results from initial actions can be assessed and subsequent steps can build upon actual results from the previous accomplishments. It is important to allow for some flexibility in the planning process, especially for the longer-term objectives to accommodate changes in the waste stream and the evolution of emerging technologies. Our detailed recommendations can be summarized within the four following broad areas:

- Maximize the use of existing diversion facilities in the County
- Diligently pursue additional composting capacity for the organic fraction of the waste stream including food waste using current technology of aerobic aerated static pile composting.
- Develop new mixed waste processing capability, (resource recovery facility).
- Consider the development of emerging technologies, such as anaerobic digestion and/or thermal conversion facilities, based on future analysis.

### **Existing Diversion Capacity**

***Finding1:*** The inventory of existing permitted solid waste processing facilities, (listed in Table 2 within the main body of the report), demonstrates that the County as a whole has a significant amount of underutilized diversion process capacity. The categories of facilities that have the ability to handle additional volumes of material include:

- Transfer Processing
- Construction and Demolition Debris
- Source Separated Processing facilities

In addition, the waste disposed of currently in landfills, still has a significant amount of divertible materials that can be recovered through these types of existing facilities. The combination of the composition of the waste stream matching with the capabilities of the existing facilities in the County offers the most cost effective first opportunity to achieve additional diversion with little or no new capital investment.

***Recommendation 1: Maximize Existing Capacity***

As part of SWAG's work to accomplish the stated objectives of increased diversion, economic efficiency and local control, the RC recommends the consideration of policy which emphasizes the benefits of maximizing the use of the existing diversion infrastructure in Sonoma County. This policy should focus on both waste reduction and diversion. The implementation of this policy may include action by the SWAG or individual jurisdictions and should include further study of the following options:

- 1A: Increase education efforts on waste reduction and diversion by funding one full-time position with equipment and supplies for outreach materials – specifically focused on door-to-door outreach with Commercial and C & D waste generators.**
- 1B: Increase education efforts for schools and institutions on waste reduction and diversion by funding one half-time position with equipment and supplies.**
- 1C: Adopt a Model Countywide Mandatory Commercial Recycling Ordinance**
- 1D: Adopt a Model Countywide C & D Recycling Ordinance**

**Additional Compost Capacity & Food Waste**

**Finding 2:** Organics is the largest fraction, (36%), of Sonoma County's waste stream that is still being disposed in landfills. Food waste is part of the organics component and represents the biggest volume of any single material at 21 percent of the total waste stream. Translating this to tonnage equates to a possible range of 315 – 435 tons per day of Organics being disposed. While this represents a good opportunity for targeted diversion, current capacity does not exist to handle this volume. The County's composting facility only has 36 tons per day of remaining capacity. It is also important to understand that the existing method of "wind row" composting has limited capacity for food waste.

The Sonoma County Waste Management Agency, (SCWMA), is in the process of working towards the development of a new composting operation that will have additional capacity in terms of volume and possibly the ability to incorporate larger volumes and types of food waste along with the current green waste material. New regulations relating to air impacts from composting will necessitate a change in the method for composting in the County. While this may present some new challenges it also represents an opportunity to incorporate a facility design which can accommodate the beneficial reuse of food waste, the single largest component currently going to landfill disposal.

Many communities in California are looking to address the beneficial use of food waste as a diversion strategy. As our recycling programs have removed a significant percentage of other material, food waste continues to become a larger and larger component of what is left in the disposal stream. Santa Rosa's Laguna Wastewater Treatment Plant and its biosolids management infrastructure may have the capability to play a role in the beneficial reuse of food waste here in Sonoma County. The concept of adding a percentage of food waste in the digesters at wastewater treatment facilities is being considered by a number of communities.

### ***Recommendation 2: Additional Compost Capacity***

The RC recommends the following options be studied further to support increased diversion of organics:

- 2A: Support the efforts of the SCWMA to develop new composting capacity in Sonoma County and specifically encourage that the new facility design incorporate the ability to include food waste as part of the acceptable feedstock for the composting process.**
- 2B: Determine the feasibility of the Santa Rosa Laguna Wastewater Treatment Plant in playing a role in the beneficial reuse of food waste in Sonoma County.**
- 2C: Once a full food waste diversion system is available, establish a one-time focused educational outreach effort to inform commercial and residential generators to ensure maximum use of the food waste and composting programs.**

### **New and Mixed Waste Processing Facility**

***Finding 3:*** Even with effective efforts in the areas of maximizing the use of the existing processing infrastructure and developing additional composting capacity in the County, new types of facilities will need to be developed in order to meet the longer term 90% diversion goal identified by SWAG. For example, while source separated recycling programs have been very successful for single-family residents there have been some challenges to replicate the same level of success for the multi-family and some of the commercial waste sector customers. Factors such as the high turn-over at multifamily facilities have had an impact on customer education and participation rates and space constraints for additional bins have inhibited recycling opportunities for certain sectors of the business community. One of the effective ways to recover this material can be through the development of a mixed waste processing facility.

By using a combination of human sorting and mechanical separation techniques based on size, weight, magnetic separation etc. operators have looked to segregate the various components of the waste stream for recyclables, organics and possible refuse derived fuel resources. Through the evolution of these efforts the current sorting equipment technology has advanced significantly. Mixed waste processing facilities can, and should be, designed for specific applications. This is not a situation where “one size fits all”. For Sonoma County, it will be important to assess the specific needs for material recovery prior to design and implementation of a mixed waste processing facility. This is an instance where it will be prudent to analyze the results of the prior diversion efforts of the community before moving forward with a significant capital investment. It will be critical to design a facility based on what is left in the waste stream along with a clear understanding of the type of “feedstock” the facility will be expected to produce from the waste material input.

With the understanding that the specific design will need to be developed based on the future results of the next phase of diversion efforts in the County, it is the consensus of the RC that a mixed waste processing facility will be a feasible component of an integrated plan to achieve SWAG’s diversion goals.

### ***Recommendation 3: Mixed Waste Processing Facility***

The RC recommends that the SWAG's policy and planning efforts include the development of a mixed waste processing facility as a feasible option for further feasibility study and development. Additionally, the further analysis should include designing flexibility in the facility for it to support future emerging technologies.

#### **3A: Develop Mixed Waste Facility that targets Multi-Family Commercial Waste Stream**

#### **3B: Design Flexibility for Emerging Technologies**

### **Emerging Technology**

**Finding 4:** As the County moves towards higher levels of diversion the remaining waste stream will be comprised of materials that have been identified in the Cascadia Report using terms such as; "Remainder/Composite", "Mixed Residue" and "Other". These materials by their nature will not lend themselves to recovery through the traditional programs for recycling and composting. Some of these materials can be separated through the specific design of a mixed waste processing facility as described previously. The current thinking in the industry related to the remainder of the waste stream is to focus on separation of material into groups based on organics and energy recovery potential.

The organic fraction of the remaining material can be considered for both energy recovery and soil amendment applications through anaerobic digestion. Other constituents like mixed non-recyclable plastic and paper can be utilized as a high BTU feedstock for renewable energy recovery through a variety of thermal conversion processes. The design of these emerging thermal processes differs from traditional waste to energy combustion and has been promoted as having low emissions and significant carbon reduction potential. These types of processes have been developed primarily in other countries or through smaller scale projects here in the United States. While commercial scale projects don't have a long track record in this country, the scientific theory behind many of these emerging technologies is well founded and worth future study and consideration as part of an integrated approach to accomplishing the higher levels of diversion identified through the SWAG objectives.

### ***Recommendation 4: Emerging Technologies***

We recommend that the SWAG's policy and planning efforts include the consideration of emerging technologies, such as anaerobic digestion and low emission thermal conversion, as part a comprehensive and integrated approach to achieving the stated diversion goal objectives. Our recommendation includes the future study of these technologies however, because of the potential high cost of these technologies, prior to implementation a study should be completed to measure the success. Our research identified that there are already smaller scale innovative technologies being proposed within the region to address specific waste streams, the RC recommends a policy to support those efforts within the community.

#### **4A: Implement Further Analysis**

#### **4B. Adopt a policy to support emerging technologies within the community.**

## **Conclusions:**

This report is offered to SWAG with great appreciation for the effort that is being put forth on the part of the City and County elected representatives to come together and develop a consensus for solid waste and diversion policy and planning measures on behalf of the Sonoma County Community. The RC developed their recommendations with the input of a diverse range of knowledgeable individuals representing just about every solid waste and recycling stakeholder interest in the county. We have worked diligently to find the common ground that we all can agree on. We have endeavored to offer sound public policy options regarding diversion processing and facility development strategies for SWAG's consideration.

Beyond the written report, the work of the RC has included extensive discussion and healthy debate of each of the presented areas. While we have suggested the need for additional study in certain areas, we have provided SWAG with the specific recommendations for further detailed study for which we have a high degree of confidence will represent cost effective solutions to meet the stated objectives for diversion, economic efficiency and local control. To that end, included in the full report is a summary table which attempts to quantify the range of potential cost/rate impacts and potential additional diversion that could be achieved through implementation of the various options.

The RC has estimated based upon our research that Recommendations #1-3 should all be able to be implemented for less than an additional \$2.00/month impact to a typical residential collection bill. It should be noted that this table estimates rate impacts to residential customers to implement these waste reduction and diversion efforts, as if they are full add-ons to the existing system costs. However, should diversion goals be achieved there will be a significant reduction in remaining tonnage going to landfill disposal, which should result in offsetting savings. We expect that when the consultant study is performed which takes into account all system costs, that these potential offsetting savings will be analyzed.

Questions	Member Jurisdiction									
	Cloverdale	Cotati	Healdsburg	Petaluma	Rohnert Park	Santa Rosa	Sebastopol	Sonoma City	Sonoma County	Windsor
1. Do you want to continue a regional approach for dealing with Composting, Household Hazardous Waste, Education, Planning and Reporting?										
2. If Yes, what is your preference on who performs these functions? (Agency, County, Mix)										
3. If Question 2 was Agency, what is your preference on the term of the Agency? (25 Years, No Fixed Term)										

Questions	Member Jurisdiction									
	Cloverdale	Cotati	Healdsburg	Petaluma	Rohnert Park	Santa Rosa	Sebastopol	Sonoma City	Sonoma County	Windsor
4. Do you want a unanimous vote requirement on the following items: Budget Approval, Capital Expenditure greater than \$50,000, Major Program Expansion?										
5. If the response to Question 4 was no, would you prefer a supermajority approval of 8/10 for certain items?										
6. If the response to Question 4 was no, would you prefer a supermajority approval of 7/10 for certain items?										
7. Which of these vote types should be included for a supermajority vote? Purchase of Real Property, Incur Debt Greater than \$250,000, Adopt Annual Budget, Adopt Additional Core Programs, Expenditure of funds greater than \$250,000, Amendments of the new JPA Agreement										

Questions	Member Jurisdiction									
	Cloverdale	Cotati	Healdsburg	Petaluma	Rohnert Park	Santa Rosa	Sebastopol	Sonoma City	Sonoma County	Windsor
8. Do you wish to keep a governance model which allows for a mixture of jurisdiction staff and elected officials?										
9. Do you wish to change to a governance model of only elected officials?										
10. Would you prefer a tiered structure of governance which includes a policy-making board composed of elected officials and a technical advisory committee composed of jurisdictional staff members?										

Questions	Member Jurisdiction									
	Cloverdale	Cotati	Healdsburg	Petaluma	Rohnert Park	Santa Rosa	Sebastopol	Sonoma City	Sonoma County	Windsor
11. Do you wish to have a mechanism for members to opt out of some Agency programs?										
12. What is your preference for the management structure of the composting program? (Agency or County/Republic)										
13. Does your City/County Attorney have issues with specific language included in the current JPA and amendments? If so, please describe.										
14. Does your City/County Attorney have issues with specific language included in the proposed Third Amendment to the JPA? If so, please describe.										

May 13, 2014

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

**Re: Evaluation of Current Activities and Service Delivery Options**

Dear Mr. Mikus:

R3 Consulting Group Inc. (R3) was engaged by the Sonoma County Waste Management Agency (Agency) to provide an evaluation of current activities and service delivery options. This letter report presents the results of our evaluation.

## Summary Findings

- The Agency's current surcharge of \$5.95 on solid waste tons disposed at the Central Disposal Site is equivalent to an annual expenditure of approximately \$4.59 per capita.
- Based on our review, it does not appear that the Member Jurisdictions could realize an overall net cost savings by pursuing alternative services to the four core programs provided by the Agency.
- On an individual basis, the Agency's current programs appear to be more cost effective than the identified alternatives in almost all cases, specifically:

- **Composting/Organics** – The current per ton fees for composting charged at the Central Compost site (including transfer costs) are lower than 4 of the 6 alternative compost sites that could accept Member Jurisdictions' compostable materials.

All Member Jurisdictions would incur higher costs to direct compostable materials to identified alternative compost facilities due to farther transfer distances, higher tip fees, or and/or longer travel distances for packer trucks.

The existing Composting/Organics program offers a regional composting solution that provides free compost and mulch products back to the Member Jurisdictions at no additional cost to the Member Jurisdictions.

*While the Composting/Organics program is not essential to public health and safety, it is required in order to meet State mandates regarding diversion of materials from landfill.*

- **Household Hazardous Waste (HHW)** – The Agency's current cost per HHW participant is approximately \$66.29 per user and includes both use of a staffed drop-off site and on-call collection.

Siting a new HHW drop-off site could take several years at a substantial cost and would likely require some form of interagency cost sharing agreement if more than one Member Jurisdiction directs HHW to the site.

Arranging for alternative HHW collection on-call services would incur estimated costs of approximately \$120 per pickup, which represents an 81% increase over the Agency's current cost per user.

*Maintaining an HHW collection program is essential to public health and safety, and is required by law as part of each Jurisdiction's Household Hazardous Waste Element (HHWE) filed with CalRecycle.*

- **Education and Outreach** – Eliminating the Agency's Education and Outreach program may have an adverse effect on the quality of the Agency's other core programs and may result in a loss of regional educational consistency.

The cities of Santa Rosa and Petaluma could feasibly provide for Education and Outreach services using existing staff / franchised hauler resources at a reduced cost. However, this may result in a loss of regional education uniformity. Other Member Jurisdictions do not have the existing staff resources to support expanded Education and Outreach efforts, and would have to rely on their franchised haulers for these services.

*The Agency's Education and Outreach efforts are not essential to public health and safety, and appear to be in addition to the amount of outreach required in each Member Jurisdiction's Source Reduction and Recycling Element (SRRE) (each Member Jurisdiction currently also has separate individual education efforts).*

- **Planning and Reporting** – The Agency's current regional Planning and Reporting function appears to be very cost-effective.

If any jurisdictions were to opt out of the current regional reporting agency (as recognized by CalRecycle), all Member Jurisdictions would incur additional costs in order to complete required new "base year" waste generation studies, and additional waste tracking methods would need to be implemented to support the change.

The cities of Santa Rosa and Petaluma could feasibly provide their own Planning and Reporting using existing City staff.

*The Agency's Planning and Reporting function is not essential to public health and safety, but is required for compliance with CalRecycle planning and reporting requirements.*

- The Agency's current surcharge structure would need to be revised in the event of any programmatic changes, or in the event that any Member Jurisdictions choose to pursue alternative programs to those provided by the Agency.
- Due to the Agency's current surcharge structure, certain Member Jurisdictions receive greater value out of their membership in the Agency than others. For example, Member Jurisdictions located farther from the Central Disposal site receive less benefit from the Agency's Household Hazardous Waste (HHW) programs.
- Essentially, Member Jurisdictions which dispose more tons do not necessarily receive a greater level of service from the Agency's four core programs. Therefore, R3 recommends that the Agency and Member Jurisdictions explore alternative surcharge structures to provide more even benefits to all Member Jurisdictions.
- R3 recommends that the Agency (and Member Jurisdictions) continue to provide the Agency's current four core services on a regional basis.

## Background

The Sonoma County Waste Management Agency (Agency) was formed in 1992 as a Joint Powers Authority (JPA) in response to the Integrated Waste Management Act of 1989 (AB 939). The Agency is comprised of the following 10 local governments (Member Jurisdictions):

- 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;
- Town of Windsor; and
- County of Sonoma.

The Agency currently provides four core services to its Member Jurisdictions, including:

- **Composting/Organics** – The Agency processes approximately 100,000 tons of wood waste, yard waste and organics per year at the Central Compost Site.
- **Household Hazardous Waste (HHW)** – The Agency provides programs for the collection and disposal of toxic materials, chemicals, E-Waste, and used oil products.
- **Education and Outreach** – The Agency produces an annual “Recycling Guide” and helps to coordinate County-wide educational efforts, among other things.
- **Planning and Reporting** – The Agency completes all required planning and reporting documents for submission to CalRecycle on behalf of all the Member Jurisdictions.

The Agency’s Composting/Organics processing program is funded by yard waste and wood waste tipping fees charged at the Central Compost Site, while the other three programs are funded through the Agency’s surcharge of \$5.95 per ton of solid waste disposed at the Central Disposal Site. A small amount of additional funding is received through contract revenues and grants.

The Agency has six full time employee positions, including:

- One Executive Director;
- One Department Analyst;
- One Senior Office Assistant; and
- Three Waste Management Specialists – one responsible for the Composting/Organics program and Planning and Reporting, one responsible for the HHW program, and one responsible for directing Education and Outreach work.

## Limitations

R3’s evaluation of current activities and service delivery options is intended to provide the Agency with a planning-level evaluation of the Agency’s core services and the potential for alternatives to those services. Our evaluation is based on financial information provided by the Agency, as well as additional information gathered from internet research and R3’s knowledge of industry practices and market conditions. Our evaluation does not include:

- Review of Agency management structure, management practices, or reasonableness of staffing levels;
- Review of Agency operational standards and/or Agency Board Rules of Governance;
- Review of the reasonableness of Agency and/or County administrative costs;
- Analysis of changes in Agency costs due to:
  - One or more Member Jurisdictions choosing to opt out of their Agency membership; or
  - One or more Member Jurisdictions choosing to not participate in individual Agency programs.

## Evaluation of Current Activities and Alternatives

### Composting/Organics

#### Current Activities

The Central Compost Site is the only permitted large capacity compost facility within Sonoma County, with a maximum permitted capacity of 612 tons per day (tpd) and average throughput of approximately 300 tons per day. The site processes approximately 100,000 tons of wood waste, yard waste and organics per year. The Central Compost Site is owned by Sonoma County, with supervision of operations provided through the Agency. The Agency in turn contracts with Sonoma Compost Company for operation of the facility. Accordingly, while the Central Compost Site property is owned by Sonoma County, the County does not have any direct control over the site's operations.

The Composting/Organics processing operations at the Central Compost Site are funded by compostable materials tipping fees paid by program customers and by revenue shared between the Agency and its contractor, Sonoma Compost Company. The current yard waste tipping fee at the Central Disposal Site is \$34.10 per ton (transfer stations charge \$36.20 per ton), which is roughly 1/3 of the solid waste tipping fee at the Central Disposal Site, and the current wood waste tipping fee is \$27.60 per ton (transfer stations charge \$29.70). The Composting/Organics program does not receive any funding from the Agency's \$5.95 per ton surcharge on solid waste tons.

Table 1 below provides the total wood waste and yard waste tons delivered to the Central Compost Site by customers within each Member Jurisdiction in FY 2012-13. *The total tipping fee revenues shown in Table 1 below do not include the additional \$2.10 per ton charged for tons delivered through transfer stations (applies to tons originating from Cloverdale, Healdsburg, Sonoma City, Windsor, and parts of Sonoma County).*

**TABLE 1**  
**FY 2012-13 Organics Tipping Fee Revenue**

Member Jurisdiction	Wood Waste (\$27.60/ton)		Green Waste (\$34.10/ton)		Overall Tons	Overall Tipping Fees
	Tons	Tipping Fees	Tons	Tipping Fees		
Cloverdale	96	\$2,654	1,515	\$51,646	1,611	\$54,300
Cotati	92	\$2,551	1,228	\$41,870	1,320	\$44,421
Healdsburg	478	\$13,198	3,814	\$130,064	4,292	\$143,263
Petaluma	514	\$14,192	12,516	\$426,797	13,030	\$440,989
Rohnert Park	133	\$3,667	5,930	\$202,209	6,063	\$205,876
Santa Rosa	1,641	\$45,283	25,012	\$852,911	26,653	\$898,194
Sebastopol	222	\$6,121	2,368	\$80,744	2,590	\$86,865
Sonoma	685	\$18,906	6,111	\$208,391	6,796	\$227,297
Sonoma County	1,296	\$35,775	27,702	\$944,624	28,998	\$980,398
Windsor	262	\$7,240	5,617	\$191,545	5,879	\$198,785
<b>Total</b>	<b>5,420</b>	<b>\$149,586</b>	<b>91,812</b>	<b>\$3,130,801</b>	<b>97,232</b>	<b>\$3,280,387</b>

In addition to overseeing the operations of the Composting/Organics processing operations, the Agency also offers free compost and mulch products to the Member Jurisdictions. The value of free mulch and compost allocated to Member Jurisdictions in FY 2012-13 is shown in Table 2 below.

**TABLE 2**  
**FY 2012-13 Free Compost and Mulch by Member Jurisdiction<sup>1</sup>**

Member Jurisdiction	Value of Free Compost and Mulch*	% of Total
Cloverdale	\$ 1,067	2%
Cotati	\$ 888	1%
Healdsburg	\$ 3,031	5%
Petaluma	\$ 8,447	13%
Rohnert Park	\$ 3,836	6%
Santa Rosa	\$ 17,729	28%
Sebastopol	\$ 1,778	3%
Sonoma	\$ 4,755	7%
Sonoma County	\$ 18,890	29%
Windsor	\$ 3,817	6%
<b>Total</b>	<b>\$ 64,238</b>	<b>100%</b>

\* This column does not include an additional estimated \$326,000 in financial benefits received by Santa Rosa and its regional Laguna Wastewater Treatment Plant partners.

<sup>1</sup> Figures based on data provided by the Agency. Member Jurisdiction allocations are based on % of incoming tons at Central Compost Site, using costs of \$7.25 per ton for mulch and \$12.00 per ton for compost.

In addition, the Agency reported that it provides approximately 10,000 tons of ground yard debris free of charge each year to the Laguna Wastewater Treatment Plant in Santa Rosa. Since the Agency pays Sonoma Compost Company to process this material, the Laguna Wastewater Treatment Plant in Santa Rosa receives an approximate value of \$326,000<sup>2</sup> in avoided costs by not having to purchase an equivalent amount of ground yard debris.

### Potential Alternatives

Existing compostable materials processing capacity in the surrounding area is limited. The Agency's Central Compost Site is the only existing large-volume composting facility in Sonoma County and the next closest composting facility is the Redwood Landfill, which currently has a higher tipping fee and lower maximum permitted throughput than the Central Compost Site. Table 3 below provides a comparison of green waste / yard waste tipping fees in the surrounding area.

**TABLE 3**  
**Tipping Fee Comparison**

Compost Site	Greenwaste Rate (per ton)	Miles from Central Disposal Site	Maximum Throughput (tons per day)
Cold Creek Compost*	\$ 26.67	70	400
Jepson Prairie Organics	\$ 32.75	73	750
Napa Garbage Service	\$ 38.00	36	200
Redwood Landfill	\$ 40.00	16	170
WCC Organics*	\$ 117.02	41	1,134
Potrero Hills Compost	\$ 53.00	56	320
Central Compost Site	\$ 34.10	-	300

\*Calculated by converting cubic yard charge to tons.

As shown, only two facilities (Cold Creek Compost and Jepson Prairie Organics) have tipping fees that are less than the Central Compost Site, and both of those facilities are over 65 miles away from the Central Compost Site. However, it should be noted that the Cold Creek Compost facility is somewhat closer to the Healdsburg Transfer Station and may be a feasible compost delivery option for Member Jurisdictions that utilize that transfer station. The Redwood Landfill facility is also a notable alternative due to its close proximity to the Central Compost Site (approximately 16 miles away). Therefore, it appears that the two most potentially favorable alternative compost facilities would be: (1) Redwood Landfill, due to its close proximity to the current Central Compost Site; and (2) Cold Creek Compost, due to the fact that it is the closest facility with a tipping fee lower than that of the Central Compost Site.

Table 4 below provides the distance from each Member Jurisdiction (or the Transfer Station it utilizes) to the Central Compost Site, as well as the distance to the Redwood Landfill and the Cold Creek Compost facility. As shown, Petaluma and Sonoma (City) are actually slightly closer to the

<sup>2</sup> Per the Agency, at a wholesale price of \$7.25 per cubic yard and a conversion factor of 4.5 cubic yards per ton.

Redwood Landfill. The Cold Creek Compost facility represents a significant additional distance for all Member Jurisdictions.

**TABLE 4**  
**Distance to Central Compost Site and Alternative Facilities**

Member Jurisdiction	Transportation Method	Distance to Central Compost Site (miles)*	Distance to Redwood Landfill (miles)		Distance to Cold Creek Compost (miles)	
			Total Distance	Additional Distance	Total Distance	Additional Distance
Cloverdale	Healdsburg Transfer	31	42	11	54	23
Cotati	Direct-haul	4	15	11	80	76
Healdsburg	Healdsburg Transfer	31	42	11	54	23
Petaluma	Direct-haul	9	8	-1	89	80
Rohnert Park	Direct-haul	5	17	12	79	74
Santa Rosa	Direct-haul	12	23	11	72	60
Sebastopol	Direct-haul	10	24	14	79	69
Sonoma	Sonoma Transfer	22	18	-4	100	78
Sonoma County	Various	14	25	11	70	56
Windsor	Healdsburg Transfer	31	42	11	54	23

\* Distance measured from Transfer Station of origin for jurisdictions which utilize a Transfer Station, and distance measured from City Hall (or equivalent) for Jurisdictions which direct-haul materials to the Central Compost Site. Distance measured from General Services office for Sonoma County.

Tables 5 and 6 below provide the estimated additional costs required to utilize the Redwood Landfill and Cold Creek Compost facility, respectively. These estimates are based on:

- The FY 2012-13 overall organics tonnages for each Member Jurisdiction;
- The additional travel distance determined in Table 4 above;
- The difference in tipping fees as shown in Table 3 above; and
- An estimated additional travel cost of \$0.40 per ton-mile.

**TABLE 5**  
**Estimated Additional Costs to Use Redwood Landfill Compost Facility**

Member Jurisdiction	Overall Organics Tons	Addl. Distance to Redwood Landfill (miles)	Additional Transfer Cost (at \$0.40 per ton-mile)	Additional Tipping Fee Cost*	Total Additional Cost
Cloverdale	1,611	11	\$ 7,087	\$ 9,503	\$ 16,590
Cotati	1,320	11	\$ 5,809	\$ 7,790	\$ 13,599
Healdsburg	4,292	11	\$ 18,887	\$ 25,325	\$ 44,212
Petaluma	13,030	-1	\$ (6,255)	\$ 76,878	\$ 70,624
Rohnert Park	6,063	12	\$ 28,131	\$ 35,770	\$ 63,901
Santa Rosa	26,653	11	\$ 115,140	\$ 157,251	\$ 272,391
Sebastopol	2,590	14	\$ 14,709	\$ 15,279	\$ 29,988
Sonoma	6,796	-4	\$ (10,874)	\$ 40,097	\$ 29,224
Sonoma County	28,998	11	\$ 129,910	\$ 171,087	\$ 300,997
Windsor	5,879	11	\$ 25,870	\$ 34,689	\$ 60,559
<b>Total</b>	<b>97,232</b>	<b>N/A</b>	<b>\$ 328,414</b>	<b>\$ 573,670</b>	<b>\$ 902,084</b>

\*Based on overall organics tons and difference in per-ton green waste tipping fees.

**TABLE 6**  
**Estimated Additional Cost to Use Cold Creek Compost Facility**

<b>Member Jurisdiction</b>	<b>Overall Organics Tons</b>	<b>Addl. Distance to Cold Creek Compost (miles)</b>	<b>Additional Transfer Cost (at \$0.40 per ton-mile)</b>	<b>Additional Tipping Fee Cost*</b>	<b>Total Additional Cost</b>
Cloverdale	1,611	23	\$ 14,818	\$ (11,967)	\$ 2,851
Cotati	1,320	76	\$ 40,137	\$ (9,810)	\$ 30,327
Healdsburg	4,292	23	\$ 39,490	\$ (31,893)	\$ 7,598
Petaluma	13,030	80	\$ 415,925	\$ (96,815)	\$ 319,111
Rohnert Park	6,063	74	\$ 178,487	\$ (45,046)	\$ 133,441
Santa Rosa	26,653	60	\$ 637,533	\$ (198,030)	\$ 439,504
Sebastopol	2,590	69	\$ 71,682	\$ (19,241)	\$ 52,440
Sonoma	6,796	78	\$ 212,041	\$ (50,496)	\$ 161,545
Sonoma County	28,998	56	\$ 651,869	\$ (215,453)	\$ 436,416
Windsor	5,879	23	\$ 54,091	\$ (43,685)	\$ 10,407
<b>Total</b>	<b>97,232</b>	<b>N/A</b>	<b>\$ 2,316,074</b>	<b>\$ (722,435)</b>	<b>\$ 1,593,639</b>

\*Based on overall organics tons and difference in per-ton green waste tipping fees.

As shown in Table 5, it is projected that customers from all Member Jurisdictions would incur additional costs as a result of utilizing the Redwood Landfill as a composting alternative, due mainly to additional costs incurred from increased tipping fees.

As shown in Table 6, it is projected that customers from all Member Jurisdictions would incur additional costs as a result of utilizing the Cold Creek Compost facility as a composting alternative, due mainly to increased transfer costs.

In addition, it should be noted that the Redwood Landfill has a maximum permitted capacity of only 170 tons per day for compostable materials, as compared to the Central Compost Site's maximum permitted capacity of 612 tons per day and average daily throughput of approximately 300 tons. This means that the Redwood Landfill's current composting operations would not be able to accept the overall compost tonnage from all 10 Member Jurisdictions, based on the Redwood Landfill's current permitted daily capacity.

Our review of alternative compost facilities also noted the following with regards to maximum daily facility throughput:

- The closest active compost facility with a permitted daily throughput that is equal or greater to the Central Compost Site (300 average daily throughput tons) is the Potrero Hills Composting Facility in Suisun City. This facility is located approximately 56 miles from the Central Disposal Site, and has a maximum permitted throughput of 320 tons per day and a tipping fee of \$53.00 per ton, which is much higher than the Central Compost Site's current tipping fee of \$34.10.
- The compost facility in the surrounding area with the largest daily capacity is the Jepson Prairie Organic Composting Facility at Hay Road in Vacaville. This facility has a maximum permitted throughput of 750 tons per day, and is located approximately 73 miles from the

Central Disposal Site. The Jepson Prairie facility has a tipping fee of \$32.75, which is slightly lower than the Central Compost Site's current tipping fee of \$34.10.

It should also be noted that, in the event that an alternative composting site were to be utilized, Member Jurisdictions may be required to modify their exclusive garbage haulers' franchise agreements in order to allow for delivery of materials to an alternate facility.

## **Findings**

The Central Compost Site represents a County-wide composting solution and is favorably located for the majority of Member Jurisdictions. Based on our review, R3 believes that the use of alternative composting facilities is not a favorable option for Member Jurisdictions, with the possible exception of Member Jurisdictions that utilize the Healdsburg Transfer Station, which may be able to utilize the Cold Creek Compost facility in Mendocino County at a reduced cost. All other Member Jurisdictions would require additional funding to cover increased tipping fees and/or transfer distances in order to utilize any out-of-County compost sites. Specifically, the Member Jurisdictions' franchised hauler costs would increase as a result of:

- Increased cost required to use transfer stations / transfer vehicles; and
- (Potential) increased organics/compostable material tipping fees.

In addition, the Member Jurisdictions' current participation in the Agency's Composting/Organics program grants them the added value of receiving compost and mulch products free of charge.

