



Meeting of the Board of Directors

April 20, 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

Meeting of the Board of Directors

April 20, 2016

SPECIAL MEETING

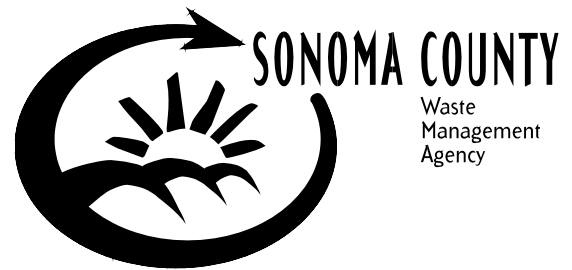
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Note: This packet is 69 pages total



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

Regular Meeting at 8:30 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

***** UNANIMOUS VOTE ON ITEM #6.3 *****

- | <u>Item</u> | <u>Action</u> |
|-------------|--|
| 1. | Call to Order Regular Meeting |
| 2. | <u>Closed Session:</u> CONFERENCE WITH LEGAL COUNSEL
EXISTING LITIGATION
Name of case: Renewed Efforts of Neighbors Against Landfill Expansion v. Sonoma County Waste Management Agency, Sonoma County Superior Court Case No. SCV257508

PUBLIC EMPLOYEE PERFORMANCE EVALUATION
Title: Interim Executive Director

PUBLIC EMPLOYEE APPOINTMENT
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 March 16, 2016 Special Meeting
- 6.2 Minutes of March 30, 2016 Special Meeting
- 6.3 Approval of FY 2016-17 SCWMA Final Budget

Unanimous Vote

Regular Calendar

7. Appointment of Executive Director and Request for County Approval
[Carter](Attachments) Discussion/Action
All
8. E-Waste Collection Events RFP Authorization
[Steinman](Attachments) Discussion/Action
HHW
9. Attachments/Correspondence:
 - 9.1 Outreach Calendar April-May 2016
 - 9.2 Letters of Support for AB 1005, 2039, 2530, and 2725
 - 9.3 DEA Unused/Expired Medication Drop-off Event Notification
10. Boardmember Comments
11. Staff Comments
12. Next SCWMA meeting: May 18, 2016
13. 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: March 16, 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 February 17, 2016 Special Meeting and 6.2 Purchase of Recycling Receptacles for the City of Sebastopol were approved by the Board.

Item 7, Consideration of the FY 2016/17 Draft SCWMA Budget: Feedback regarding programs to include and direction to return with a Final Budget at the April 20, 2016 meeting was given to staff.

Item 8, Analysis of Organic Material Disposal Scenarios: This item was tabled until the April 20, 2016 meeting.

Item 9, SCWMA Membership Feedback Regarding SCWMA Programs: Staff presented the preliminary feedback received from Agency member organizations. Direction was give to staff to table the drafting of a JPA agreement until after the June SCWMA meeting, at which staff will report progress on this issue.

Item 10, Attachments/Correspondence: The attachments/correspondence included the March - April 2016 Outreach Calendar.



To: Sonoma County Waste Management Agency Board Members

From: Patrick Carter, Interim Executive Director

Subject: April 20, 2016 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. Approval of item 6.3 requires a unanimous vote.

- 6.1 **Minutes of the March 16, 2016 Special Meeting:** regular acceptance.
- 6.2 **Minutes of the March 30, 2016 Special Meeting:** regular acceptance.
- 6.3 **Approval of FY 2016-17 Final SCWMA Budget:** Staff has prepared a Final Budget for FY 2016-17 with revenues in line with Expenditures for the operating funds (Wood Waste, Yard Debris, HHW, Education, and Planning), while incorporating the feedback from the Draft Budget received at the March 16, 2016 SCWMA meeting. Staff recommends unanimous approval of the FY 2016-17 SCWMA Final Budget.

Regular Calendar

- 7. **Appointment of Executive Director and Request for County Approval:** Staff recommends the Board announce the appointment of its Executive Director and request the County Board of Supervisors approve the attached Personal Services Agreement.
- 8. **E-Waste Collection Events RFP Authorization:** The agreement with Goodwill for E-waste collection events expires June 17, 2016, and Goodwill has indicated it cannot extend under the current terms. Staff believes there is a compelling need to continue offering E-waste collection events that are free and convenient to the participants, and so is requesting approval of the Board to issue an RFP to continue this service, under the proposed Scope of Work, until at least February 11, 2017. Staff recommends approval of the scope and direction to issue the RFP.
- 9. **Attachments/Correspondence:** The Outreach Events Calendar for April and May 2016 are included, as well as several letters of support submitted by the Interim Executive Director for state legislation aligned with the SCWMA's mission.



Minutes of March 16, 2016 Special Meeting

The Sonoma County Waste Management Agency met on March 16, 2016, at the City of Santa Rosa Council Chambers, 100 Santa Rosa Avenue, Santa Rosa, California.

Present:

City of Cloverdale	Bob Cox	City of Santa Rosa	John Sawyer
City of Cotati	Susan Harvey	City of Sebastopol	Henry Mikus
City of Healdsburg	Absent	City of Sonoma	Madolyn Agrimonti
City of Petaluma	Dan St. John	County of Sonoma	Susan Klassen
City of Rohnert Park	Don Schwartz	Town of Windsor	Deb Fudge

Staff Present:

Counsel	Ethan Walsh	Staff	Lisa Steinman
Executive Director	Patrick Carter		Felicia Smith
Agency Clerk	Sally Evans		

1. Call to Order Special Meeting

The meeting was called to order at 10:00 a.m.

2. Closed Session

Chair Don Schwartz, City of Rohnert Park, stated there was no reportable action out of closed session.

3. Adjourn Closed Session

4. Agenda Approval

Item 8, Analysis of Organic Material Disposal Scenarios, was tabled.

Madolyn Agrimonti, City of Sonoma, motioned to approve the agenda as amended and Henry Mikus, City of Sebastopol, seconded the motion.

Vote Count:

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

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

Motion passed.

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

Roger Larsen, Happy Acres Resident, played a portion of the video from the March 1st County Board of Supervisors meeting.

Ethan Walsh, Agency Counsel, noted public comment was not a time for videos, and the Board stated they did not wish to continue to watch videos.

Mr. Tose stated that at the March 1st County Board of Supervisors meeting Supervisors Rabbitt and Zane said composting should not happen at the Central Site. Mr. Tose believed they had been the advocates holding up the Agency Board for the past three years, and suddenly it had switched to it being the Agency Board's fault for not having composting in the County.

Mr. Tose noted both supervisors have stated composting needed to be in a building at a different location in the County but according to zoning, the only place for compost under current laws was either at a public facility zoning or industrial zoning. Mr. Tose stated that a 26 acre piece of M3 zoning did not exist in Sonoma County, and added Site 40 was environmentally the best site in Coastal California if politics were removed.

Consent (w/attachments)

6.1 Minutes of February 17, 2016 Special Meeting

6.2 Purchase of Recycling Receptacles for the City of Sebastopol

Susan Harvey, City of Cotati, motioned to approve the consent agenda and Madolyn Agrimonti seconded the motion.

Vote Count:

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

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

Motion passed.

Regular Calendar

7. **Consideration of the FY 2016/17 Draft SCWMA Budget**

Patrick Carter, Agency Interim Executive Director, stated the draft budget for the Board's consideration was based on the feedback from the work plan to continue the existing programs. Mr. Carter noted the budget was balanced on operating cost centers and there was funding in the organics reserve to cover the cost of litigation and developing the site.

Mr. Carter noted since the drafting of the staff report, it was brought to his attention there were slightly increased accounting costs and tonnages would be higher than the tonnages projected in the Agency budget. Mr. Carter stated this would be reflected in the final budget and presented to the Board at the April meeting for budget approval.

Mr. Mikus noted he would like to see the final budget showing what the minimum goals were in reserve fund balances. Mr. Carter replied those were included on pages 32 through 41 on the bottom right, stating FB (Fund Balance) goal.

Chair Schwartz inquired regarding tonnage changes. Mr. Carter replied his understanding was the tonnage projections were the increase in garbage and not green waste.

Chair Schwartz inquired regarding previous conversation about a north county waste hazardous site and asked if that was included in the current budget. Ms. Fudge stated she would like it included in the budget, and noted there could be willing partners in the north county. Mr. Carter replied that exploring the north county hazardous waste option would be included in the final budget.

Public Comments

None.

Mr. Sawyer made a motion to direct staff to make the changes and bring the final budget for approval at the April SCWMA meeting and Ms. Harvey seconded the motion.

Vote Count:

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

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

Motion passed.

9. SCWMA Membership Feedback Regarding SCWMA Programs

Mr. Carter reported staff had been to 9 of the 10 jurisdictions and received feedback, but Healdsburg council would be having their discussion on the 22nd of March. Mr. Carter noted 8 members had voted in favor of extending the Agency for one year if necessary, Rohnert Park did not vote to extend at this point, and the staff recommendation in Healdsburg was to recommend the year Agency extension.

Mr. Carter stated staff believed there was support for the Agency providing solid waste education and planning and was being offered as a potential compromise for the Agency to possibly provide a service for those interested cities. Mr. Carter noted that if the Agency were not involved in a compost facility in the future, the Agency could provide the service of directing the green waste flow to whatever compost facility, or an in county developed site, for those interested members.

Ms. Harvey inquired if the Agency providing service to direct green waste actually meant bargaining for rates. Mr. Carter replied that would not be different than what was being done now, and noted the main difference would be the Agency would not be involved in the construction or operation of the compost facility.

Ms. Harvey requested more information regarding Mr. Carter's comment about household hazardous waste collection off the Central Site. Mr. Carter replied it would involve mobile events and not permanent structures, and would address liability concerns.

