



Meeting of the Board of Directors

March 16, 2016

SPECIAL MEETING

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

Regular Meeting at 8:30 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

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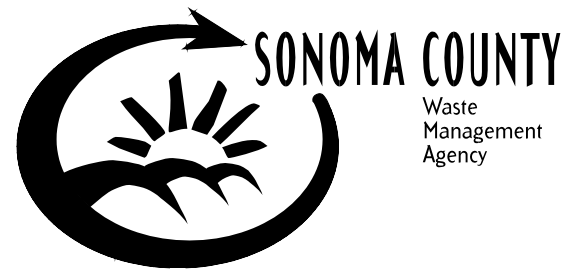
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Note: This packet is 51 pages total



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

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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/Roll Call |
| 2. | Closed Session |
| | CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION |
| | Name of case: <i>Renewed Efforts of Neighbors Against Landfill Expansion v. Sonoma County Waste Management Agency</i> , Sonoma County Superior Court Case No. SCV257508 |
| | PUBLIC EMPLOYMENT |
| | Title: Executive Director |
| 3. | Adjourn Closed Session |
| 4. | Agenda Approval |
| 5. | Public Comments (items not on the agenda) |

Consent (w/attachments)

Discussion/Action

- 6.1 Minutes of February 17, 2016 Special Meeting
- 6.2 Purchase of Recycling Receptacles for the City of Sebastopol

Regular Calendar

- 7. Consideration of the FY 2016/17 Draft SCWMA Budget [Carter](Attachments) Discussion/Action
All
- 8. Analysis of Organic Material Disposal Scenarios [Carter](Attachments) Discussion/Action
All
- 9. SCWMA Membership Feedback Regarding SCWMA Programs [Carter](Attachments) Discussion/Action
Wood/Yard
- 10. Attachments/Correspondence:
 - 10.1 Outreach Calendar March-April 2016
- 11. Boardmember Comments
- 12. Staff Comments
- 13. Next SCWMA meeting: April 20, 2016
- 14. 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



Date: February 17, 2016
To: SCWMA Board Members
From: Patrick Carter, Interim SCWMA Executive Director

Executive Summary Report for the SCWMA Board Meeting of February 17, 2016

Item 2, Closed Session Discussions: No reportable action was taken during closed session.

Item 6, Consent Items: Item 6.1 Minutes of the January 20, 2016 Special Meeting, 6.2 Second Quarter Financial Report, 6.3 Rules of Governance Annual Review, 6.4 City/County Payment Program Budget Amendment, and 6.5 City/County Payment Program Container Purchase were approved unanimously by the Board.

Item 7, Draft FY 16-17 Work Plan: The SCWMA Work Plan serves as an overview of programs to be performed by SCWMA staff for the upcoming fiscal year. The programs described in the approved Work Plan are then accounted for in the draft budget, which will be presented at the March 16, 2016 meeting. The work plan was approved by the Board.

Item 8, Pharmaceutical Ordinance Discussion: There have been discussions between stakeholders in Sonoma County about a potential ordinance regarding pharmaceutical product stewardship. As the SCWMA accepts unwanted medications through its household hazardous waste disposal program, there is a nexus for SCWMA staff participation in these discussions. The Board directed staff to continue to assist in the effort of a local pharmaceutical program development.

Item 9, Meeting Schedule: The Board considered and voted to approve a resolution changing the SCWMA meeting start times to 8:30 am from 9 am, effective on the March 16, 2016 SCWMA meeting.

Item 10, SCWMA Update: Staff provided an update on the feedback received to date from SCWMA member agencies regarding the future of SCWMA programs. Regarding the one year extension, four member agencies have voted to extend, and one voted to not extend. With five members having provided feedback, none have expressed a preference toward the RCPA governance model for SCWMA programs. There was a robust discussion about the ability to adopt countywide ordinances and the agreements that would need to be put into place by each city if some or all current SCWMA programs became the responsibility of each city. A more full report of the feedback from member Councils and Board will be given at the March 16, 2016 SCWMA meeting as all cities and the County will have provided feedback by then.

Item 11, Attachments/Correspondence: The attachments/correspondence included the February - March 2016 Outreach Calendar, a draft of the Mandatory Organics Recycling Outreach letter, and the updated Drop-off Recycling chart which reflects the closure of a number of CRV buyback centers.

Mr. Carter discussed the role of the Work Plan and explained that this work plan did not include new programs and was very similar to past Work Plans. Mr. Carter noted the Work Plan reflected the current circumstances of the outhaul with the compost, and all the programs, with the addition of the mandatory organics recycling.