Assigning the operations of the Central Compost Site to an alternative operator (i.e., an operator other than Sonoma Compost) would require a competitive bidding process and may require a "flow control" agreement with the Member Jurisdictions in order to guarantee that a certain quantity of organics tonnage is consistently delivered to the facility. It is unlikely that such a competitive process would result in lower organics tipping fees, as the Central Compost Site already has one of the lower tipping fees in the region. Therefore, procuring an alternative operator, or changing the current owner/operator/management relationship of the Central Compost Site, would most likely not result in any significant cost reduction.

## **Household Hazardous Waste (HHW)**

### **Current Activities**

The Agency operates a Toxics Collection Facility at the Central Disposal Site through Clean Harbors Environmental Services, and conducts weekly Community Toxic Collection Events and monthly Community E-Waste Collection Events. In addition, the Agency partners with two used oil collection locations, and offers a "Toxic Rover" on-call pickup program. Member Jurisdiction residents and business dispose of HHW materials through these services free of charge, with the exception of the Toxic Rover service which has a fee of \$50 per pickup (or free for seniors over 80 and housebound residents). In FY 2012-13, over 24,000 residents/businesses participated in the Agency's HHW programs by using the Toxics Collection Facility and related programs.

The Agency's actual HHW program costs (including related Agency administrative expenses) allocated to each Member Jurisdiction for FY 2012-13 are provided in Table 7, and participation levels by Member Jurisdiction are provided in Table 8.

**TABLE 7**  
**FY 2012-13 HHW Program Costs by Member Jurisdiction<sup>3</sup>**

<b>Member Jurisdiction</b>	<b>Agency HHW Program Costs</b>	<b>% of Total</b>
Cloverdale	\$ 14,650	1%
Cotati	\$ 53,495	3%
Healdsburg	\$ 30,029	2%
Petaluma	\$ 359,084	23%
Rohnert Park	\$ 132,908	8%
Santa Rosa	\$ 513,205	32%
Sebastopol	\$ 191,640	12%
Sonoma	\$ 58,466	4%
Sonoma County	\$ 189,717	12%
Windsor	\$ 49,849	3%
<b>Total</b>	<b>\$ 1,593,043</b>	<b>100%</b>

**TABLE 8**  
**FY 2012-13 HHW Program Participation**

<b>Member Jurisdiction</b>	<b>HHW Participants</b>	<b>% of Total</b>	<b>Population (2010 Census)</b>	<b>Participation Rate*</b>
Cloverdale	221	1%	8,618	3%
Cotati	807	3%	7,265	11%
Healdsburg	453	2%	11,254	4%
Petaluma	5,417	23%	57,941	9%
Rohnert Park	2,005	8%	40,971	5%
Santa Rosa	7,742	32%	167,815	5%
Sebastopol	2,891	12%	7,379	39%
Sonoma	882	4%	10,648	8%
Sonoma County	2,862	12%	145,186	2%
Windsor	752	3%	26,801	3%
<b>Total</b>	<b>24,032</b>	<b>100%</b>	<b>483,878</b>	<b>5%</b>

\* Participation Rate = HHW Participants divided by Population (2010 Census)

<sup>3</sup> Actual expense total for FY 12-13 (as shown in most recent Agency budget) including associated Agency administrative expenses, allocated to Member Jurisdictions based on % of total HHW program users in each jurisdiction (as provided by Agency).

As shown, the Agency's HHW program costs vary by Jurisdiction, based on the number of actual HHW program participants. Of the total Agency HHW program costs provided in Table 7, approximately \$1.1 million (69%) are costs associated with HHW contract services (Clean Harbors Environmental Services), while the remaining costs represent Agency administrative and office expenses.

As shown in Table 8, Member Jurisdictions that are closer in proximity to the Toxics Collection Facility generally have higher rates of HHW program participation. Specifically, the City of Cloverdale, Town of Windsor and unincorporated Sonoma County have the lowest participation rates, with approximately 3%. The City of Sebastopol has the highest HHW participation rate at 39%. The Member Jurisdiction with the next highest participation rate is the City of Cotati, with a rate 11%.<sup>4</sup>

Based on the total HHW costs of \$1,593,043 and total participants of 24,032, the Agency's HHW program cost for FY 2012-13 was approximately \$66.29 per user, which includes Agency administrative expenses related to the HHW program. Not including Agency administrative expenses (i.e., including only the cost of HHW contract services), the calculated cost for FY 2012-13 would be approximately \$45.49 per user.

However, because the HHW program is funded primarily through the Agency's \$5.95 per ton surcharge collected at the Central Disposal site, Member Jurisdictions do not pay any more or less based on their level of HHW participation. Therefore, the Member Jurisdictions located closer to the Toxics Collection Facility essentially receive greater value from the HHW program than Member Jurisdictions located farther from the facility, due to their increased levels of participation.

### **Potential Alternatives**

The majority of Jurisdictions contacted by R3 did not express interest in assuming responsibility for their own local HHW collection programs.

The Cities of Santa Rosa and Petaluma, however, did express interest in exploring alternative HHW program possibilities, such as: (1) having the City contract directly for HHW services with a vendor; (2) contracting for HHW services through their franchised hauler; or (3) forming a working group with other local Jurisdictions to arrange for HHW services. While these options are feasible, R3 does not believe that the same level of HHW services could realistically be provided at a lower cost than that currently provided by the Agency.

The current market cost for HHW collection using a third-party vendor is approximately \$120 per pickup, which is 81% greater than the Agency's current cost of \$66.29 per user. Table 9 below provides the estimated HHW cost to each Member Jurisdiction, assuming a number of pickups equal to current overall participation levels at \$120 per pickup using a third-party vendor.

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<sup>4</sup> Participation Rate = HHW Participants divided by Population (2010 Census).

**TABLE 9**  
**Estimated Annual HHW Costs at \$120 per Pickup**

<b>Member Jurisdiction</b>	<b>Current Agency HHW Program Costs</b>	<b>HHW Costs at \$120 per Pickup</b>	<b>% of Total</b>
Cloverdale	\$ 14,650	\$ 26,520	1%
Cotati	\$ 53,495	\$ 96,840	3%
Healdsburg	\$ 30,029	\$ 54,360	2%
Petaluma	\$ 359,084	\$ 650,040	23%
Rohnert Park	\$ 132,908	\$ 240,600	8%
Santa Rosa	\$ 513,205	\$ 929,040	32%
Sebastopol	\$ 191,640	\$ 346,920	12%
Sonoma	\$ 58,466	\$ 105,840	4%
Sonoma County	\$ 189,717	\$ 343,440	12%
Windsor	\$ 49,849	\$ 90,240	3%
<b>Total</b>	<b>\$ 1,593,043</b>	<b>\$ 2,883,840</b>	<b>100%</b>

As shown, at a rate of \$120 per pickup and assuming current levels of participation, the City of Santa Rosa's HHW collections would require total annual funding of approximately \$929,000, as compared to the Agency's current HHW program costs of approximately \$513,000 for the City of Santa Rosa. Similarly, the City of Petaluma's HHW collections would require total funding of approximately \$650,000 at a rate of \$120 per pickup, as compared to the Agency's current HHW program costs of approximately \$359,000 for the City of Petaluma.

It should also be noted that, unless a new HHW collections facility was sited and built by one of the Member Jurisdictions, residents and businesses would experience a significant loss of convenience due to a reduction in HHW collection service options. As stated previously, the Agency currently offers the following HHW processing options:

- Drop-offs at collection facility;
- Weekly toxic collection events and monthly E-Waste collection events; and
- On-call "Toxic Rover" pickups.

In order to offer the same level of service which the Agency currently provides, Member Jurisdictions would be required to site and build a new HHW collections facility, and contract with their franchised garbage haulers to provide periodic local collection events. Because the franchised haulers are not licensed to collect HHW, the haulers would have to in turn contract with a third-party vendor to provide the services.

A new HHW drop-off facility could easily require three or more years to establish, and would require substantial funding from rate payers in order to provide for facility siting, environmental review and construction. As an example, the City of Elk Grove (approximately 8% less in population size compared to Santa Rosa) recently established an HHW facility over the course of approximately four years at a total cost of \$4.6 million. This requires ratepayer funding of an approximately \$1.26

per month rate increase. Elk Grove will charge \$75.00 per occurrence for non-Elk Grove residents that use the center.

## **Findings**

The Agency's HHW collection program provides multiple service options for residents and businesses at relatively low cost per user. If any of the Member Jurisdictions were to contract for HHW services through their franchised hauler or an outside vendor, costs would be expected to increase significantly and residents and businesses would lose the additional convenience of having a local drop-off facility and periodic collection events.

It appears that Member Jurisdictions located closer to the Agency's Toxics Collection Facility have higher participation rates in the HHW program, and as such the Agency should explore the possibility of establishing a satellite HHW collection facility in the northern area of the County so that Member Jurisdictions benefit more equally from this program. However, it should be noted that the Agency may incur significant additional costs in establishing a satellite HHW facility, and additional costs may be required in the event that Member Jurisdictions are required to update their Household Hazardous Waste Element (HHWE) planning documents.

## **Education and Outreach**

### **Current Activities**

Education and outreach programs provided by the Agency include:

- Organizing and coordinating County-wide education efforts;
- Publishing an annual "Recycling Guide";
- Maintaining the Agency's website at [www.recyclenow.org](http://www.recyclenow.org);
- Answering questions via the "Eco-desk" telephone and email address;
- Attending and staffing booths at local events such as fairs, symposiums, farmers' markets and conferences;
- Home composting education by UC Cooperative Extension;
- Used Motor Oil/Filter Recycling education;
- Spanish Language Outreach (all Agency education programs have English and Spanish language components); and
- Mandatory Commercial Outreach (MCR) program – includes database that lists the commercial entities in Sonoma County subject to State recycling requirements.

The Agency's actual Education and Outreach program costs allocated to each Member Jurisdiction for FY 2012-13 are provided in Table 10 below.

**TABLE 10**  
**FY 2012-13 Education and Outreach Program Costs by Member Jurisdiction<sup>5</sup>**

<b>Member Jurisdiction</b>	<b>Agency Education &amp; Outreach Program Costs</b>	<b>% of Total</b>
Cloverdale	\$ 12,817	4%
Cotati	\$ 3,825	1%
Healdsburg	\$ 14,135	4%
Petaluma	\$ 37,877	11%
Rohnert Park	\$ 29,710	9%
Santa Rosa	\$ 152,021	45%
Sebastopol	\$ 21,642	6%
Sonoma	\$ 29,188	9%
Sonoma County	\$ 22,939	7%
Windsor	\$ 13,439	4%
<b>Total</b>	<b>\$ 337,594</b>	<b>100%</b>

As shown, the Agency's Education and Outreach function required a total of \$337,594 in program costs in FY 2012-13. This total includes all educational materials and associated Agency administrative costs (staff time). A breakdown of the total \$337,594 in Agency Education and Outreach program costs is provided in Table 11 below.

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<sup>5</sup> Actual expense total for FY 12-13 (as shown in most recent Agency budget) including associated Agency administrative expenses, allocated to Member Jurisdictions based on % of total Recycling Guide, Eco-desk, web, and events services in each Member Jurisdiction.

**TABLE 11**  
**FY 2012-13 Education and Outreach Program Cost Breakdown**

Description	Cost	% of Total
Communication Charges	\$540	0%
Liability Insurance	\$1,292	0%
PG&E Grant Expenditures	\$42,067	12%
Office Expenses <sup>1</sup>	\$15,149	4%
MCR Program Staffing	\$28,556	8%
County Services	\$3,566	1%
Contract Services <sup>2</sup>	\$20,438	6%
Admin Costs <sup>3</sup>	\$187,206	55%
Legal Services	\$23,454	7%
Accounting Charges	\$1,832	1%
Annual Audit Cost	\$3,000	1%
Building/Booth Rentals	\$8,243	2%
ISD (Computer) Charges	\$1,797	1%
Computer Replacement Fund Allocation	\$454	0%
<b>Total</b>	<b>\$337,594</b>	<b>100%</b>

<sup>1</sup> Includes expenses shared with other Agency programs.

<sup>2</sup> Includes Recycle Guide cover art, proofreading, inclusion in Yellow Pages, and Spanish language outreach agreement with C2 Alternatives.

<sup>3</sup> Includes one Agency Education Program Manager, event staffing, and non-Agency County staff time billed to the Agency by Sonoma County.

## Potential Alternatives

The majority of Jurisdictions contacted by R3 did not express interest in assuming responsibility for additional Education and Outreach programs. The Cities of Petaluma and Santa Rosa, however, did express interest in considering additional Education and Outreach functions using City staff and their franchised hauler for assistance.

If Member Jurisdictions were to provide for alternative education and outreach services through their franchised haulers, this may result in a loss of consistency in County-wide education efforts. In addition, residents and businesses would no longer have access to the Agency's annual Recycling Guide, and would not be able to contact the Agency's "Eco-Desk" telephone number or email address.

To comply with State mandate AB 341 (Mandatory Multi-Family and Commercial Recycling), Member Jurisdictions would be required to develop a system for ongoing monitoring of recycling participation among multi-family residences and businesses. As stated above, the Agency currently provides this monitoring service in the form of a Mandatory Commercial Outreach database that lists the commercial entities in Sonoma County subject to State recycling requirements.

The City of Sonoma may be the most susceptible to losses of educational consistency, as a result of having a unique franchised hauler that is not part of the Ratto Group of Companies, which provides franchised collection services to the other Member Jurisdictions.

## **Findings**

The Agency's Education and Outreach services provide regional uniformity in terms of recycling and waste reduction efforts. For the larger Member Jurisdictions such as Santa Rosa and Petaluma, it is feasible that the Agency's current Education and Outreach services could be provided cost-effectively using a combination of City staff and franchised hauler assistance. However, it does not appear that any of the other Member Jurisdictions have existing staff resources to support expanded Education and Outreach efforts.

## **Planning and Reporting**

### **Current Activities**

The Agency currently completes all required planning and reporting documents for submission to CalRecycle on behalf of all of the Member Jurisdictions. This includes:

- Electronic Annual Report (EAR);
- Source Reduction and Recycling Element (SRRE);
- Household Hazardous Waste Element (HHWE);
- Nondisposal Facility Element (NDFE); and
- Five-Year Countywide Integrated Waste Management Plan (CIWMP).

Additional Agency reports also come from the HHW program, including an HHW annual report, E-Waste annual report and others.

The Agency's actual Planning and Reporting costs allocated to each Member Jurisdiction for FY 2012-13 are provided in Table 12 below.

**TABLE 12**  
**FY 2012-13 Planning and Reporting Costs by Member Jurisdiction<sup>6</sup>**

<b>Member Jurisdiction</b>	<b>Agency Planning &amp; Reporting Program Costs</b>
Cloverdale	\$ 2,810
Cotati	\$ 2,810
Healdsburg	\$ 2,810
Petaluma	\$ 2,810
Rohnert Park	\$ 2,810
Santa Rosa	\$ 2,810
Sebastopol	\$ 2,810
Sonoma	\$ 2,810
Sonoma County	\$ 2,810
Windsor	\$ 2,810
<b>Total</b>	<b>\$ 28,096</b>

### **Potential Alternatives**

The majority of Jurisdictions contacted by R3 did not express interest in assuming responsibility for the Planning and Reporting services currently provided by the Agency.

The Cities of Petaluma and Santa Rosa, however, did express interest in completing the required Planning and Reporting functions. The City of Santa Rosa stated that they could fulfill this function using existing staff, while the City of Petaluma stated that an additional half-time staff member may be required to complete the function.

If the individual Member Jurisdictions were to begin providing their own planning documents and reports, some Member Jurisdictions would be affected more than others. Larger Jurisdictions may be able to address the planning and reporting workload with existing staff, while smaller Jurisdictions would be required to take on new solid waste management staff (estimated between one half-time and one full-time position). Member Jurisdictions would be required to complete CalRecycle's Electronic Annual Report (EAR) each year, and each Jurisdiction would initially be required to complete a Base Year Study. Currently the Agency completes one EAR each year for all Member Jurisdictions as a whole.

In addition, it should be noted that if any jurisdictions were to opt out of the current regional reporting agency (as recognized by CalRecycle), all Member Jurisdictions would incur additional costs in order to complete required new "base year" waste generation studies, and additional waste tracking methods would need to be implemented at regional facilities in order to identify tonnages received from each jurisdiction.

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<sup>6</sup> Actual expense total for FY 12-13 (as shown in most recent Agency budget), allocated evenly to each Member Jurisdiction (each Member Jurisdiction receives substantially the same Planning and Reporting services regardless of size).

As an alternative to the Agency's Planning and Reporting function, Member Jurisdictions would be required to develop (or update if possible)<sup>7</sup> the following planning documents for submission to CalRecycle:

- Source Reduction and Recycling Element (SRRE);
- Household Hazardous Waste Element (HHWE); and
- Nondisposal Facility Element (NDFE).

In addition, the County of Sonoma would be required to develop a Five-Year Countywide Integrated Waste Management Plan (CIWMP) for submission CalRecycle every five years which includes:

- The SRRE for each Jurisdiction;
- The HHWE for each Jurisdiction;
- The NDFE for each Jurisdiction;
- Countywide Siting Element (SE) (for County as a whole); and
- Summary Plan (SP) (for County as a whole).

If assistance is required from third-party contractors, the following estimated costs would apply:

- CalRecycle Annual Report preparation: \$5,000–\$15,000 per Jurisdiction (depending on size);
- Base Year Study: \$20,000–\$40,000 per Jurisdiction (depending on size);
- Updated planning documents (SRRE, HHWE, NDFE): \$15,000–\$100,000 per Jurisdiction (depending on size); and
- Updated CIWMP: \$20,000–\$30,000.

## Findings

The Agency's current Planning/Reporting function is very cost-effective. Rather than requiring each individual Member Jurisdiction to provide planning documents and annual reports to CalRecycle, the Agency can complete the planning and reporting requirements for all Member Jurisdictions as a whole. This greatly reduces the collective reporting workload of the County and its Member Jurisdictions. In addition, if any jurisdictions were to opt out of the current regional reporting agency (as recognized by CalRecycle), all Member Jurisdictions would incur additional costs in order to complete required new "base year" waste generation studies, and additional waste tracking methods would need to be implemented to support the change. As such, R3 does not recommend eliminating the Agency's Planning and Reporting function.

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<sup>7</sup> Original Planning Documents would be required for the Town of Windsor and unincorporated Sonoma County (i.e., Windsor was previously unincorporated, and Sonoma County's Planning Documents included unincorporated Windsor). Other Jurisdictions may have suitable Planning Documents already, but those will need to be updated.

## Overall Findings

Table 13 below provides each Member Jurisdiction's surcharge contributions (i.e., user fees) as compared to the Agency's total program costs for FY 2012-13.

**TABLE 13**  
**FY 2012-13 Surcharge Contributions and Agency Program Costs (as reported by Agency)**

Member Jurisdiction	Surcharge Contributions	FY 2012-13 Agency Program Costs			Value of Free Compost and Mulch	Total Value of Services	Net Value to Member Jurisdiction
		Household Hazardous Waste (HHW)	Education & Outreach	Planning & Reporting			
	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>	<b>F</b>	<b>G</b>
Cloverdale	\$ 31,079	\$ 14,650	\$ 12,817	\$ 2,810	\$ 1,067	\$ 31,344	\$ 265
Cotati	\$ 27,301	\$ 53,495	\$ 3,825	\$ 2,810	\$ 888	\$ 61,017	\$ 33,716
Healdsburg	\$ 82,027	\$ 30,029	\$ 14,135	\$ 2,810	\$ 3,031	\$ 50,004	\$ (32,023)
Petaluma	\$ 218,824	\$ 359,084	\$ 37,877	\$ 2,810	\$ 8,447	\$ 408,218	\$ 189,394
Rohnert Park	\$ 125,270	\$ 132,908	\$ 29,710	\$ 2,810	\$ 3,836	\$ 169,264	\$ 43,994
Santa Rosa	\$ 630,413	\$ 513,205	\$ 152,021	\$ 2,810	\$ 17,729	\$ 685,764	\$ 55,351
Sebastopol	\$ 58,055	\$ 191,640	\$ 21,642	\$ 2,810	\$ 1,778	\$ 217,870	\$ 159,815
Sonoma	\$ 63,158	\$ 58,466	\$ 29,188	\$ 2,810	\$ 4,755	\$ 95,219	\$ 32,061
Sonoma County	\$ 356,072	\$ 189,717	\$ 22,939	\$ 2,810	\$ 18,890	\$ 234,356	\$ (121,716)
Windsor	\$ 79,794	\$ 49,849	\$ 13,439	\$ 2,810	\$ 3,817	\$ 69,914	\$ (9,880)
<b>Total</b>	<b>\$ 1,671,993</b>	<b>\$ 1,593,043</b>	<b>\$ 337,594</b>	<b>\$ 28,096</b>	<b>\$ 64,238</b>	<b>\$ 2,022,971</b>	<b>\$ 350,978</b>

**Notes:**

- A** Actual surcharge contributions from landfill disposal fees (data provided by Agency).
- B** Actual expense total for FY 12-13 (as shown in most recent Agency budget), allocated to Member Jurisdictions based on % of total HHW program users in each jurisdiction.
- C** Actual expense total for FY 12-13 (as shown in most recent Agency budget), allocated to Member Jurisdictions based on % of total guides, Eco-desk, web, and events services in each jurisdiction.
- D** Actual expense total for FY 12-13 (as shown in most recent Agency budget), allocated evenly across all Member Jurisdictions.
- E** Data provided by Agency. Member Jurisdiction allocations based on % of incoming tons at Central Compost Site, using costs of \$7.25 per ton for mulch and \$12.00 per ton for compost. This column does not include an additional estimated \$326,000 in financial benefits received by Santa Rosa and its regional Laguna Wastewater Treatment Plant partners.

Based on the financial data in Table 13 above, it does appear that some Member Jurisdictions are receiving Agency services valued greater than their surcharge contributions, while other Member Jurisdictions are receiving Agency services which are valued as less than their surcharge contributions. For example, the City of Sebastopol received services valued at approximately \$159,000 in FY 2012-13, as compared to Sebastopol's surcharge contributions of only \$58,000 for that same time period. During the same fiscal year, the City of Healdsburg received services valued at approximately \$50,000 while contributing over \$82,000 in surcharges. This does not necessarily mean, however, that certain Member Jurisdictions could realize overall cost savings by pursuing alternative services to those provided by the Agency.

The total surcharge amount paid to the Agency by customers/ratepayers in each Jurisdiction is based on the amount of garbage tons landfilled by the Jurisdiction at the Central Disposal Site and transfer stations. However, based on the information provided in Table 13 above, Member Jurisdictions which dispose more tons do not necessarily receive a greater level of service from the Agency's four core programs. For example, the Agency's administrative costs for Planning and Reporting services are similar for each Member Jurisdiction, regardless of tonnage quantities, and HHW program costs for each Member Jurisdiction are greater for Member Jurisdictions located closer to the Toxics Collection Facility. Therefore, R3 recommends that the Agency and Member Jurisdictions explore alternative surcharge structures to provide for more even benefits to all Member Jurisdictions.

It should also be noted that the Agency's current surcharge structure would most likely need to be revised in the event of any programmatic changes, or in the event that any Member Jurisdictions choose to pursue alternative programs to those provided by the Agency.

## JPA Comparison

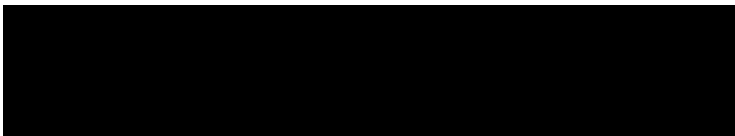
Attachment A provides additional information regarding various Joint Powers Authorities with solid waste management functions in Northern California.

\* \* \* \* \*

We appreciate the opportunity to be of assistance to the Agency. Please do not hesitate to contact me by phone at (916) 782-7821, or by email at [rtewin@r3cqi.com](mailto:rtewin@r3cqi.com), if you have any questions regarding this submittal.

Yours truly,

**R3 CONSULTING GROUP INC.**



Richard Tagore-Erwin  
Principal

	<b>Attachment A</b> <b>Northern California</b> <b>Solid Waste Management Authorities</b>									
	Name of Authority									
Item	Marin Hazardous and Solid Waste JPA	Western Placer County Waste Management Authority	Sonoma County Waste Management Agency	Salinas Valley Solid Waste Authority	Humboldt Waste Management Authority	Del Norte Solid Waste Management Authority	Monterey Regional Waste Management Authority	Central Contra Costa Solid Waste Authority	South Bayside Waste Management Authority	West Contra Costa Solid Waste Authority
Member Agencies	City of Belvedere Town of Corte Madera Town of Fairfax City of Larkspur City of Mill Valley City of Novato Town of Ross Town of San Anselmo City of San Rafael Town of Tiburon County of Marin	Lincoln Rocklin Roseville County of Placer Auburn Loomis	Cloverdale Cotati Healdsburg Petaluma Rohnert Park Santa Rosa Sebastopol City of Sonoma Windsor County of Sonoma	City of Salinas City of Gonzales City of Greenfield City of King City of Soledad County of Monterey (South)	City of Eureka City of Arcata City of Blue Lake City of Rio Del City of Ferndale County of Humboldt	Crescent City County of Del Norte	Carmel-by-the-Sea Del Rey Oaks Marina Monterey Pacific Grove Sand City Seaside County of Monterey (North)	Town of Danville City of Lafayette Town of Moraga City of Orinda City of Walnut Creek Contra Costa County (east)	Atherton Belmont Burlingame East Palo Alto Foster City Hillsborough Menlo Park Redwood City San Carlos City of San Mateo County of San Mateo West Bay Sanitary District	El Cerrito Hercules Pinole Richmond San Pablo Contra Costa County (west)
Board Members	One member per jurisdiction – Either an elected official or Member Agency staff.	2 – County of Placer 1 – Lincoln 1 – Rocklin 1 – Roseville Auburn & Loomis – non voting members	One member per jurisdiction – an elected official or appointee	3 – City of Salinas 2 – County of Monterey 1 – each City of Gonzales City of Greenfield City of King City of Soledad	One member per jurisdiction – an elected official or appointee  <u>Executive Committee</u> consists of City & County Managers from each jurisdiction.	2 – Board of Supervisors 2 – City Council 1 – Public member	One member per jurisdiction – an elected official or appointee	12 Total 2 per jurisdiction – an elected official or appointee	One member per jurisdiction. Position is filled by: City Manager, Asst. City Manager, Finance Director, or Public Works Director. No elected officials.	3 – Richmond 1 –member per jurisdiction – 1 – County of Contra Costa (non-voting) Members are an elected official or appointee
Voting Process	One vote per member	One vote per member	One vote per member	One vote per member	One vote per member	One vote per member	One vote per member	One vote per member	One vote per member	One vote per member except County seat
Residential / Commercial Accounts (approx)	70,400 / 5,800	86,000 / 20,000	130,000 / 13,000	48,000 / 5,000	40,000 / 5,000	10,000 / 1,100	47,000 / 6,200	62,000 / 3,000	86,000 / 10,000	25,000 / 5,000
AB 939 Reporting	Regional Authority	No	Regional Authority	Individual Jurisdictions	Individual Jurisdictions	Regional Authority	Individual Jurisdictions	Individual Jurisdictions	Individual Jurisdictions	Individual Jurisdictions
Source of Revenue <sup>1</sup>	Tipping Fees and grants	Tipping Fees	Tipping Fees	Tipping Fees	Tipping Fees	Franchise Fees	Tipping Fees	Franchise Fees & Recycling Revenue	Tipping Fees	Tipping Fees

<sup>1</sup> These include dedicated sources of revenue. Revenue received through various grant programs is not listed, however most JPA's receive some funding through grants.

	<p align="center"><b>Attachment A</b>  <b>Northern California</b>  <b>Solid Waste Management Authorities</b></p>									
	Name of Authority									
Item	Marin Hazardous and Solid Waste JPA	Western Placer County Waste Management Authority	Sonoma County Waste Management Agency	Salinas Valley Solid Waste Authority	Humboldt Waste Management Authority	Del Norte Solid Waste Management Authority	Monterey Regional Waste Management Authority	Central Contra Costa Solid Waste Authority	South Bayside Waste Management Authority	West Contra Costa Solid Waste Authority
Agency Staff (# of full time staff)	Program Manager and staff (5)	Assigned from County Solid Waste Department (7)	Director and Staff (6)	Director and Staff (22)	Director and Staff (27)	Director and Staff (8)	General Manager and Staff (over 100)	Director and Staff (4)	Director and Staff (6)	Director and Staff (6)
Staff Employer	Contracted from County	Waste Authority	Contracted from County	Waste Authority	Waste Authority	Waste Authority	Waste Authority	Waste Authority	Waste Authority	Waste Authority
Publicly Owned Facilities	None	None	1 – Landfill 4 – Transfer Stations	None	None	None	None	None	None	None
Issue Revenue Bonds	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Facilities Owned by Waste Authority	None	1 – Landfill 1 – MRF 1 – HHW Facility 1 – Composting (all on same site)	None	3 – Landfills 3 – Transfer Stations 1 – HHW	1 – Landfill 2 – Transfer Stations 1 – HHW 1 – Composting	1 – Transfer Station 1 – HHW Facility (all on same site)	1 – Landfill 1 – MRF 1 – HHW Facility 1 – Composting (all on same site)	1 – Buy Back & Drop off Center 1 – Green Waste Drop off 1 – HHW Facility	1 – Transfer Station 1 – MRF 1 – HHW facility (all on same site)	1 – Landfill (closed)
Public & Agency Owned Facility Operations	None	Contracted	By County and Private operators	Contracted	Waste Authority staff	Waste Authority staff	Operated by Waste Authority staff	Private	Contracted	Contracted
Privately Owned Facilities	None	None	MRF's	Transfer Station, MRF & Composting	1 – MRF 1 – C&D	1- MRF	2 - Transfer Station, 1 - MRF & 1 - Composting	2 – Landfills 5 – Transfer Stations/MRF 2 – Composting	1 – Landfill	2 – Transfer Stations 1 – MRF 1 – HHW Facility 1 – Composting (all on same site)
Facility Designation (Flow Control)	No	Yes	No	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Rate Setting/Approval	No; Approved by Member Agencies	Review & Recommend Rates, approved by member agencies	No	Yes	Yes	Yes	Yes	Yes	Review & Recommend Rates, approved by member agencies	Yes
Rates for Member Agencies	Vary based on service requirements of member agencies	Same	Vary based on service requirements of member agencies	Equalized	Equalized	Same	Same	Same	Vary based on service requirements of member agencies	Same

	<b>Attachment A</b> <b>Northern California</b> <b>Solid Waste Management Authorities</b>									
	Name of Authority									
Item	Marin Hazardous and Solid Waste JPA	Western Placer County Waste Management Authority	Sonoma County Waste Management Agency	Salinas Valley Solid Waste Authority	Humboldt Waste Management Authority	Del Norte Solid Waste Management Authority	Monterey Regional Waste Management Authority	Central Contra Costa Solid Waste Authority	South Bayside Waste Management Authority	West Contra Costa Solid Waste Authority
Closure & Post Closure Monitoring & Maintenance	No	Yes	County	Yes	Yes	Yes	Yes	Yes	No	Yes
Solid Waste Planning	Yes	Yes	Yes	Yes	No	Yes	Yes	Yes	Yes	Yes
Public Education & Outreach	Some; most done by Member Agency haulers	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Enter into Collection Franchise Agreements	No	Yes	No	No	No	No	No	Yes	Negotiate – Approved by member agencies	No
Enter into Facility Operating Agreements	No	Yes	Yes	Yes	Operated by Authority	Yes	Operated by Authority	Yes	Yes	Yes
Enter into Disposal Agreements	No	Yes	Yes	Yes	Yes	Yes	Operated by Authority	Yes	Yes	Yes
Enter into Processing Agreements	No	Yes	Yes	No	No	Yes	Operated by Authority	Yes	Yes	Yes
Permanent HHW Facility in region	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
HHW Program Management	Yes	Yes	Yes	Yes	Operated by Authority	Yes	Operated by Authority	Yes	Yes	Yes
Enter into HHW Operating Agreements	Yes	Yes	Yes	Yes	Operated by Authority	Yes	Operated by Authority	Yes	Yes	Yes

## BACKGROUND

March 10, 2015

*The Sonoma County Waste Management Agency was formed in 1992 as a Joint Powers Authority (JPA) in response to the Integrated Waste Management Act of 1989 (AB 939).*

*It's our job to inform local residents and businesses of ways they can help reduce, reuse and recycle their solid waste and properly dispose of hazardous materials.*

### FORMATION

Sonoma County Waste Management Agency (SCWMA) was formed in 1992 as a Joint Powers Authority (JPA) of the nine incorporated cities/town, and the County of Sonoma for the unincorporated areas, to provide programs with regional consistency and efficiency to comply with AB 939 waste diversion standards. Initial core programs were composting/organics, household hazardous waste (HHW), and education.