Ms. Fudge asked if it was still possible to work with cities or an entity with land to have an HHW facility at a secure location for drop-off in north cities once a week for a few hours.

Mr. Carter replied it would depend on the service model members wanted, and noted a few cities and the County had expressed the Agency should not be in the operations business, but there was no consensus on the HHW issue at this point.

Ms. Fudge noted there had not been much discussion among northern cities that might host something, and requested the option for a HHW facility in north county be included in the agreement along with the mobile options. Ms. Fudge shared she envisioned something that would be open on a limited basis with a person from Clean Harbors overseeing it on site.

Mr. St. John recommended waiting to draft the JPA amendment until things were clearer, and noted he was not aware of any of the existing JPA language preventing them from doing all the things mentioned. Mr. St. John recommended focusing the attention on solving the fundamental issues such as the future of compost.

Mr. Mikus requested something to address e-waste, the oil grant, and other things which are part of the HHW program be include on Mr. Carter's list of items for the agreement.

Chair Schwartz stated Rohnert Park had not voted in favor of the extension because they believed a decision could be made soon without creating the potential for a delay. Chair Schwartz stated Rohnert Park preferred an Agency-light model, and noted Petaluma, Santa Rosa, Healdsburg, and possibly Sonoma, had not talked about their preference. Chair Schwartz noted the feedback clarified the RCPA option could be taken off the table. Chair Schwartz stated he wanted to proceed now because the Board membership was stable now. Chair Schwartz noted he would like to proceed along the lines as suggested with a couple clarifications as follows: 1) Clarify the Household Hazardous Waste Collection could be on and off the Central Disposal Site. 2) Opt-out costs would be paid for by the jurisdiction opting out once initial commitment was made. 3) Board members would determine who their representative was and voting would be either a super majority or weighted voting. Chair Schwartz recommended including a discussion at the June meeting on voting requirements.

Mr. Sawyer stated Santa Rosa had always been concerned that any financial decision made by the Agency Board would impact Santa Rosa greatly. Mr. Sawyer noted it appeared most of the anxiety appeared to have been removed, but it would still need to be looked at by their legal department to make sure Santa Rosa would not be placed in a disadvantage position by removing the unanimous vote requirement. Mr. Sawyer inquired if this was a time sensitive issue and asked what Rohnert Park's concern was regarding delaying.

Chair Schwartz replied Rohnert Park was concerned about the amount of time spent and would like to force the conversation forward. Chair Schwartz noted if the Board decided to table developing an alternate agreement to the Agency's existing JPA, he had a few suggestions to build on staff's recommendation for when it was brought back.

Public Comments

Ernie Carpenter, Sebastopol resident, stated he believed things would not happen unless the Board of Supervisors took leadership, since they own the land, have the contracts, and control the process. Mr. Carpenter recommended establishing a small committee that included Mr. Sawyer from Santa Rosa to sit down with the County and to work something out and get a document to vote on, because nothing would happen without the County and Santa Rosa.

Terry Harrison, Community Alliance with Family Farmers and Compost Coalition, stated he was a former engineer and worked in the area of recycling and waste management as a consultant. Mr. Harrison stated there were five workshops in Sonoma County on carbon farming and millions of dollars of state grant funding this year and next. Mr. Harrison stated many grape growers were using a fertilizer that off gassed nitrous oxide, which is a green house gas. Mr. Harrison asked for a urgent solution for the composting problems in Sonoma County.

Carrie Feigit, Sonoma County Conservation Action and the Compost Coalition, stated she believed it was really important the Agency continue and for it to treat the compost issue with urgency and the priority it required. Ms. Feigit stated it was really important for Sonoma County to keep its compost in the county.

Mr. Larsen stated he was very concerned about the super majority vote replacing a unanimous vote and asked the Board not to give up the unanimous vote to go to a super majority vote.

Board Discussion (continued)

Ms. Fudge recommended moving forward as time allowed and working on sections of the agreement. Ms. Fudge noted she would be fine with a weighted vote if it made the bigger cities and County more comfortable.

Mr. Mikus stated if the Agency were extended there would be time to write a new JPA agreement, but if the Agency were not extended, there would not be time. Mr. Mikus noted an issue that needed to be addressed more immediately was the next step on the renewal.

Mr. St. John motioned to direct staff to table developing an alternate agreement to the Agency's existing JPA until the Agency had clarity on compost in Sonoma County. Madolyn Agrimonti, City of Sonoma, seconded the motion.

Chair Schwartz offered an amendment to Mr. St. John's recommendation to table it until June, but in the meantime ask that staff start drafting language on the points as reflected in the staff report with the following modifications: 1) Clarify the Household Hazardous Waste Collection could be on and off the Central Disposal Site. 2) Opt-out costs would be paid for by the jurisdiction opting out once initial commitment was made. 3) Board members would determine who their representative was and voting would be either a super majority or weighted voting. Chair Schwartz recommended including a discussion at the June meeting on voting requirements.

Mr. St. John did not accept the amendment to his motion.

Chair Schwartz motioned to bring back discussion on rewriting the JPA agreement at the June meeting and voting on the points with the clarifications on HHW, opt-out, and Board

membership options and also include a discussion at that meeting on the vote requirements and material drafted. Mr. Sawyer seconded the motion.

After discussion, Chair Schwartz withdrew his motion and asked to obtain clarification on Mr. St. John's motion.

Ms. Fudge asked if the maker of the original motion, Mr. St. John, would consider an amendment to bring back the discussion in June regarding rewriting the JPA agreement when more would be known.

Mr. St. John replied he was willing to amend his motion so they would check in to obtain a status report in June.

Vote Count:

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

AYES -9- NOES -0- ABSENT -1- ABSTAIN -0-
Motion passed.

10. Attachments/Correspondence:

10.1 Outreach Calendar March-April 2016

11. Boardmember Comments

Mr. St. John stated Mr. Brown would be at the April meeting representing Petaluma.

12. Staff Comments

None

13. Next SCWMA meeting: April 20, 2016

14. Adjourn

The meeting was adjourned at 11:16 a.m.

Submitted by
Sally Evans



Minutes of March 30, 2016 Special Meeting

The Sonoma County Waste Management Agency met on March 30, 2016, at the County of Sonoma Transportation and Public Works Main Conference Room, 2300 County Center Drive, Suite B-100, Santa Rosa, California.

Present:

City of Cloverdale	Bob Cox	City of Santa Rosa	John Sawyer
City of Cotati	Susan Harvey	City of Sebastopol	Henry Mikus
City of Healdsburg	Brent Salmi	City of Sonoma	Madolyn Agrimonti
City of Petaluma	Dan St. John	County of Sonoma	Susan Klassen
City of Rohnert Park	Don Schwartz	Town of Windsor	Deb Fudge

Staff Present:

Counsel	Ethan Walsh
Executive Director	Patrick Carter

1. Call to Order Special Meeting

The meeting was called to order at 10:05 a.m.

2. Public Comment

None

3. Closed Session

There was no reportable action.

4. Adjourn Closed Session

5. Next SCWMA meeting: April 20, 2016

6. Adjourn

The meeting was adjourned at 11:00 a.m.

Submitted by
Sally Evans



Agenda Item #: **6.3**
Cost Center: **All**
Staff Contact: **Carter**
Agenda Date: **4/20/2016**

ITEM: **Approval of FY 2016-17 SCWMA Final Budget**

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends approval of the FY 2016-17 Sonoma County Waste Management Agency Final Budget by **unanimous vote**.

II. BACKGROUND

The preparation of the Agency's annual budget then begins with direction from the Board regarding the Draft Budget, which occurred at the March 16, 2016 meeting. The last step is the approval, with a required unanimous vote, of the Final Budget.

III. DISCUSSION

Information for this discussion can be found in the Explanation and Details and History sections of the FY 2016-17 Final Budget.

The attached Final Budget is a balanced budget for the Funds supported by tipping fees (\$58/ton for wood waste and yard debris) and the tipping fee surcharge (\$4.85/ton for garbage, wood waste, and yard debris), without the need to adjust those fees. Staff incorporated the direction from the Board at the March 16, 2016 meeting which included additional contractor costs, if necessary, to examine additional household hazardous waste collection facilities in Sonoma County.