Ms. Harvey noted there were several contracts set to expire in February 2017 and inquired if they were contracts each city would have to put into place and if so, how transferable would they be.

Mr. Carter replied he believed they would not necessarily be transferable for each city, as some of the programs such as the HHW collection program would be required of all the cities if the Agency were to expire, and some programs such as e-waste transport contracts would not actually be necessary. Mr. Carter noted education programs would need to be negotiated directly with the service provider.

Mr. St. John stated that the Agency and the City of Petaluma had a study conducted and were convinced a regional approach was the way to go. Mr. St. John inquired how much staff time was being diverted from the task of resolving compost and outhaul due to trying to rewrite conditions of the JPA. Mr. St. John expressed his concern the Board meeting was once again being used to talk about the JPA and voting instead of talking about reestablishing compost and coming to a long-term solution on organics in the county.

Mr. Carter replied it was a significant amount of his time as the Interim Executive Director that was being spent on governance issues.

Ms. Klassen noted most items in the work plan looked consistent with the prior year except for the composting program, due to outhaul. Ms. Klassen referenced Item 4.10, Mandatory Commercial Recycling Measure, and inquired why there was a drop in contractor cost.

Mr. Carter replied that the Agency has stockpiled some containers and may not need to purchase as many in the following year.

Public Comments

None.

Ms. Agrimonti motioned to approve the Draft Fiscal Year 16-17 Work Plan and Ms. Harvey seconded the motion.

Vote Count:

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

AYES -8- NOES -0- ABSENT -2- ABSTAIN -0-
Motion passed.

8. Pharmaceutical Ordinance Discussion

Lisa Steinman, Agency Staff, provided an update on the activity involving pharmaceutical ordinances, including the Russian River Watershed's Association (RRWA), Safe Medicine Disposal Ordinance Working Group activities and the status of pharmaceutical ordinances in other counties.

Ms. Steinman stated the Sonoma County Department of Health Services had been attending the Safe Medicine Disposal Working Group meetings and was exploring whether they could act as the lead agency for a countywide program.

Ms. Steinman stated that if the Safe Medicine Disposal Group expressed a preference for the Agency to lead the program, Agency staff believed the Agency could produce a model ordinance to be adopted by individual Agency members fairly quickly and efficiently.

Ms. Steinman stated Agency staff had created a budget for staff and counsel to assist in the development of a pharmaceutical producer responsibility program to be implemented countywide and that budget fit under existing budget appropriations.

Ms. Steinman recommended the Board direct staff to assist the groups working to create local product stewardship programs for pharmaceuticals. Ms. Steinman stated staff would update the Board at a future Agency board meeting if the Safe Medicine Disposal Ordinance Working Group determined it would be preferable for the Agency to lead the development of the Pharmaceutical Product Stewardship Program.

Ms. Harvey stated her understanding was the County could not implement an ordinance for the cities, as the cities would each have to implement an ordinance.

Ms. Steinman replied it was possible for the County to implement this countywide ordinance through existing regulations and has been done in other counties, but County Counsel was exploring how exactly that would work locally.

Ethan Walsh, County Counsel, stated the counties he was aware had adopted an ordinance had done it at the county level. Mr. Walsh noted other counties who did not have a JPA like the Agency would adopt an ordinance and cities individually incorporated the ordinance into their code.

Ms. Harvey inquired if the city could be sued for that.

Mr. Walsh replied affirmatively and provided an example of Alameda being sued and noted they prevailed.

Ms. Klassen inquired if environmental review was required to do the model or countywide ordinances and if that was where a lot of the litigation was coming from as it was with the plastic bags.

Mr. Walsh stated all discretionary actions were subject to CEQA, and noted that while CEQA was required, that was not where he had seen the litigation coming from so far, yet it was early in the process.

Mr. Mikus stated there was a direct cost impact, as the Agency collected pharmaceuticals at the hazardous waste facility and community toxic collection events.

Public Comments

Liz Bortolotto, AB 939 Local Task Force, stated there has been conversation about this at the LTF and the LTF recommended a countywide effort proceeding forward with the Sonoma County Safe Medicine Disposal Ordinance.

Board Discussion

Mr. Schwartz asked for clarification on staff's recommendation.

Mr. Carter stated staff was seeking Board direction for staff to continue participating in the process, to include some of Mr. Walsh's time. Mr. Carter noted if the Agency were to have a greater role, staff would bring it back to the Board's attention.