**1996 First Amendment** — A First Amendment to the JPA was prompted by AB 440, which added regional solid waste planning and reporting to the list of core programs; SCWMA is recognized by the State as a Regional Agency for planning and reporting, meaning the SCWMA submits annual reports and maintains the Countywide Integrated Waste Management Plan required by AB 939 on behalf of all ten members.

**2014 Second Amendment** — A Second Amendment to the JPA added provisions about members opting out of non-core programs, and clarified the SCWMA ability to adopt ordinances.

**2017 Current sunset date** — The JPA term was set at 25 years; current end sunset date is February 2017.

### MEMBERSHIP

The nine cities/town, plus the County of Sonoma, for a total of 10.

### STRUCTURE

- Governing board of 10; one Board representative from each member jurisdiction.
- Each jurisdiction appoints a Board member, plus one or more Alternates.
- Board members and Alternates must either be an elected official of the jurisdiction, or an employee.

### VOTING REQUIREMENTS

- A quorum is five of the members represented.
- For most items, majority vote of the members present.
- Unanimous vote items:
  - Annual budget
  - Capital expenditures greater than \$50,000
  - Adding new programs

SCWMA governing board

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

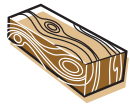


Prepared by Sonoma County Waste Management Agency staff.



## CORE FUNCTIONS

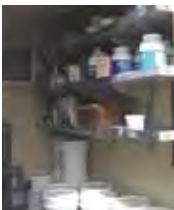
March 10, 2015



**Wood processing** by Sonoma Compost Company at Central Disposal Site.



**Reuse locker** for paint and other household products at the Household Toxics Facility. Products are given away for free.



### COMPOSTING PROGRAM CALLED A TREATMENT SYSTEM IN THE ORIGINAL JPA AGREEMENT

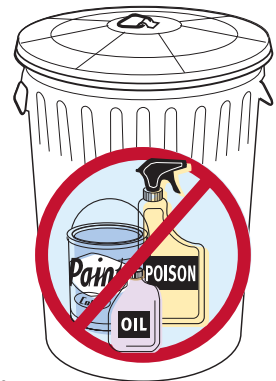
The compost facility is located on approximately 30 acres on the Central Disposal Site property under a *License Agreement* between the Agency and the County of Sonoma. Program products—compost, mulch, lumber and firewood—are used locally by residents and businesses.

- Processes nearly 100,000 tons annually of green and vegetative food waste into compost products.
- Processes wood waste into mulch, including reusing dimensional lumber and splitting large tree components into firewood. Dimensional lumber and firewood is offered for sale to the public.

### HOUSEHOLD HAZARDOUS WASTE PROGRAM

The Household Toxics Facility is located at the Central Disposal Site between Cotati and Petaluma under a License Agreement between the Agency and the County of Sonoma. Complementing the permanent site, the Agency holds weekly countywide Community Toxics Collections events. A home Toxic Rover Pickup Service is offered to residents for a \$50 fee, with limited free pickups for homebound residents and seniors over 80 years of age. Electronic waste (e-waste), collected at the Central Disposal Site, is also part of the Agency's program.

- Collects approximately 2.4 million pounds of waste annually through the household hazardous waste program.
- Serves qualified Conditionally Exempt Small Quantity Generator businesses for a fee through the Household Toxics Facility & Community Toxics Collections.
- Organizes countywide monthly e-waste collection events. Contracts specify that e-waste be processed responsibly to e-Steward standards.
- Manages a regional Used Motor Oil Recycling state grant program.
- Recently established a used battery collection program in partnership with two non-profit organizations; Call2Recycle and the California Products Stewardship Council.



Municipal Composting



HHW Facility



**Sonoma County Waste Management Agency role**

MANAGING SOLID WASTE IN SONOMA COUNTY

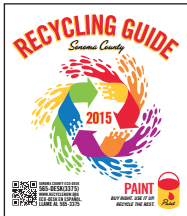


## CORE FUNCTIONS

March 10, 2015

### Annual English & Spanish Recycling Guides

Outreach themes announce new programs.



A barter agreement partnership with YP allows the Agency to print a 12-page version of the Recycling Guide in the Yellow Pages Phone book.



### OUTREACH & EDUCATION: ENGLISH & SPANISH

- Publishes the annual 32-page *Recycling Guide*, English and Spanish, which is a comprehensive regional guide for recycling, waste diversion and disposal.
- Manages the [www.recyclenow.org](http://www.recyclenow.org) website, which mirrors the *Recycling Guide* and provides additional information.
- Manages the *Eco-Desk* phone, 565-3375, and email for public questions.
- Participates as a vendor in community events. In 2014, the Agency and its contractors participated in 101 English outreach days; 26 of these outreach days specifically targeted Spanish speaking people.
- Social media, Facebook and Twitter, supports Agency outreach efforts.
- Operates a Mandatory Commercial Recycling program to help businesses, multi-family residential complexes, and schools comply with State law AB 341.

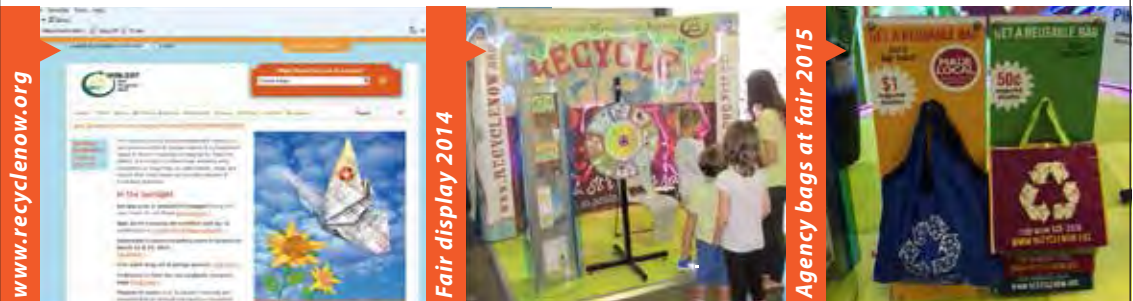
### OTHER PROGRAMS

- Manages the SCWMA Waste Reduction Program for Carryout Bags Ordinance 2014-2. The new Agency ordinance, effective Sept. 1, 2014, eliminates the use of single-use plastic carryout bags and requires a minimum fee for paper and reusable checkout bags.



### REGIONAL PLANNING & REPORTING

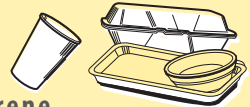
- Submits Annual Reports for all member jurisdictions to CalRecycle, the Department of Toxic Substances Control Board (DTSC) and is responsible for the regional Countywide Integrated Waste Management Plan (CIWMP).



### FEASIBILITY STUDIES FOR POSSIBLE NEW PROGRAMS

At the February 18, 2015 meeting, Agency Boardmembers considered a number of proposed new programs and prioritized the following for Agency staff to start researching feasibility in FY 15-16.

- **Satellite HHW facility** to better serve the member jurisdictions in the northern part of Sonoma County.
- **Pharmaceuticals take-back ordinance** would require producers take-back unwanted medications.
- **Food service polystyrene** aka Styrofoam™ ban ordinance.



### Sonoma County Waste Management Agency role

## MANAGING SOLID WASTE IN SONOMA COUNTY



## FINANCES

March 10, 2015

**Annual operating budget** is normally approximately \$5 - \$6 million.

**80% of surcharge revenue** supports the Household Hazardous Waste program.

### TOXICS DISPOSAL



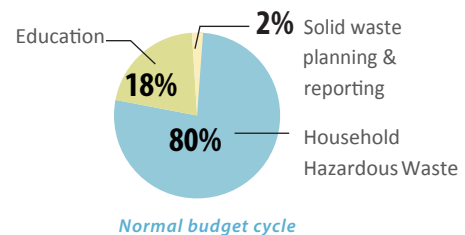
### REVENUE IS GENERATED FROM USER FEES

- Revenue for HHW, Education, and Planning is generated from user fees via a *tip fee surcharge* levied on inbound waste materials at the landfill and transfer stations.
- Current surcharge is \$5.95 per ton on trash only.
- Effective with the start of the County/Republic Landfill Master Operating Agreement (MOA), the surcharge becomes \$4.85 per ton, but will be charged on all inbound waste materials, including trash, yard debris, and wood waste. This amount was set to keep total surcharge revenue level.

### NORMAL BUDGET CYCLE

- 80% of surcharge revenue supports the HHW program.
- 18% of surcharge revenue supports Education efforts.
- 2% of surcharge revenue supports Planning/Reporting.

### Surcharge revenue



### REVENUE FROM COMPOST

- Compost program revenue is limited to use for compost activities, and may not subsidize other SCWMA functions.

### GRANTS

- Grants provide additional income primarily for Education and HHW programs.
- Grants average \$300,000 annually; total for the last decade has been \$3.5M.
- Grants are obtained on a regional basis on behalf of all member jurisdictions.

### RESERVE FUNDS

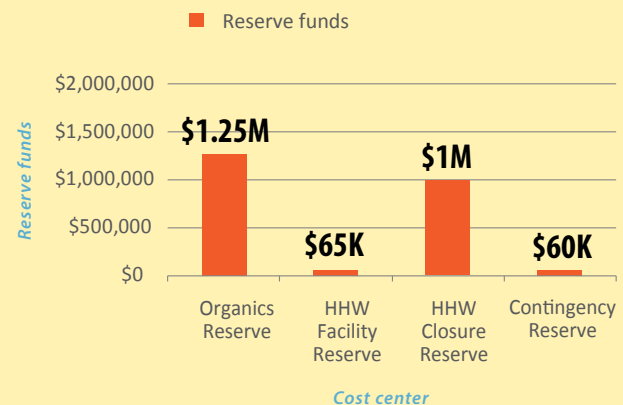
SCWMA maintains several well-funded reserve accounts:

- **Organics Reserve**  
Approximately **\$1.25M**
- **HHW Facility Reserve**  
Approximately **\$65K**
- **HHW Closure Reserve**  
Approximately **\$1M**
- **Contingency Reserve**  
Approximately **\$60K**

These reserve accounts provide reasonable assurance to the members that the Agency's potential liabilities, such as for HHW Facility closure, are properly covered.

The annual operating budget is normally around \$5-\$6 million.

### Reserve funds for Organics, HHW Facility, HHW Closure & Contingency



## Sonoma County Waste Management Agency role

## MANAGING SOLID WASTE IN SONOMA COUNTY



# STAFF & CONTRACTORS

March 10, 2015

**The Agency has a total of 6 staff members.**

1 Executive Director

1 Department Analyst

3 Program Managers

1 Agency Clerk

## STAFF

Staffing is provided by the County of Sonoma via a Memorandum of Understanding (MOU). The MOU covers County services such as office space, accounting, financial audit, human resources/benefits, and Information Technologies (IT) support. Prior to 2011 Agency staff reported directly to the Department Head of the Sonoma County Department of Transportation and Public Works. After 2011, the Executive Director began reporting directly to the Board.

## CONTRACTORS

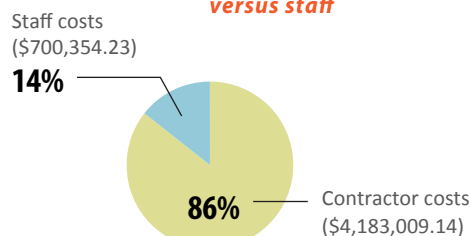
- Sonoma Compost Company is the contractor for the municipal composting program.
- Clean Harbors Environmental Services, Inc. operates the Household Toxics Facility, the weekly Community Toxics Collections (CTC) events, and the Toxic Rover Pick-up Service.
- Goodwill Industries of the Redwood Empire (GIRE) manages monthly e-waste collection events.
- West Coast Metals is the contractor for collection and transport of e-waste collected at all County Refuse Disposal Sites.
- ECS Refining is the contractor for processing and recycling of e-waste collected at all County Refuse Disposal Sites.
- C2 Alternative Services performs Spanish Language Outreach, staffing some targeted Hispanic outreach events, and providing education/outreach for the used motor oil recycling CalRecycle grant program.
- University of California Cooperative Extension (UCCE) is the contractor for home composting education.
- Various companies are contracted to perform routine environmental monitoring for the municipal composting program.

## WORK PERFORMED BY AGENCY STAFF VERSUS CONTRACTORS

Relative to the overall budget, the Agency performs its functions primarily using contractors managed by Agency staff. For the Education & Outreach aspect of the Agency's functions, the Agency prefers to use in-house staff to achieve consistency when relating recycling/reuse education resources, hazardous waste disposal information and ordinance compliance information.

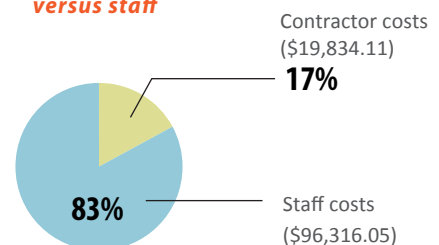
**86% of the Agency's work is performed by contractors managed by Agency staff.**

**Overall budget  
Work performed by contractors  
versus staff**



Overall budget FY 13-14

**Agency Education/Outreach  
Work performed by contractors  
versus staff**



Education budget FY 13-14



**Sonoma County Waste Management Agency role**

MANAGING SOLID WASTE IN SONOMA COUNTY



# NEW COMPOST SITE

March 10, 2015

## New site timeline:

### 2006

New compost siting process began

### 2011

Draft EIR completed

### 2012

Recirculated draft EIR

### 2013

Final EIR

### 2014

Tetra Tech preliminary design & cost estimates

## Future actions

### 2015

March Final EIR review

### 2015

summer New site selection

### 2015

fall Design firm selection

### 2015

winter Permitting

### 2016

fall Commence composting operations

## NEW SITE SELECTION

The 2014 Sonoma County Waste Characterization Study 2014 identified 80,600 additional tons of organic materials, including 45,500 tons of food waste in the overall annual waste stream that could be processed through a composting program, if capacity was available and permitted.

### 2006 New Compost Siting process began—

After a list of possible new sites was developed, criteria was applied to evaluate and rank each site. Several of the top ranked sites were selected for study via an Environmental Impact Report (EIR):

- The top-ranked site, known as *Site 40*, located between Petaluma and Sonoma on grazing land, was initially not considered, as at the time the EIR evaluations began, it was subject to Open Space District negotiations.
- When the Open Space District negotiations ended, *Site 40* was included in the EIR evaluation at full program level consideration.
- When EIR work began, a possible site on the landfill, known as *Central Site Alternative*, was not considered, as the County was considering divestiture of the landfill property.
- When it was determined the landfill property sale was not going to occur, the *Central Site Alternative* was included in the EIR evaluation at full program level consideration.
- Site space limitations of the *Central Site Alternative* led staff to conclude that the proposed facility would not meet all of the project goals, specifically a significant expansion of composting capacity.

### 2011 Dec. Draft EIR completed—

The Draft EIR was completed and submitted to the Agency Board in December, 2011. A public hearing was held together with an open public comment period.

- Comments were received stating that composting methodology was available that allowed the *Central Site Alternative* to be configured to enable the required capacity of 200,000 tons annually.
- The Agency verified that these comments were correct.
- The *Central Site Alternative* site was re-evaluated and considered to be viable.

## CURRENT SITE LIMITATIONS

**Temporary location—**The current compost facility location has always been considered temporary, even though it has been operating for 20 years.

**Located on space permitted for garbage—**Much valuable *air space* for additional trash is available over the facility footprint.

**Operating at capacity—**The facility is operating at permit level capacity.

**Environmentally preferable technology is available—**More efficient, environmentally preferable and cost effective methods are now available.

**Current permit limits diversion opportunities—**The Solid Waste Permit is limited to vegetative items. Full food waste would substantially increase waste diversion.

**Zero Discharge compliance challenges—**The facility's operating methods pose difficulties in achieving *Zero Discharge* status for compost on contact water from rain storms.



**80,600 additional tons of organic materials, including 45,500 tons of food waste annually could be composted in Sonoma County.**

## Sonoma County Waste Management Agency role

# MANAGING SOLID WASTE IN SONOMA COUNTY



# NEW COMPOST SITE

March 10, 2015

*The new site would be designed to accept a greater variety of organic material, particularly all food waste.*



*In January 2015, the Agency Board asked that more detail design work be done to further refine costs, prepare a construction phasing plan, and settle some necessary details, as an aid to making the site selection; this work is ongoing.*

## NEW SITE SELECTION CONTINUED

**2012 Oct.** **Recirculated Draft EIR**— As a result of the new information concerning the viability of the landfill site, the Draft EIR was revised, then recirculated for public comment, which included a public hearing. The recirculated Draft EIR was presented to the Agency Board in October 2012.

**2013 April** **Final EIR**— All public comments were addressed, and a Final EIR was presented to the Agency Board in April 2013.

- The Final EIR identified the *Central Site Alternative* as the “Environmentally Preferred Alternative” although the difference from *Site 40* was minimal.
- The Agency Board asked for evaluations of financial and practical factors for both the landfill site and *Site 40*.
- After analysis at a general level by Agency staff, the Board determined that a Preliminary Site Design and a construction cost estimate for the environmentally preferred *Central Site Alternative* should be done.

**2014 Oct.** **Tetra Tech preliminary design & cost estimates**— Tetra Tech BAS, an engineering consultant, was hired to make the preliminary design and provide a cost estimate that was presented to the Board in October 2014. The design incorporated several enhancements to address environmental issues.

- The entire work area was designed to be under roof in order to deal with the Zero Discharge requirement. By keeping storm water away from compost activities, the water would not be considered waste water.
- The processing area was designed to be in fully enclosed buildings in order to adequately control odors.

Due to the added environmentally beneficial features added to the project after the Final EIR was presented, the Board determined that a review to assess the impacts of these features on the EIR was warranted.

**2015 March** **Final EIR**— CH2M Hill is reviewing the EIR.

- Their review is to be complete by March 2015.
- Based on review conclusions, the Final EIR will either get revised, or will be recirculated.

Revising the Final EIR would indicate a Board decision on selecting a site and certifying the Final EIR could occur as early as April 2015. Recirculating the Final EIR would take some time, with the time of completion forecast for July 2015, with site selection and certification possible the months after August 2015.

## PROPOSED NEW SITE SUMMARY OF FEATURES

**Capacity doubling**— The new compost site capacity could double the amount of organic waste materials processed.

**Accept all food waste**— The new site would be designed to accept a wider set of organic materials, particularly all food waste.

**Enhanced environmental measures**— The new facility would employ enhanced environmental measures to manage storm water and odors.

**More efficient Aerated Static Pile process**— The composting process to be employed, Aerated Static Pile, is much more efficient through use of covered windrows, less evaporation of water, and forced air.

**Expedient composting process**— This is an 8 week process from grinding to finished product, compared to the 12 week duration currently needed.

**Sonoma County Waste Management Agency role**

MANAGING SOLID WASTE IN SONOMA COUNTY



# NEW COMPOST SITE CONSIDERATIONS

March 10, 2015

*The impact to rate payers of curbside collection service for a new compost site, estimated at \$54M amortized over 25 years, is estimated at less than \$1 per month.*



## NEW COMPOST SITE ESTIMATED COSTS

- The October 2014 preliminary design work included a construction cost estimate of \$54 million.
- Amortized over 25 years, and applied to the increased tonnage the site could accommodate, this would require a cost increase on inbound materials of \$15 to \$20 per ton.
- The impact to rate payers of curbside collection service for a new compost site, estimated at \$54M amortized over 25 years, is estimated at less than \$1 per month.

## ZERO DISCHARGE REQUIREMENT

- In March 2013, a new requirement was put in place for the compost facility to attain Zero Discharge status for compost storm contact water from rain events.
- A Zero Discharge Plan was submitted to the Water Board in May 2013, but several facets of the plan proved to be impractical.
- In July 2014, a redone Zero Discharge Plan was submitted to the Water Board, which has the Water Board's concurrence.
- Several parallel tracks are described in the Plan. One track is to build a properly engineered facility constructed with the Zero Discharge requirement in mind.
- In order to build a new site, the Agency must be capable of contracting for the work over a sufficient time frame to allow costs to be amortized to an acceptable level.
- The Plan also provides for multiple interim measures that would reduce and improve the storm contact water runoff from the site.
  - Building a higher capacity holding pond.
  - Working footprint reduction to decrease water accumulation.
  - Increased levels of hauling for treatment.
- Thus far these measures have been quite effective and the requirements set forth in the Plan have been met.

## NEW COMPOST SITE CONSTRUCTION & FINANCING

**For new site development to be feasible, costs must be amortized over a long time period, such as 25 years.**

**In order for the Agency to contract for construction or utilize any viable financing method, the Agency must have certainty of its existence for a sufficient time period beyond 2017.**

**Renewal of the JPA for 25 years past 2017 is necessary to achieve the goal of a new Sonoma County composting facility.**

Pond constructed in 2014



**Sonoma County Waste Management Agency role**

**MANAGING SOLID WASTE IN SONOMA COUNTY**



# AGENCY TERM EXTENSION BACKGROUND

March 10, 2015

## BACKGROUND

**2012 Staff Presentations**— During 2012 and 2013, Agency staff visited many of the member jurisdictions governing bodies to provide information about Agency functions, finances, and the approaching Agency term limit.

**2013 Strategic Planning Work Session**— In December 2013, the Agency Board held a strategic planning work session where the Agency's future beyond 2017 was a major focus.

**2014 May R3 Report findings**— As recommended at the strategic planning work session, R3 Consulting Group, Inc. (R3) was engaged to provide an evaluation of current activities and service delivery options. Using the listing of current Agency activities, the study established which activities were essential to health/safety, which were required by law or regulation and which would potentially have negative effects if shut down or curtailed. The study also identified and evaluated costs for similar programs operated by other government agencies in California (Marin Hazardous and Solid Waste JPA, Del Norte Solid Waste Management Authority, etc.), costs for alternate ways to deliver the services, and compared this data to Agency cost history. While R3 included discussions with member jurisdictions' staff, R3 did not evaluate having the County of Sonoma become the provider of Agency services, as at that time the County had not indicated interest. However, having the County as service provider deserves consideration.

The R3 Report was presented to the Agency Board in May 2014 and the conclusions are quoted below:

- The Agency's current surcharge of \$5.95 on solid waste tons disposed at the Central Disposal Site is equivalent to an annual expenditure of approximately \$4.59 per capita.
- It does not appear that the Member Jurisdictions could realize an overall net cost savings by pursuing alternative services to the four core programs provided by the Agency.
- On an individual basis, the Agency's current programs appear to be more cost effective than the identified alternatives in almost all cases, specifically:

**Composting/Organics**— The current per ton fees for composting charged at the Central Compost site (including transfer costs) are lower than 4 of the 6 alternative compost sites that could accept Member Jurisdictions' compostable materials. All Member Jurisdictions would incur higher costs to direct compostable materials to identified alternative compost facilities due to farther transfer distances, higher tip fees, or and/or longer travel distances for packer trucks. The existing Composting/Organics program offers a regional composting solution that provides free compost and mulch products back to the Member Jurisdictions at no additional cost to the Member Jurisdictions.

**Household Hazardous Waste (HHW)**— The Agency's current cost per HHW participant is approximately \$66.29 per user and includes both use of a staffed dropoff site and on-call collection. Siting a new HHW drop-off site could take several years at a substantial cost and would likely require some form of interagency cost sharing agreement if more than one Member Jurisdiction directs HHW to the site. Arranging for alternative HHW collection on-call services would incur estimated costs of approximately \$120 per pickup, which represents an 81% increase over the Agency's current cost per user.

**Education & Outreach**— Eliminating the Agency's Education and Outreach program may have an adverse effect on the quality of the Agency's other core programs and may result in a loss of regional educational consistency.

### The R3 Report concluded:

*"Based on our review, it does not appear that the Member Jurisdictions could realize an overall net cost savings by pursuing alternative services to the four core programs provided by the Agency."*



Sonoma County Waste Management Agency role

MANAGING SOLID WASTE IN SONOMA COUNTY



# AGENCY TERM EXTENSION BACKGROUND

March 10, 2015

View the complete R3 Report online [www.recyclenow.org/agency/reports.asp](http://www.recyclenow.org/agency/reports.asp)

Evaluation of SCWMA Current Activities and Service Delivery Options, May 2014

## ► BACKGROUND CONTINUED

**Education & Outreach, continued** — The cities of Santa Rosa and Petaluma could feasibly provide for Education and Outreach services using existing staff / franchised hauler resources at a reduced cost. However, this may result in a loss of regional education uniformity. Other Member Jurisdictions do not have the existing staff resources to support expanded Education and Outreach efforts, and would have to rely on their franchised haulers or these services.

**Planning & Reporting** — The Agency's current regional Planning and Reporting function appears to be very cost-effective. If any jurisdictions were to opt out of the current regional reporting agency (as recognized by CalRecycle), all Member Jurisdictions would incur additional costs in order to complete required new "base year" waste generation studies, and additional waste tracking methods would need to be implemented to support the change. The cities of Santa Rosa and Petaluma could feasibly provide their own Planning and Reporting using existing City staff.

- The Agency's current surcharge structure would need to be revised in the event of any programmatic changes, or in the event that any Member Jurisdictions choose to pursue alternative programs to those provided by the Agency.
- Due to the Agency's current surcharge structure, certain Member Jurisdictions receive greater value out of their membership in the Agency than others. For example, Member Jurisdictions located farther from the Central Disposal site receive less benefit from the Agency's Household Hazardous Waste (HHW) programs.
- Essentially, Member Jurisdictions which dispose more tons do not necessarily receive a greater level of service from the Agency's four core programs. Therefore, R3 recommends that the Agency and Member Jurisdictions explore alternative surcharge structures to provide more even benefits to all Member Jurisdictions.
- R3 recommends that the Agency (and Member Jurisdictions) continue to provide the Agency's current four core services on a regional basis.

## 2014 June

**2nd Strategic Planning Work Session** — The Agency Board held a second strategic planning work session in June 2014 to further discuss the R3 Report and make decisions about the Agency's future.

- The Agency Board was unanimous in its sentiment that the Agency should have the term limit extended particularly for three of the core programs: HHW, Education, and Reporting/Planning.
- The Agency Board agreed that a determination would have to be made at a future time concerning the best management/operating structure for the Compost Program, whether it continue as an Agency program or via some other entity.
- Discussions occurred regarding the current voting requirement, particularly the extant *Unanimous Vote* provision. The feeling of a majority of the Board members was that the *Unanimous Vote* rule should be altered to a super majority of ¾ of the members.
- Related to the vote discussion, a majority of the Board also determined to revise and increase the items subject to the *Unanimous Vote*.
- As a result of much discussion regarding the requirements that Board Members or Alternates could be either staff or elected officials from the member jurisdictions, was a strong (but not universal) sentiment was evident that the Board members all be elected officials. The majority of the Board indicated a willingness to propose a tiered structure of elected officials on the Agency governing Board for policy decisions, aided by a subordinate Technical Advisory Group of Member Jurisdictions' staff.

**Sonoma County Waste Management Agency role**

MANAGING SOLID WASTE IN SONOMA COUNTY



# AGENCY EXTENSION & AGREEMENT CHANGES

March 10, 2015

## BACKGROUND CONTINUED

2014  
July

**Draft 3rd Amendment** — Agency Counsel was asked to prepare a Draft 3rd Amendment to the original JPA Agreement with the following included changes:

- Extension of the Agency term beyond 2017 with no fixed term limit.
- Changing the *Unanimous Vote* requirement to a  $\frac{3}{4}$  super majority.
- Adding several items to the list requiring the super majority vote.
- Proposing the tiered Board and Technical Committee structure.
- Including language that future agreement amendments could be approved by the Agency Board under the super majority standard rather than by member jurisdictions' governing bodies. The purpose for this proposal was completely to enable the decision on the compost program management responsibility.

The Draft 3rd Amendment was completed then issued to member jurisdictions for consideration in July 2014.

## CITY DISCUSSIONS & DECISIONS

Three member jurisdictions discussed and rendered decisions on the Draft 3rd Amendment as outlined on the right column. Other members' City Attorneys have expressed reservations about several of the proposed changes in the Draft 3rd Amendment.

**A challenging timeline for the Zero Discharge Plan submitted to the North Coast Regional Water Quality Control Board requires timely construction of a new compost site. Hindered by the 2017 term limit, the Draft 3rd Amendment to the JPA has been revised and will be reissued for consideration.**

At the February 18, 2015 meeting, Agency Boardmembers asked staff to study several options for a 3rd Amendment, extending the Agency term, and providing the Agency's services including a study of the County of Sonoma assuming responsibility for the Agency's programs. The County is now willing to consider acting in this role if desired by Agency member jurisdictions.



**Three member jurisdictions have rendered decisions on the Draft 3rd Amendment:**

Cloverdale  
Healdsburg  
Sebastopol

## DECISIONS TO DATE

**Cloverdale** — Approved the Draft 3rd Amendment without conditions.

**Healdsburg** — Approved the Draft 3rd Amendment in principal, in recognition that as other jurisdictions had discussions changes might be warranted.

**Sebastopol** — Approved Draft 3rd Amendment in principal, in recognition that as other jurisdictions had discussions changes might be warranted.

**Petaluma** — Proceeded to do further due diligence by building on the R3 Report to examine Agency financial performance and service delivery to a more detailed level with a focus on impacts directly to Petaluma. This work is nearly complete, and Petaluma has indicated it will make the report available to our other members.



**Sonoma County Waste Management Agency role**

MANAGING SOLID WASTE IN SONOMA COUNTY



# REQUIREMENTS FOR DISSOLUTION

March 10, 2015

## ► EACH JURISDICTION MUST COMPLY WITH CALRECYCLE & DTSC REQUIREMENTS

According to CalRecycle, 30 Regional Agencies have been created covering 162 jurisdictions. To date, two have disbanded, involving four jurisdictions. If the Agency is not renewed, the following must occur:

1. Complete a new *Base Year* waste generation study at considerable cost to members.
2. Notify CalRecycle of the member's withdrawal from the Regional Agency and its intent to prepare its own Integrated Waste Management Plan.
  - Each member would need to prepare its own planning documents within 18 months of separation or dissolution (Public Resources Code Section 41791.5 (b)).
  - Each City must prepare a Source Reduction and Recycling Element (SRRE), Household Hazardous Waste Element (HHWE), and Non-Disposal Facility Element (NDFE); the County must prepare the above planning documents for unincorporated area as well as a Countywide Siting Element (CSE) and Summary Plan (SP).
  - As the Agency has maintained these documents, it has found that an Environmental Impact Report (EIR) has been required to create and update the documents.
3. Add other annual tasks for jurisdiction staff or contractor:
  - Annual Report to CalRecycle, AB939, including education & monitoring related to AB341 and upcoming changes related to the new Mandatory Commercial Recycling Law AB 1826.
  - Applying for, managing and reporting for the state Oil Payment Program (OPP) grant.
  - CalRecycle Covered Electronic Waste Recovery and Recycling Payment System monthly reporting and Annual Net Cost Report.
  - Department of Toxics Substances Control Board (DTSC) annual report for Universal Waste handling.
  - Annual Form 303 Household Hazardous Waste Collection Report to CalRecycle.
  - Contributions to Annual National Pollutant Discharge Elimination System for Storm Water Discharges (N.P.D.E.S.) Phase I and Phase II Storm Water Reports.
  - Applying for and managing City/County Payment Program Beverage Container Grant and Mandatory Commercial Recycling (MCR) grant.
  - Local recycling options/guide/hotline/etc.
4. Negotiate with the County for the use of the HTF at the Central Disposal Site, establishing a new local Household Toxics Facility, or arrange for a contractor to collect and dispose of HHW.
5. Arrange for an alternate hauling location for compostable materials until County/Republic builds a new facility at the Central Disposal Site, if they choose to do so.
6. The SCWMA Ordinance No. 2014-2 Establishing a Waste Reduction Program for Carryout Bags, and any other ordinance that the Agency Board passes by 2017, becomes the responsibility of the individual jurisdictions.