IV. ATTACHMENTS

Explanations and Details
History and Fund Balances

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

**FY 16-17 SONOMA COUNTY WASTE MANAGEMENT AGENCY
SUMMARY**

	Wood Waste 78101	Yard Debris 78102	H H W 78104	Education 78107	Planning 78108	Organics Reserve 78103	Facility Closure 78105	Facility Reserve 78106	Contin. 78109	Total All Funds	FY 15-16 Budget	% Diff.
REVENUES												
42358 State Other Funding	0	0	149,341	140,000	0	0	0	0	0	289,341	283,872	2%
42601 County of Sonoma	290,000	4,524,000	1,335,399	333,850	42,801	0	0	0	0	6,526,050	9,289,351	-30%
44002 Interest on Pooled Cash	190	4,906	1,208	245	21	14,035	344	8,247	1,127	30,322	33,290	-9%
44050 Unrealized Gains and Losses	0	0	0	0	0	0	0	0	0	0	0	0%
46003 Sales - Non Taxable	0	0	0	0	0	0	0	0	0	0	0	0%
46029 Donations/Contributions	0	0	221,141	25,535	3,274	0	0	0	0	249,950	255,450	-2%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0	0	0	0	0	0%
47101 Transfers In - Within a Fund	0	0	0	0	0	7,732	0	77,325	11,881	96,938	670,915	-86%
TOTAL REVENUES	290,190	4,528,906	1,707,089	499,630	46,096	21,767	344	85,572	13,008	7,192,601	10,532,878	-32%
EXPENDITURES												
51041 Insurance - Liability	1,080	1,800	5,520	2,400	1,200	0	0	0	0	12,000	12,000	0%
51201 Administration Services	20,147	127,342	240,055	289,742	30,718	62,652	0	0	56,888	827,544	852,612	-3%
51205 Advertising/Marketing Svc	0	0	12,000	2,000	0	0	0	0	0	14,000	14,000	0%
51206 Accounting/Auditing Services	500	6,000	7,500	3,000	1,000	2,500	0	0	1,500	22,000	22,000	0%
51207 Client Accounting Services	1,182	1,971	6,043	2,628	1,314	0	0	0	0	13,138	11,928	10%
51211 Legal Services	0	5,000	10,000	30,000	1,000	250,000	0	0	10,000	306,000	301,000	2%
51213 Engineer Services	0	0	0	0	0	12,500	0	0	0	12,500	12,500	0%
51225 Training Services	0	0	500	1,500	0	0	0	0	0	2,000	4,200	-52%
51249 Other Professional Services	0	0	132,196	28,000	0	0	0	0	0	160,196	184,686	-13%
51401 Rents and Leases - Equipment	0	0	0	3,000	0	0	0	0	0	3,000	3,000	0%
51421 Rents and Leases - Bldg/Land	0	0	7,000	8,025	0	0	0	0	0	15,025	38,025	-60%
51801 Other Services	0	0	0	0	0	0	0	0	0	0	0	0%
51803 Other Contract Services	260,000	4,367,500	1,181,000	72,714	0	50,000	0	0	0	5,931,214	9,556,479	-38%
51901 Telecommunication Data Lines	0	960	1,920	3,840	0	0	0	0	0	6,720	3,796	77%
51902 Telecommunication Usage	0	0	200	750	0	0	0	0	0	950	25,200	-96%
51904 ISD - Baseline Services	3,531	6,017	3,531	3,531	3,531	0	0	0	0	20,141	17,657	14%
51906 ISD - Supplemental Projects	0	0	0	0	0	0	0	0	0	0	1,800	-100%
51909 Telecommunication Wireless S	0	0	0	1,800	0	0	0	0	0	1,800	1,000	80%
51911 Mail Services	0	600	0	1,000	0	0	0	0	0	1,600	3,450	-54%
51915 ISD - Reprographics Services	0	0	500	0	0	0	0	0	0	500	700	-29%
51916 County Services	1,789	2,982	9,145	3,976	1,988	0	0	0	0	19,880	21,473	-7%
51919 EFS Charges	0	0	0	4,000	0	0	0	0	0	4,000	4,000	0%
51922 County Car Expense	0	0	0	3,000	0	0	0	0	0	3,000	3,720	-19%
51923 Unclaimable County Car Expen	0	0	0	0	0	0	0	0	0	0	0	0%
52091 Memberships/Certifications	0	0	10,200	150	0	0	0	0	0	10,350	10,350	0%
52101 Other Supplies	0	0	0	0	0	0	0	0	0	0	0	0%
52111 Office Supplies	0	1,600	2,000	24,630	0	1,000	0	0	1,000	30,230	27,630	9%
52162 Special Departmental Expense	0	0	0	0	0	50,000	0	0	0	50,000	132,400	-62%
52163 Professional Development	0	0	0	2,500	0	0	0	0	0	2,500	3,700	-32%
SUBTOTAL	288,230	4,521,772	1,629,310	492,186	40,751	428,652	0	0	69,388	7,470,289	11,269,306	-34%
57011 Transfers Out - Within a Fund	1,506	6,226	77,325	6,990	4,891	0	0	0	0	96,938	670,915	-86%
57015 Transfers Out - All Others	454	908	454	454	454	0	0	0	0	2,724	2,724	0%
SUBTOTAL	1,960	7,134	77,779	7,444	5,345	0	0	0	0	99,662	673,639	-85%
TOTAL EXPENDITURES	290,190	4,528,906	1,707,089	499,630	46,096	428,652	0	0	69,388	7,569,951	11,942,945	-37%
NET COST	(0)	(0)	(0)	0	0	406,885	(344)	(85,572)	56,380	377,349	1,410,067	

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

WOOD WASTE - 78101

REVENUES

42601 County of Sonoma

Revenues from fees collected at County disposal sites for wood waste outhaul are dedicated toward the operations of the Wood Waste fund. The SCWMA's disposal fee portion of the tipping fee \$58 per ton, which is the same as last year.

	<u>All Transfer Stations</u>
Wood Waste Tonnage	5,000
Disposal Fee	<u>\$ 58.00</u>
Total Revenue FY 16-17	\$ 290,000

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 16-17 is 9% of the total premium cost to SCWMA.

Annual premium \$12,000 X 9% = \$1,080

51201 Administration Services

This account reflects the cost of SCWMA staff.

Budgeted FY 15-16	Requested FY 16-17	Difference	% Difference
\$ 25,041	\$ 20,147	\$ (4,894)	-20%

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.

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 \$ 1,182

51803 Other Contract Services

An estimated 5,000 tons of wood waste will be collected, transported, and hauled to out-of-county compost facilities in FY 16-17, at a cost of \$260,000.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

WOOD WASTE - 78101

51904 ISD - Baseline Services

This account covers the cost of computer maintenance, network access, and the website. The estimated SCWMA cost for FY 16-17 is \$20,141.

The Wood Waste cost center will be charged \$ 3,531

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.

57011 Transfers Out - Within a Fund

The contribution to the Organics Reserve this fiscal year is \$ 1,506

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. Computer replacements are due this Fiscal Year.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

YARD DEBRIS- 78102

REVENUES

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.

	All Transfer Stations
Yard Debris (tons)	78,000
Disposal Fee (per ton)	\$ 58.00
	\$ 4,524,000

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 16-17 is 15% of the total premium cost to SCWMA.

Annual premium \$12,000 X 15% = \$1,800

51201 Administration Services

This account reflects the cost of SCWMA staff.

Budgeted FY 15-16	Requested FY 16-17	Difference	% Difference
\$ 138,973	\$ 127,342	\$ (11,631)	-8%

51206 Accounting/Auditing Services

This \$6,000 expense reflects an allocated portion of the estimated \$22,000 cost for required audits performed by the County Audit Division.

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 \$ 1,971

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

YARD DEBRIS- 78102

51803 Other Contract Services

It is estimated that 78,000 tons of yard debris need to be collected, transported, and disposed of at out-of-county compost facilities.

Operation	Tonnage	Rate	Operation Total
Redwood Landfill	44,000	\$ 54.00	\$ 2,376,000
Cold Creek Compost	18,000	\$ 56.00	\$ 1,008,000
City of Napa	9,500	\$ 57.00	\$ 541,500
Jepson Prairie Organics	6,500	\$ 68.00	\$ 442,000
Total Processing Expense for	78,000 tons		\$ 4,367,500

51904 ISD - Baseline Services

This account covers the cost of computer maintenance, network access, and the website. The estimated SCWMA cost for FY 16-17 is \$20,141.

The Yard Debris cost center will be charged \$ 6,017

51911 Mail Services

This reflects the cost of mailing educational information about the Commercial Organics Recycling program to applicable generators of organic material.

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.

52111 Office Supplies

This reflects costs for office expenses such as telephone, postage, printing, and other general expenses related to the compost operation.

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.

The expected this fiscal year is \$ 6,226

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. Computer replacements are due this Fiscal Year.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

HOUSEHOLD HAZARDOUS WASTE - 78104

REVENUES

42358 State Other Funding

SCWMA is expected to continue to receive grants from funds collected and distributed by CalRecycle. These funds are restricted to reimbursement of costs related to the proper management of used motor oil. For FY 16-17, the Oil Payment Plan revenue is expected to be \$149,341.

42601 County of Sonoma

Republic Services collects a disposal fee of \$4.85/ton on behalf of the Agency for the Household Hazardous Waste, Education and Planning programs. Republic submits the funding to the County, who passes the funding through to the Agency. The estimated of garbage, greenwaste, and wood waste tonnage for FY 16-17 is 353,000.

	FY 15-16 Budget	FY 16-17 Request
Disposed Tons	324,750	353,000
Surcharge	\$ 4.85	\$ 4.85
Tip. Fee Rev. Subtotal	\$ 1,575,038	\$ 1,712,050
 Tipping Fee Revenue	 \$ 1,712,050	
HHW Cost Center Percentage	78.00%	
HHW Tipping Fee Allocation	\$ 1,335,399	

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 15-16 Budget	FY 16-17 Request
Petaluma Surcharge Fee Payment	\$ 102,141	\$ 102,141
E-waste revenue sharing payment	\$ 110,000	\$ 110,000
Battery Collections (HHT facility)	\$ 4,500	\$ 9,000
 Donations/Reimbursement Total	 \$ 216,641	 \$ 221,141

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 16-17 is 46% of the total premium cost to SCWMA.

Annual premium \$12,000 X 46% = \$5,520

51201 Administration Services

This account reflects the cost of SCWMA staff.

	FY 15-16 Budget	FY 16-17 Budget	Difference	% Increase
Total	\$ 242,557	\$ 240,055	\$ (2,503)	-1%

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

HOUSEHOLD HAZARDOUS WASTE - 78104

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.

51206 Accounting/Auditing 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.

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 \$ 7,500

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.

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.

51421 Rents and Leases - Bldg/Land

This account includes \$7,000 to rent locations for Community Toxics Collection events.