Mr. Schwartz asked Mr. Walsh if he were to work on the ordinance would this be a model or one for the Agency to adopt.

Mr. Walsh replied that at this point he would suggest something similar to what Los Angeles was doing. Mr. Walsh stated given the uncertainty of the Agency's situation, he believed it would be more lasting to do it at the county level with the ability of the cities to incorporate the ordinance into their codes instead of doing something that could possibly need to be redone in ten months.

11. Attachments/Correspondence:

- 11.1 Outreach Calendar February-March 2016
- 11.2 Mandatory Organics Recycling Outreach Letter
- 11.3 Drop-off Recycling Chart

Mr. Carter reported the Agency had been getting a number of calls regarding many RePlanet CRV buyback locations closing in Sonoma County. Mr. Carter noted the agenda packet contained an updated recycling guide page, which included just a few buyback (CRV) and drop off (free).

Public Comments

None.

12. Boardmember Comments

13. Staff Comments

None.

14. Next SCWMA meeting: March 16, 2016

14. Adjourn

The meeting was adjourned at 11:53 a.m.

Submitted by
Sally Evans



Agenda Item #: **6.2**
Cost Center: **Education**
Staff Contact: **Smith**
Agenda Date: **3/16/2016**

ITEM: Purchase of Recycling Receptacles for the City of Sebastopol

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Agency staff recommends approval for the Chair and Executive Director to sign a purchase order with Barco Products to purchase recycling receptacles.

II. BACKGROUND

In January 2000, the California Department of Conservation (DOC) appropriated \$10.5 million annually to be paid to cities and counties to support the recycling of cans and bottles. The program is called the City/County Payment Program (CCPP).

III. DISCUSSION

Staff is working with several cities to provide recycling bins in downtown areas, parks, and commercial spaces. In addition to the authorization to purchase containers for the Cities of Santa Rosa and Rohnert Park at the February 17, 2016 Agency meeting, the City of Sebastopol has requested fifty five recycling containers, as detailed below.

Jurisdiction	Recycling Container Location	Total Cost (including tax)
City of Sebastopol – Public Works	Downtown & City Parks	\$44,455.08

IV. FUNDING IMPACT

The budget for the CCPP purchase account is \$355,799. To date the amount spent or encumbered in that account is \$204,097. Use of \$44,455.08 proposed above would reduce the available funds to \$107,247.

V. ATTACHMENTS

Quote from Barco Products

Approved by: _____
Patrick Carter, Interim Executive Director, SCWMA

From: [Roberto Hernandez](#)
To: [Felicia Smith](#)
Subject: Barco Products: New Quote # QBP00040985-002
Date: Monday, February 22, 2016 8:23:03 AM



Hello, Felicia Smith

Thank you for your quote from Barco Products. You can check the status of your quote by [logging into your account](#). If you have any questions about your quote please contact us at sales@barcoproducts.com or call us at 1-800-338-2697 7 a.m. to 5 p.m. CT, Monday through Friday
Your quote confirmation is below. Thank you again for your business.

Your quote #QBP00040985-002 (placed on Feb 19, 2016 4:57:47 PM)

Shipping Information:

Felicia Smith
Sebastopol Public Works Dept
714 Johnson St
Sonoma County
Sebastopol, California, 95472
United States
T: 707-565-3579
F: 707-565-3701

Billing Information:

Accounts Payable
Sonoma County
2300 County Center Drive STE B100
Waste Management Agency
Santa Rosa, California, 95403
United States
T: 707-565-3579
F: 707-565-3701

Product	SKU	Qty	Price	Subtotal
Double Cassidy™ Receptacle	08CL1708	55	\$698.50	\$38,417.50
				Quote Totals
Subtotal				\$38,417.50
Shipping & Handling Total				\$2,580.00
Tax				\$0.00
Grand Total				\$40,997.50

Thank you, **Barco Products**

21	12:45 PM - 1:45 PM	Presentation at Tek Tailor, Inc, Santa Rosa
22	8:30 AM – 11:30 AM	Roseland Creek Elementary Career Fair, Santa Rosa
23	12 PM – 4 PM	Earth Day Santa Rosa
24	Q2:30 PM – 4 PM	Annual Small Business Showcase, Wells Fargo Center, Santa Rosa
26	4 PM – 8 PM	Community Toxics Collection – Santa Rosa, SE
30	10 AM – 2 PM	The National Prescription Drug Take-Back Day (sites to be announced April 1 st .)