**Sonoma County Waste Management Agency role**

MANAGING SOLID WASTE IN SONOMA COUNTY



## SUMMARY FINDINGS

March 10, 2015

### ► SUMMARY FINDINGS

- **The R3 Report recommends that the Agency (and Member Jurisdictions) continue to provide the Agency's current four core services on a regional basis.**  
**Household Hazardous Waste**—Arranging for alternative HHW collection on-call services would incur estimated costs of approximately \$120 per pickup, which represents an 81% increase over the Agency's current cost per user.  
**Education & Outreach**—Eliminating the Agency's Education and Outreach program may have an adverse effect on the quality of the Agency's other core programs and may result in a loss of regional educational consistency.  
**Planning & Reporting**—The Agency's current regional Planning and Reporting function appears to be very cost-effective.
- **Future Agency services could be provided by the Agency as it currently exists, or by an alternate provider such as the County of Sonoma.**
- **Reserves offer protection to Agency members**— Maintenance of substantial reserves funds offer added protection to members from Agency obligations.
- **Mechanism to transfer Agency surcharge funding does not exist**— No mechanism currently exists which would transfer the Agency surcharge funding to member jurisdictions in the event of the Agency dissolution.
- **Franchise Fees may need to increase**— Jurisdictions may need to consider increases to Franchise Fees to pay for expenses related to Agency tasks.
- **Constructing a new compost site is key to meeting the mandates in the Zero Discharge Plan**— Compost storm contact water containment as a key element constructing a new compost site configured to deal appropriately with this water.
- **The short Agency term limit affects its ability to enter into necessary long-term contracts, especially for new compost site construction**— For construction to occur, the Agency must be able to contract beyond 2017 for a period of sufficient time to allow cost amortization that makes the project affordable. This time period has been shown to be 25 years.
- **Making a decision on the future of the Agency is needed by fall, 2015**— In order for contracting for compost site construction activities to occur, the Agency term extension would need to be resolved by fall 2015 for the Zero Discharge Plan timeline to be met.

**Sonoma County Waste Management Agency role**

MANAGING SOLID WASTE IN SONOMA COUNTY



**THIRD AMENDMENT TO AGREEMENT BETWEEN THE  
CITIES OF SONOMA COUNTY AND THE COUNTY OF SONOMA  
FOR A JOINT POWERS AGENCY TO DEAL WITH WASTE MANAGEMENT ISSUES**

THIS THIRD AMENDMENT ("AMENDMENT") to the Agreement between the cities of Sonoma County and the County of Sonoma for a Joint Powers Agency to Deal with Waste Management Issues, dated for reference as of \_\_\_\_\_, 20\_\_, ("Effective Date") is entered into by the County of Sonoma, a political subdivision of the State of California ("County"), the City of Cloverdale, a municipal corporation ("Cloverdale"), the City of Healdsburg, a municipal corporation ("Healdsburg"), the Town of Windsor, a municipal corporation ("Windsor"), the City of Santa Rosa, a municipal corporation, ("Santa Rosa"), the City of Sebastopol, a municipal corporation, ("Sebastopol"), the City of Sonoma, a municipal corporation ("Sonoma"), the City of Rohnert Park, a municipal corporation, ("Rohnert Park"), the City of Cotati, a municipal corporation ("Cotati"), and the City of Petaluma, a municipal corporation ("Petaluma"). The Cities, the Town and the County are sometimes individually referred to herein as "Member" and collectively as "Members."

**RECITALS**

1. The Members are "public agencies" under the provisions of the Joint Exercise of Powers Act that authorizes the joint exercise of powers common to public agencies, Government Code Section 6500 et seq.

2. By September 9, 1992, all Members had entered into that certain Agreement titled "Agreement Between The Cities of Sonoma County and Sonoma County for a Joint Powers Agency to Deal with Waste Management Issues (Wood Waste, Yard Waste, Household Hazardous Waste, and Public Education)" ("Original Agreement"). That Original Agreement created a separate public entity, the Sonoma County Waste Management Agency ("SCWMA" or "Agency"), based upon the following facts and circumstances:

A. Changes in the requirements for waste treatment and disposal have created an urgent need for new and innovative approaches in the treatment and disposal of waste generated within the boundaries of the Members;

B. A mutually cooperative Joint Powers Agreement will protect the health and safety of the citizens, preserve and enhance the environment, and provide for recycling, diversion, and disposal of waste generated within Members' boundaries;

C. The California Integrated Waste Management Act of 1989 ("AB 939"), requires Members to divert recyclable and recoverable materials from the waste stream and to cooperate to achieve diversion goals. It is the intent of the Members to cooperate with each other, as reflected in this Agreement, so as to carry out these objectives.

D. Members have agreed on the formation of a Joint Powers Agency to deal with wood, yard, and household hazardous waste issues and education in the manner set forth in this Agreement. Members will continue to discuss other waste management issues and endeavor to reach agreement on those issues after which this Agreement will be amended by mutual written consent.

E. By the Agreement, the Members intend to jointly exercise their powers to achieve common objectives.

3. On January 24, 1996, the Members entered into that certain agreement entitled “First Amendment to Agreement Between the Cities of Sonoma County and Sonoma County for a Joint Powers Agency to Deal with Waste Management Issues” (“First Amendment”). This First Amendment, among other things, defined the term Regional Agency and declared the Members’ desire to use the structure of the Agency as a Regional Agency for purposes of Section 40971 of the California Public Resources Code, the Integrated Waste Management Act. As a result of this First Amendment, all Members were deemed to be Members of the Regional Agency.

4. On March 27, 2014, the Members entered into that certain agreement entitled “Second Amendment to Agreement Between the Cities of Sonoma County and Sonoma County for a Joint Powers Agency to Deal with Waste Management Issues” (“Second Amendment”). This Second Amendment, among other things, set forth the Members’ ability to participate in non-core programs and clarified that the Agency has the authority to adopt ordinances.

5. The term of the Original Agreement was for twenty-five (25) years with a provision for extending the Original Agreement by mutual agreement of the Members on a year by year basis. Since the end of the term of the Original Agreement is approaching, and in light of the evolution of the Agency over the past twenty years and the perceived need for modifications to the Original Agreement, the Members have determined that it is desirable and in the public interest to revise and amend the Joint Exercise of Powers Agreement.

6. It is intended by the Members that this Agreement shall be amendatory of the Original Agreement, including the First and Second Amendments, and shall restate, amend and supersede the Original Agreement and First and Second Amendments in their entirety as of the Effective Date. Upon its effective date, this Third Amendment to Agreement Between the Cities of Sonoma County and Sonoma County for a Joint Powers Agency to Deal with Waste Management Issues shall govern the relationship of the public agencies that comprise the Sonoma County Waste Management Agency.

7. The Members intend to continue to exercise their common powers and authority through the Agency to protect the health and safety of the citizens, preserve and enhance the environment, and provide for recycling, diversion, education, and disposal of waste generated within Members’ boundaries.

NOW, THEREFORE, the Members agree as follows:

## **AGREEMENT**

The Original Agreement, including the First and Second Amendments, is hereby amended in its entirety to read as follows:

### **“PURPOSE**

This Agreement is made under the provisions of the Joint Exercise of Powers Act, Articles 1 through 4 (commencing with Section 6500) of Chapter 5, Division 7, Title 1 of the California Government Code (the “Act”). Each of the Members possess the powers to achieve the goals described in the above recitals. In authorizing the joint exercise of their common powers, this Agreement provides for the planning and implementation of programs and services to divert recyclable and recoverable materials from the waste stream, including, but not limited to, wood, yard and other compostable waste, and household hazardous waste, as defined in the California Public Resources Code, provide education for those who use the services of the Agency, prepare and implement regional planning documents and other required documentation, provide monitoring and reporting as required by the Public Resources Code and the Integrated Waste Management Act of 1989, and provide other such services and programs as determined by the Board of Directors. Members hereby covenant with each other to participate and cooperate in the implementation of the Agency’s duties and programs and to maximize use and avoid duplication of effort in any program undertaken by the Agency.

### **SECTION I. AUTHORITY**

#### **A. Creation of the Agency**

Pursuant to the Act, there was created in 1992 and continues to be a public entity, separate and apart from the Members hereto, known as the “Sonoma County Waste Management Agency,” hereinafter referred to as “SCWMA” or the “Agency.” The Agency is a public entity that is separate and apart from the County and Cities that are the Members of the Agency. The debts, liabilities, and obligations of the Agency shall not constitute the debts, liabilities, or obligations of any Member. Except as provided in this Agreement, the Agency may not require any Member to contribute money or services to the Agency without the consent of the legislative body of each Member. The Agency will defend, indemnify, and hold harmless each Member for liabilities arising as a result of Agency’s actions pursuant to this Agreement or arising out of Agency’s negligence, but the liabilities of Members, due to their own acts, omissions, or negligence either prior to creation of Agency or afterwards, shall not be assumed by the Agency.

#### **B. Board of Directors**

The Agency is governed by a Board of Directors, (“Board”). The Board is composed of directors who are appointed by the Members’ governing bodies. There shall be one director and one alternate from each Member and that director and alternate shall be a member of the Members’ governing body.

A Member's alternate director may, in the absence of the Member's director, attend any meeting of the Board, be counted as part of the quorum and vote on all matters coming before the Board at that meeting.

Directors and alternate directors shall serve without compensation. Each director or alternate director may be reimbursed for necessary expenses by their Member jurisdiction as determined by the Member's policies.

C. Technical Advisory Committee

There is a Technical Advisory Committee ("TAC") comprised of Members' employees. The TAC provides advice to the Board.

D. Governance

The Board will constitute the policy-making body of the Agency and the TAC will be advisory to the Board. All powers of the Agency will be exercised by and through the Board, except as may be expressly delegated to others in accordance with this Agreement, or by direction of the Board.

The Board has adopted Rules of Governance to address topics including, but not limited to, conduct of meetings, appointment of subcommittees and election of officers. Such Rules of Governance may be amended by the Board from time to time, as required.

Regular meetings of the Board and the TAC will be held not less frequently than quarterly.

The fiscal year of the Agency shall be the 12-month period beginning July 1 of one year and ending June 30 of the following year. For each fiscal year, the Board shall adopt an operating budget that is consistent with the funding ability of the Agency.

E. Voting

A majority of a quorum of the Board is sufficient for action. Certain types of actions, however, have the following specific voting requirements.

The following actions require a super majority vote of  $\frac{3}{4}$  of the Members (8 of 10).

1. Purchase of real property.
2. Decisions to incur debt greater than \$250,000 from public or private lending sources.
3. Adoption of an annual budget.
4. Adoption of additional core programs.
5. Expenditure of funds greater than \$250,000.

6. Future amendments to this JPA Agreement.

Voting shall be by directors or alternate directors present at a meeting. No proxy votes are authorized. Voting will be by voice vote, except that any director or alternate director may request a roll-call vote.

## **SECTION II. TERM**

Approval of this Third Amendment to Agreement Between the Cities of Sonoma County and Sonoma County for a Joint Powers Agency to Deal with Waste Management Issues (“Agreement”) by each Member’s governing body, replaces the Original Agreement, including the First and Second Amendments. This Agreement shall continue until terminated.

## **SECTION III. WITHDRAWAL OR REMOVAL OF A PARTY**

- A. At the end of any fiscal year, any Member may withdraw as a Member of this Agreement by notifying the Board in writing prior to January 1 of that same fiscal year.
- B. The withdrawing Member shall reaffirm its intent to withdraw from the Agency by March 1 of that fiscal year. This notification will be considered binding and irrevocable unless unanimously decided otherwise by the Board.
- C. Upon receipt of a Party’s reaffirmation to withdraw from the Agency as described above in paragraph (B), any remaining Member may also declare its intent to withdraw from the Agency. The deadline for each remaining Member to give written notice of withdrawal shall be April 1 of that fiscal year.
- D. The withdrawing Member shall continue to be responsible for its allocable share of all costs, charges, assessments, liabilities, and contingencies both in existence when the Member notifies the Agency of its intent to withdraw, as well as those incurred by the Agency through the end of that fiscal year. If a Member(s)’ regular funding source to the Agency is interrupted prior to the end of the fiscal year, the Member shall be responsible for direct payment to the Agency of that Member(s)’ allocable share of the regular funding.
- E. A Member’s participation in the Agency may be involuntarily terminated at any time upon recommendation of the Board and upon the vote of two-thirds of all directors, as well as the approval of the legislative bodies of two-thirds of the Members. Involuntary termination shall have the effect of terminating the Member’s participation in the Agency. Termination will be effective at the end of the fiscal year in which the action is taken or upon such date as the remaining Members may specify. If a Member is involuntarily terminated, reserve accounts shall be established pursuant to paragraph (F) of this section as though the Member was voluntarily withdrawing. A terminated Member shall continue to be

responsible for payment of all Agency costs and liabilities allocable to or incurred by that Member through the effective date of termination. Grounds for involuntary termination include, but are not limited to, the following:

1. Failure or refusal to participate in the Agency's funding source or to provide direct payment to the Agency to a degree sufficient to cover that Member's allocable share of the costs, obligations, and liabilities of the Agency as provided below in Section 11 (B).
  2. Such other grounds as may be determined by the Board upon the vote of two-thirds of all directors, as well as the approval of the legislative body of two-thirds of the Members.
- F. Upon the voluntary withdrawal or involuntary termination of a Member, the Board may establish a reserve account for that Member to provide for anticipated expenses and liabilities not included in the Agency's budget that may have arisen or that may arise during the period of that Member's participation in the Agency. The amount remaining in the reserve account will be returned to the withdrawing or terminated Member after all expense claims and liabilities against that Member have been fully paid and satisfied.

#### **SECTION IV. DISPOSITION OF PROPERTY AND FUNDS**

- A. Upon the Agency's dissolution, or the complete rescission or other termination of this Agreement by all Members, the Board shall, with the approval of all Members, determine the disposition of any real or personal property, funds, and other assets remaining in the Agency after all obligations have been satisfied. Such disposition shall be conducted in a manner that provides a proportionate return to each Member based upon each Member's investment in those properties and assets. Each Member's pro rata share shall be determined in the same manner as for a withdrawing or terminated Member provided below in paragraph (B).
- B. If a Member is terminated or withdraws from the Agency, and the Agency has a financial obligation to that withdrawing or terminated Member, the Board, with the approval of the remaining Members, shall satisfy the withdrawing or terminated Member's pro rata share of the total assets of the Agency, less obligations, including any requirement to pay funds into a reserve account as provided in Section 4(F). A withdrawing or terminated Member's pro rata share is defined as the total regular or special payments, charges, assessments or contributions made by that Member, divided by the total regular and special payments, charges, assessments or contributions made by all Members from the inception of the Agency to the date of the Member's withdrawal or termination.
- C. In the event of the withdrawal or termination of a Member, the Board shall determine whether the Agency's satisfaction of that Member's pro rata share of Agency assets shall be made through a transfer of property or through a payment

of funds. That transfer or payment must be made within a reasonable time following a Member's withdrawal or termination.

- D. The current fair market value of Agency properties and assets shall be determined by the Board. If the withdrawing or terminated Member disputes the current fair market value of Agency properties and assets as determined by the Board, then the current fair market value of those properties and assets shall be determined by a panel of three disinterested and qualified appraisers. To this panel, one appraiser shall be appointed by the governing body of the withdrawing or terminated Member, and one appraiser shall be appointed by the remaining Members of the Board. The two appointed appraisers shall jointly select a third appraiser. The fees of each appraiser shall be shared equally by the Agency and by the withdrawing or terminated Member.

## **SECTION V. POWERS AND FUNCTIONS**

The Agency shall have the powers common to the Members and is empowered and authorized, in its own name, to adopt and implement such rules and regulations, in any form, including, but not limited to, order, ordinance or resolution, as may be necessary to effect the purposes of this Agreement, and to perform all acts necessary for the joint exercise of common powers for these purposes, including, but not limited to, any or all of the following:

- i. To employ agents and employees, to establish salaries and benefits, and to contract for professional services.
- ii. To make and enter into contracts and leases.
- iii. To raise revenue.
- iv. To incur debts, obligations, and liabilities; provided, however, that the debts, obligations, and liabilities incurred by the Agency shall not be, either individually or collectively, debts, obligations, or liabilities of the Members.
- v. To contract for, acquire, convey, construct, manage, maintain, and operate buildings and improvements.
- vi. To acquire and to convey, real and personal property.
- vii. To apply for and receive funds, contributions, grants, property or equipment from sources, including, but not limited to, federal, state, local, private or non-profit entities or individuals.
- viii. To invest money that is not needed for immediate necessities, as the Board determines to be advisable, in the same manner and upon the same conditions that apply to other local agencies as specified in Section 53601 of the California Government Code.

- ix. To purchase insurance coverage, including fidelity bonds and directors' liability coverage, to join insurance pooling programs, or to develop and maintain a self-insurance reserve.
- x. To sue and be sued in its own name and to defend and hold harmless the Members.
- xi. To issue bonds as specified in Section 12.
- xii. To perform all other acts reasonable and necessary to exercise and implement the above-specified powers and purposes of this Agreement.

These powers shall be exercised in the manner provided in the Act and as expressly set forth herein and are subject to the restrictions upon the manner of exercising such powers that are imposed upon the County of Sonoma in the exercise of similar powers. Notwithstanding the generality of the foregoing, the Agency shall have no power to bind the Members to any monetary obligations other than those expressly authorized by the mutual consent of the Members.

## **SECTION VI. LIABILITY OF THE MEMBERS**

No Member, whether individually or collectively, shall have any liability for the Agency's debts, liabilities, or obligations, including without limitation the following:

- A. Liabilities attributable to any act or omission of the Agency, or any act or omission of the Agency's officers, agents, employees, contractors, subcontractors or volunteers.
- B. The payment of wages, benefits, or other compensation to the Agency's officers, agents, employees, contractors, or subcontractors, unless otherwise provided by contractual arrangement.
- C. The payment of workers' compensation or indemnity to officers, agents, or employees of the Agency for any injury or illness arising out of the performance of this Agreement, unless otherwise provided by contractual arrangement.
- D. Should civil penalties be imposed on the Agency, Agency staff shall research the reason for the civil penalties by any means, including, but not limited to, review of landfill disposal origin data, review of hauler origin data, performance of a solid waste disposal study, performance of a solid waste characterization study and/or performance of a solid waste diversion study. Agency shall cooperate with Members, the responsible Member(s) and regulators to identify corrective steps that might be taken prior to assessment of penalties, if any. The Agency shall assign responsibility for payment of any civil penalties as follows:
  - i. the Agency shall pay the entire penalty; or

- ii. an individual Member is responsible for the assessment of the civil penalty and the entire penalty shall therefore be imposed upon that member for payment of the penalty; or
  - iii. multiple Members, but not all Members, are responsible for the assessment of the penalty and the penalty therefore shall be allocated equally upon those responsible Members.
- E. Should the Agency be dissolved for any reason, or should a Member withdraw or be removed from the Agency, each Member or the ex-Member shall be responsible for complying with the requirements of the California Integrated Waste Management Act within their respective jurisdictional boundaries in accordance with the programs set out in the Agency's documents.
- F. Each Member is responsible for implementing and meeting the mandated diversion requirements within its jurisdictional boundaries.

## **SECTION VII. FINANCING**

- A. Currently, the Agency is financed and the Agency's programs are funded through a tip fee surcharge on refuse entering the County of Sonoma's waste disposal system, which the County of Sonoma collects and remits to Agency. In addition, the Agency receives all revenues accruing in connection with the composting of wood and yard waste from Members. This financing arrangement shall continue until such time as Agency approves and fully implements an alternate financing mechanism.
- B. The Agency may issue bonds or other evidences of indebtedness as authorized by the Act including, but not limited to, revenue bonds, bond anticipation notes, certificates of participation, and lease purchase agreements, hereinafter collectively referred to as "Bonds," in order to obtain funding that may be required to finance the acquisition of real property, the construction of facilities, the acquisition of vehicles and other capital equipment, and other obligations as determined by the Board. The power of the Agency to issue Bonds shall only be exercised upon the approval and authorization by unanimous vote of the Board of Directors. Bonds may be issued in more than one series and shall be sold by competitive bidding or by private sale, to the extent permitted by law, and shall not constitute a debt, liability, or obligation of any Member to this Agreement. The services of bond counsel, financial consultants, and other consultants and advisors may be used by the Agency in connection with the issuance and sale of Bonds. The fees and expenses of such counsel, consultants, and advisors shall be paid from the proceeds of the sale of Bonds.
- C. To the extent not covered by the duties assigned to a trustee appointed under any resolution of the Board authorizing the Agency's issuance of Bonds, the Agency Treasurer shall establish and maintain such funds and accounts as may be required by generally accepted accounting principles or by the provisions of any resolution

authorizing the Agency's issuance of Bonds. The books and records of the Agency maintained by the Executive Director or Treasurer shall be open to inspection at all reasonable times by representatives of the Members.

- D. Any trustee appointed under any resolution or indenture that authorizes the issuance of Bonds by the Agency shall be required to establish suitable funds, furnish financial reports, and provide appropriate accounting procedures to carry out the provisions of said resolution or indenture and this Agreement.
- E. The Agency may set fees or charges for the services it provides to any non-Member, other entity or person who wants to participate in any Agency program.

## **SECTION VIII. AGENCY FUNDS**

- A. Until such time as the Agency Board determines otherwise, the Treasurer of the County of Sonoma shall assume the duties required by the laws of the State of California, including the duties described in Section 6505.5 of the California Government Code on behalf of the Agency. The Agency shall reimburse the County of Sonoma for the cost of fulfilling these duties.
- B. Until such time as the Agency Board determines otherwise, the Auditor of the County of Sonoma shall prepare a financial statement of the Agency's accounts, records and financial affairs for the preceding fiscal year. The Agency shall reimburse the County of Sonoma for the cost of performing such audit.
- C. The Agency's Executive Director is hereby designated as the person responsible for the monies and property of the Agency.

## **SECTION IX. AGENCY'S EXISTING AND CONTINUING CORE PROGRAMS**

### **A. Composting Program**

Agency operates a Program at the Central Landfill for the composting, primarily of wood and yard waste, ("Composting Program"). The Agency separately contracts with an operator to process the materials delivered to the site from any source within Sonoma County. The Composting Program shall continue to exist and operate in compliance with all applicable laws, rules and regulations and in substantially the same manner as on the Effective Date of this Agreement, until modified by the Agency Board. Members shall continue to cause wood and yard waste generated within their jurisdictions to be delivered to the Composting Program. Agency shall continue to have the right to dispose of any useable product resulting from the Composting Program as Agency sees fit and in accordance with any contract(s) it may have with an operator. If Agency is unable to dispose of any product of the Composting Program to third parties, each Member agrees to pick up, transport and take back the remaining product in proportion to the amount that Member delivered to the Composting Program site.

The Board may elect to end the Composting Program by a super majority vote.

### **B. Household Hazardous Waste Program**

Agency operates a Program at the Central Landfill for the collection and storage of household hazardous waste, as defined by the California Public Resources Code (“HHW Program”). The Agency separately contracts with an operator to collect, sort, store, package and transfer the household hazardous waste collected by designated haulers and other entities approved by Agency, and from members of the public who are residents of a Member agency. HHW generated by small quantity generators will be accepted, but shall be financed entirely by the generators using the service. The HHW Program shall continue to exist and operate in compliance with all applicable laws, rules and regulations and in substantially the same manner as on the Effective Date of this Agreement, until modified by the Agency Board.

C. Education for those Using the Agency’s Services

The Agency provides information and education to those using the Agency’s services (“Education Program”) in order to maximize use of the Agency’s programs and further the purpose and goals of the Agency. The Education Program shall continue to exist and operate in compliance with all applicable laws, rules and regulations and in substantially the same manner as on the Effective Date of this Agreement, until modified by the Agency Board or Executive Director.

D. Regional Planning

The Agency is a Regional Agency pursuant to Section 40971 of the California Public Resources Code and the Integrated Waste Management Act. All Members are deemed to be Members of the Regional Agency. The Agency is and shall be responsible for creating, updating and maintaining all required or mandated regional planning documents.

**SECTION X. COUNTY’S EXISTING AND CONTINUING OBLIGATIONS**

- A. In addition to the obligations of the Members elsewhere specified in this Agreement, the County of Sonoma agreed in the Original Agreement to provide the following support and subsidies to the Agency:
  - 1. A site, free of charge, at the Central Landfill for the purpose of household hazardous waste collection and storage, referred to as the HHW Program.
  - 2. A site, free of charge, at the Central Landfill for the composting, primarily of wood and yard waste, referred to as the Composting Program.
- B. Such support and subsidies shall continue until the earlier of either: a) the Agency notifying the County of Sonoma that it no longer requires such site or sites and vacating the site or sites; b) the expiration of the Original Agreement, February 11, 2017; or c) termination of this Agreement.
- C. Should operations cease on either or both of the HHW and Composting Program sites, the Agency shall have no further right to use the site or sites on which operations ceased. If Agency ceases to use either or both sites, the Agency, at its expense, will return the site or sites to the County in a substantially similar condition as when Agency first began using the site or sites and with the

exception of any improvements, which are or shall become the property of the County of Sonoma. Should the County of Sonoma require, the Agency will provide for and pay for monitoring tests at the site(s).

- D. Agency may contract with the County of Sonoma, or any other Member, for provision of services and property, including, but not limited to, rent for office or other space, staffing of Agency with County or the Members' employees, and telecommunication and information system services.

## **SECTION XI. AGENCY'S EXISTING ASSETS, LIABILITIES AND OBLIGATIONS**

All assets, liabilities, obligations, contracts, agreements, accounts, real and personal property belonging to or incurred by the Agency at the time just prior to the Effective Date of this Agreement shall not change by virtue of the execution of this Agreement and shall remain as they existed just prior to the Effective Date of this Agreement.

The Agency has and shall continue to maintain liability insurance of at least two million dollars for as long as this Agreement is in effect and for at least one (1) year thereafter. This insurance shall name each of the Members as additional insured for any liability arising out of Agency's activities. The amount of insurance may be adjusted up or down as the Agency Board determines is appropriate. Agency may elect to establish a self-insurance program.

## **SECTION XII. GENERAL PROVISIONS**

### **A. Notices.**

Any notices required or authorized to be given under this Agreement must be in writing and must be delivered in person or by certified or registered mail, postage prepaid, addressed to the attention of the Executive Director of the Agency and to the City Clerk, Town Clerk or County Clerk of each of the Members at their respective addresses set forth below:

If to the Agency:	Sonoma County Waste Management Agency 2300 County Center Drive, Suite B-100 Santa Rosa, CA 95403 Attn. Executive Director
If to the City of Cloverdale:	City of Cloverdale 124 N. Cloverdale Blvd. Cloverdale, CA 95425 Attn. City Clerk
If to the City of Healdsburg:	City of Healdsburg 401 Grove Street Healdsburg, CA 95448 Attn. City Clerk

If to the Town of Windsor:

Town of Windsor  
9291 Old Redwood Highway, Suite 400  
Windsor, CA 95492  
Attn. Town Clerk

If to the City of Santa Rosa:

City of Santa Rosa  
100 Santa Rosa Avenue  
Santa Rosa, CA 95404  
Attn. City Clerk

If to the City of Sebastopol:

City of Sebastopol  
7120 Bodega Avenue  
P.O. Box 1776  
Sebastopol, CA 95473  
Attn. City Clerk

If to the City of Rohnert Park:

City of Rohnert Park  
130 Avram Avenue  
Rohnert Park, CA 94928  
Attn. City Clerk

If to the City of Sonoma:

City of Sonoma  
No. 1 The Plaza  
Sonoma, CA 95476  
Attn. City Clerk

If to the City of Cotati:

City of Cotati  
201 W. Sierra Avenue  
Cotati, CA 94931  
Attn. City Clerk

If to the City of Petaluma:

City of Petaluma  
11 English Street  
Petaluma, CA 94952  
Attn. City Clerk

If to the County of Sonoma:

County of Sonoma  
575 Administration Drive, Room 100A  
Santa Rosa, CA 95403  
Attn. County Clerk

The Agency or any Member may designate a different address by giving notice to the Agency and to the other Members in accordance with the provisions of this paragraph.

- B. Governing Law. This Agreement is made and will be construed and interpreted in accordance with the laws of the State of California.
- C. Headings. The section and paragraph headings contained in this Agreement are solely to facilitate ease of reference and are not intended to define, limit, or describe the scope of any provision of this Agreement.
- D. Consent. Whenever any consent or approval is required by this Agreement, that consent or approval may not be unreasonably withheld or delayed.
- E. Amendments. This Agreement may be amended at any time, or from time to time, by one or more supplemental agreements to this Agreement executed by super majority vote of the Board, either as required to implement any provisions of this Agreement, or for any other purpose.
- F. Enforcement Authority. The Agency is authorized to take any legal or equitable actions, including but not limited to injunctive relief and specific performance, as may be necessary to enforce this Agreement.
- G. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be illegal or in conflict with any law of the State of California, or is otherwise rendered unenforceable or ineffectual, the validity of the remaining provisions of this Agreement will not be affected by that determination.
- H. Successors. This Agreement is binding upon and inures to the benefit of the successors of the Members. No Member may assign any right or obligation under this Agreement without the prior written consent of the other Members.
- I. New Members. Upon approval by the Board and by the legislative bodies of each of the Members, additional public agencies may become Members of the Agency and parties to this Agreement.
- J. Execution in Counterparts. This Agreement may be executed by the Members in one or more counterparts, all of which will collectively constitute one document and agreement.
- K. Filing With Secretary of State. The Agency Executive Director is directed to file with the office of the California Secretary of State a notice of the adoption of this Agreement within 30 days after its Effective Date, as required by California Government Code Section 6503.5.”

TO EFFECTUATE THIS AGREEMENT, each of the Members has caused this Agreement to be executed and attested by its duly authorized officers on the date set forth below the authorized signature.

**CITY OF CLOVERDALE**

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

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

**TOWN OF WINDSOR**

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

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
Town Attorney

**CITY OF HEALDSBURG**

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

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

**CITY OF SEBASTOPOL**

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

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

**CITY OF SANTA ROSA**

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

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

**CITY OF ROHNERT PARK**

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

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

**CITY OF SONOMA**

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

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

**CITY OF COTATI**

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

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

**CITY OF PETALUMA**

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

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

**COUNTY OF SONOMA**

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

Date: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Executive Officer – Clerk of the  
Board of Supervisors

APPROVED AS TO FORM:

By: \_\_\_\_\_  
County Counsel

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THIRD AMENDMENT TO  
AGREEMENT BETWEEN THE CITIES OF SONOMA COUNTY AND SONOMA COUNTY  
FOR A JOINT POWERS AGENCY TO DEAL WITH WASTE MANAGEMENT ISSUES

This Third Amendment (the “Third Amendment”), dated as of \_\_\_\_\_, 20\_\_ is by and between the Cities of the County of Sonoma and the County of Sonoma. All capitalized terms used herein shall, unless otherwise defined, have the meaning ascribed to those terms in the existing agreement.

RECITALS

WHEREAS, the Cities of the County of Sonoma and the County of Sonoma entered into that certain Agreement Between Cities of the County of Sonoma and the County of Sonoma for a Joint Powers Agency to Deal with Waste Management Issues (“Agreement”); and

WHEREAS, pursuant to Section 20 of the Agreement, the term of the Agreement is twenty-five (25) years; and

WHEREAS, the Cities of the County of Sonoma and the County of Sonoma desire to extend the Agreement for an additional twenty-five (25) years; and

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

AGREEMENT

1. The first sentence of Section 5 of the Agreement shall be revised as follows:

“Provided that all regulatory requirements of Federal and State agencies are first met, the County agrees to provide, free of charge as a subsidy, sites at its Central Landfill Site for the purpose of household hazardous waste collection and storage and for a wood and yard waste Treatment System through February 11, 2017.”