51803 Other Contract Services

This account reflects contract services costs for the major programs operation of the HHW facility, Community Toxics Collections, and the Toxic 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 15-16 Budget	FY 16-17 Request
HHW Collection Program	\$ 1,040,000	\$ 1,000,000
E-waste Collection	\$ 65,000	\$ 65,000
HHW Facility Feasibility	\$ -	\$ 100,000
Out-of-County Hazardous Waste	\$ 15,000	\$ 16,000
Total	\$ 1,120,000	\$ 1,181,000

51904 ISD - Baseline Services

This account covers the cost of computer maintenance, network access, and the website. The estimated SCWMA cost for FY 16-17 is \$20,141. The HHW fund will be charged \$ 3,531

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 FINAL 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.

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: \$ 77,325

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. Computer replacements are due this Fiscal Year.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

EDUCATION - 78107

REVENUES

42358 State Other Funding

SCWMA expects to continue to receive grant funds from CalRecycle for beverage container recycling (City/County Payment Program). These funds will be used for the mandatory commercial recycling education program and for the purchase of additional recycling containers to assist beverage container recycling.

42601 County of Sonoma

Republic Services collects a disposal fee of \$4.85/ton on behalf of the Agency for the Household Hazardous Waste, Education and Planning programs. Republic submits the funding to the County, who passes the funding through to the Agency. The estimated of garbage, greenwaste, and wood waste tonnage for FY 16-17 is 353,000.

	FY 15-16 Budget	FY 16-17 Request
Disposed Tons	324,750	353,000
Surcharge	\$ 4.85	\$ 4.85
Tip. Fee Rev. Subtotal	\$ 1,575,038	\$ 1,712,050
 Tipping Fee Revenue	 \$ 1,712,050	
Education Cost Center Percentage	19.50%	
Education Tipping Fee Allocation	\$ 333,850	

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 16-17 is 20% of the total premium cost to SCWMA.

Annual premium \$12,000 X 20% = \$2,400

51201 Administration Services

This account reflects the cost of SCWMA staff.

FY 15-16 Budget	FY 16-17 Request	Difference	% Increase
\$ 285,947	\$ 289,742	\$ 3,796	1%

51205 Advertising/Marketing Svc

The budgeted \$2,000 reflects the potential for participation in regional outreach programs.

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.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

EDUCATION - 78107

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 \$ 2,628

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.

51249 Other Professional Services

Professional Services reflects expenditures made with regard to the CalRecycle City/County Payment Program (Beverage Container grant).

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.

51803 Other Contract Services

This account covers the cost of the Agency's education program contracts as listed below:

	FY 15-16 Budget	FY 16-17 Request	Difference
Recycling Guide Translation and Printing	\$ 16,600	\$ 16,900	\$ 300
Spanish Language Outreach	\$ 5,114	\$ 5,114	\$ -
Temporary Staffing	\$ 2,700	\$ 2,700	\$ -
Carryout Bags Program Evaluation	\$ 10,600	\$ -	\$ (10,600)
UCCE Compost Education	\$ -	\$ 28,000	\$ 28,000
Professional Assistance	\$ -	\$ 20,000	\$ 20,000
AT&T Advertising	\$ 3,000	\$ -	\$ (3,000)
TOTAL	\$ 38,014	\$ 72,714	\$ 34,700

51904 ISD - Baseline Services

This account covers the cost of computer maintenance, network access, and the website. The estimated SCWMA cost for FY 16-17 is \$20,141.

The Education cost center will be charged \$ 3,531

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.

52091 Memberships/Certifications

These are expenses related to membership in organizations assisting educational outreach options. \$150 is requested to maintain the GoLocal membership.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL 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.

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: \$ 6,990

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. Computer replacements are due this Fiscal Year.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

PLANNING - 78108

REVENUES

42601 County of Sonoma

Republic Services collects a disposal fee of \$4.85/ton on behalf of the Agency for the Household Hazardous Waste, Education and Planning programs. Republic submits the funding to the County, who passes the funding through to the Agency. The estimated of garbage, greenwaste, and wood waste tonnage for FY 16-17 is 353,000.

	FY 15-16 Budget	FY 16-17 Request
Disposed Tons	324,750	353,000
Surcharge	\$ 4.85	\$ 4.85
Tip. Fee Rev. Subtotal	\$ 1,575,038	\$ 1,712,050
 Tipping Fee Revenue	 \$ 1,712,050	
Planning Cost Center Percentage	2.50%	
Planning Tipping Fee Allocation	\$ 42,801	

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

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 16-17 is 10% of the total premium cost to SCWMA.

Annual premium \$12,000 X 10% = \$1,200

51201 Administration Services

This account reflects the cost of SCWMA staff.

Budgeted FY 15-16	Requested FY 16-17	Difference	% Increase
\$ 31,351	\$ 30,718	\$ (633)	-2%

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.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

PLANNING - 78108

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 \$ 1,314

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.

51904 ISD - Baseline Services

This account covers the cost of computer maintenance, network access, and the website. The estimated SCWMA cost for FY 16-17 is \$20,141.

The Planning cost center will be charged \$ 3,531

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.

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 \$ 4,891

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. Computer replacements are due this Fiscal Year.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

ORGANICS RESERVE - 78103

REVENUES

44002 Interest on Pooled Cash

The Organics Reserve is expected to accrue \$14,035 in interest during FY 16-17

47101 Transfers In - Within a Fund

This transfer includes contributions from the operations of the Wood Waste and Yard Debris funds at the end of FY 16-17. Board established reserve policy restricts these funds for composting program-related expenditures.

Wood Waste	\$	1,506
Yard Debris	\$	6,226
Subtotal	\$	7,732

EXPENDITURES - SERVICES AND SUPPLIES

51201 Administration Services

This account reflects the cost of SCWMA staff.

Budgeted FY 15-16	Requested FY 16-17	Difference	% Increase
\$ 64,239	\$ 62,652	\$ (1,587)	-2%

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.

51211 Legal Services

This sub-object reflects an estimation for legal services provided by Agency and Special Counsel to the SCWMA for litigation defense. The estimated amount during FY 16-17 is \$250,000.

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 16-17 is \$12,500 for the Compost Site Relocation Project.

51803 Other Contract Services

\$50,000 has been allocated for consultant assistance during the permitting of a new compost site at the Central Disposal Site.

52162 Special Departmental Expense

The application fee for a solid waste facility permit for a compost facility at the Central Disposal Site would be paid with these funds.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

HHW CLOSURE RESERVE - 78105

REVENUES

44002 Interest on Pooled Cash

This fund is expected to gain \$344 in interest during FY 16-17.

EXPENDITURES - SERVICES AND SUPPLIES

There are no budgeted expenditures for FY 16-17.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

HHW FACILITY RESERVE - 78106

REVENUES

44002 Interest on Pooled Cash

This fund is expected to gain \$8,247 in interest during FY 16-17.

47101 Transfers In - Within a Fund

Transfers from the HHW cost center are detailed by this account.

The projected transfer this year is: \$ 7,732

EXPENDITURES - SERVICES AND SUPPLIES

There are no budgeted expenditures for FY 16-17.

**SONOMA COUNTY WASTE MANAGEMENT AGENCY
FY 15-16 FINAL BUDGET
EXPLANATIONS AND DETAILS**

CONTINGENCY FUND - 78109

REVENUES

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.

Education	\$ 6,990
Planning	\$ 4,891
<u>Subtotal</u>	<u>\$ 11,881</u>

EXPENDITURES - SERVICES AND SUPPLIES

51201 Administration Services

This account reflects the cost of SCWMA staff.

Budgeted FY 15-16	Requested FY 16-17	Difference	% Increase
\$ 64,504	\$ 56,888	\$ (7,616)	-12%

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.

51211 Legal Services

This account 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 future of JPA programs.

52111 Office Supplies

This reflects costs for office-related expenses associated with the JPA renewal discussion.

FY 16-17 FINAL BUDGET
SONOMA COUNTY WASTE MANAGEMENT AGENCY
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

	Summary						
	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Budgeted FY 15-16	Requested FY 16-17	Difference	% Change
REVENUES							
42358 State Other Funding	211,268	238,573	459,043	283,872	289,341	5,469	2%
42601 County of Sonoma	5,051,647	4,993,820	5,814,173	9,289,351	6,526,050	(2,763,301)	-30%
44002 Interest on Pooled Cash	56,047	52,206	36,567	33,290	30,322	(2,968)	-9%
44050 Unrealized Gains and Losses	0	(65,156)	(16,335)	0	0	0	0%
46003 Sales Non Taxable	173,456	190,205	0	0	0	0	0%
46029 Donations/Contributions	589,572	366,547	2,015,584	255,450	249,950	(5,500)	-2%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46050 Cancelled/Stale Dated Warrants	0	0	286	0	0	0	0%
46200 Revenue Appl PY Misc Revenue	443	(45,146)	2	0	0	0	0%
SUBTOTAL	6,082,433	5,731,048	8,309,320	9,861,963	7,095,663	(2,766,300)	-28%
47101 Transfers In - Within a Fund	156,495	630,508	670,915	670,915	96,938	(573,977)	-86%
SUBTOTAL	156,495	630,508	670,915	670,915	96,938	(573,977)	-86%
TOTAL REVENUES	6,238,928	6,361,556	8,980,235	10,532,878	7,192,601	(3,340,277)	-32%
EXPENDITURES							
51041 Insurance - Liability	10,205	10,177	10,333	12,000	12,000	0	0%
51201 Administration Services	700,354	714,927	725,135	852,612	827,544	(25,068)	-3%
51205 Advertising/Marketing Svc	9,163	10,822	14,000	14,000	14,000	0	0%
51206 Accounting/Auditing Services	21,293	22,000	22,000	22,000	22,000	0	0%
51207 Client Accounting Services	12,227	13,356	11,928	11,928	13,138	1,210	10%
51211 Legal Services	47,950	466,217	292,138	301,000	306,000	5,000	2%
51213 Engineer Services	22,490	3,900	12,500	12,500	12,500	0	0%
51225 Training Services	0	0	4,200	4,200	2,000	(2,200)	-52%
51249 Other Professional Services	195,766	166,500	362,075	184,686	160,196	(24,490)	-13%
51401 Rents and Leases - Equipment	2,396	2,770	3,000	3,000	3,000	0	0%
51421 Rents and Leases - Bldg/Land	35,235	8,183	11,925	38,025	15,025	(23,000)	-60%
51801 Other Services	0	0	20,951	0	0	0	0%
51803 Other Contract Services	4,183,009	7,196,922	6,638,516	9,556,479	5,931,214	(3,625,265)	-38%
51901 Telecommunication Data Lines	0	6,654	3,796	3,796	6,720	2,924	77%
51902 Telecommunication Usage	(364)	743	2,689	25,200	950	(24,250)	-96%
51904 ISD - Baseline Services	18,509	18,509	19,489	17,657	20,141	2,484	14%
51906 ISD - Supplemental Projects	5,293	1,871	1,800	1,800	0	(1,800)	-100%
51909 Telecommunication Wireless Svc	0	3,356	1,000	1,000	1,800	800	80%
51911 Mail Services	2,852	1,201	1,151	3,450	1,600	(1,850)	-54%
51915 ISD - Reprographics Services	0	6,222	1,490	700	500	(200)	-29%
51916 County Services	16,356	19,880	21,473	21,473	19,880	(1,593)	-7%
51919 EFS Charges	0	0	4,000	4,000	4,000	0	0%
51922 County Car Expense	1,226	1,436	1,915	3,720	3,000	(720)	-19%
51923 Unclaimable County Car Expense	90	81	26	0	0	0	0%
52091 Memberships/Certifications	4,000	10,150	10,350	10,350	10,350	0	0%
52101 Other Supplies	0	0	0	0	0	0	0%
52111 Office Supplies	31,021	18,232	10,847	27,630	30,230	2,600	9%
52162 Special Departmental Expense	29,631	33,495	40,000	132,400	50,000	(82,400)	-62%
52163 Professional Development	0	0	3,700	3,700	2,500	(1,200)	-32%
SUBTOTAL	5,348,702	8,737,602	8,252,426	11,269,306	7,470,289	(3,799,017)	-34%
57011 Transfers Out - Within a Fund	156,495	630,508	670,915	670,915	96,938	(573,977)	-86%
57015 Transfers Out - All Others	2,724	0	0	2,724	2,724	0	0%
SUBTOTAL	159,219	630,508	670,915	673,639	99,662	(573,977)	-85%
TOTAL EXPENDITURES	5,507,921	9,368,110	8,923,341	11,942,945	7,569,951	(4,372,994)	-37%
NET COST	(731,007)	3,006,554	(56,894)	1,410,067	377,349	(1,032,718)	-73%
ROUNDING ERROR	3	(1)	0	0	0		
FUND BALANCE							
Beginning Fund Balance	8,742,309	9,554,807	6,374,738	6,374,738	8,431,632		
Less: Net Cost for Current Year	731,004	(3,006,553)	56,894	(1,410,067)	(377,349)		
Audit/Encumbrance Adjustments	81,491	(173,516)	2,000,000	0	0		
Ending Fund Balance	9,554,807	6,374,738	8,431,632	4,964,671	8,054,283		

FY 16-17 FINAL BUDGET
SONOMA COUNTY WASTE MANAGEMENT AGENCY
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Wood Waste 78101							
	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Budgeted FY 15-16	Requested FY 16-17	Difference	% Change
REVENUES							
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	218,545	168,441	294,618	232,000	290,000	58,000	25%
44002 Interest on Pooled Cash	1,002	1,563	544	753	190	(563)	-75%
44050 Unrealized Gains and Losses		(1,380)	(696)	0	0		
46003 Sales Non Taxable	48,048	0	0	0	0	0	0%
46029 Donations/Contributions	49,000	5,000	0	0	0	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
SUBTOTAL	316,595	173,623	294,465	232,753	290,190	57,437	25%
47101 OT-Within Enterprise	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL REVENUES	316,595	173,623	294,465	232,753	290,190	57,437	25%
EXPENDITURES							
51041 Insurance - Liability	306	305	103	1,320	1,080	(240)	-18%
51201 Administration Services	14,984	16,370	25,041	25,041	20,147	(4,894)	-20%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	500	500	500	500	500	0	0%
51207 Client Accounting Services	1,202	401	1,312	1,312	1,182	(130)	-10%
51211 Legal Services	0	0	0	0	0	0	0%
51213 Engineer Services	0	0	0	0	0	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51249 Other Professional Services	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%
51801 Other Services	0	0	0	0	0	0	0%
51803 Other Contract Services	151,686	129,285	219,630	219,630	260,000	40,370	18%
51901 Telecommunication Data Lines	0	0	0	0	0	0	0%
51902 Telecommunication Usage	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	3,210	3,210	3,531	3,531	3,531	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	5	0	0	0	0	0%
51915 ISD - Reprographics Services	0	0	0	0	0	0	0%
51916 County Services	490	596	2,741	2,741	1,789	(952)	-35%
51919 EFS Charges	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	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	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%
SUBTOTAL	172,380	150,671	252,858	254,075	288,230	34,155	13%
57011 Transfers Out - Within a Fund	8,317	166,445	91,275	91,275	1,506	(89,769)	-98%
57015 Transfers Out - All Others	454	0	0	454	454	0	0%
SUBTOTAL	8,771	166,445	91,275	91,729	1,960	(89,769)	-98%
TOTAL EXPENDITURES	181,151	317,116	344,133	345,804	290,190	(55,614)	-16%
NET COST	(135,444)	143,493	49,668	113,051	(0)	(113,051)	-100%
ROUNDING ERROR	0	0	0	0	0		
FUND BALANCE							
Beginning Fund Balance	160,600	298,120	110,627	110,627	60,959	43,235	17,725
Less: Net Cost for Current Year	135,444	(143,493)	(49,668)	(113,051)	0		
Audit/Encumbrance Adjustments	2,076	(44,000)					
Ending Fund Balance	298,120	110,627	60,959	(2,424)	60,959		

FY 16-17 FINAL BUDGET
SONOMA COUNTY WASTE MANAGEMENT AGENCY
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Yard Debris 78012							
	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Budgeted FY 15-16	Requested FY 16-17	Difference	% Change
REVENUES							
42358 State - Other	0	0	0	0	0	0	0%
42601 County	3,192,359	2,808,545	3,914,204	7,452,000	4,524,000	(2,928,000)	-39%
44002 Interest on Pooled Cash	8,017	7,748	1,011	4,823	4,906	83	2%
44050 Unrealized Gains and Losses		(9,793)	(2,297)	0	0		
46003 Sale of Materials	130,092	190,205	0	0	0	0	0%
46029 Donations and Reimbursements	172,926	23,604	0	10,000	0	(10,000)	-100%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
SUBTOTAL	3,503,394	3,020,307	3,912,919	7,466,823	4,528,906	(2,937,917)	-39%
47101 OT-Within Enterprise	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL REVENUES	3,503,394	3,020,307	3,912,919	7,466,823	4,528,906	(2,937,917)	-39%
EXPENDITURES							
51041 Insurance - Liability	6,123	6,106	517	1,800	1,800	0	0%
51201 Administration Services	270,582	262,569	90,000	138,973	127,342	(11,631)	-8%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	5,000	6,000	6,000	6,000	6,000	0	0%
51207 Client Accounting Services	5,776	8,013	1,789	1,789	1,971	182	10%
51211 Legal Services	4,271	6,810	2,575	5,000	5,000	0	0%
51213 Engineer Services	0	910	0	0	0	0	0%
51225 Training Services	0	0	600	600	0	(600)	-100%
51249 Other Professional Services	0	0	0	0	0	0	0%
51401 Rents and Leases - Equipment	2,396	2,770	0	0	0	0	0%
51421 Rents and Leases - Bldg/Land	0	0	0	0	0	0	0%
51801 Other Services	0	0	0	0	0	0	0%
51803 Other Contract Services	2,765,060	2,985,256	3,966,069	7,199,140	4,367,500	(2,831,640)	-39%
51901 Telecommunication Data Lines	0	956	936	936	960	24	3%
51902 Telecommunication Usage	(52)	0	0	0	0	0	0%
51904 ISD - Baseline Services	5,470	5,470	6,017	6,017	6,017	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	175	400	400	600	200	50%
51915 ISD - Reprographics Services	0	0	200	200	0	(200)	-100%
51916 County Services	9,814	11,928	5,964	5,964	2,982	(2,982)	-50%
51919 EFS Charges	0	0	0	0	0	0	0%
51922 County Car Expense	1,226	1,436	415	0	0	0	0%
51923 Unclaimable County Car Expense	90	81	26	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	2,964	175	243	1,000	1,600	600	60%
52162 Special Departmental Expense	29,288	30,991	5,000	82,000	0	(82,000)	-100%
52163 Professional Development	0	0	2,500	2,500	0	(2,500)	-100%
SUBTOTAL	3,108,007	3,329,646	4,089,251	7,452,319	4,521,772	(2,930,547)	-39%
57011 Transfers Out - Within a Fund	140,523	147,272	0	0	6,226	6,226	100%
57015 Transfers Out - All Others	908	0	0	908	908	0	0%
SUBTOTAL	141,431	147,272	0	908	7,134	6,226	686%
TOTAL EXPENDITURES	3,249,438	3,476,918	4,089,251	7,453,227	4,528,906	(2,924,321)	-39%
NET COST	(253,956)	456,611	176,333	(13,596)	(0)	13,596	-100%
ROUNDING ERROR	0	0	0	0	0		
FUND BALANCE							
Beginning Fund Balance	1,229,816	1,495,862	907,251	907,251	730,919	678,266	52,653
Less: Net Cost for Current Year	253,956	(456,611)	(176,333)	13,596	0		
Audit/Encumbrance Adjustments	12,090	(132,000)					
Ending Fund Balance	1,495,862	907,251	730,919	920,847	730,919		