2. A new sentence is added to Section 5 of the Agreement, which shall be inserted following the first sentence in Section 5:

“After February 11, 2017 and while this Agreement is in effect, the County agrees to provide, free of charge as a subsidy, sites at its Central Landfill Site for the purpose of household hazardous waste collection and storage.”

The remainder of Section 5 is, and shall continue to be, in full force and effect as originally executed.

3. The first paragraph of Section 20 of the Agreement shall be revised as follows:

“The term of this Agreement shall be for twenty-five (25) years through February 11, 2017. The term shall be extended for an additional twenty-five (25) years through February 11,

2042. The extension shall take effect on the date the Third Amendment is executed by the last Participant to execute the Third Amendment. This Agreement may be extended from year to year thereafter by mutual agreement of the Participants.”

The second paragraph of Section 20 is, and shall continue to be, in full force and effect as originally executed.

4. Except to the extent the Agreement is specifically amended hereby, the Agreement, together with its exhibits is, and shall continue to be, in full force and effect as originally executed, and nothing contained herein shall be construed to modify, invalidate or otherwise affect any provision of the Agreement or any right of Agency arising thereunder.

IN WITNESS WHEREOF, the Participants have caused this Third Amendment to be executed by their respective governing officials duly authorized by resolution of their respective legislative bodies.

ATTESTED:

COUNTY OF SONOMA

\_\_\_\_\_  
County Clerk

ATTESTED:

CITY OF CLOVERDALE

\_\_\_\_\_  
City Clerk

ATTESTED:

CITY OF COTATI

\_\_\_\_\_  
City Clerk

ATTESTED:

CITY OF HEALDSBURG

\_\_\_\_\_  
City Clerk

ATTESTED:

CITY OF PETALUMA

\_\_\_\_\_  
City Clerk

ATTESTED:

CITY OF ROHNERT PARK

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City Clerk

ATTESTED:

CITY OF SANTA ROSA

---

City Clerk

ATTESTED:

CITY OF SEBASTOPOL

---

City Clerk

ATTESTED:

CITY OF SONOMA

---

City Clerk

ATTESTED:

CITY OF WINDSOR

---

City Clerk

Greetings, all –

I'd like to propose an approach to the Waste Management Agency's consideration of JPA Renewal. If the Executive Committee concurs, I suggest that it be proposed to the full Board for their consideration.

#### Background

The Waste Management Agency members have approximately seven months (until the Fall of 2015) to consider renewal of the JPA. If renewal does not occur by then, the members will need to consider other options. Financing for a new compost facility is dependent on renewal. Members will likely also need to consider other options for household hazardous waste (HHW).

It appears that Agency members have y different views on some core issues around JPA renewal. In some cases, there is interest in having the County provide the services via a contract and terminating the JPA. There is also interest in an 'a la carte' approach in which jurisdictions could partake in some services but not others. And some members appear to want to continue with the JPA as the primary Agency, to continue largely as it has operated with some amendments. In addition to these and other policy issues, the City Attorneys have noted that they have concerns with some language in the current JPA.

While in November, 2014 the Agency Board supported exploring a 'simple renewal' of the JPA that would continue it beyond 2017, this was with the understanding that a decision on renewal was needed by April, 2015, and that most questions/concerns on renewal could be addressed by negotiating in good faith after the 'simple renewal.' In addition, even a 'simple renewal' would need to address the current requirements for the County to provide sites for compost and household hazardous waste at no cost, which it is unlikely to do in the long run. There is now an opportunity and a need for a fuller discussion on renewal.

Given the timeframe for renewal and the time-consuming process that considerations of JPAs typically take, a typical approach of developing a recommendation, taking it to City Councils and the Board of Supervisors for review and comment, negotiating changes, and re-circulating at least once will be very challenging to complete by the Fall.

#### Proposed Approach

A proposed approach to consideration of the JPA includes:

- a. Staff to prepare a matrix that outlines all of the issues of concern regarding JPA renewal, including those regarding the County provision of sites and related costs, the City Attorneys' concerns, those raised in the workshop in the Summer of 2014, and any others identified. The matrix would also identify the positions of the JPA member jurisdictions (when known), and indicate how important this issue is the jurisdiction (i.e., a 'show stopper' that could prevent a jurisdiction from joining a renewed JPA, or a strong preference.
- b. Agency Board to review and amend the matrix at its March meeting.
- c. Agency Board members and Agency staff to meet with jurisdictions by end of April to obtain feedback on matrix; this could include either full City Councils/Board of Supervisors, or a combination of Agency Board members, City Manager, City Attorney, Mayors, etc. Agency Board would review progress at its April meeting.
- d. Agency staff to develop working draft of revised JPA, or an alternative approach, for discussion at Board's May meeting.

#### Agency Staff

We propose that Henry Mikus, Patrick Carter, and Ethan Walsh be assigned responsibility for conducting this process, including tracking the positions of jurisdictions, updating the matrix, meeting with jurisdictions, meeting with City Managers and City Attorneys if and as helpful, etc.

Don Schwartz  
Assistant City Manager, Rohnert Park  
(707) 588-2242



Agenda Item #: **11**  
Cost Center: **All**  
Staff Contact: **Carter**  
Agenda Date: **3/18/2015**

## ITEM: FY 15-16 Final Work Plan

### I. BACKGROUND

Beginning in FY 06-07, as a part of the budget process, a project list (Work Plan) was prepared for consideration and approval by the Board in order to have a detailed planning document containing a description of the Agency projects, contractor costs, and staff costs. This practice proved to be an effective budget preparation step, and has been used since. The Work Plan, once approved, is used as the guidance document for preparation of the Agency's annual draft budget.

The FY 15-16 Work Plan includes the Organics Program (composting operations and hauling, food and home composting education, and Christmas tree recycling projects), the Surcharge Funds (HHW, Education, and Planning Funds), a section on General Administration, and a section describing projects where Agency staff time is billed directly to the County. The headings for the Work Plan include contractor cost, staff cost, the goal or justification for the program/project, and a schedule for the program or project, as well as the routine work that is done on a regular basis. The staff cost components are based on estimates of required work hours, and have a built-in self-check mechanism to be sure the total annual available hours are not exceeded by any individual.

The goal/justification heading identifies whether the program/project is "MANDATED", "CoIWMP" or "BOARD DIRECTED".

The documents that provide a "MANDATE" for SCWMA activities include:

**Statute** – The most definitive document is the Assembly Bill 939 passed in 1989, which required each city and county to prepare solid waste management planning documents that demonstrate reduction of the amount of solid waste landfilled, long-term ability to ensure the implementation of countywide diversion programs, and provision of adequate disposal capacity for local jurisdictions through the siting of disposal and transformation facilities.

**Agreement** – The JPA agreement, approved in 1992, contains the provisions which establish the core mission of the SCWMA which are to provide four regional programs (household hazardous waste, wood waste, yard waste and public education). The First amendment to the JPA, made in 1995, added regional planning and reporting duties by making SCWMA the AB 939 Regional Agency.

**CoIWMP** - The document that provides "CoIWMP" Programs for Agency activities is the Countywide Integrated Waste Management Plan (CoIWMP), which includes the Source Reduction and Recycling Element (SRRE), Household Hazardous Waste Element (HHWE), Non-Disposal Facility Element (NDFE), and the Siting Element. This planning document identifies programs for

implementation that address household hazardous waste, organic waste and public education. The plan is used as a guidance document for Agency programs.

There are some programs which are neither “MANDATED” nor programmed in the “CoIWMP” which were started at Board direction, these are identified in the Work Plan as “BOARD DIRECTED.”

## **II. DISCUSSION**

The attached Final Work Plan reflects the direction given by the Board at the February 18, 2015 Agency meeting regarding the Draft Work Plan. Specifically, the following changes were made:

- Increased contractor cost in the Organics Reserve to reflect the cost of pumping and hauling compost contact water
- Reallocated staff time in the HHW, Education and Contingency Reserve funds to examine the feasibility of a pharmaceutical ordinance, polystyrene ordinance, satellite HHW collection facility in northern Sonoma County, and a program related to uniform rules concerning construction and demolition debris.

## **III. FUNDING IMPACT**

There is no direct funding impact of the FY 15-16 Work Plan. This document is informational and used for planning purposes and to complement the proposed FY 15-16 Draft Budget.

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

Staff recommends adoption of the FY 15-16 Final Work Plan.

## **V. ATTACHMENTS**

FY 15-16 Final Work Plan

Approved by: \_\_\_\_\_  
Henry J. Mikus, Executive Director, SCWMA

# SCWMA

## FY 15-16 Draft Work Plan

<b>Organics (Wood Waste and Yard Debris)</b>						
	<b>Program</b>	<b>Program Description</b>	<b>Contractor Cost</b>	<b>Staff</b>	<b>Goal/Justification</b>	<b>Schedule</b>
1.1	Composting Program	Manages contract for composting operation, reconcile and process monthly invoices for payment and reimbursement. Processes revenue sharing and product allocations.	\$2,159,476 (FY 14-15 \$2,399,418)	\$92,155 (FY 14-15 \$81,144)	<b>MANDATED</b> Major diversion program in the Joint Powers Agreement and Section 4.5.2 of the CoIWMP.	Monthly
1.2	Organics Hauling	Agreement with County to reimburse for the transportation of yard debris and wood waste from the transfer stations to composting facilities.	\$700,000 (FY 14-15 \$468,815)	\$4,686 (FY 14-15 \$1,226)	<b>BOARD DIRECTION</b> Agency assumed the responsibility for organic hauling in 2005.	Monthly
1.3	Debris Box Pilot Project	Explore the opportunity for increased diversion in conjunction with construction and demolition debris boxes delivered to the Sonoma and Healdsburg transfer stations. Agency is responsible for organics processing of recovered materials.	\$0	\$1,080 FY 14-15 \$1,226)	<b>BOARD DIRECTION</b> Agency is exploring the increased diversion resulting from participating in the proposed pilot project.	Monthly
1.4	Food Waste Education	Supports residential and commercial pilot food waste collection programs as needed. <ul style="list-style-type: none"> <li>Develops messages, performs graphic design and incorporates information into Agency promotional materials</li> <li>Coordinates with stakeholders (e.g., Sonoma Compost Company, garbage companies, etc.)</li> </ul>	\$0	\$5,129 (FY 14-15 \$12,364)	<b>CoIWMP/Section 4.3.1.2</b> Provide recycling information to all County residents and businesses	Ongoing
1.5	Christmas Tree Recycling	Provides education to the public about Christmas tree recycling options. <ul style="list-style-type: none"> <li>Coordinates with local non-profit organizations to provide convenient Christmas tree composting</li> <li>Coordinates drop-off sites with haulers</li> </ul> Updates information on Agency's website and establish/record seasonal voice message system on 565-3333 and on the Eco-Desk 565-3375.	\$0	\$1,507 (FY 14-15 \$1,726)	<b>CoIWMP/Section 4.7.2.10</b> Diversion program that adds organic feedstock	November, December, and January, Annually

# SCWMA

## FY 15-16 Draft Work Plan

<b>Organics (Wood Waste and Yard Debris) (cont.)</b>						
	<b>Program</b>	<b>Program Description</b>	<b>Contractor Cost</b>	<b>Staff</b>	<b>Goal/Justification</b>	<b>Schedule</b>
1.6	Home composting education (UCCE)	In order to reduce the Agency's compost program costs, the Agency has supported an educational program teaching home composting through the Master Gardeners.	\$16,660 (FY 14-15 \$16,660)	\$270 (FY 14-15 \$1,400)	<b>ColWMP/Section 4.3.1.2</b> Reduce organics being landfilled and compost program costs	Ongoing
	<b>Total</b>	<b>FY 15-16</b>	<b>\$2,876,136</b>	<b>\$104,827</b>		
	Prior Year	FY 14-15	\$2,884,893	\$101,354		

<b>Reserves (Restricted by Board Policy)</b>						
2.1	Compost Site Relocation Project	Site purchase/lease of new compost facility is expected to occur in FY 15-16, though the amount is too speculative to include in this plan and will be appropriated separately.	\$250,000 Legal (FY 14-15 \$10,000)	\$64,239 (FY 14-15 \$56,267)	<b>ColWMP/Section 4.5.3</b>	One Time Use
2.2	JPA Renewal	Continue the discussion about Agency renewal, attempt to gain unanimous support from membership, present information to Agency member governing Councils and Board, and complete any legislative filing needed to renew, extend, replace, or terminate the Agency.	\$10,000 Legal (FY 14-15 \$10,000)	\$53,543 (FY 14-15 \$62,793)	<b>BOARD DIRECTED (recognizing the expiration date of 2017)</b>	One Time Use
2.3	Compost Water Pumping and Hauling	Collect, pump, and haul away for proper disposal the storm water which comes into contact with the compost materials at the Central Compost Site.	\$780,000	\$0	<b>BOARD DIRECTED</b>	Winter and Spring
2.4	Polystyrene Ordinance	Examine the feasibility of a countywide polystyrene waste reduction ordinance.	\$0	\$5,679	<b>PROPOSED</b>	Ongoing
2.5	Uniform Construction and Demolition Rules	Examine how construction and demolition (C&D) debris is handled by all Sonoma County jurisdictions with the purpose of establishing uniform rules or regulations to benefit those who disposed of C&D and to increase diversion of these materials.	\$0	\$5,282	<b>PROPOSED</b>	Ongoing
	<b>Total</b>	<b>FY 15-16</b>	<b>\$1,040,000</b>	<b>\$128,743</b>		
	Prior Year	FY 14-15	\$60,000	\$141,942		

Approved \_\_\_\_\_

# SCWMA

## FY 15-16 Draft Work Plan

Household Hazardous Waste						
	Program	Program Description	Contractor Cost	Staff	Goal/Justification	Schedule
3.1	HHW Collection Program	Manage contract for collection of hazardous waste from residents and CESQG (businesses) at the Household Toxics Facility (HTF), Community Toxics Collections (CTC), and Toxics Rover. Provide education resources for the program as needed and coordinate with local organizations.	\$1,135,000  (FY 14-15 \$1,300,000)	\$71,013  (FY 14-15 \$100,346)	<b>MANDATED - JPA</b> Comply with regulations, contract administration/oversight (Section 5.3 of the CoIWMP)	Ongoing through February 1, 2017
3.2	E-waste Collection at Disposal Sites– (Subsidized by State)	Covered Electronic Wastes (CEW and UWED's) are accepted at all of the County disposal sites for recycling. This program is subsidized by the State through the Electronics Recycling Act of 2003. State subsidy is based on pounds received for recycling.	\$0	\$6,188  (FY 14-15 \$7,258)	<b>MANDATED - JPA</b> Required by regulation, contract administration/oversight (Section 5.4.1.8 of the CoIWMP).	Ongoing
3.3	E-waste Transport	Covered Electronic Wastes (CEW and UWED's) are accepted at all of the County disposal sites for recycling. Covered Electronic Wastes are transported by a Licensed Hauler from the County Transfer Stations to the Central Disposal Site. The Agency funds the e-waste transportation operations.	\$65,000  (FY 14-15 \$65,000)	\$580  (FY 14-15 \$605)	<b>MANDATED - JPA</b> Required by regulation, contract administration/oversight (Section 5.4.1.8 of the CoIWMP).	Ongoing
3.4	Oil & Filter Recycling (Grant funded)	This program includes a wide variety of efforts from reporting and auditing to collection and education. Funding is provided through the California Department of Resources Recycling and Recovery's (CalRecycle) Oil Payment Program (OPP). Actual projects vary year to year depending on State funding levels.	\$148,872  (Grant Funded- \$116,273 for FY 14-15)	\$13,960  (FY 14-15 \$16,353)	<b>BOARD DIRECTED</b>	Consultant contract expires February 11, 2017
3.5	Spanish Language Outreach (79% funded from the State's OPP)	Outreaches to Spanish speaking residents about used motor oil and disposal of hazardous waste community based social marketing strategies including call-in radio, Eco-Desk telephone, events, labor center talks, etc.	\$18,886  (Grant Funded- FY 14-15 \$18,886)	\$1,155  (FY 14-15 \$1,361)	<b>BOARD DIRECTED</b>	Consultant contract expires February 1, 2017

# SCWMA

## FY 15-16 Draft Work Plan

Household Hazardous Waste (cont.)						
	Program	Program Description	Contractor Cost	Staff	Goal/Justification	Schedule
3.6	303 Reporting	The State requires reporting and quantification of HHW collection efforts annually.	\$0	\$5,802 (FY 14-15 \$6,804)	<b>MANDATED</b> Required by regulation.	November 2015
3.7	Product Stewardship Education and Outreach	<ul style="list-style-type: none"> <li>Participate in statewide and national Extended Producer Responsibility efforts.</li> <li>Develop and incorporate information for local take-back opportunities into Agency promotional materials (e.g., Recycling Guide, fliers and online)</li> <li>Community outreach at events.</li> </ul>	\$10,000 (FY 14-15 \$10,000)	\$5,268 (FY 14-15 \$9,927)	<b>BOARD DIRECTED</b> EPR Implementation Plan (CoIWMP/Section 4.3.3.3)	Ongoing
3.8	E-waste Recycling Events	<p>This program accepts electronics that are defined as hazardous waste. This program is subsidized by the State through the Electronics Recycling Act of 2003. State subsidy is based on pounds received for recycling. A contractor conducts electronic recycling events under contract with the Agency.</p> <ul style="list-style-type: none"> <li>Provide supports for coordination of e-waste event</li> <li>Perform graphic design and placement of advertising (e.g., utility bill inserts, fliers, radio, newspaper ads, on-line, etc.)</li> <li>Administer the contract</li> </ul>	\$0	\$12,790 (FY 14-15 \$15,612)	<b>CoIWMP/Section 5.4.1.8</b> Provide recycling information to all County residents	Consultant contract expires June 17, 2016
3.9	Out-of-County Hazardous Waste (Mendocino County)	Sonoma County residents living in the north/west part of the County can dispose of hazardous waste close to their homes. Agency staff produces educational materials to help publicize disposal opportunities. Agency reimburses Mendocino County for disposal.	\$13,800 (FY 14-15 \$13,800)	\$772 (FY 14-15 \$605)	<b>MANDATED - JPA</b>	Spring, Summer, and Fall
3.10	Extended Producer Responsibility Grant	CalRecycle and/or Stewardship Organizations may include Extended Producer Responsibility (EPR) as an allowable activity for future grant funding. This task would only include staff time necessary to develop a proposal and apply for grant funding.	\$0	\$1,725	<b>PROPOSED</b>	Spring

# SCWMA

## FY 15-16 Draft Work Plan

Household Hazardous Waste (cont.)						
3.11	Pharmaceutical Extended Producer Responsibility Ordinance Feasibility	Examine the feasibility of establishing a countywide pharmaceutical extended producer responsibility ordinance.	\$0	\$8,547	PROPOSED	Ongoing
3.12	Northern County HHW Collection Facility Feasibility	Examine the facility of constructing a HHW collection facility in northern Sonoma County to allow for more convenient HHW collection options.	\$15,000	\$12,317	PROPOSED	Ongoing
	<b>Total</b>	<b>FY 15-16</b>	<b>\$1,456,558</b>	<b>\$140,116</b>		
	<b>Prior Year</b>	FY 14-15	<b>\$1,523,959</b>	<b>\$161,953</b>		

# SCWMA

## FY 15-16 Draft Work Plan

Education						
	Program	Program Description	Contractor Cost	Staff	Goal/Justification	Schedule
4.1	Recycling Guide English/Spanish versions	<p>The annual 32-page Recycling Guide (English and Spanish versions) is a comprehensive resource for recycling, reuse and hazardous waste disposal options in Sonoma County. Research and design all pages.</p> <ul style="list-style-type: none"> <li>• Coordinate consultants as needed for illustrations and cover artwork.</li> <li>• Review of publication among stakeholders (e.g., garbage companies, CalRecycle staff, etc.).</li> <li>• Prepare publication for printing in the YP phone book and for on-line viewing.</li> <li>• Arrange for graphics and printing of approximately 33,000 English copies and 13,000 Spanish copies.</li> </ul>	<p>\$12,000</p> <p>(FY 14-15 \$12,000)</p>	<p>\$19,777</p> <p>(FY 14-15 \$28,839)</p>	<p><b>MANDATED -JPA</b> Provide recycling information to all County residents and businesses (Section 4.7.2.1 of the ColWMP)</p> <p><b>BOARD DIRECTED (Spanish Guide)</b></p>	December 2015 to April 2016
4.2	Eco-Desk phone number 565-3375 (English and Spanish)	<p>Telephone and email response to questions from the public on recycling, disposal and hazardous waste.</p> <ul style="list-style-type: none"> <li>• Listen to messages daily, logs call into the Access database and returns phone calls/emails within one business day.</li> <li>• Manage the voice tree system.</li> <li>• Research topics to help foster more opportunities (e.g., carpet, formed Styrofoam, plastic bags, etc.) as needed. Information gets recorded in the Access Eco-Desk database.</li> <li>• Prepare annual reports summarizing activity on the English and Spanish Eco-Desk.</li> <li>• Coordinate with Spanish language contractor as needed.</li> </ul>	<p>\$0</p>	<p>\$20,025</p> <p>(FY 14-15 \$31,821)</p>	<p><b>MANDATED - JPA</b> Provide recycling information by phone to all County residents and businesses (Section 4.7.2.2 of the ColWMP)</p>	Daily

# SCWMA

## FY 15-16 Draft Work Plan

Education (cont.)						
	Program	Program Description	Contractor Cost	Staff	Goal/Justification	Schedule
4.3	Spanish Language Outreach (21% funded from Education)	<p>A contractor provides outreach to Spanish speaking residents about recycling issues employing community based social marketing strategies including call-in radio, Eco-Desk telephone, events, labor center talks, etc.</p> <ul style="list-style-type: none"> <li>• Manage the contract for services</li> <li>• Provide support for educational materials as needed.</li> </ul>	<p>\$5,114</p> <p>(FY 14-15 \$5,114)</p>	<p>\$2,912</p> <p>(FY 14-15 \$3,374)</p>	<p><b>MANDATED - JPA</b></p> <p>Provide recycling information in Spanish (Section 4.7.3.4 of the CoIWMP).</p>	<p>Consultant contract expires February 1, 2017</p>
4.4	Grants	<p>Applying for grants as they become available have become a substantial funding source for educational programs.</p>	<p>\$0</p>	<p>\$5,861</p> <p>(FY 14-15 \$5,621)</p>	<p><b>MANDATED - JPA</b></p> <p>Leverage limited Agency resources (Section 4.9.3.2 of the CoIWMP)</p>	<p>As available</p>
4.5	Web site <a href="http://www.recyclenow.org">www.recyclenow.org</a>	<p><a href="http://www.recyclenow.org">www.recyclenow.org</a> is a comprehensive web site including topics for Agency, toxics, reduce, recycling, business, multifamily, schools, disposal, compost, resources. The web site is ADA section 508 compliant</p> <ul style="list-style-type: none"> <li>• Updates the Eco-Desk Access database to the web site.</li> <li>• Makes online .pdfs ADA compliant</li> <li>• Manages contract for Guide on-line booklets.</li> <li>• Prepares annual reports on web site activity.</li> <li>• Prepares electronic newsletter for quarterly distribution</li> </ul> <p>Since the website was programmed in 2010, there have been a significant increase in mobile device users and there is justification for moving the website to a mobile device friendly platform. Sonoma County ISD Department in conjunction with Agency staff would perform this website conversion.</p>	<p>Service Provided by County Information Systems Department and are included in the budget with all the other ISD charges</p>	<p>\$41,151</p> <p>(FY 14-15 \$23,442)</p>	<p><b>MANDATED - JPA</b></p> <p>Communicate recycling information using the web (Section 4.7.2.3 of the CoIWMP)</p>	<p>Ongoing</p>
4.6	Green Building	<p>Staff maintains the Agency's Green Building Products Showcase.</p>	<p>\$0</p>	<p>\$513</p> <p>(FY 14-15 \$954)</p>	<p><b>MANDATED - JPA</b></p> <p>Reduce waste and increase recycled product purchasing (Section 4.7.3.5 of the CoIWMP)</p>	<p>Ongoing</p>

# SCWMA

## FY 15-16 Draft Work Plan

Education (cont.)						
	Program	Program Description	Contractor Cost	Staff	Goal/Justification	Schedule
4.7	Outreach Partnerships	The Agency provides staff support to the groups engaged in complementary environmental educations (e.g., Business Environmental Alliance (BEA), Russian River Water Association, Sonoma County Water Agency, GoLocal, BayROC (Bay Area Outreach Coordinators), etc.),	\$0	\$7,501 (FY 14-15 \$6,203)	<b>BOARD DIRECTED</b> Expand Agency outreach to businesses (BEA), as well as the general public	Ongoing
4.8	Fairs	Each year the Agency picks a new outreach theme that responds to current topics. The outreach theme for 2015 is "Paint—Buy right. Use it up. Recycle the rest." Coordinates vendor registration and makes up calendar. <ul style="list-style-type: none"> <li>Graphic design and production for table-top and 10'x10' displays and any auxiliary displays (e.g., backdrop, floor, information panels, brochure holders, etc.)</li> <li>Coordinates staffing for events</li> <li>Coordinates fair set up and tear down</li> <li>Orders supplies</li> <li>Refurbish display materials</li> <li>Designs and procures giveaway promotional items</li> </ul>	\$7,225 (FY 14-15 \$7,225)	\$21,947 (FY 14-15 \$20,578)	<b>MANDATED - JPA</b> (Section 4.7.2.9 of the CoIWMP)	Summer and Fall
4.9	Social Community Based On-line Marketing Outreach	Manage no cost on-line marketing options for Agency topic using services such as Twitter, Facebook, and Instagram	\$0	\$11,999 (FY 14-15 \$8,146)	<b>BOARD DIRECTED</b>	Ongoing
4.10	Beverage Container Recycling (Grant funded)	Administer grant funds from the City County Payment Program to increase beverage container recycling.	\$20,000 (FY 14-15 \$59,495)	\$4,411 (FY 14-15 \$5,228)	<b>BOARD DIRECTED</b>	Ongoing
4.11	Landfill Tours	Provide tours for the public at the Central Disposal Site. This includes an overview of HHW collection, recycling wall, reuse area, garbage tipping floor, active landfill, power plant, and composting area.	\$0	\$2,218 (FY 14-15 \$2,800)	<b>CoIWMP/Section 4.7.2.7</b> Agency staff provide tours of the Central Disposal Site	Ongoing

# SCWMA

## FY 15-16 Draft Work Plan

Education (cont.)						
	Program	Program Description	Contractor Cost	Staff	Goal/Justification	Schedule
4.12	Mandatory Commercial Recycling Measure (Grant funded)	<p>Provide support for implementing CalRecycle's Mandatory Commercial Recycling program which will focus on bilingual education, monitoring and reporting. Activities could include:</p> <ul style="list-style-type: none"> <li>• Coordinate new business outreach</li> <li>• Conduct business site visits &amp; follow-up</li> <li>• Conduct multifamily outreach</li> <li>• Conduct School outreach</li> <li>• Conduct paid advertising</li> <li>• Maintain/update Access database</li> <li>• Outreach to large organic generators (8 cubic yards organic waste or more per week) about AB 1826</li> </ul>	\$20,000	\$80,815 (FY 14-15 \$54,739)	<b>PROPOSED</b> Under state law, local jurisdictions are responsible for reporting progress on commercial recycling to CalRecycle.	Ongoing
4.13	Carryout Bags Education	<p>February 19, 2014, the Sonoma County Waste Management Agency passed Ordinance No. 2014-2 Establishing a Waste Reduction Program for Carryout Bags and a related administrative penalties ordinance. Agency staff is responsible for enforcement of this ordinance in all areas, except Santa Rosa.</p> <ul style="list-style-type: none"> <li>• Maintain dedicated Agency web pages for businesses and residents (e.g., where to buy ordinance-compliant bags, Q&amp;A, etc.)</li> <li>• Distribute reusable shopping bags, while supplies last.</li> <li>• Respond to public inquiries as needed. Monitor and report effectiveness of the program.</li> </ul>	\$0 (FY 14-15 \$)	\$5,842 (FY 14-15 \$70,791)	<b>BOARD DIRECTED</b>	Ongoing
	<b>Total</b>	<b>FY 15-16</b>	<b>\$64,339</b>	<b>\$224,972</b>		
	Prior Year	FY 14-15	\$93,834	\$268,074		

# SCWMA

## FY 15-16 Draft Work Plan

Planning						
	Program	Program Description	Contractor Cost	Staff	Goal/Justification	Schedule
5.1	AB 939 Reporting Requirements	Annual Report writing consists of: <ul style="list-style-type: none"> <li>Collect and enter data from: the haulers, transfer stations, Central Landfill, out-of-county landfills, biomass facilities, large venues/events, HHW program</li> <li>Update text description of programs.</li> <li>Submit report to California Department of Resources Recycling and Recovery (CalRecycle)</li> </ul>	\$0	\$6,310 (FY 14-15 \$6,757)	<b>MANDATED – AB 939</b> Compliance with State regulations (Section 4.7.2.12 of the ColWMP)	2014 Annual Report due August 2015
	<b>Total</b>	<b>FY 15-16</b>	<b>\$0</b>	<b>\$6,310</b>		
	Prior Year	FY 14-15	\$0	\$24,365		

General Administration						
6.1	Agency Meetings	<ul style="list-style-type: none"> <li>Prepare agendas/packets</li> <li>Attend meetings</li> <li>Research and document development</li> <li>Prepare and file minutes, resolutions, agreements</li> </ul>	\$0	\$158,713 (FY 14-15 \$134,188)	<b>MANDATED-JPA</b>	Ongoing
6.2	SCWMA Financial Management	<ul style="list-style-type: none"> <li>Approve invoices/journal vouchers</li> <li>Prepare financial statements to Board</li> <li>Prepare budget and facilitate approvals</li> <li>Respond to audits (internal and external)</li> </ul>	\$0	\$46,271 (FY 14-15 \$32,707)	<b>MANDATED-JPA</b>	Ongoing
6.3	Monitoring legislation	Examines recent and pending legislation relevant to current and projected Agency projects	\$0	\$2,663 (FY 14-15 \$5,784)	<b>BOARD DIRECTED</b>	Ongoing
	<b>Total</b>	<b>FY 15-16</b>	<b>\$0</b>	<b>\$207,646</b>		
	<b>Prior Year</b>	FY 14-15	<b>\$0</b>	<b>\$172,679</b>		

# SCWMA

## FY 15-16 Draft Work Plan

County Projects						
	Program	Program Description	Contractor Cost	Staff	Goal/Justification	Schedule
A	Disposal Site support	Assist as needed with education efforts including signage, fliers, fee schedules, information requests, etc.	\$0	\$1,978 (FY 14-15 \$1,909)	Requests by County staff	As needed
B	AB 939 Local Task Force (LTF)	Provide staff support and administrative functions, as needed, to the AB 939 Local Task Force.	\$0	\$6,568 (FY 14-15 \$7,171)	Agency staff has historically provided this service.	Ongoing
C	Annual Stormwater Reporting	Provide information annually to be included in the County's National Pollution Discharge Elimination System (N.P.D.E.S.) Phase I and Phase II annual reports for small Municipal Separate Storm Sewer Systems (M.S.4's).	\$0	\$2,255 (FY 14-15 \$2,873)	Agency staff has historically provided this service, as Agency efforts contribute to prevention of storm water pollution in Sonoma County.	Ongoing
	<b>Total</b>	<b>FY 15-16</b>	<b>\$0</b>	<b>\$10,802</b>		
	<b>Prior Year</b>	FY 14-15	<b>\$0</b>	<b>\$11,953</b>		
	<b>Grand Total</b>	<b>FY 15-16</b>	<b>\$4,517,033</b>	<b>\$823,416</b>		
	<b>Prior Year</b>	FY 14-15	\$4,562,686	\$882,320		



Agenda Item #: **12**  
Cost Center: **All**  
Staff Contact: **Carter**  
Agenda Date: **3/18/2015**

ITEM: **FY 14-15 Draft Budget**

**I. BACKGROUND**

The approval of the Work Plan outlining the contractor and staff costs for individual programs and planned projects is the first step in the budget development process. Direction was given to staff regarding that document by the Board at the February 18, 2015 Agency meeting.