FY 16-17 FINAL BUDGET
SONOMA COUNTY WASTE MANAGEMENT AGENCY
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Household Hazardous Waste 78104							
	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Budgeted FY 15-16	Requested FY 16-17	Difference	% Change
REVENUES							
42358 State Other Funding	148,366	168,176	148,872	148,872	149,341	469	0%
42601 County of Sonoma	1,378,027	1,587,667	1,252,173	1,252,173	1,335,399	83,226	7%
44002 Interest on Pooled Cash	4,105	6,458	7,333	3,519	1,208	(2,311)	-66%
44050 Unrealized Gains and Losses	0	(5,507)	(3,049)	0	0	0	0%
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46029 Donations/Contributions	335,157	295,801	186,365	216,641	221,141	4,500	2%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46050 Cancelled/Stale Dated Warrants	0	0	286	0	0	0	0%
46200 Revenue Appl PY Misc Revenue	443	1,765	2	0	0	0	0%
SUBTOTAL	1,866,098	2,054,361	1,591,982	1,621,205	1,707,089	85,884	5%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL REVENUES	1,866,098	2,054,361	1,591,982	1,621,205	1,707,089	85,884	5%
EXPENDITURES							
51041 Insurance - Liability	3,113	3,104	5,683	5,400	5,520	120	2%
51201 Administration Services	237,129	227,460	225,000	242,557	240,055	(2,502)	-1%
51205 Advertising/Marketing Svc	9,163	10,822	12,000	12,000	12,000	0	0%
51206 Accounting/Auditing Services	7,500	7,500	7,500	7,500	7,500	0	0%
51207 Client Accounting Services	2,771	4,073	5,368	5,368	6,043	675	13%
51211 Legal Services	819	1,860	4,063	10,000	10,000	0	0%
51213 Engineer Services	0	0	0	0	0	0	0%
51225 Training Services	0	0	600	600	500	(100)	-17%
51249 Other Professional Services	133,291	154,867	134,912	134,912	132,196	(2,716)	-2%
51401 Rents and Leases - Equipment	0	0	0	0	0	0	0%
51421 Rents and Leases - Bldg/Land	29,525	2,900	3,900	30,000	7,000	(23,000)	-77%
51801 Other Services	0	0	7,529	0	0	0	0%
51803 Other Contract Services	1,083,734	1,029,450	1,064,825	1,135,000	1,181,000	46,000	4%
51901 Telecommunication Data Lines	0	1,836	1,860	1,860	1,920	60	3%
51902 Telecommunication Usage	(104)	132	200	200	200	0	0%
51904 ISD - Baseline Services	3,210	3,210	3,531	3,531	3,531	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	10	50	50	0	(50)	-100%
51915 ISD - Reprographics Services	0	3,142	500	500	500	0	0%
51916 County Services	4,989	6,063	5,359	5,359	9,145	3,786	71%
51919 EFS Charges	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	0	0	0	0	0	0	0%
52091 Memberships/Certifications	4,000	10,000	10,200	10,200	10,200	0	0%
52101 Other Supplies	0	0	0	0	0	0	0%
52111 Office Supplies	2,389	1,100	580	2,000	2,000	0	0%
52162 Special Departmental Expense	343	286	0	400	0	(400)	-100%
52163 Professional Development	0	0	0	0	0	0	0%
SUBTOTAL	1,521,870	1,467,813	1,493,661	1,607,437	1,629,310	21,873	1%
57011 Transfers Out - Within a Fund	1,350	140,285	471,938	471,938	77,325	(394,613)	-84%
57015 Transfers Out - All Others	454	0	0	454	454	0	0%
SUBTOTAL	1,804	140,285	471,938	472,392	77,779	(394,613)	-84%
TOTAL EXPENDITURES	1,523,674	1,608,098	1,965,599	2,079,829	1,707,089	(372,740)	-18%
NET COST	(342,425)	(446,262)	373,617	458,624	(0)	(458,624)	-100%
ROUNDING ERROR	0	(1)	0	0			
FUND BALANCE							
Beginning Fund Balance	297,551	648,531	1,094,794	1,094,794	721,177	244,397	476,781
Less: Net Cost for Current Year	342,425	446,263	(373,617)	(458,624)	0		
Audit/Encumbrance Adjustments	8,556						
Ending Fund Balance	648,531	1,094,794	721,177	636,170	721,178		

FY 16-17 FINAL BUDGET
SONOMA COUNTY WASTE MANAGEMENT AGENCY
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Education 78107							
	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Budgeted FY 15-16	Requested FY 16-17	Difference	% Change
REVENUES							
42358 State Other Funding	62,902	70,396	310,171	135,000	140,000	5,000	4%
42601 County of Sonoma	221,732	379,165	313,044	313,044	333,850	20,806	7%
44002 Interest on Pooled Cash	2,214	3,074	3,345	595	245	(350)	-59%
44050 Unrealized Gains and Losses	0	(1,636)	(1,475)	0	0	0	0%
46003 Sales Non Taxable	(4,684)	0	0	0	0	0	0%
46029 Donations/Contributions	26,098	32,779	25,535	25,535	25,535	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46200 Revenue Appl PY Misc Revenue	0	(610)	0	0	0	0	0%
SUBTOTAL	308,262	483,168	650,621	474,174	499,630	25,456	5%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL REVENUES	308,262	483,168	650,621	474,174	499,630	25,456	5%
EXPENDITURES							
51041 Insurance - Liability	612	611	2,893	2,160	2,400	240	11%
51201 Administration Services	96,316	138,187	225,000	285,947	289,742	3,795	1%
51205 Advertising/Marketing Svc	0	0	2,000	2,000	2,000	0	0%
51206 Accounting/Auditing Services	3,000	3,000	3,000	3,000	3,000	0	0%
51207 Client Accounting Services	2,290	802	2,147	2,147	2,628	481	22%
51211 Legal Services	23,171	31,939	25,000	25,000	30,000	5,000	20%
51213 Engineer Services	0	0	0	0	0	0	0%
51225 Training Services	0	0	3,000	3,000	1,500	(1,500)	-50%
51249 Other Professional Services	62,475	11,633	227,163	49,774	28,000	(21,774)	-44%
51401 Rents and Leases - Equipment	0	0	3,000	3,000	3,000	0	0%
51421 Rents and Leases - Bldg/Land	5,710	5,283	8,025	8,025	8,025	0	0%
51801 Other Services	0	0	0	0	0	0	0%
51803 Other Contract Services	19,834	19,992	38,014	38,014	72,714	34,700	91%
51901 Telecommunication Data Lines	0	3,862	1,000	1,000	3,840	2,840	284%
51902 Telecommunication Usage	(208)	611	2,489	25,000	750	(24,250)	-97%
51904 ISD - Baseline Services	3,410	3,410	2,879	1,047	3,531	2,484	237%
51906 ISD - Supplemental Projects	5,293	1,871	1,800	1,800	0	(1,800)	-100%
51909 Telecommunication Wireless Svc	0	3,356	1,000	1,000	1,800	800	80%
51911 Mail Services	0	775	697	3,000	1,000	(2,000)	-67%
51915 ISD - Reprographics Services	0	1,109	790	0	0	0	0%
51916 County Services	981	1,193	4,396	4,396	3,976	(420)	-10%
51919 EFS Charges	0	0	4,000	4,000	4,000	0	0%
51922 County Car Expense	0	0	1,500	3,720	3,000	(720)	-19%
51923 Unclaimable County Car Expense	0	0	0	0	0	0	0%
52091 Memberships/Certifications	0	150	150	150	150	0	0%
52101 Other Supplies	0	0	0	0	0	0	0%
52111 Office Supplies	19,139	15,933	9,187	21,630	24,630	3,000	14%
52162 Special Departmental Expense	0	0	0	0	0	0	0%
52163 Professional Development	0	0	1,200	1,200	2,500	1,300	108%
SUBTOTAL	242,023	243,716	570,330	490,010	492,186	2,176	0%
57011 Transfers Out - Within a Fund	3,891	146,429	54,691	54,691	6,990	(47,701)	-87%
57015 Transfers Out - All Others	454	0	0	454	454	0	0%
SUBTOTAL	4,345	146,429	54,691	55,145	7,444	(47,701)	-87%
TOTAL EXPENDITURES	246,368	390,145	625,021	545,155	499,630	(45,525)	-8%
NET COST	(61,895)	(93,023)	(25,599)	70,981	0	(70,981)	-100%
ROUNDING ERROR	0	0	0	0			
FUND BALANCE							
Beginning Fund Balance	120,247	185,253	280,760	280,760	306,359	49,219	257,140
Less: Net Cost for Current Year	61,895	93,023	25,599	(70,981)	(0)		
Audit/Encumbrance Adjustments	3,111	2,484					
Ending Fund Balance	185,253	280,760	306,359	209,779	306,359		

FY 16-17 FINAL BUDGET
SONOMA COUNTY WASTE MANAGEMENT AGENCY
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Planning 78108							
	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Budgeted FY 15-16	Requested FY 16-17	Difference	% Change
REVENUES							
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	40,984	50,002	40,134	40,134	42,801	2,667	7%
44002 Interest on Pooled Cash	190	402	424	278	21	(257)	-93%
44050 Unrealized Gains and Losses		(232)	(217)	0			
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46029 Donations/Contributions	4,831	4,332	3,274	3,274	3,274	(0)	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
SUBTOTAL	46,005	54,504	43,616	43,686	46,096	2,410	6%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL REVENUES	46,005	54,504	43,616	43,686	46,096	2,410	6%
EXPENDITURES							
51041 Insurance - Liability	51	51	1,137	1,320	1,200	(120)	-9%
51201 Administration Services	2,769	7,778	31,351	31,351	30,718	(633)	-2%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	1,293	1,000	1,000	1,000	1,000	0	0%
51207 Client Accounting Services	189	67	1,312	1,312	1,314	2	0%
51211 Legal Services	0	0	500	1,000	1,000	0	0%
51213 Engineer Services	0	0	0	0	0	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51249 Other Professional Services	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%
51801 Other Services	0	0	0	0	0	0	0%
51803 Other Contract Services	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%
51904 ISD - Baseline Services	3,210	3,210	3,531	3,531	3,531	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%
51916 County Services	82	100	1,457	1,457	1,988	531	36%
51919 EFS Charges	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	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%
52162 Special Departmental Expense	0	0	0	0	0	0	0%
52163 Professional Development	0	0	0	0	0	0	0%
SUBTOTAL	7,594	12,206	40,288	40,971	40,751	(220)	-1%
57011 Transfers Out - Within a Fund	2,414	30,077	53,011	53,011	4,891	(48,120)	-91%
57015 Transfers Out - All Others	454	0	0	454	454	0	0%
SUBTOTAL	2,868	30,077	53,011	53,465	5,345	(48,120)	-90%
TOTAL EXPENDITURES	10,462	42,283	93,299	94,436	46,096	(48,340)	-51%
NET COST	(35,543)	(12,222)	49,683	50,750	0	(50,750)	-100%
ROUNDING ERROR	2	0	0	0			
FUND BALANCE							
Beginning Fund Balance	21,838	57,830	70,052	70,052	20,369	4,075	16,294
Less: Net Cost for Current Year	35,541	12,222	(49,683)	(50,750)	(0)		
Audit/Encumbrance Adjustments	449						
Ending Fund Balance	57,830	70,052	20,369	19,302	20,369		

FY 16-17 FINAL BUDGET
SONOMA COUNTY WASTE MANAGEMENT AGENCY
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Organics Reserve 78103							
	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Budgeted FY 15-16	Requested FY 16-17	Difference	% Change
REVENUES							
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	0	0	0	0	0	0	0%
44002 Interest on Pooled Cash	32,252	25,842	14,059	16,149	14,035	(2,114)	-13%
44050 Unrealized Gains and Losses		(39,063)	(5,653)	0			
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46029 Donations/Contributions	60	0	1,800,000	0	0	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46200 Revenue Appl PY Misc Revenue	0	(43,235)	0	0	0	0	0%
SUBTOTAL	32,312	(56,456)	1,808,406	16,149	14,035	(2,114)	-13%
47101 Transfers In - Within a Fund	148,840	313,717	91,275	91,275	7,732	(83,543)	-92%
SUBTOTAL	148,840	313,717	91,275	91,275	7,732	(83,543)	-92%
TOTAL REVENUES	181,152	257,261	1,899,681	107,424	21,767	(85,657)	-80%
EXPENDITURES							
51041 Insurance - Liability	0	0	0	0	0	0	0%
51201 Administration Services	35,555	43,191	64,239	64,239	62,652	(1,587)	-2%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	2,500	2,500	2,500	2,500	2,500	0	0%
51207 Client Accounting Services	0	0	0	0	0	0	0%
51211 Legal Services	5,597	423,346	250,000	250,000	250,000	0	0%
51213 Engineer Services	22,490	2,990	12,500	12,500	12,500	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51249 Other Professional Services	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%
51801 Other Services	0	0	10,249	0	0	0	0%
51803 Other Contract Services	72,041	2,917,282	1,349,978	964,695	50,000	(914,695)	-95%
51901 Telecommunication Data Lines	0	0	0	0	0	0	0%
51902 Telecommunication Usage	0	0	0	0	0	0	0%
51904 ISD - Baseline Services	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	236	3	0	0	0	0%
51915 ISD - Reprographics Services	0	0	0	0	0	0	0%
51916 County Services	0	0	0	0	0	0	0%
51919 EFS Charges	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	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	53	556	336	1,000	1,000	0	0%
52162 Special Departmental Expense	0	2,218	35,000	50,000	50,000	0	0%
52163 Professional Development	0		0	0	0	0	0%
SUBTOTAL	138,235	3,392,320	1,724,805	1,344,934	428,652	(916,282)	-68%
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	138,235	3,392,320	1,724,805	1,344,934	428,652	(916,282)	-68%
NET COST	(42,917)	3,135,059	(174,876)	1,237,510	406,885	(830,625)	-67%
ROUNDING ERROR	0	0	0	0			
FUND BALANCE							
Beginning Fund Balance	5,489,564	5,577,197	2,442,138	2,442,138	4,617,014	0	4,210,129
Less: Net Cost for Current Year	42,917	(3,135,059)	174,876	(1,237,510)	(406,885)		
Audit/Encumbrance Adjustments	44,716		2,000,000				
Ending Fund Balance	5,577,197	2,442,138	4,617,014	1,204,628	4,210,129		

FY 16-17 FINAL BUDGET
SONOMA COUNTY WASTE MANAGEMENT AGENCY
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Household Hazardous Waste Closure Reserve 78105							
	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Budgeted FY 15-16	Requested FY 16-17	Difference	% Change
REVENUES							
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	0	0	0	0	0	0	0%
44002 Interest on Pooled Cash	403	406	467	342	344	2	0%
44050 Unrealized Gains and Losses	0	(376)	(177)	0	0	0	0%
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46029 Donations/Contributions	0	0	0	0	0	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
SUBTOTAL	403	30	290	342	344	2	0%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	0%
SUBTOTAL	0	0	0	0	0	0	0%
TOTAL REVENUES	403	30	290	342	344	2	0%
EXPENDITURES							
51041 Insurance - Liability	0	0	0	0	0	0	0%
51201 Administration Services	0	0	0	0	0	0	0%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	0	0	0	0	0	0	0%
51207 Client Accounting Services	0	0	0	0	0	0	0%
51211 Legal Services	0	0	0	0	0	0	0%
51213 Engineer Services	0	0	0	0	0	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51249 Other Professional Services	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%
51801 Other Services	0	0	0	0	0	0	0%
51803 Other Contract Services	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%
51904 ISD - Baseline Services	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%
51916 County Services	0	0	0	0	0	0	0%
51919 EFS Charges	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	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%
52162 Special Departmental Expense	0	0	0	0	0	0	0%
52163 Professional Development	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	(403)	(30)	(290)	(342)	(344)	(2)	0%
ROUNDING ERROR	0	0	0	0	0	0	0%
FUND BALANCE							
Beginning Fund Balance	68,153	69,109	69,139	69,139	69,429	68,000	1,773
Less: Net Cost for Current Year	403	30	290	342	344		
Audit/Encumbrance Adjustments	553						
Ending Fund Balance	69,109	69,139	69,429	69,481	69,773		

FY 16-17 FINAL BUDGET
SONOMA COUNTY WASTE MANAGEMENT AGENCY
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Household Hazardous Waste Operating Reserve 78106							
	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Budgeted FY 15-16	Requested FY 16-17	Difference	% Change
REVENUES							
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	0	0	0	0	0	0	0%
44002 Interest on Pooled Cash	6,068	6,124	7,963	5,858	8,247	2,389	41%
44050 Unrealized Gains and Losses	0	(5,671)	(2,665)	0	0	0	0%
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46029 Donations/Contributions	0	0	0	0	0	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
SUBTOTAL	6,068	453	5,298	5,858	8,247	2,389	41%
47101 Transfers In - Within a Fund	1,350	140,285	471,938	471,938	77,325	(394,613)	-84%
SUBTOTAL	1,350	140,285	471,938	471,938	77,325	(394,613)	-84%
TOTAL REVENUES	7,418	140,738	477,236	477,796	85,572	(392,224)	-82%
EXPENDITURES							
51041 Insurance - Liability	0	0	0	0	0	0	0%
51201 Administration Services	0	0	0	0	0	0	0%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	0	0	0	0	0	0	0%
51207 Client Accounting Services	0	0	0	0	0	0	0%
51211 Legal Services	0	0	0	0	0	0	0%
51213 Engineer Services	0	0	0	0	0	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51249 Other Professional Services	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%
51801 Other Services	0	0	0	0	0	0	0%
51803 Other Contract Services	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%
51904 ISD - Baseline Services	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%
51916 County Services	0	0	0	0	0	0	0%
51919 EFS Charges	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	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%
52162 Special Departmental Expense	0	0	0	0	0	0	0%
52163 Professional Development	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	(7,418)	(140,738)	(477,236)	(477,796)	(85,572)	392,224	-82%
ROUNDING ERROR	1	0	0	0			
FUND BALANCE							
Beginning Fund Balance	1,026,354	1,042,108	1,182,846	1,182,846	1,660,082	600,000	1,145,654
Less: Net Cost for Current Year	7,417	140,738	477,236	477,796	85,572		
Audit/Encumbrance Adjustments	8,336						
Ending Fund Balance	1,042,108	1,182,846	1,660,082	1,660,642	1,745,654		