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

**II. DISCUSSION**

Information for this discussion can be found in the Revenue, Expenditure and Fund Balance History sections of the FY 15-16 Draft Budget.

The attached Draft Budget is a balanced budget for the Funds supported by tipping fee and the tipping fee surcharge, but this budget drastically reduces the Organics Reserve fund balance.

With the Master Operating Agreement due to be effective on April 1, 2015, several changes will go into effect that affect the Agency's budget. The Agency's tipping fee surcharge (Surcharge) will be lowered from \$5.95/ton to \$4.85/ton, but will be included on Wood Waste and Yard Debris tipping fees as well. In addition to the Agency's surcharge, a series of government fees, County concession fees, and liability assurance payments will be added to refuse, Wood Waste, and Yard Debris tipping fees as well. While staff believes this will result in a net increase to the Surcharge supported funds (HHW, Education, and Planning), staff believes the inclusion of these fees, in addition to the proposed rate increases to the Wood Waste and Yard Debris disposal fees the Agency will consider at this meeting, will decrease participation in those programs, resulting in decreased tonnages when compared to the current fiscal year. This budget reflects decreased tonnages delivered to the Wood Waste and Yard Debris system.

MOA implementation aside, data from the current fiscal year suggests an increasing trend in refuse disposed. This budget assumes 240,000 tons of refuse disposed, up from 235,000 tons projected in the FY 14-15 Budget. It appears that actual amount for FY 14-15 is trending higher than even the 240,000 tons per year, but staff included a minimal increase to be conservative. If actual tonnages are higher than predicted, the result positively impact the fund balance for the

HHW, Education, and Planning funds.

Appropriating funding does not guarantee the funding will be spent. Staff believes it has demonstrated its commitment to conservatively spend the ratepayer's money such that actual expenditures are often below budget requests. For example, staff included \$750,000 for pumping and hauling of compost contact water, and as of the writing of this report, less than half of that budgeted amount has been spent, although more than half of the rainy season has passed. If no further pumping and hauling is necessary, approximately \$400,000 would be available to support the Organics Reserve.

### **Key Differences Between FY 14-15 and FY 15-16**

#### **Revenues**

##### Interest on Pooled Cash

Interest expected to accrue from Agency fund balances are expected to decrease significantly due to lower fund balances caused in main part by the use of Organics Reserve funds in the current and future fiscal years.

##### Tipping Fee Revenue

The 51% increase in tipping fee revenue is attributed to the proposed fee increases for wood waste and yard debris, and in a lesser part, by a projected increase tonnage of refuse disposed.

##### Sales Non Taxable

The decreasing tonnage expected to result from the higher tipping fees for Wood Waste and Yard Debris has caused sufficient uncertainty with staff to not include any revenue related to that account. If any revenue is received in this account, the result will positively impact the fund balance of the Wood Waste and Yard Debris funds.

##### Donations/Contributions

The decrease of the Agency's Surcharge from \$5.95 to \$4.85/ton decreases the amount due from the City of Petaluma to the Agency. This decreased amount from Petaluma is offset by the increased tonnage to which the Agency Surcharge applies, as described above.

##### OT-Within Enterprise

In FY 2014-15, efforts were made to bring operating funds better in line with the Reserve Fund balances. That is expected to result in large transfers from the Wood Waste and Yard Debris funds into the Organics Reserve fund. This draft budget proposes to continue that practice, albeit with lower transfer amounts.

#### **Expenditures**

##### Contract Services

There are significant expenditures included in this budget that were not contemplated by the Board in the current fiscal year budget process, though the current fiscal year budget has been amended to allow for those expenditures. Expenditures for the proposed budget include monthly payments to an indemnity escrow account of approximately \$2.4 million and the construction of a \$1.5 million pond to assist in the collection and disposal of compost contact water.

Also included in this account are expenditures related to partial outhaul of compost material, pumping and hauling of compost contact water, and other payments to Agency contractors related to the composting, household hazardous waste, and education programs.

#### Engineer Services

This account has decreased compared to the previous fiscal year due to the expected completion of permitted work related to the existing compost site during the current fiscal year. If additional permitting work is required for the new compost site, that will either be included in the technical adjustments or appropriated separately during the next fiscal year.

#### Legal Services

Legal services are slightly lower than the current fiscal year projections and reflect the uncertainty of level of effort that will be required to defend the Agency in litigation.

#### Advertising

This budget does not contemplate additional advertising related to the carryout bag ordinance, as was the case in the current fiscal year.

#### Telecommunications, ISD, Mail Services, and Reprographics

The County's system automatically allocates the expenditures to these listed accounts. In prior years, these expenditures were aggregated into the Office Supplies account, so in an effort reduce some paperwork, the decision was made to accept the County's allocation and list the distinct accounts in this budget.

#### ISD Supplemental Projects

As was reported in the January education staff reports, mobile users represent a significant percentage of visitors to the Agency's website. Also, the website uses a database type that is scheduled to no longer be supported by the County's Information Systems Department (ISD). \$25,000 has been proposed to resolve these two issues.

#### OT-Within Enterprise

Fewer transfers to reserves result in a decreased amount requested in this sub-object.

#### Conclusion

This budget significantly reduces the Agency's fund balances, most notably in the Organics Reserve. However, many of the expenditures proposed in this budget have been previously discussed by the Board and reflect the Board's direction to staff. If additional changes are required, staff is prepared to return at the April 15, 2015 Agency meeting with a Final Budget for approval.

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

Staff recommends approval of the FY 15-16 Sonoma County Waste Management Agency Draft Budget with direction to return at the April 15, 2015 Agency meeting for final approval.

### **IV. ATTACHMENTS**

Explanations and Details  
History and Fund Balances

Approved by: \_\_\_\_\_  
Henry J. Mikus, Executive Director, SCWMA

**FY 15-16 SONOMA COUNTY WASTE MANAGEMENT AGENCY  
SUMMARY**

	Wood Waste 78101	Yard Debris 78102	H H W 78104	Education 78107	Diversion	Planning 78108	Organics Reserve 78103	Facility Closure 78105	Facility Reserve 78106	Contin. 78109	Total All Divisions	FY 14-15 Budget	% Diff.
<b>REVENUES</b>													
44002 Interest on Pooled Cash	550	3,246	2,968	698	0	273	14,422	345	5,800	919	29,221	52,961	-45%
42358 State Other Funding	0	0	148,872	135,000	0	0	0	0	0	0	283,872	286,512	-1%
42601 County of Sonoma	82,500	5,608,500	1,243,661	310,915	0	39,861	0	0	0	0	7,285,438	4,850,100	50%
46003 Sales - Non Taxable	0	0	0	0	0	0	0	0	0	0	0	15,000	-100%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0	0	0	0	0	0	0%
46029 Donations/Contributions	0	10,000	216,641	25,535	0	3,274	0	0	0	0	255,450	369,050	-31%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	234,867	0	8,431	3,404	246,702	630,508	-61%
<b>TOTAL REVENUES</b>	<b>83,050</b>	<b>5,621,746</b>	<b>1,612,143</b>	<b>472,148</b>	<b>0</b>	<b>43,407</b>	<b>249,289</b>	<b>345</b>	<b>14,231</b>	<b>4,323</b>	<b>8,100,682</b>	<b>6,204,131</b>	<b>31%</b>
<b>EXPENDITURES</b>													
<b>SERVICES AND SUPPLIES</b>													
51041 Insurance - Liability	1,320	1,800	5,400	2,160	0	1,320	0	0	0	0	12,000	12,000	0%
52091 Memberships/Certifications	0	0	10,000	150	0	0	0	0	0	0	10,150	10,150	0%
52101 Other Supplies	0	0	0	0	0	0	0	0	0	0	0	0	0%
52111 Office Supplies	0	1,000	2,000	21,630	0	0	1,000	0	0	2,000	27,630	27,730	0%
51249 Other Professional Services	0	0	134,912	49,774	0	0	0	0	0	0	184,686	216,632	-15%
51916 County Services	2,187	2,982	8,946	3,578	0	2,187	0	0	0	0	19,880	19,879	0%
51803 Other Contract Services	44,850	5,352,856	1,135,000	38,014	0	0	2,280,000	0	0	0	8,850,720	8,995,177	-2%
51201 Administration Services	25,041	138,973	242,557	285,947	0	31,351	64,239	0	0	64,504	852,612	816,693	4%
51213 Engineer Services	0	0	0	0	0	0	12,500	0	0	0	12,500	91,585	-86%
51211 Legal Services	0	5,000	10,000	5,000	0	1,000	250,000	0	0	10,000	281,000	320,000	-12%
51207 Client Accounting Services	1,312	1,789	5,368	2,147	0	1,312	0	0	0	0	11,929	10,329	15%
51206 Accounting/Auditing Services	500	6,000	7,500	3,000	0	1,000	2,500	0	0	1,500	22,000	22,000	0%
51919 EFS Charges	0	0	0	4,000	0	0	0	0	0	0	4,000	4,192	100%
51205 Advertising/Marketing Svc	0	0	12,000	2,000	0	0	0	0	0	0	14,000	34,250	-59%
51401 Rents and Leases - Equipment	0	0	0	3,000	0	0	0	0	0	0	3,000	2,460	22%
51421 Rents and Leases - Bldg/Land	0	0	30,000	8,025	0	0	0	0	0	0	38,025	37,225	2%
52162 Special Departmental Expense	0	82,000	400	0	0	0	40,000	0	0	0	122,400	122,400	0%
52163 Professional Development	0	2,500	0	0	0	0	0	0	0	0	2,500	1,500	67%
51225 Training Services	0	600	600	1,200	0	0	0	0	0	0	2,400	2,400	0%
51922 County Car Expense	0	0	0	3,000	0	0	0	0	0	0	3,000	3,000	0%
51901 Telecommunication Data Lines	0	936	1,860	3,720	0	0	0	0	0	0	6,516	0	100%
51902 Telecommunication Usage	0	0	200	1,000	0	0	0	0	0	0	1,200	0	100%
51906 ISD - Supplemental Projects	0	0	0	25,000	0	0	0	0	0	0	25,000	0	100%
51909 Telecommunication Wireless S	0	0	0	1,800	0	0	0	0	0	0	1,800	0	100%
51911 Mail Services	0	400	50	1,000	0	0	0	0	0	0	1,450	0	100%
51915 ISD - Reprographics Services	0	200	500	3,000	0	0	0	0	0	0	3,700	0	100%
51923 Unclaimable County Car Expen	0	0	0	0	0	0	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	3,531	6,017	3,531	3,531	0	3,531	0	0	0	0	20,141	20,141	0%
<b>SUBTOTAL</b>	<b>78,741</b>	<b>5,603,053</b>	<b>1,610,824</b>	<b>471,676</b>	<b>0</b>	<b>41,701</b>	<b>2,650,239</b>	<b>0</b>	<b>0</b>	<b>78,004</b>	<b>10,534,238</b>	<b>10,769,743</b>	<b>-2%</b>
<b>OTHER CHARGES</b>													
57011 Transfers Out - Within a Fund	100,240	134,627	8,431	1,909	0	1,495	0	0	0	0	246,702	630,508	-61%
57015 Transfers Out - All Others	454	908	454	454	0	454	0	0	0	0	2,724	2,724	0%
<b>SUBTOTAL</b>	<b>100,694</b>	<b>135,535</b>	<b>8,885</b>	<b>2,363</b>	<b>0</b>	<b>1,949</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>249,426</b>	<b>633,232</b>	<b>-61%</b>
<b>TOTAL EXPENDITURES</b>	<b>179,435</b>	<b>5,738,588</b>	<b>1,619,709</b>	<b>474,039</b>	<b>0</b>	<b>43,650</b>	<b>2,650,239</b>	<b>0</b>	<b>0</b>	<b>78,004</b>	<b>10,783,664</b>	<b>11,402,975</b>	<b>-5%</b>
<b>NET COST</b>	<b>96,385</b>	<b>116,842</b>	<b>7,566</b>	<b>1,891</b>	<b>0</b>	<b>242</b>	<b>2,400,950</b>	<b>(345)</b>	<b>(14,231)</b>	<b>73,681</b>	<b>2,682,982</b>	<b>5,198,844</b>	

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**WOOD WASTE - 78101**

**REVENUES**

**44002 Interest on Pooled Cash**

The interest on the Pooled Cash is calculated on the cash balance within the cost center for cash flow. The rate used for budgeting purposes is 0.5%.

Estimated Year End FY 14-15 Cash	Rate	Interest Earned
\$110,002	0.5%	\$550

**42601 County of Sonoma**

Revenues from fees collected at County disposal sites for wood waste processing are dedicated toward the operations of the Wood Waste cost center. The proposed fee at Central Disposal Site is \$35 per ton and at the transfer stations the rate is \$40 per ton. The previous fiscal year's rates have been in effect since FY 07-08.

The projected tonnage declined to 2,250 tons per year based on staff expectations that the combination of increased Agency fees, and new fees imposed by the implementation of the MOA will reduce the competitiveness of the Agency's wood waste program.

	FY 14-15 Budget		
	Central	Transfer Stations	Total
Wood Waste Tonnage	3,500	2,500	6,000
Disposal Fee	\$ 27.60	\$ 29.70	
Total Revenue FY 14-15	\$ 96,600	\$ 74,250	\$ 170,850
	FY 15-16 Request		
	Central	Transfer Stations	Total
Wood Waste Tonnage	1,500	750	2,250
Disposal Fee	\$ 35.00	\$ 40.00	
Total Revenue FY 15-16	\$ 52,500	\$ 30,000	\$ 82,500

**46003 Sales - Non Taxable**

With the expected decrease in wood waste delivered to the system, staff predicts there will be no revenue sharing during FY 15-16.

**EXPENDITURES - SERVICES AND SUPPLIES**

**51041 Insurance - Liability**

Insurance costs are estimated annual premium costs for public official errors and omissions coverage of \$2 million and general liability/non-owner automobile liability with a \$2 million limit. The Wood Waste cost center portion of the premium for FY 15-16 is 3% of the total premium cost to SCWMA. This insurance is supplemented by the contractor for this program, which carries primary coverage with SCWMA endorsed as an additional insured.

Annual premium \$12,000 X 11% = \$1,320

**51916 County Services**

This reflects the amount charged to this fund for County support services, primarily use of County staff outside of Transportation and Public Works Department.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**WOOD WASTE - 78101**

**51803 Other Contract Services**

It is estimated 2,250 tons of wood waste will be delivered to the wood processing contractor during FY 14-15. According to the agreement with Sonoma Compost approved on February 20, 2013, processing fees will be \$21.75/ton for wood waste used as fuel and \$23.55/ton for non-fuel wood waste.

	<u>Tonnage</u>	<u>Rates</u>	<u>Estimated Cost</u>
Fuel	750	\$ 21.75	\$ 16,313
Non-fuel	1,500	\$ 23.55	\$ 35,325
<b>Total Processing and Hauling</b>			<b>\$ 51,638</b>

**51201 Administration Services**

This sub-object reflects the staffing services provided by the County Department of Transportation and Public Works to SCWMA.

<u>Budgeted</u>	<u>Requested</u>	<u>Difference</u>	<u>% Difference</u>
<u>FY 14-15</u>	<u>FY 15-16</u>		
\$ 5,525	\$ 25,041	\$ 19,516	353%

**51207 Client Accounting Services**

The estimated charge for accounting services provided by the County Auditor-Controller's staff is \$11,929 for this fiscal year. The cost center allocation is based on the level of effort necessary to provide services for this cost center relative to the other SCWMA cost centers.

The wood waste cost center allocation is \$ 1,312

**51206 Accounting/Auditing Services**

This expense of \$500 reflects an allocated portion of the estimated \$22,000 cost of the audit performed by the County's Audit Division.

**51904 ISD - Baseline Services**

This sub-object covers the cost of computer maintenance, network access, and the website. The estimated SCWMA cost for FY 15-16 is \$20,141.

The Wood Waste cost center will be charged \$ 3,531

**57011 Transfers Out - Within a Fund**

The contribution to the Organics Reserve this fiscal year is \$ 100,240

**57015 Transfers Out - All Others**

The Information Systems Department has instituted a computer replacement fund, which will allow the computers to be replaced every five years. This is the fifth year of contributing \$454 to the replacement fund, with replacement

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**YARD DEBRIS- 78102**

**REVENUES**

**44002 Interest on Pooled Cash**

The interest on the Pooled Cash is calculated on the cash balance within the cost center for cash flow. The rate used for budgeting purposes is 0.5%.

Estimated Year End FY 14-15 Cash	Rate	Interest Earned
\$ 649,254	0.5%	\$ 3,246

**42601 County of Sonoma**

Revenues from fees collected at County disposal sites for yard waste processing are dedicated toward the operations of the Yard Debris cost center. At Central the proposed rate is \$67 per ton and at the other transfer stations the rate is \$72 per ton. The previous rates have been in effect since FY 07-08.

	FY 14-15 Budget		
	<u>Central</u>	<u>Transfer Stations</u>	<u>Total</u>
Yard Debris	58,000	36,000	94,000
Disposal Fee	\$ 34.10	\$ 36.20	
	\$ 1,977,800	\$ 1,303,200	\$ 3,281,000

	FY 15-16 Request		
	<u>Central</u>	<u>Transfer Stations</u>	<u>Total</u>
Yard Debris	35,000	43,000	78,000
Disposal Fee	\$ 67.00	\$ 72.00	
<b>Total Revenue FY 15-16</b>	<b>\$ 2,345,000</b>	<b>\$ 3,096,000</b>	<b>\$ 5,441,000</b>

**46003 Sales - Non Taxable**

The agreement with Sonoma Compost Company requires revenue sharing on finished products sold by the company after sales revenues exceed \$735,094. Agency staff is not predicting there will be no revenue sharing this fiscal year.

**46029 Donations/Contributions**

Sonoma Compost Company contributes \$10,000 per year toward the cost of transporting yard debris from the other transfer stations to the Central Disposal Site.

**EXPENDITURES - SERVICES AND SUPPLIES**

**51041 Insurance - Liability**

Insurance costs are estimated annual premium costs for public official errors and omissions coverage of \$2 million and general liability/non-owner automobile liability with a \$2 million limit. The Yard Debris Cost Center portion of the premium for FY 15-16 is 15% of the total premium cost to SCWMA. This insurance is supplemented by the contractor for this program, which carries primary coverage with SCWMA endorsed as an additional insured.

Annual premium \$12,000 X 15% = \$1,800

**52111 Office Supplies**

This reflects costs for office expenses such as telephone, postage, printing, and other general expenses related to the compost operation.

**51916 County Services**

This reflects the amount charged to this fund for County support services, primarily use of County staff outside of Transportation and Public Works Department.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**YARD DEBRIS- 78102**

**51803 Other Contract Services**

It is estimated that 72,500 of yard debris will be processed into compost products by the compost contractor during FY 15-16. The rates are \$29.42/ton for material used at Laguna for biosolids composting and \$26.71/ton for yard debris composted for sale. The Contract Services expense includes a \$12.50/ton transportation charge for the material coming to the facility from the transfer stations. The University of California Cooperative Extension home composting contract is in the second year of a three year agreement.

Operation	Tonnage	Rate	Operation Total
Laguna	10,000	\$ 29.42	\$ 294,200
SCC facility	62,500	\$ 26.71	\$ 1,669,375
Hauling (Transfer Stations)	36,000	\$ 12.50	\$ 450,000
Outhaul of Material	10,000	\$ 55.37	\$ 553,700
Utilities			\$ 60,000
Home Composting (UCCE)			\$ 16,660
<b>Total Processing Expense for</b>	<b>72,500 tons</b>		<b>\$ 3,043,935</b>

**51201 Administration Services**

This sub-object reflects the staffing services provided by the County Department of Transportation and Public Works to SCWMA.

	Budgeted FY 14-15	Requested FY 15-16	Difference	% Difference
Total	\$ 215,209	\$ 138,973	\$ (76,236)	-35%

**51211 Legal Services**

This sub-object reflects an estimation of legal services provided by Agency Counsel in FY 15-16 to the SCWMA at \$210/hour. \$5,000 has been budgeted.

**51207 Client Accounting Services**

The estimated charge for accounting services provided by the County Auditor-Controller's staff is \$11,929 for this fiscal year. The cost center allocation is based on the level of effort necessary to provide services for this cost center relative to the other SCWMA cost centers.

The yard debris cost center allocated amount is \$ 1,789

**51206 Accounting/Auditing Services**

This \$5,000 expense reflects an allocated portion of the estimated \$22,000 cost for required audits performed by the County Audit Division.

**52162 Special Departmental Expense**

This account covers monitoring and inspection fees associated with the composting operation; \$26,000 is for LEA inspections and \$56,000 is for monitoring the storm water runoff.

**52163 Professional Development**

Reimbursement available to employees for professional and educational growth related to their job. This reimbursement covers expenditures such as classes and seminars, professional memberships, registration fees, educational materials, tools and equipment.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**YARD DEBRIS- 78102**

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**51225     Training Services**

Reimbursement available to employees for professional and educational growth related to their job. This reimbursement covers expenditures such as classes and seminars, professional memberships, registration fees, educational materials, tools and equipment.

**51904     ISD - Baseline Services**

This sub-object covers the cost of computer maintenance, network access, and the website. The estimated SCWMA cost for FY 15-16 is \$20,141.

The Yard Debris cost center will be charged                      \$            6,017

**57011     Transfers Out - Within a Fund**

When the fund balance in a fund exceeds the levels described in the Agency's Reserve Policy, transfers are made to the appropriate reserve fund.

**57015     Transfers Out - All Others**

The Information Systems Department has instituted a computer replacement fund, which will allow the computers to be replaced every five years. This is the fifth year of contributing \$908 to the replacement fund, with replacement due in FY 16-17.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**HOUSEHOLD HAZARDOUS WASTE - 78104**

**REVENUES**

**44002 Interest on Pooled Cash**

This sub-object reflects interest earned on Agency funds held by the County Treasurer.

Estimated Year End FY 14-15 Cash	Rate	Interest Earned
\$ 593,663	0.5%	\$ 2,968

**42358 State Other Funding**

SCWMA is expected to continue to receive grants from funds collected and distributed by CalRecycle. These funds are restricted to reimbursement of costs related to the proper management of used motor oil. For FY 15-16, the Oil Payment Plan revenue is expected to be \$148,872.

**42601 County of Sonoma**

The County collects a disposal fee of \$4.85/ton on behalf of the Agency for the Household Hazardous Waste, Education and Planning programs. Estimated tonnage for FY 15-16 is 324,750.

	FY 14-15 Budget	FY 15-16 Request
Disposed Tons	235,000	324,750
Surcharge	\$ 5.95	\$ 4.85
Tip. Fee Rev. Subtotal	\$ 1,398,250	\$ 1,575,038
 Tipping Fee Revenue	 \$ 1,575,038	
HHW Cost Center Percentage	78.00%	
HHW Tipping Fee Allocation	\$ 1,228,529	

**46029 Donations/Contributions**

The City of Petaluma has an agreement to pay for their Agency services directly. The tonnage is based on the actual quantities. The rate is \$4.85/ton, which is the same rate being collected on all the solid waste coming to the County System. E-waste revenue sharing is the result of a state operated program that subsidizes collectors and recyclers who in turn share with the agencies of record. SCWMA has contracts with ECS Refining, Inc. and Goodwill Industries of the Redwood Empire.

	FY 14-15 Budget	FY 15-16 Request
Petaluma Surcharge Fee Payment	\$ 135,797	\$ 102,141
E-waste revenue sharing payment	\$ 180,000	\$ 110,000
Battery Collections (HHT facility)	\$ 6,500	\$ 4,500
 Donations/Reimbursement Total	 \$ 322,297	 \$ 216,641

**EXPENDITURES - SERVICES AND SUPPLIES**

**51041 Insurance - Liability**

Insurance costs are estimated annual premium costs for public official errors and omissions coverage of \$2 million and general liability/non-owner automobile liability with a \$2 million limit. The HHW Cost Center portion of the premium for FY 15-16 is 45% of the total premium cost to SCWMA.

Annual premium \$12,000 X 45% = \$5,400

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**HOUSEHOLD HAZARDOUS WASTE - 78104**

**52091 Memberships/Certifications**

There are two memberships this fiscal year, California Product Stewardship Council (CPSC) and the Product Stewardship Institute (PSI). Both of these organizations are promoting extended producer responsibility and SCWMA staff benefits from the contacts and information provided. The requested amount is \$10,000 for this fiscal year.

**51249 Other Professional Services**

Professional Services reflects the administration of the various household hazardous waste and used oil grant funds awarded SCWMA designated for program implementation. Aside from reimbursement for staff time associated with these grants, the grant funds will be used to fund Board approved contractors, supplies, and equipment to continue implementing grant programs.

**51916 County Services**

This reflects the amount charged to this fund for County support services, primarily use of County staff outside of Transportation and Public Works Department.

**51803 Other Contract Services**

This account reflects contract services costs for the major programs operation of the HHW facility, Community Toxics Collections, and the Toxics Rover. Also included are the contractor costs related to E-waste collection and payments to Mendocino County for use of their Haz-Mobile service.

	FY 14-15 Budget	FY 15-16 Request
HHW Collection Program	\$ 1,100,000	\$ 1,040,000
E-waste Collection	\$ 65,000	\$ 65,000
Out-of-County Hazardous Waste	\$ 13,800	\$ 15,000
<b>Total</b>	<b>\$ 1,178,800</b>	<b>\$ 1,120,000</b>

**51201 Administration Services**

This sub-object reflects the staffing services provided by the County Department of Transportation and Public Works to SCWMA.

	FY 14-15 Budget	FY 15-16 Budget	Difference	% Increase
<b>Total</b>	<b>\$ 195,220</b>	<b>\$ 242,557</b>	<b>\$ 47,337</b>	<b>24%</b>

**51211 Legal Services**

This sub-object reflects an estimation for legal services provided by Agency Counsel to the SCWMA at \$210/hour. The budgeted amount is \$10,000.

**51207 Client Accounting Services**

The estimated charge for accounting services provided by the County Auditor-Controller's staff is \$11,929 for this fiscal year. The cost center allocation is based on the level of effort necessary to provide services for this cost center relative to the other SCWMA cost centers.

The HHW cost center allocated amount is \$ 5,368

**51207 Client Accounting Services**

The budgeted \$7,500 reflects an allocated portion of the estimated \$22,000 cost for auditing services performed by the County's Audit Division.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**HOUSEHOLD HAZARDOUS WASTE - 78104**

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**51205 Advertising/Marketing Svc**

Staff is continuing to advertise the E-waste events sponsored by SCWMA. The budgeted \$12,000 will be used to reach residents through local media informing them of upcoming opportunities for E-waste collection.

**51401 Rents and Leases - Equipment**

This expense reflects the annual payment to Sonoma County for use of the HHW facility. The County has requested \$23,000, which is the same payment that has been made the previous five years. Also included in this sub-object is \$7,000 to rent locations for Community Toxics Collection events.

**52162 Special Departmental Expense**

The SCWMA is charged fees annually by the Certified Unified Protection Agency (CUPA) for the hazardous waste permit-by-rule.

**51225 Training Services**

Reimbursement available to employees for professional and educational growth related to their job. This reimbursement covers expenditures such as classes and seminars, professional memberships, registration fees, educational materials, tools and equipment.

**51904 ISD - Baseline Services**

This sub-object covers the cost of computer maintenance, network access, and the website. The estimated SCWMA cost for FY 15-16 is \$20,141. The HHW cost center will be charged

\$ 3,531

**57011 Transfers Out - Within a Fund**

When revenues exceed expenditures in the HHW cost center, funds are transferred to either the HHW Facility Closure Reserve or the HHW Facility Reserve. Since the HHW Closure Reserve has met its fund balance goal, transfers would be made to the HHW Facility Reserve.

The transfers to reserves is estimate to be: \$ 8,431

**57015 Transfers Out - All Others**

The Information Systems Department has instituted a computer replacement fund, which will allow the computers to be replaced every five years. This is the fifth year of contributing \$454 to the replacement fund, with replacement due in FY 16-17.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**EDUCATION - 78107**

**REVENUES**

**44002 Interest on Pooled Cash**

The interest on the Pooled Cash is calculated on the cash balance within the cost center for cash flow. The rate used for budgeting purposes is 0.5%.

Estimated Year End FY 14-15 Cash	Rate	Interest Earned
\$ 139,512	0.5%	\$ 698

**42358 State Other Funding**

SCWMA expects to continue to receive grant funds from CalRecycle for beverage container recycling (City/County Payment Program). It is planned these funds will be used for the mandatory commercial recycling education, Adopt-A-Road, and purchase of additional recycling containers to assist beverage container recycling.

**42601 County of Sonoma**

The County collects a disposal fee of \$4.85/ton on behalf of the Agency for the Household Hazardous Waste, Education and Planning programs. Estimated tonnage for FY 15-16 is 324,750.

	FY 14-15 Budget	FY 15-16 Request
Disposed Tons	235,000	324,750
Surcharge	\$ 5.95	\$ 4.85
Tip. Fee Rev. Subtotal	\$ 1,398,250	\$ 1,575,038
 Tipping Fee Revenue	 \$ 1,575,038	
Education Cost Center Percentage	19.50%	
Education Tipping Fee Allocation	\$ 307,132	

**46029 Donations/Contributions**

The City of Petaluma has an agreement to pay for their SCWMA services directly. The tonnage is based on the actual quantities disposed monthly. The rate is \$4.85/ton, which is the same rate being collected on all the solid waste coming to the County System.

Petaluma Surcharge Fee Payment	\$ 25,535
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**EXPENDITURES - SERVICES AND SUPPLIES**

**51041 Insurance - Liability**

Insurance costs are estimated annual premium costs for public official errors and omissions coverage of \$2 million and general liability/non-owner automobile liability with a \$2 million limit. The Education cost center portion of the premium for FY 15-16 is 18% of the total premium cost to SCWMA.

Annual premium \$12,000 X 18% = \$2,160

**52091 Memberships/Certifications**

These are expenses related to membership in organizations assisting educational outreach options. \$150 is requested to join GoLocal.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**EDUCATION - 78107**

**52111 Office Supplies**

This account contains costs for office supplies, records storage, and other items for educational outreach at public events.

**51249 Other Professional Services**

Professional Services reflects expenditures made with regard to the CalRecycle City/County Payment Program (Beverage Container grant).

**51916 County Services**

This reflects the amount charged to this fund for County support services, primarily use of County staff outside of Transportation and Public Works Department.

**51803 Other Contract Services**

This sub-object covers the cost of the Agency's education program contracts as listed below:

	FY 14-15 Budget	FY 15-16 Request	Difference
Recycling Guide Translation and Printing	\$ 16,600	\$ 16,600	\$ -
Spanish Language Outreach	\$ 5,114	\$ 5,114	\$ -
Manpower Assistance	\$ 2,700	\$ 2,700	\$ -
Carryout Bags Program Evaluation	\$ -	\$ 10,600	\$ 10,600
AT&T Advertising	\$ 3,000	\$ 3,000	\$ -
TOTAL	\$ 27,414	\$ 38,014	\$ 10,600

**51201 Administration Services**

This sub-object reflects the staffing services provided by the County Department of Transportation and Public Works to SCWMA.

	FY 14-15 Budget	FY 15-16 Request	Difference	% Increase
Total	\$ 242,069	\$ 285,947	\$ 43,878	18%

**51211 Legal Services**

This sub-object reflects an estimation for legal services provided by Agency Counsel to the SCWMA at \$210/hour. The budgeted amount for education is \$25,000.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**EDUCATION - 78107**

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**51207 Client Accounting Services**

The estimated charge for accounting services provided by the County Auditor-Controller's staff is \$11,929 for this fiscal year. The cost center allocation is based on the level of effort necessary to provide services for this cost center relative to the other SCWMA cost centers.

The education cost center allocated amount is                      \$                      2,147

**51206 Accounting/Auditing Services**

The budgeted \$3,000 reflects an allocated portion of the estimated \$22,000 cost for auditing services performed by the County's Audit Division.

**51205 Advertising/Marketing Svc**

The budgeted \$2,000 reflects the potential for participation in regional outreach programs.

**51421 Rents and Leases - Bldg/Land**

This expense covers both site fees at public events such as the Fairs, Farmer's Markets, and Chamber of Commerce events to deliver the SCWMA's message to the public. Included is the rental of a storage space that holds the equipment and displays used at these events.

**51225 Training Services**

Reimbursement available to employees for professional and educational growth related to their job. This reimbursement covers expenditures such as classes and seminars, professional memberships, registration fees, educational materials, tools and equipment.

**51904 ISD - Baseline Services**

This sub-object covers the cost of computer maintenance, network access, and the website. The estimated SCWMA cost for FY 15-16 is \$20,141.

The Education cost center will be charged                      \$                      3,531

**57011 Transfers Out - Within a Fund**

The Agency Board of Directors has established a policy for accumulating reserve funds for specific purposes. The Contingency Reserve is to be used for operational expenses when there is an unforeseen need.

The transfers to reserves is estimate to be:                      \$                      1,909

**57015 Transfers Out - All Others**

The Information Systems Department has instituted a computer replacement fund, which will allow the computers to be replaced every five years. This is the fifth year of contributing \$454 to the replacement fund, with replacement due in FY 16-17.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

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**DIVERSION**

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The Diversion cost center was vacated in FY 11-12. The remaining undesignated funds were transferred to the Contingency Reserve.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**PLANNING - 78108**

**REVENUES**

**44002 Interest on Pooled Cash**

The interest on the Pooled Cash is calculated on the cash balance within the cost center for cash flow. The rate used for budgeting purposes is 0.5%.

Estimated Year End FY 14-15 Cash	Rate	Interest Earned
\$ 54,537	0.5%	\$ 273

**42358 State Other Funding**

There are no anticipated grant awards in FY 14-15 for this account.

**42601 County of Sonoma**

The County collects a disposal fee of \$4.85/ton on behalf of the Agency for the Household Hazardous Waste, Education and Planning programs. Estimated tonnage for FY 15-16 is 324,750.

	FY 14-15 Budget	FY 15-16 Request
Disposed Tons	235,000	324,750
Surcharge	\$ 5.95	\$ 4.85
Tip. Fee Rev. Subtotal	\$ 1,398,250	\$ 1,575,038
 Tipping Fee Revenue	 \$ 1,575,038	
Planning Cost Center Percentage	2.50%	
Planning Tipping Fee Allocation	\$ 39,376	

**46029 Donations/Contributions**

The City of Petaluma has an agreement to pay for their SCWMA services directly. The tonnage is based on the actual quantities disposed monthly. The rate is \$4.85/ton, which is the same rate being collected on all the solid waste coming to the County System.

Petaluma Surcharge Fee Payment	\$ 3,274
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**EXPENDITURES - SERVICES AND SUPPLIES**

**51041 Insurance - Liability**

Insurance costs are estimated annual premium costs for public official errors and omissions coverage of \$2 million and general liability/non-owner automobile liability with a \$2 million limit. The Planning cost center portion of the premium for FY 14-15 is 11% of the total premium cost to SCWMA.

Annual premium \$12,000 X 0.5% = \$60

**51916 County Services**

This reflects the amount charged to this fund for County support services, primarily use of County staff outside of Transportation and Public Works Department.

**51201 Administration Services**

This sub-object reflects the staffing services provided by the County Department of Transportation and Public Works to SCWMA.

	Budgeted FY 14-15	Requested FY 15-16	Difference	% Increase
Total	\$ 22,387	\$ 31,351	\$ 8,964	40%

**51211 Legal Services**

This sub-object reflects an estimation for legal services provided by Agency Counsel to the SCWMA at \$210/hour. The budgeted amount for planning is \$10,000.

**51207 Client Accounting Services**

The estimated charge for accounting services provided by the County Auditor-Controller's staff is \$11,929 for this fiscal year. The cost center allocation is based on the level of effort necessary to provide services for this cost center relative to the other SCWMA cost centers. The planning cost center allocated amount is \$ 1,312

**51206 Accounting/Auditing Services**

The budgeted \$1,000 reflects an allocated portion of the estimated \$22,000 cost for auditing services performed by the County's Audit Division.

**51904 ISD - Baseline Services**

This sub-object covers the cost of computer maintenance, network access, and the website. The estimated SCWMA cost for FY 15-16 is \$20,141.

The Planning cost center will be charged \$ 3,531

**57011 Transfers Out - Within a Fund**

The Agency Board of Directors has established a policy for accumulating reserve funds for specific purposes. The Contingency Reserve is to be used for operational expenses when there is an unforeseen need.

The contribution to the Contingency Reserve is \$ 1,495

**57015 Transfers Out - All Others**

The Information Systems Department has instituted a computer replacement fund, which will allow the computers to be replaced every five years. This is the fifth year of contributing \$454 to the replacement fund, with replacement due in FY 16-17.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**ORGANICS RESERVE - 78103**

**REVENUES**

**44002 Interest on Pooled Cash**

The interest on the Pooled Cash is calculated on the cash balance within the cost center for cash flow. The rate used for budgeting purposes is 0.5%.

Estimated Year End FY 14-15 Cash	Rate	Interest Earned
\$ 2,884,330	0.5%	\$ 14,422

**47101 Transfers In - Within a Fund**

This operational transfer (OT) is contributions from the operations of the Wood Waste and Yard Debris funds at the end of FY 15-16. Board established reserve policy restricts these funds for composting program-related expenditures.

Wood Waste	\$ 100,240
Yard Debris	\$ 134,627
Subtotal	\$ 234,867

**EXPENDITURES - SERVICES AND SUPPLIES**

**51803 Other Contract Services**

The main tasks budgeted for this account is the construction of an additional storm water detention pond, and the pumping and hauling on contact water from the existing and new pond.

**51201 Administration Services**

This sub-object reflects the staffing services provided by the County Department of Transportation and Public Works to SCWMA.

	Budgeted FY 14-15	Requested FY 15-16	Difference	% Increase
Total	\$ 76,544	\$ 64,239	\$ (12,305)	-16%

**51213 Engineer Services**

The SCWMA utilizes staff from the Department of Transportation and Public Works and the Sonoma County Permit and Resource Management Department to assist with required environmental studies, General Plan amendments, permit acquisition, and other development requirements associated with the planned compost site development and acquisition. The anticipated expense for FY 15-16 is \$12,500 for the Compost Site Relocation Project.

**51211 Legal Services**

This sub-object reflects an estimation for legal services provided by Agency Counsel to the SCWMA at \$210/hour. The budgeted amount is \$10,000.

**51206 Accounting/Auditing Services**

The budgeted \$2,500 reflects an allocated portion of the estimated \$22,000 cost for auditing services performed by the County's Audit Division.

**52162 Special Departmental Expense**

If a compost site is selected for construction, a new solid waste facility permit will be necessary. The application fee would be paid with these funds.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**HHW CLOSURE RESERVE - 78105**

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**REVENUES**

**44002 Interest on Pooled Cash**

The interest on the Pooled Cash is calculated on the cash balance within the cost center for cash flow. The rate used for budgeting purposes is 0.5%.

Estimated Year End FY 14-15 Cash	Rate	Interest Earned
\$ 68,951	0.5%	\$ 345

**EXPENDITURES - SERVICES AND SUPPLIES**

There are no budgeted expenditures for FY 15-16.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**HHW FACILITY RESERVE - 78106**

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**REVENUES**

**44002 Interest on Pooled Cash**

The interest on the Pooled Cash is calculated on the cash balance within the cost center for cash flow. The rate used for budgeting purposes is 0.5%.

Estimated Year End FY 14-15 Cash	Rate	Interest Earned
\$ 1,160,008	0.5%	\$ 5,800

**47101 Transfers In - Within a Fund**

Transfers from the HHW cost center are detailed by this sub-object.

The projected transfer this year is: \$ 5,800

**EXPENDITURES - SERVICES AND SUPPLIES**

There are no budgeted expenditures for FY 15-16.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY  
FY 15-16 DRAFT BUDGET  
EXPLANATIONS AND DETAILS**

**CONTINGENCY FUND - 78109**

**REVENUES**

**44002 Interest on Pooled Cash**

The interest on the Pooled Cash is calculated on the cash balance within the cost center for cash flow. The rate used for budgeting purposes is 0.5%.

Estimated Year End FY 14-15 Cash	Rate	Interest Earned
\$ 183,890	0.5%	\$ 919

**47101 Transfers In - Within a Fund**

This operational transfer (OT) is an on-going contribution from the Education and Planning cost centers to fund the Contingency Reserve established by Board policy to cover unforeseen expenses and one-time projects. There are no transfers to this reserve fund expected this Fiscal Year.

Education	\$ 1,909
Diversion	\$ -
Planning	\$ 1,495
<u>Subtotal</u>	<u>\$ 3,404</u>

**EXPENDITURES - SERVICES AND SUPPLIES**

**52111 Office Supplies**

This reflects costs for office-related expenses associated with the JPA renewal discussion.

**51201 Administration Services**

This sub-object reflects the staffing services provided by the County Department of Transportation and Public Works to SCWMA.

	Budgeted FY 14-15	Requested FY 15-16	Difference	% Increase
Total	\$ 61,570	\$ 64,504	\$ 2,934	5%

**51211 Legal Services**

This sub-object reflects an estimation for legal services provided by Agency Counsel to the SCWMA at \$210/hour. The budgeted amount is \$10,000 for assistance with the JPA renewal issue and waste characterization study.

**51206 Accounting/Auditing Services**

The budgeted \$1,500 reflects an allocated portion of the estimated \$22,000 cost for auditing services performed by the County's Audit Division.

FY 15-16 BUDGET  
SONOMA COUNTY WASTE MANAGEMENT AGENCY  
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Summary

	Actual FY 12-13	Actual FY 13-14	Estimated FY 14-15	Budgeted FY 14-15	Requested FY 15-16	Difference	% Change
<b>REVENUES</b>							
#### Interest on Pooled Cash	68,139	56,047	56,785	52,961	29,221	(23,740)	-45%
#### State Other Funding	189,711	211,268	286,512	286,512	283,872	(2,640)	-1%
#### County of Sonoma	4,888,290	5,051,647	4,709,452	4,850,100	7,324,988	2,474,888	51%
#### Revenue Appl PY Misc Revenue	0	443	0	0	0	0	0%
#### Sales Non Taxable	128,640	173,456	15,000	15,000	0	(15,000)	-100%
#### Miscellaneous Revenue	52,585	0	0	0	0	0	0%
#### Donations/Contributions	444,103	589,572	377,599	369,050	255,450	(113,600)	-31%
SUBTOTAL	5,771,468	6,082,433	5,445,348	5,573,623	7,893,530	2,319,907	42%
#### Transfers In - Within a Fund	1,223,756	156,495	630,508	630,508	246,702	(383,806)	-61%
SUBTOTAL	1,223,756	156,495	630,508	630,508	246,702	(383,806)	-61%
TOTAL REVENUES	6,995,224	6,238,928	6,075,856	6,204,131	8,140,232	1,936,101	31%
<b>EXPENDITURES</b>							
#### Insurance - Liability	9,227	10,205	10,177	12,000	12,000	0	0%
#### Memberships/Certifications	4,000	4,000	10,150	10,150	10,150	0	0%
#### Other Supplies	42,067	0	0	0	0	0	0%
#### Office Supplies	24,157	31,021	29,446	27,730	27,630	(100)	0%
#### Other Professional Services	167,061	195,766	216,632	216,632	184,686	(31,946)	-15%
#### County Services	13,866	16,356	19,879	19,879	19,880	1	0%
#### Other Contract Services	4,078,553	4,183,009	7,495,177	8,995,177	8,923,587	(71,591)	-1%
#### Administration Services	666,320	700,354	719,493	816,693	852,612	35,919	4%
#### Engineer Services	6,601	22,490	91,585	91,585	12,500	(79,085)	-86%
#### Legal Services	65,783	47,950	303,761	320,000	281,000	(39,000)	-12%
#### Client Accounting Services	10,017	12,227	10,329	10,329	11,929	1,600	15%
#### Accounting/Auditing Services	20,000	21,293	22,000	22,000	22,000	0	0%
#### EFS Charges	0	0	4,192	4,192	4,000	(192)	-5%
#### Advertising/Marketing Svc	9,423	9,163	34,250	34,250	14,000	(20,250)	-59%
#### Rents and Leases - Equipment	2,869	2,396	2,460	2,460	3,000	540	22%
#### Rents and Leases - Bldg/Land	31,243	35,235	37,225	37,225	38,025	800	2%
#### Special Departmental Expense	25,341	29,631	20,325	122,400	122,400	0	0%
#### Professional Development	0	0	1,500	1,500	2,500	1,000	67%
#### Training Services	0	0	2,400	2,400	2,400	0	0%
#### County Car Expense	2,460	1,226	2,948	3,000	3,000	0	0%
51901 Telecommunication Data Lines	0	0	5,677	0	6,516	6,516	100%
#### Telecommunication Usage	540	(364)	902	0	1,200	1,200	100%
51906 ISD - Supplemental Projects	0	5,293	1,461	0	25,000	25,000	100%
51909 Telecommunication Wireless Svc	0	0	2,538	0	1,800	1,800	100%
51911 Mail Services	0	2,852	782	0	1,450	1,450	100%
51915 ISD - Reprographics Services	0	0	6,313	0	3,700	3,700	100%
#### Unclaimable County Car Expense	10	90	52	0	0	0	0%
#### ISD - Baseline Services	10,588	18,509	20,142	20,141	20,141	0	0%
SUBTOTAL	5,190,126	5,348,702	9,071,794	10,769,743	10,607,105	(162,638)	-2%
#### Transfers Out - Within a Fund	1,223,756	156,495	630,508	630,508	246,702	(383,806)	-61%
#### Transfers Out - All Others	2,720	2,724	2,724	2,724	2,724	0	0%
SUBTOTAL	1,226,476	159,219	633,232	633,232	249,426	(383,806)	-61%
TOTAL EXPENDITURES	6,416,602	5,507,921	9,705,026	11,402,975	10,856,531	(546,444)	-5%
<b>NET COST</b>							
	(578,622)	(731,007)	3,629,171	5,198,844	2,716,299	(2,482,545)	-48%
<b>ROUNDING ERROR</b>							
	5	0	0	0	0		
<b>FUND BALANCE</b>							
Beginning Fund Balance	8,120,184	8,742,310	9,473,317	9,473,317	5,844,146		
Less: Net Cost for Current Year	578,617	731,007	(3,629,171)	(5,198,844)	(2,716,299)		
Audit/Encumbrance Adjustments	43,506	0	0	0	0		
Ending Fund Balance	8,742,310	9,473,317	5,844,146	4,274,473	3,127,847		

FY 15-16 BUDGET  
SONOMA COUNTY WASTE MANAGEMENT AGENCY  
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Wood Waste 78101							
	Actual FY 12-13	Actual FY 13-14	Estimated FY 14-15	Budgeted FY 14-15	Requested FY 15-16	Difference	% Change
<b>REVENUES</b>							
44002 Interest on Pooled Cash	2,245	1,002	1,440	1,117	550	(567)	-51%
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	234,278	218,545	144,717	170,850	88,500	(82,350)	-48%
46003 Sales Non Taxable	36,549	48,048	5,000	5,000	0	(5,000)	-100%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46029 Donations/Contributions	5,000	49,000	9,441	5,000	0	(5,000)	-100%
SUBTOTAL	278,072	316,595	160,598	181,967	89,050	(92,917)	-51%
47101 OT-Within Enterprise	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL REVENUES	278,072	316,595	160,598	181,967	89,050	(92,917)	-51%
<b>EXPENDITURES</b>							
51041 Insurance - Liability	861	306	305	360	1,320	960	267%
52091 Memberships/Certifications	0	0	0	0	0	0	0%
52101 Other Supplies	0	0	0	0	0	0	0%
52111 Office Supplies	10	1	0	0	0	0	0%
51249 Other Professional Services	0	0	0	0	0	0	0%
51916 County Services	1,447	490	596	596	2,187	1,591	267%
51803 Other Contract Services	148,795	151,686	164,130	164,130	51,638	(112,493)	-69%
51201 Administration Services	5,275	14,984	10,366	5,525	25,041	19,516	353%
51213 Engineer Services	0	0	0	0	0	0	0%
51211 Legal Services	0	0	0	0	0	0	0%
51207 Client Accounting Services	962	1,202	310	310	1,312	1,002	323%
51206 Accounting/Auditing Services	500	500	500	500	500	0	0%
51919 EFS Charges	0	0	0	0	0	0	0%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51401 Rents and Leases - Equipment	0	0	0	0	0	0	0%
51421 Rents and Leases - Bldg/Land	0	0	0	0	0	0	0%
52162 Special Departmental Expense	0	0	0	0	0	0	0%
52163 Professional Development	0	0	0	0	0	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51901 Telecommunication Data Lines	0	0	0	0	0	0	0%
51902 Telecommunication Usage	0	0	0	0	0	0	0%
51906 ISD - Supplemental Projects	0	0	0	0	0	0	0%
51909 Telecommunication Wireless Svc	0	0	0	0	0	0	0%
51911 Mail Services	0	0	1	0	0	0	0%
51915 ISD - Reprographics Services	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	1,758	3,210	3,531	3,531	3,531	0	0%
SUBTOTAL	159,608	172,380	179,740	174,952	85,529	(89,423)	-51%
57011 Transfers Out - Within a Fund	200,000	8,317	166,445	166,445	100,240	(66,205)	-40%
57015 Transfers Out - All Others	454	454	454	454	454	0	0%
SUBTOTAL	200,454	8,771	166,899	166,899	100,694	(66,205)	-40%
TOTAL EXPENDITURES	360,062	181,151	346,639	341,851	186,223	(155,628)	-46%
NET COST	81,990	(135,444)	186,042	159,884	97,173	(62,711)	-39%
ROUNDING ERROR	1		0	0	0		
<b>FUND BALANCE</b>							
Beginning Fund Balance	230,637	160,600	296,043	296,043	110,002	12,829	(0)
Less: Net Cost for Current Year	(81,991)	135,444	(186,042)	(159,884)	(97,173)		
Audit/Encumbrance Adjustments	11,954						
Ending Fund Balance	160,600	296,043	110,002	136,159	12,829		

FY 15-16 BUDGET  
SONOMA COUNTY WASTE MANAGEMENT AGENCY  
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Yard Debris 78012							
	Actual FY 12-13	Actual FY 13-14	Estimated FY 14-15	Budgeted FY 14-15	Requested FY 15-16	Difference	% Change
<b>REVENUES</b>							
44002 Interest on Pooled Cash	9,787	8,017	7,996	7,010	3,246	(3,764)	-54%
42358 State - Other	0	0	0	0	0	0	0%
42601 County	3,229,421	3,192,359	2,984,546	3,281,000	5,632,350	2,351,350	72%
46003 Sale of Materials	92,091	130,092	10,000	10,000	0	(10,000)	-100%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46029 Donations and Reimbursements	45,780	172,926	5,000	5,000	10,000	5,000	100%
SUBTOTAL	3,377,079	3,503,394	3,007,542	3,303,010	5,645,596	2,342,586	71%
47101 OT-Within Enterprise	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL REVENUES	3,377,079	3,503,394	3,007,542	3,303,010	5,645,596	2,342,586	71%
<b>EXPENDITURES</b>							
51041 Insurance - Liability	2,200	6,123	6,106	7,200	1,800	(5,400)	-75%
52091 Memberships/Certifications	0	0	0	0	0	0	0%
52101 Other Supplies	0	0	0	0	0	0	0%
52111 Office Supplies	4,243	2,964	4,443	5,000	1,000	(4,000)	-80%
51249 Other Professional Services	0	0	0	0	0	0	0%
51916 County Services	2,769	9,814	11,928	11,928	2,982	(8,946)	-75%
51803 Other Contract Services	2,612,083	2,765,060	3,397,964	3,397,964	5,418,935	2,020,971	59%
51201 Administration Services	106,678	270,582	215,209	215,209	138,973	(76,236)	-35%
51213 Engineer Services	0	0	5,000	5,000	0	(5,000)	-100%
51211 Legal Services	4,056	4,271	5,001	5,000	5,000	0	0%
51207 Client Accounting Services	4,621	5,776	6,197	6,197	1,789	(4,408)	-71%
51206 Accounting/Auditing Services	4,000	5,000	6,000	6,000	6,000	0	0%
51919 EFS Charges	0	0	4,192	4,192	0	(4,192)	-100%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51401 Rents and Leases - Equipment	2,869	2,396	2,460	2,460	0	(2,460)	-100%
51421 Rents and Leases - Bldg/Land	0	0	0	0	0	0	0%
52162 Special Departmental Expense	25,034	29,288	17,707	82,000	82,000	0	0%
52163 Professional Development	0	0	1,500	1,500	2,500	1,000	67%
51225 Training Services	0	0	600	600	600	0	0%
51922 County Car Expense	2,460	1,226	2,948	3,000	0	(3,000)	-100%
51901 Telecommunication Data Lines	0	0	382	0	936	936	100%
51902 Telecommunication Usage	0	(52)	0	0	0	0	0%
51906 ISD - Supplemental Projects	0	0	0	0	0	0	0%
51909 Telecommunication Wireless Svc	0	0	0	0	0	0	0%
51911 Mail Services	0	0	175	0	400	400	100%
51915 ISD - Reprographics Services	0	0	0	0	200	200	100%
51923 Unclaimable County Car Expense	10	90	52	0	0	0	0%
51904 ISD - Baseline Services	3,517	5,470	6,017	6,017	6,017	0	0%
SUBTOTAL	2,774,540	3,108,007	3,693,881	3,759,267	5,669,132	1,909,865	51%
57011 Transfers Out - Within a Fund	425,000	140,523	147,272	147,272	134,627	(12,645)	-9%
57015 Transfers Out - All Others	904	908	908	908	908	0	0%
SUBTOTAL	425,904	141,431	148,180	148,180	135,535	(12,645)	-9%
TOTAL EXPENDITURES	3,200,444	3,249,438	3,842,061	3,907,447	5,804,667	1,897,220	49%
NET COST	(176,635)	(253,956)	834,519	604,437	159,071	(445,366)	-74%
ROUNDING ERROR	4	0	0	0	0		
<b>FUND BALANCE</b>							
Beginning Fund Balance	1,017,320	1,229,816	1,483,772	1,483,772	649,254	490,370	(187)
Less: Net Cost for Current Year	176,631	253,956	(834,519)	(604,437)	(159,071)		
Audit/Encumbrance Adjustments	35,865						
Ending Fund Balance	1,229,816	1,483,772	649,254	879,335	490,183		

FY 15-16 BUDGET  
SONOMA COUNTY WASTE MANAGEMENT AGENCY  
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Household Hazardous Waste 78104							
	Actual FY 12-13	Actual FY 13-14	Estimated FY 14-15	Budgeted FY 14-15	Requested FY 15-16	Difference	% Change
<b>REVENUES</b>							
44002 Interest on Pooled Cash	1,318	4,105	5,452	2,535	2,968	433	17%
42358 State Other Funding	155,135	148,366	151,512	151,512	148,872	(2,640)	-2%
42601 County of Sonoma	1,118,304	1,378,027	1,232,998	1,100,423	1,251,227	150,804	14%
46200 Revenue Appl PY Misc Revenue	0	443	0	0	0	0	0%
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46029 Donations/Contributions	351,388	335,157	322,297	322,297	216,641	(105,656)	-33%
SUBTOTAL	1,626,145	1,866,098	1,712,259	1,576,767	1,619,709	42,942	3%
47101 Transfers In - Within a Fund	315,756	0	0	0	0	0	0%
SUBTOTAL	315,756	0	0	0	0	0	0%
TOTAL REVENUES	1,941,901	1,866,098	1,712,259	1,576,767	1,619,709	42,942	3%
<b>EXPENDITURES</b>							
51041 Insurance - Liability	4,013	3,113	3,104	3,660	5,400	1,740	48%
52091 Memberships/Certifications	4,000	4,000	10,000	10,000	10,000	0	0%
52101 Other Supplies	0	0	0	0	0	0	0%
52111 Office Supplies	2,262	2,389	2,000	2,000	2,000	0	0%
51249 Other Professional Services	138,505	133,291	138,158	138,158	134,912	(3,246)	-2%
51916 County Services	4,091	4,989	6,063	6,063	8,946	2,883	48%
51803 Other Contract Services	1,173,843	1,083,734	1,193,800	1,193,800	1,135,000	(58,800)	-5%
51201 Administration Services	219,096	237,129	195,220	195,220	242,557	47,337	24%
51213 Engineer Services	0	0	0	0	0	0	0%
51211 Legal Services	2,574	819	10,000	10,000	10,000	0	0%
51207 Client Accounting Services	2,217	2,771	3,150	3,150	5,368	2,218	70%
51206 Accounting/Auditing Services	7,500	7,500	7,500	7,500	7,500	0	0%
51919 EFS Charges	0	0	0	0	0	0	0%
51205 Advertising/Marketing Svc	9,423	9,163	12,000	12,000	12,000	0	0%
51401 Rents and Leases - Equipment	0	0	0	0	0	0	0%
51421 Rents and Leases - Bldg/Land	23,000	29,525	30,000	30,000	30,000	0	0%
52162 Special Departmental Expense	307	343	400	400	400	0	0%
52163 Professional Development	0	0	0	0	0	0	0%
51225 Training Services	0	0	600	600	600	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51901 Telecommunication Data Lines	0	0	1,765	0	1,860	1,860	100%
51902 Telecommunication Usage	0	(104)	180	0	200	200	100%
51906 ISD - Supplemental Projects	0	0	0	0	0	0	0%
51909 Telecommunication Wireless Svc	0	0	0	0	0	0	0%
51911 Mail Services	0	0	10	0	50	50	100%
51915 ISD - Reprographics Services	0	0	351	0	500	500	100%
51923 Unclaimable County Car Expense	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	1,758	3,210	3,531	3,531	3,531	0	0%
SUBTOTAL	1,592,589	1,521,870	1,617,833	1,616,082	1,610,824	(5,258)	0%
57011 Transfers Out - Within a Fund	0	1,350	140,285	140,285	8,431	(131,854)	-94%
57015 Transfers Out - All Others	454	454	454	454	454	0	0%
SUBTOTAL	454	1804	140,739	140,739	8,885	(131,854)	-94%
TOTAL EXPENDITURES	1,593,043	1,523,674	1,758,572	1,756,821	1,619,709	(137,112)	-8%
NET COST	(348,858)	(342,425)	46,313	180,054	0	(180,054)	-100%
ROUNDING ERROR	0	0	0	0			
<b>FUND BALANCE</b>							
Beginning Fund Balance	(50,098)	297,551	639,976	639,976	593,663	241,624	352,039
Less: Net Cost for Current Year	348,858	342,425	(46,313)	(180,054)	(0)		
Audit/Encumbrance Adjustments	(1,209)						
Ending Fund Balance	297,551	639,976	593,663	459,922	593,663		

FY 15-16 BUDGET  
SONOMA COUNTY WASTE MANAGEMENT AGENCY  
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Education 78107							
	Actual FY 12-13	Actual FY 13-14	Estimated FY 14-15	Budgeted FY 14-15	Requested FY 15-16	Difference	% Change
<b>REVENUES</b>							
44002 Interest on Pooled Cash	1,749	2,214	2,613	1,134	698	(436)	-38%
42358 State Other Funding	34,576	62,902	135,000	135,000	135,000	0	0%
42601 County of Sonoma	286,469	221,732	303,435	262,871	312,807	49,936	19%
46003 Sales Non Taxable	0	(4,684)	0	0	0	0	0%
46040 Miscellaneous Revenue	52,585	0	0	0	0	0	0%
46029 Donations/Contributions	39,011	26,098	32,439	32,439	25,535	(6,904)	-21%
SUBTOTAL	414,390	308,262	473,488	431,444	474,040	42,596	10%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL REVENUES	414,390	308,262	473,488	431,444	474,040	42,596	10%
<b>EXPENDITURES</b>							
51041 Insurance - Liability	1,292	612	611	720	2,160	1,440	200%
52091 Memberships/Certifications	0	0	150	150	150	0	0%
52101 Other Supplies	42,067	0	0	0	0	0	0%
52111 Office Supplies	15,149	19,139	21,034	17,730	21,630	3,900	22%
51249 Other Professional Services	28,556	62,475	78,474	78,474	49,774	(28,700)	-37%
51916 County Services	3,566	981	1,193	1,193	3,578	2,385	200%
51803 Other Contract Services	20,438	19,834	27,414	27,414	38,014	10,600	39%
51201 Administration Services	187,206	96,316	166,700	242,069	285,947	43,878	18%
51213 Engineer Services	0	0	0	0	0	0	0%
51211 Legal Services	23,454	23,171	25,000	25,000	5,000	(20,000)	-80%
51207 Client Accounting Services	1,832	2,290	620	620	2,147	1,527	246%
51206 Accounting/Auditing Services	3,000	3,000	3,000	3,000	3,000	0	0%
51919 EFS Charges	0	0	0	0	4,000	4,000	100%
51205 Advertising/Marketing Svc	0	0	22,250	22,250	2,000	(20,250)	-91%
51401 Rents and Leases - Equipment	0	0	0	0	3,000	3,000	100%
51421 Rents and Leases - Bldg/Land	8,243	5,710	7,225	7,225	8,025	800	11%
52162 Special Departmental Expense	0	0	0	0	0	0	0%
52163 Professional Development	0	0	0	0	0	0	0%
51225 Training Services	0	0	1,200	1,200	1,200	0	0%
51922 County Car Expense	0	0	0	0	3,000	3,000	100%
51901 Telecommunication Data Lines	0	0	3,530	0	3,720	3,720	100%
51902 Telecommunication Usage	540	(208)	721	0	1,000	1,000	100%
51906 ISD - Supplemental Projects	0	5,293	1,461	0	25,000	25,000	100%
51909 Telecommunication Wireless Svc	0	0	2,538	0	1,800	1,800	100%
51911 Mail Services	0	0	593	0	1,000	1,000	100%
51915 ISD - Reprographics Services	0	0	1,991	0	3,000	3,000	100%
51923 Unclaimable County Car Expense	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	1,797	3,410	3,531	3,531	3,531	0	0%
SUBTOTAL	337,140	242,023	369,235	430,576	471,676	41,100	10%
57011 Transfers Out - Within a Fund	0	3,891	146,429	146,429	1,909	(144,520)	-99%
57015 Transfers Out - All Others	454	454	454	454	454	0	0%
SUBTOTAL	454	4,345	146,883	146,883	2,363	(144,520)	-98%
TOTAL EXPENDITURES	337,594	246,368	516,118	577,459	474,039	(103,420)	-18%
NET COST	(76,796)	(61,895)	42,630	146,015	(0)	(146,015)	-100%
ROUNDING ERROR	(2)	0	0	0			
<b>FUND BALANCE</b>							
Beginning Fund Balance	43,452	120,247	182,142	182,142	139,512	47,168	92,344
Less: Net Cost for Current Year	76,798	61,895	(42,630)	(146,015)	0		
Audit/Encumbrance Adjustments	(3)						
Ending Fund Balance	120,247	182,142	139,512	36,127	139,512		

FY 15-16 BUDGET  
SONOMA COUNTY WASTE MANAGEMENT AGENCY  
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

	Diversion		No Longer Used				
	Actual FY 12-13	Actual FY 13-14	Estimated FY 14-15	Budgeted FY 14-15	Requested FY 15-16	Difference	% Change
<b>REVENUES</b>							
44002 Interest on Pooled Cash	0	0	0	0	0	0	0%
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	0	0	0	0	0	0	0%
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46029 Donations/Contributions	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL REVENUES	0	0	0	0	0	0	0%
<b>EXPENDITURES</b>							
51041 Insurance - Liability	0	0	0	0	0	0	0%
52091 Memberships/Certifications	0	0	0	0	0	0	0%
52101 Other Supplies	0	0	0	0	0	0	0%
52111 Office Supplies	0	0	0	0	0	0	0%
51249 Other Professional Services	0	0	0	0	0	0	0%
51916 County Services	0	0	0	0	0	0	0%
51803 Other Contract Services	0	0	0	0	0	0	0%
51201 Administration Services	0	0	0	0	0	0	0%
51213 Engineer Services	0	0	0	0	0	0	0%
51211 Legal Services	0	0	0	0	0	0	0%
51207 Client Accounting Services	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	0	0	0	0	0	0	0%
51919 EFS Charges	0	0	0	0	0	0	0%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51401 Rents and Leases - Equipment	0	0	0	0	0	0	0%
51421 Rents and Leases - Bldg/Land	0	0	0	0	0	0	0%
52162 Special Departmental Expense	0	0	0	0	0	0	0%
52163 Professional Development	0	0	0	0	0	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51901 Telecommunication Data Lines	0	0	0	0	0	0	0%
51902 Telecommunication Usage	0	0	0	0	0	0	0%
51906 ISD - Supplemental Projects	0	0	0	0	0	0	0%
51909 Telecommunication Wireless Svc	0	0	0	0	0	0	0%
51911 Mail Services	0	0	0	0	0	0	0%
51915 ISD - Reprographics Services	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
57011 Transfers Out - Within a Fund	727	0	0	0	0	0	0%
57015 Transfers Out - All Others	0	0	0	0	0	0	0%
SUBTOTAL	727	0	0	0	0	0	0%
TOTAL EXPENDITURES	727	0	0	0	0	0	0%
NET COST	727	0	0	0	0	0	0%
ROUNDING ERROR	0	0					
<b>FUND BALANCE</b>							
Beginning Fund Balance	727	0	0	0	0		
Less: Net Cost for Current Year	(727)	0	0	0	0		
Audit/Encumbrance Adjustments	0						
Ending Fund Balance	0	0	0	0	0		

FY 15-16 BUDGET  
SONOMA COUNTY WASTE MANAGEMENT AGENCY  
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Planning 78108							
	Actual FY 12-13	Actual FY 13-14	Estimated FY 14-15	Budgeted FY 14-15	Requested FY 15-16	Difference	% Change
<b>REVENUES</b>							
44002 Interest on Pooled Cash	167	190	328	191	273	82	43%
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	19,818	40,984	43,755	34,956	40,103	5,147	15%
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46029 Donations/Contributions	2,924	4,831	4,314	4,314	3,274	(1,040)	-24%
SUBTOTAL	22,909	46,005	48,397	39,461	43,650	4,189	11%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL REVENUES	22,909	46,005	48,397	39,461	43,650	4,189	11%
<b>EXPENDITURES</b>							
51041 Insurance - Liability	861	51	51	60	1,320	1,260	2100%
52091 Memberships/Certifications	0	0	0	0	0	0	0%
52101 Other Supplies	0	0	0	0	0	0	0%
52111 Office Supplies	0	0	0	0	0	0	0%
51249 Other Professional Services	0	0	0	0	0	0	0%
51916 County Services	1,238	82	99	99	2,187	2,088	2109%
51803 Other Contract Services	0	0	0	0	0	0	0%
51201 Administration Services	22,400	2,769	14,977	22,387	31,351	8,964	40%
51213 Engineer Services	0	0	0	0	0	0	0%
51211 Legal Services	0	0	1,000	10,000	1,000	(9,000)	-90%
51207 Client Accounting Services	385	189	52	52	1,312	1,260	2423%
51206 Accounting/Auditing Services	1,000	1,293	1,000	1,000	1,000	0	0%
51919 EFS Charges	0	0	0	0	0	0	0%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51401 Rents and Leases - Equipment	0	0	0	0	0	0	0%
51421 Rents and Leases - Bldg/Land	0	0	0	0	0	0	0%
52162 Special Departmental Expense	0	0	0	0	0	0	0%
52163 Professional Development	0	0	0	0	0	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51901 Telecommunication Data Lines	0	0	0	0	0	0	0%
51902 Telecommunication Usage	0	0	0	0	0	0	0%
51906 ISD - Supplemental Projects	0	0	0	0	0	0	0%
51909 Telecommunication Wireless Svc	0	0	0	0	0	0	0%
51911 Mail Services	0	0	0	0	0	0	0%
51915 ISD - Reprographics Services	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	1,758	3,210	3,531	3,531	3,531	0	0%
SUBTOTAL	27,642	7,594	20,710	37,129	41,701	4,572	12%
57011 Transfers Out - Within a Fund	0	2,414	30,077	30,077	1,495	(28,582)	-95%
57015 Transfers Out - All Others	454	454	454	454	454	0	0%
SUBTOTAL	454	2,868	30,531	30,531	1,949	(28,582)	-94%
TOTAL EXPENDITURES	28,096	10,462	51,241	67,660	43,650	(24,010)	-35%
NET COST	5,187	(35,543)	2,844	28,199	(0)	(28,199)	-100%
ROUNDING ERROR	1	0	0	0			
<b>FUND BALANCE</b>							
Beginning Fund Balance	27,036	21,838	57,381	57,381	54,537	4,170	50,367
Less: Net Cost for Current Year	(5,188)	35,543	(2,844)	(28,199)	0		
Audit/Encumbrance Adjustments	(12)						
Ending Fund Balance	21,838	57,381	54,537	29,182	54,537		

FY 15-16 BUDGET  
SONOMA COUNTY WASTE MANAGEMENT AGENCY  
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Organics Reserve 78103							
	Actual FY 12-13	Actual FY 13-14	Estimated FY 14-15	Budgeted FY 14-15	Requested FY 15-16	Difference	% Change
<b>REVENUES</b>							
44002 Interest on Pooled Cash	38,517	32,252	31,575	33,208	14,422	(18,786)	-57%
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	0	0	0	0	0	0	0%
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46029 Donations/Contributions	0	60	0	0	0	0	0%
SUBTOTAL	38,517	32,312	31,575	33,208	14,422	(18,786)	-57%
47101 Transfers In - Within a Fund	625,000	148,840	313,717	313,717	234,867	(78,850)	-25%
SUBTOTAL	625,000	148,840	313,717	313,717	234,867	(78,850)	-25%
TOTAL REVENUES	663,517	181,152	345,292	346,925	249,289	(97,636)	-28%
<b>EXPENDITURES</b>							
51041 Insurance - Liability	0	0	0	0	0	0	0%
52091 Memberships/Certifications	0	0	0	0	0	0	0%
52101 Other Supplies	0	0	0	0	0	0	0%
52111 Office Supplies	992	53	1,000	1,000	1,000	0	0%
51249 Other Professional Services	0	0	0	0	0	0	0%
51916 County Services	0	0	0	0	0	0	0%
51803 Other Contract Services	49,361	72,041	2,577,690	4,077,690	2,280,000	(1,797,690)	-44%
51201 Administration Services	69,226	35,555	63,447	63,447	64,239	792	1%
51213 Engineer Services	6,601	22,490	86,585	86,585	12,500	(74,085)	-86%
51211 Legal Services	16,770	5,597	260,000	260,000	250,000	(10,000)	-4%
51207 Client Accounting Services	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	2,500	2,500	2,500	2,500	2,500	0	0%
51919 EFS Charges	0	0	0	0	0	0	0%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51401 Rents and Leases - Equipment	0	0	0	0	0	0	0%
51421 Rents and Leases - Bldg/Land	0	0	0	0	0	0	0%
52162 Special Departmental Expense	0	0	2,218	40,000	40,000	0	0%
52163 Professional Development	0	0	0	0	0	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51901 Telecommunication Data Lines	0	0	0	0	0	0	0%
51902 Telecommunication Usage	0	0	0	0	0	0	0%
51906 ISD - Supplemental Projects	0	0	0	0	0	0	0%
51909 Telecommunication Wireless Svc	0	0	0	0	0	0	0%
51911 Mail Services	0	0	3	0	0	0	0%
51915 ISD - Reprographics Services	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	0	0	0	0	0	0	0%
SUBTOTAL	145,450	138,235	2,993,443	4,531,222	2,650,239	(1,880,983)	-42%
57011 Transfers Out - Within a Fund	0	0	0	0	0	0	0%
57015 Transfers Out - All Others	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL EXPENDITURES	145,450	138,235	2,993,443	4,531,222	2,650,239	(1,880,983)	-42%
NET COST	(518,067)	(42,917)	2,648,151	4,184,297	2,400,950	(1,783,347)	-43%
ROUNDING ERROR	1	0	0	0			
<b>FUND BALANCE</b>							
Beginning Fund Balance	4,971,498	5,489,564	5,532,481	5,532,481	2,884,330	FB Goal 0	Difference 483,379
Less: Net Cost for Current Year	518,066	42,917	(2,648,151)	(4,184,297)	(2,400,950)		
Audit/Encumbrance Adjustments							
Ending Fund Balance	5,489,564	5,532,481	2,884,330	1,348,184	483,379		

FY 15-16 BUDGET  
SONOMA COUNTY WASTE MANAGEMENT AGENCY  
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Household Hazardous Waste Closure Reserve 78105							
	Actual FY 12-13	Actual FY 13-14	Estimated FY 14-15	Budgeted FY 14-15	Requested FY 15-16	Difference	% Change
<b>REVENUES</b>							
44002 Interest on Pooled Cash	515	403	395	412	345	(67)	-16%
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	0	0	0	0	0	0	0%
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46029 Donations/Contributions	0	0	0	0	0	0	0%
SUBTOTAL	515	403	395	412	345	(67)	-16%
47101 Transfers In - Within a Fund	7,273	0	0	0	0	0	0%
SUBTOTAL	7,273	0	0	0	0	0	0%
TOTAL REVENUES	7,788	403	395	412	345	(67)	-16%
<b>EXPENDITURES</b>							
51041 Insurance - Liability	0	0	0	0	0	0	0%
52091 Memberships/Certifications	0	0	0	0	0	0	0%
52101 Other Supplies	0	0	0	0	0	0	0%
52111 Office Supplies	0	0	0	0	0	0	0%
51249 Other Professional Services	0	0	0	0	0	0	0%
51916 County Services	0	0	0	0	0	0	0%
51803 Other Contract Services	0	0	0	0	0	0	0%
51201 Administration Services	0	0	0	0	0	0	0%
51213 Engineer Services	0	0	0	0	0	0	0%
51211 Legal Services	0	0	0	0	0	0	0%
51207 Client Accounting Services	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	0	0	0	0	0	0	0%
51919 EFS Charges	0	0	0	0	0	0	0%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51401 Rents and Leases - Equipment	0	0	0	0	0	0	0%
51421 Rents and Leases - Bldg/Land	0	0	0	0	0	0	0%
52162 Special Departmental Expense	0	0	0	0	0	0	0%
52163 Professional Development	0	0	0	0	0	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51901 Telecommunication Data Lines	0	0	0	0	0	0	0%
51902 Telecommunication Usage	0	0	0	0	0	0	0%
51906 ISD - Supplemental Projects	0	0	0	0	0	0	0%
51909 Telecommunication Wireless Svc	0	0	0	0	0	0	0%
51911 Mail Services	0	0	0	0	0	0	0%
51915 ISD - Reprographics Services	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
57011 Transfers Out - Within a Fund	0	0	0	0	0	0	0%
57015 Transfers Out - All Others	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL EXPENDITURES	0	0	0	0	0	0	0%
NET COST	(7,788)	(403)	(395)	(412)	(345)	67	-16%
ROUNDING ERROR	0	0	0	0			
<b>FUND BALANCE</b>							
Beginning Fund Balance	60,365	68,153	68,556	68,556	68,951	68,000	1,296
Less: Net Cost for Current Year	7,788	403	395	412	345		
Audit/Encumbrance Adjustments							
Ending Fund Balance	68,153	68,556	68,951	68,968	69,296		

FY 15-16 BUDGET  
SONOMA COUNTY WASTE MANAGEMENT AGENCY  
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Household Hazardous Waste Facility Reserve 78106							
	Actual FY 12-13	Actual FY 13-14	Estimated FY 14-15	Budgeted FY 14-15	Requested FY 15-16	Difference	% Change
<b>REVENUES</b>							
44002 Interest on Pooled Cash	12,571	6,068	5,951	6,201	5,800	(401)	-6%
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	0	0	0	0	0	0	0%
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46029 Donations/Contributions	0	0	0	0	0	0	0%
SUBTOTAL	12,571	6,068	5,951	6,201	5,800	(401)	-6%
47101 Transfers In - Within a Fund	0	1,350	140,285	140,285	8,431	(131,854)	-94%
SUBTOTAL	0	1,350	140,285	140,285	8,431	(131,854)	-94%
TOTAL REVENUES	12,571	7,418	146,236	146,486	14,231	(132,255)	-90%
<b>EXPENDITURES</b>							
51041 Insurance - Liability	0	0	0	0	0	0	0%
52091 Memberships/Certifications	0	0	0	0	0	0	0%
52101 Other Supplies	0	0	0	0	0	0	0%
52111 Office Supplies	0	0	0	0	0	0	0%
51249 Other Professional Services	0	0	0	0	0	0	0%
51916 County Services	0	0	0	0	0	0	0%
51803 Other Contract Services	0	0	15,000	15,000	0	(15,000)	-100%
51201 Administration Services	0	0	5,000	11,266	0	(11,266)	-100%
51213 Engineer Services	0	0	0	0	0	0	0%
51211 Legal Services	0	0	0	0	0	0	0%
51207 Client Accounting Services	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	0	0	0	0	0	0	0%
51919 EFS Charges	0	0	0	0	0	0	0%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51401 Rents and Leases - Equipment	0	0	0	0	0	0	0%
51421 Rents and Leases - Bldg/Land	0	0	0	0	0	0	0%
52162 Special Departmental Expense	0	0	0	0	0	0	0%
52163 Professional Development	0	0	0	0	0	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51901 Telecommunication Data Lines	0	0	0	0	0	0	0%
51902 Telecommunication Usage	0	0	0	0	0	0	0%
51906 ISD - Supplemental Projects	0	0	0	0	0	0	0%
51909 Telecommunication Wireless Svc	0	0	0	0	0	0	0%
51911 Mail Services	0	0	0	0	0	0	0%
51915 ISD - Reprographics Services	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	0	0	0	0	0	0	0%
SUBTOTAL	0	0	20,000	26,266	0	(26,266)	-100%
57011 Transfers Out - Within a Fund	598,029	0	0	0	0	0	0%
57015 Transfers Out - All Others	0	0	0	0	0	0	0%
SUBTOTAL	598,029	0	0	0	0	0	0%
TOTAL EXPENDITURES	598,029	0	20,000	26,266	0	(26,266)	-100%
NET COST	585,458	(7,418)	(126,236)	(120,220)	(14,231)	105,989	-88%
ROUNDING ERROR	1	0	0	0			
<b>FUND BALANCE</b>							
Beginning Fund Balance	1,611,812	1,026,354	1,033,772	1,033,772	1,160,008	600,000	574,239
Less: Net Cost for Current Year	(585,459)	7,418	126,236	120,220	14,231		
Audit/Encumbrance Adjustments							
Ending Fund Balance	1,026,354	1,033,772	1,160,008	1,153,992	1,174,239		

FY 15-16 BUDGET  
SONOMA COUNTY WASTE MANAGEMENT AGENCY  
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Contingency Reserve 78109							
	Actual FY 12-13	Actual FY 13-14	Estimated FY 14-15	Budgeted FY 14-15	Requested FY 15-16	Difference	% Change
<b>REVENUES</b>							
44002 Interest on Pooled Cash	1,270	1,796	1,035	1,153	919	(234)	-20%
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	0	0	0	0	0	0	0%
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46029 Donations/Contributions	0	1,500	4,108	0	0	0	0%
SUBTOTAL	1,270	3,296	5,143	1,153	919	(234)	-20%
47101 Transfers In - Within a Fund	275,727	6,305	176,506	176,506	3,404	(173,102)	-98%
SUBTOTAL	275,727	6,305	176,506	176,506	3,404	(173,102)	-98%
TOTAL REVENUES	276,997	9,601	181,649	177,659	4,323	(173,336)	-98%
<b>EXPENDITURES</b>							
51041 Insurance - Liability	0	0	0	0	0	0	0%
52091 Memberships/Certifications	0	0	0	0	0	0	0%
52101 Other Supplies	0	0	0	0	0	0	0%
52111 Office Supplies	1,501	6,476	968	2,000	2,000	0	0%
51249 Other Professional Services	0	0	0	0	0	0	0%
51916 County Services	755	0	0	0	0	0	0%
51803 Other Contract Services	74,033	90,654	119,179	119,179	0	(119,179)	-100%
51201 Administration Services	56,439	43,019	48,574	61,570	64,504	2,934	5%
51213 Engineer Services	0	0	0	0	0	0	0%
51211 Legal Services	18,929	14,092	2,761	10,000	10,000	0	0%
51207 Client Accounting Services	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	1,500	1,500	1,500	1,500	1,500	0	0%
51919 EFS Charges	0	0	0	0	0	0	0%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51401 Rents and Leases - Equipment	0	0	0	0	0	0	0%
51421 Rents and Leases - Bldg/Land	0	0	0	0	0	0	0%
52162 Special Departmental Expense	0	0	0	0	0	0	0%
52163 Professional Development	0	0	0	0	0	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51901 Telecommunication Data Lines	0	0	0	0	0	0	0%
51902 Telecommunication Usage	0	0	0	0	0	0	0%
51906 ISD - Supplemental Projects	0	0	0	0	0	0	0%
51909 Telecommunication Wireless Svc	0	0	0	0	0	0	0%
51911 Mail Services	0	2,852	0	0	0	0	0%
51915 ISD - Reprographics Services	0	0	3,971	0	0	0	0%
51923 Unclaimable County Car Expense	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	0	0	0	0	0	0	0%
SUBTOTAL	153,157	158,593	176,952	194,249	78,004	(116,245)	-60%
57011 Transfers Out - Within a Fund	0		0	0	0	0	0%
57015 Transfers Out - All Others	0		0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL EXPENDITURES	153,157	158,593	176,952	194,249	78,004	(116,245)	-60%
NET COST	(123,840)	148,993	(4,697)	16,590	73,681	57,091	344%
ROUNDING ERROR	(1)		0	0			
<b>FUND BALANCE</b>							
Beginning Fund Balance	207,434	328,186	179,193	179,193	183,890	128,344	(18,135)
Less: Net Cost for Current Year	123,841	(148,993)	4,697	(16,590)	(73,681)		
Audit/Encumbrance Adjustments	(3,089)						
Ending Fund Balance	328,186	179,193	183,890	162,603	110,210		



Agenda Item #: **13.1.a**  
 Agenda Date: **3/18/2015**

ITEM: **Outreach Calendar March 2015 – April 2015**

**March 2015 Outreach Events**

<u>Day</u>	<u>Time</u>	<u>Event</u>
2	1 PM	Student Recycling Presentation – Analy High School, Sebastopol
3	4 – 8 PM	Community Toxics Collection Event – Rohnert Park
3	2 – 3 PM	Tour of Central Disposal Site, Santa Rosa Community Market
3	7 – 8:30 PM	SCC Compost Presentation - Santa Rosa
4	9 AM	Student Recycling Presentation – El Verano Elementary, Sonoma
10	4 – 8 PM	Community Toxics Collection Event – Larkfield
15	6 – 8:30 PM	SCC screening of Symphony of the Soil & Soil Health Presentaiton – Daily Acts, Petaluma
17	4 – 8 PM	Community Toxics Collection Event – Monte Rio
17-18	9 AM – 12 PM	SCC Educational Booth at Ag Day – Fairgrounds, Santa Rosa
21	3 – 4PM	SCC Compost and Mulch Presentaiton – San Francisco Flower & Garden Show, San Mateo
21-22	8 AM – 4 PM	E-waste Collection Event – Fire Protection District, 3750 Hwy. 116 N, Graton
22	9:30 AM - 2 PM	SCC Compost Giveaway & Education Table - West End Farmers Market, Santa Rosa
24	4 – 8 PM	Community Toxics Collection Event – Santa Rosa, NW
27	10 AM – 12 PM	Tour of Central Disposal Site, Santa Rosa Junior College
30	8:30 AM	Student Recycling Presentation – Madrone Elementary School, Santa Rosa
31	4 – 8 PM	Community Toxics Collection Event – Sebastopol
31	11:20 AM – 12 PM	Student Recycling Presentation – Sheppard Accelerated Elementary School, Santa Rosa

**April 2015 Outreach Events**

<u>Day</u>	<u>Time</u>	<u>Event</u>
3	1 – 3 PM	Tour of Central Disposal Site, Santa Rosa Junior College
4	10 AM – 3 PM	SCC Education, Russian River Rose Co., Healdsburg
6	9:30 – 10:30 AM	Multi-family Complex Presentation – Kings Valley Apartments, Cloverdale
7	4 – 8 PM	Community Toxics Collection Event – Windsor
7	12:30 – 2PM	Tour of Central Disposal Site, Analy High School, Sebastopol
8	9 – 11 AM	Tour of Central Disposal Site, Sheppard Accelerated Elementary School, Santa Rosa

11	11 AM – 4 PM	Sonoma Family Life Fair Outreach – Coddington Mall, Santa Rosa
11	8:30 AM – 1 PM	SCC Compost Giveaway & Education Table – Farmers Market Wells Fargo Center, Santa Rosa
11	10:00 AM – 2 PM	Cesar Chavez Health Fair at Cook Middle School, 2480 Sebastopol Rd, Santa Rosa, CA.
12	10 AM – 2 PM	SCC Compost Giveaway & Education Table – Sebastopol Farmers Market
14	4 – 8 PM	Community Toxics Collection Event – Santa Rosa, SE
17	9am-10Am	Graon Labor Center, Outreach to Day Laborers
18	12 PM – 4 PM	Earth Day Santa Rosa 2015
19	10 AM – 2 PM	Earth Day & Wellness Festival Windsor
19	10 AM – 1PM	SCC Compost Giveaway & Education Table – Windsor Farmers Market
21	4 – 8 PM	Community Toxics Collection Event - Cloverdale
25	11 AM – 4 PM	The Day on the Green at Montgomery Village, Santa Rosa
25	8:30 AM – 1 PM	SCC Compost Giveaway & Education Table – Vets Hall Farmers Market, Santa Rosa
25-26	8 AM – 4 PM	E-waste Collection Event –Safeway Parking Lot, 111 Vine St, Healdsburg
28	4 – 8 PM	Community Toxics Collection Event – Sonoma
30	7:30 AM – 5 PM	Sustainable Enterprise Conference, Rohnert Park

**From:** Lisa Steinman  
**Sent:** Monday, March 09, 2015 12:03 PM  
**To:** Lisa Steinman  
**Subject:** Assembly Bill 45-Household Hazardous Waste Collection

Dear Board Members and Alternates,

**AB 45, (Kevin Mullin) – Household Hazardous Waste Collection**

AB 45, a Household Hazardous Waste Collection bill, was introduced by Assembly Member Kevin Mullin (San Mateo County) on December 1, 2014. AB 45 currently contains only intent language to “enact legislation that would establish curbside household hazardous waste collection programs, door-to-door household hazardous waste collection programs, and household hazardous waste residential pickup services as the principal means of collecting household hazardous waste and diverting it from California’s landfills and waterways”.

The SCWMA recognizes that Extended Producer Responsibility (EPR) is a waste management approach that will assist and enhance efforts to manage waste products by shifting responsibility for collection, transportation and management for discarded products away from local governments to the manufacturers. To formalize this support, in June 2001, the SCWMA passed and circulated a resolution (Resolution 2001-021) to elected officials at the state and national level. The Agency has historically encouraged Extended Producer Responsibility (EPR) efforts instead of programs that require on-going disposal costs that potentially could be borne by local government.

There is no discussion in the intent language of the bill as to whether there would be any sharing of responsibilities, including costs, with any other entity beyond local governments. It is not clear whether this will be another mandate on local government and there is no mention about funding. This means that the responsibility for the collection of this waste could fall solely on local governments. Since AB 45 currently contains only intent language, the impact to the SCWMA and its member jurisdictions cannot be definitively determined at this time.

Some local California governments are sending letters of concern regarding this bill. The Russian River Watershed Association (RRWA) brought a Letter of Concern to the RRWA Board and was given direction to strengthen the core message of the letter. Their final letter is attached and was sent to Assembly Member Mullin and numerous elected officials who represent our region.

This information is being presented to the Board so that the Board is aware of this bill. The SCWMA and its member jurisdictions have all passed resolutions in support of EPR policies that shift California’s product waste management system from one focused on local government funded and ratepayer financed to one that relies on producer responsibility in order to reduce public costs and drive improvements in product design that promote environmental sustainability.

The SCWMA staff will continue to monitor the progression of this bill and may bring a letter to the Board for consideration if appropriate. This bill was introduced as a spot bill and it is expected, if moved forward, that the bill will be amended with more substance included.

Please find attached AB 45, as introduced, and RRWA's letter of concern.

Best regards,  
Lisa

Lisa Steinman, Waste Management Specialist  
Sonoma County Waste Management Agency  
2300 County Center Drive, Suite B100  
Santa Rosa, CA 95403  
phone: 707/565-3632  
fax: 707/565-3701  
e-mail: [Lisa.Steinman@sonoma-county.org](mailto:Lisa.Steinman@sonoma-county.org)  
[www.recyclenow.org](http://www.recyclenow.org)





March 6, 2015

**MEMBER AGENCIES**

- City of Cloverdale
- City of Cotati
- City of Healdsburg
- City of Rohnert Park
- City of Santa Rosa
- City of Sebastopol
- City of Ukiah
- County of Mendocino
- County of Sonoma
- Sonoma County Water Agency
- Town of Windsor

**ANDY RODGERS**  
Executive Director

300 Seminary Avenue  
Ukiah, CA 95482  
(707) 666 - 4857

[www.rrwatershed.org](http://www.rrwatershed.org)

Assemblyman Kevin Mullin  
California State Assembly  
State Capitol, Room 3160  
Sacramento, CA 95814  
*Sent via: fax (916) 319-2122*

**SUBJECT: AB 45 Household Hazardous Waste –Statement of Concern**

Dear Assemblyman Mullin,

As drafted, AB 45 is too limited in that it only contains intent to enact legislation that would establish curbside programs, door-to-door household hazardous waste collection programs, and household hazardous waste residential pickup services as the principal means of collecting household hazardous waste and diverting it from California's landfills and waterways. I am writing on behalf of the Russian River Watershed Association (RRWA) to express our concern that AB 45 will not require pharmaceutical producers to participate in this initiative, which will continue to burden local governments with significant and increasing program costs.

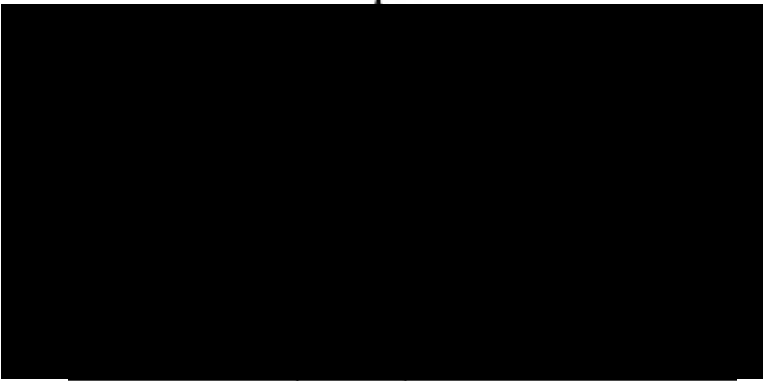
RRWA was formed in 2003 and is a coalition of eleven cities, counties, and agencies within the Russian River Watershed that work together for clean water, fisheries restoration, and watershed enhancement.

Our collective concern of household hazardous waste led to the Safe Medicine Disposal Program (SMDP), which launched in 2007. RRWA partnered with local agencies, pharmacies, and law enforcement offices to provide safe medicine disposal locations. Residents can bring their unused, expired, or unwanted medicines to any of our thirty-seven secure locations. These drop-off locations, funded entirely by local governments, are still inadequate to serve the local population. Since SMDP's inception in 2007, over 75,000 lbs of pharmaceutical waste have been collected. The collection totals and costs have increased every year, so it is logical to project that the program costs will continue to increase. The success of this program has reduced the volume of pharmaceuticals being improperly disposed of at the landfill or the waste water system, thereby protecting residents and the environment. AB 45 would put this program at risk by requiring local governments to establish curbside pickup as the principal means of pharmaceutical disposal. This would not only be an enormous cost to local governments, but it would put the public at risk.

RRWA shares your concern that hazardous waste should be properly managed and be more convenient to dispose of, but AB 45 seeks to solve the problem in the form of an unfunded mandate and using potentially unsafe means (curbside collections of medications). It is our strong belief that companies that manufacture or produce household hazardous materials must play a key role in their disposal, especially when the consequences of improper disposal are detrimental for both the consumer and the environment. RRWA's official position is of significant concern about AB 45's legislative intent to mandate local government-funded household hazardous waste collection programs without any producer responsibility. Because of this, we respectfully ask that you do not move forward with AB 45.

If you have any questions or concerns about RRWA's position, please contact Andy Rodgers, Executive Director, at (707) 666- 4812.

Sincerely,



Mark Landman, Chair, RRWA Board of Directors

cc: Russian River Watershed Association Board of Directors  
Senator Mike McGuire, fax (707) 576-2773  
Senator Lois Wolk, fax (707) 224-1992  
Assemblymember Jim Wood, fax (707) 463-5773  
Assemblymember Marc Levine, fax (707) 576-2735  
Assemblymember Bill Dodd, fax (916) 319-2104

**ASSEMBLY BILL**

**No. 45**

**Introduced by Assembly Member Mullin**

December 1, 2014

An act relating to hazardous waste.

LEGISLATIVE COUNSEL’S DIGEST

AB 45, as introduced, Mullin. Household hazardous waste.

Existing law authorizes public agencies to operate curbside household hazardous waste collection facilities, door-to-door household hazardous waste collection programs, and household hazardous waste residential pickup services, and specifies conditions for the transportation of household hazardous waste.

This bill would express the Legislature’s intent to enact legislation that would establish curbside household hazardous waste collection programs, door-to-door household hazardous waste collection programs, and household hazardous waste residential pickup services as the principal means of collecting household hazardous waste and diverting it from California’s landfills and waterways.

Vote: majority. Appropriation: no. Fiscal committee: no.  
State-mandated local program: no.

*The people of the State of California do enact as follows:*

- 1 SECTION 1. (a) The Legislature finds and declares all of the
- 2 following:
- 3 (1) Household hazardous waste is creating environmental,
- 4 health, and workplace safety issues. Whether due to unused
- 5 pharmaceuticals, batteries, medical devices, or other disposable

1 consumer items, effective and efficient disposal remains an  
2 extraordinary challenge.

3 (2) State and local efforts to address disposal of these items  
4 have been well intended, but ultimately these piecemeal and  
5 truncated approaches have not proved effective. These approaches  
6 fragment the collection of household hazardous waste and move  
7 collection away from the closest and most practical point of  
8 disposal: the consumer's residence.

9 (3) A number of cities in California are already using curbside  
10 household hazardous waste collection programs, door-to-door  
11 household hazardous waste collection programs, and household  
12 hazardous waste residential pickup services as mechanisms for  
13 collecting and disposing of many commonly used household items  
14 for which disposal has been the subject of state legislation or local  
15 ordinances. The waste disposal companies and local governments  
16 that have implemented these programs and services have found  
17 them to be successful and inexpensive.

18 (b) It is the intent of the Legislature to enact legislation that  
19 would establish curbside household hazardous waste collection  
20 programs, door-to-door household hazardous waste collection  
21 programs, and household hazardous waste residential pickup  
22 services as the principal means of collecting household hazardous  
23 waste and diverting it from California's landfills and waterways.

O