FY 16-17 FINAL BUDGET
SONOMA COUNTY WASTE MANAGEMENT AGENCY
REVENUE, EXPENDITURE AND FUND BALANCE HISTORY

Contingency Reserve 78109							
	Actual FY 13-14	Actual FY 14-15	Estimated FY 15-16	Budgeted FY 15-16	Requested FY 16-17	Difference	% Change
REVENUES							
42358 State Other Funding	0	0	0	0	0	0	0%
42601 County of Sonoma	0	0	0	0	0	0	0%
44002 Interest on Pooled Cash	1,796	589	1,421	973	1,127	154	16%
44050 Unrealized Gains and Losses	0	(1,496)	(108)	0	0	0	0%
46003 Sales Non Taxable	0	0	0	0	0	0	0%
46029 Donations/Contributions	1,500	5,032	411	0	0	0	0%
46040 Miscellaneous Revenue	0	0	0	0	0	0	0%
46200 Revenue Appl PY Misc Revenue	0	(3,066)	0	0	0	0	0%
SUBTOTAL	3,296	1,059	1,723	973	1,127	154	16%
47101 Transfers In - Within a Fund	6,305	176,506	107,702	107,702	11,881	(95,821)	-89%
SUBTOTAL	6,305	176,506	107,702	107,702	11,881	(95,821)	-89%
TOTAL REVENUES	9,601	177,565	109,425	108,675	13,008	(95,667)	-88%
EXPENDITURES							
51041 Insurance - Liability	0	0	0	0	0	0	0%
51201 Administration Services	43,019	19,372	64,504	64,504	56,888	(7,616)	-12%
51205 Advertising/Marketing Svc	0	0	0	0	0	0	0%
51206 Accounting/Auditing Services	1,500	1,500	1,500	1,500	1,500	0	0%
51207 Client Accounting Services	0	0	0	0	0	0	0%
51211 Legal Services	14,092	2,262	10,000	10,000	10,000	0	0%
51213 Engineer Services	0	0	0	0	0	0	0%
51225 Training Services	0	0	0	0	0	0	0%
51249 Other Professional Services	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%
51801 Other Services	0	0	3,173	0	0	0	0%
51803 Other Contract Services	90,654	115,657	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%
51904 ISD - Baseline Services	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	2,852	0	0	0	0	0	0%
51915 ISD - Reprographics Services	0	1,971	0	0	0	0	0%
51916 County Services	0	0	1,556	1,556	0	(1,556)	-100%
51919 EFS Charges	0	0	0	0	0	0	0%
51922 County Car Expense	0	0	0	0	0	0	0%
51923 Unclaimable County Car Expense	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	6,476	468	500	2,000	1,000	(1,000)	-50%
52162 Special Departmental Expense	0	0	0	0	0	0	0%
52163 Professional Development	0	0	0	0	0	0	0%
SUBTOTAL	158,593	141,231	81,233	79,560	69,388	(10,172)	-13%
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	158,593	141,231	81,233	79,560	69,388	(10,172)	-13%
NET COST	148,993	(36,334)	(28,192)	(29,115)	56,380	85,495	-294%
ROUNDING ERROR	0	0	0	0			
FUND BALANCE							
Beginning Fund Balance	328,186	180,797	217,132	217,132	245,324	133,234	55,709
Less: Net Cost for Current Year	(148,993)	36,334	28,192	29,115	(56,380)		
Audit/Encumbrance Adjustments	1,604						
Ending Fund Balance	180,797	217,132	245,324	246,247	188,944		



Agenda Item #: **7**
Cost Center: **All**
Staff Contact: **Carter**
Agenda Date: **4/20/2016**

ITEM: Appointment of Executive Director and Request for County Approval

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends the Agency Board of Directors appoint its Executive Director and request that the County Board of Supervisors approve the attached Personal Services Agreement.

II. BACKGROUND

From 1992 to 2010, the County provided all staff services to the Agency, and the Executive Director reported to the County Director of Transportation and Public Works. In 2010, the Agency and the County worked collaboratively to change the employment structure of the Executive Director such that the Executive Director reported to the Agency Board of Directors. Under the restructured arrangement, the Executive Director is an at-will County employee requiring appointment by the Agency Board of Directors and approval by the County Board of Supervisors.

Patrick Carter was appointed as interim Executive Director and has been serving in that capacity since September 7, 2015.

III. DISCUSSION

The Board conducted an open, competitive recruitment for the Executive Director position and Patrick Carter was ultimately offered the position. The attached agreement is very similar to the previous agreement with the exception of allowing the Agency Board and County staff flexibility to extend the agreement beyond February 2017, if necessary. Under the process described above, staff recommends the Board announce its decision regarding Mr. Carter's appointment, and request that the County Board of Supervisors approve the attached agreement with Mr. Carter.

IV. FUNDING IMPACT

Funding for the Executive Director position is included in the current and future fiscal year budget.

V. ATTACHMENTS

Agreement for Personal Services

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

AGREEMENT FOR PERSONAL SERVICES, EXECUTIVE DIRECTOR OF THE
SONOMA COUNTY WASTE MANAGEMENT AGENCY

This Agreement is made this ____ day of _____, 2016, by and between the County of Sonoma, a political subdivision of the State of California (hereinafter "COUNTY") and PATRICK CARTER (hereinafter called "EMPLOYEE").

WITNESSETH:

WHEREAS, the COUNTY and the SONOMA COUNTY WASTE MANAGEMENT AGENCY ("AGENCY") have entered into an agreement for staff services dated June 1, 2010 (hereinafter, "Staff Contract"); and,

WHEREAS, pursuant to the Staff Contract, the County is to employ a person to act in the capacity as the Executive Director of the AGENCY (hereinafter "Executive Director"); and,

WHEREAS, the AGENCY has determined that EMPLOYEE is the individual AGENCY wants to serve as Executive Director of the AGENCY; and,

WHEREAS, the County desires to retain EMPLOYEE as the Executive Director; and,

WHEREAS, EMPLOYEE acknowledges that by accepting the position of Executive Director, he will be an at-will employee for the COUNTY, and that as such, his position is exempt from the County's Civil Service system in accordance with Civil Service Ordinance 305-A and that he will retain no right of restoration to any previously held classified position with COUNTY under said system.

NOW, THEREFORE, BE IT AGREED by and between the parties as follows:

1. Term of Employment. COUNTY hereby employs EMPLOYEE in the position of at-will Executive Director, commencing April 26, 2016 and ending on February 11, 2017, subject, however, to termination as hereinafter provided. The parties may mutually extend the term by subsequent written agreement.

2. Duties. EMPLOYEE shall perform the duties of the Executive Director as set forth in the job description for the position, attached hereto as Attachment A, as it now provides or may hereafter be amended.

3. Compensation.

(a) EMPLOYEE's initial salary shall be at the F Step of the salary range. Thereafter, the terms of the Sonoma County Salary Resolution 95-0926, as amended or until superseded by further resolution(s) of the Board of Supervisors, shall apply to the salary.

(b) Except as herein provided, EMPLOYEE shall be entitled to the same fringe benefits generally available to COUNTY unrepresented administrative management employees, as specified in the Salary Resolution, notwithstanding any designation that the Executive Director is a Department Head position under Ordinance No. 5892.

(c) EMPLOYEE shall participate in any mandatory time off furlough program established by the County on the same terms and conditions applicable to management employees.

4. Appointing Authority and Performance Evaluations.

(a) The Board of Supervisors shall be the appointing authority for the EMPLOYEE. The Board will, however, consistent with the job specifications set forth in Attachment A and pursuant to the Staff Contract referenced previously herein, delegate supervision over the EMPLOYEE and delegate the annual performance review to the Board of Directors for the AGENCY. In addition to the annual performance review, the Board of Directors for the AGENCY shall, during the initial term of this Agreement, conduct a performance review after three (3) months of this Agreement have expired, a second performance review after six (6) months of this Agreement have expired, and further as requested by EMPLOYEE or the Board of Directors for the Agency. EMPLOYEE agrees that concerns that COUNTY Board of Supervisors or the individual members of the Board or the AGENCY Board of Directors or the individual members of the AGENCY Board have concerning EMPLOYEE's performance are not "specific complaints or charges brought against an employee by another person or employee" as that phrase is used in Government Code §54957 and that the notice requirement of that section is, under those circumstances, inapplicable.

(b) Pursuant to the Staff Contract referenced above, COUNTY shall provide additional dedicated staff to assist the EMPLOYEE in carrying out the day-to-day operations of AGENCY. Said additional staff will be within the classified service of the County's Civil Service Ordinance. With the exception of the power to terminate which shall be retained by the Director of the Department of Transportation and Public Works, the EMPLOYEE shall be the appointing authority over such County employees and EMPLOYEE shall be responsible for complying with all laws, policies and procedures with regard to such COUNTY employees, including but not limited to, all COUNTY personnel policies and procedures.

5. Termination.

(a) EMPLOYEE shall serve at the will and pleasure of COUNTY Board of Supervisors and may be terminated at the will of the Board with or without cause, provided, however, that the County will delegate the authority to terminate the EMPLOYEE with or without cause to the AGENCY under the Staff Contract, and provided that the COUNTY shall retain the authority to terminate the EMPLOYEE for the following acts:

- 1) A physical assault;
- 2) Threats of violence;
- 3) Embezzlement or theft;

- 4) Prosecution for or conviction of a felony;
- 5) Unauthorized possession of weapons or explosives on County property;
- 6) Sexual harassment;
- 7) Unlawful discrimination;
- 8) Being under the influence of alcohol or non-prescribed drugs, to the level of incapacity, during work hours; or
- 9) Violation of COUNTY's policy regarding use of COUNTY owned computers or other electronic devices.

EMPLOYEE expressly waives and disclaims any right to any pre-termination or post-termination notice and hearing.

(b) COUNTY may place EMPLOYEE on administrative leave when COUNTY determines that EMPLOYEE'S acts or omissions have resulted, or may result, in liability to COUNTY or AGENCY.

(c) Termination of EMPLOYEE's employment without cause may be effected by (i) AGENCY giving written notice to COUNTY and COUNTY giving sixty (60) days' prior written notice to EMPLOYEE, or (ii) the AGENCY expires or is terminated pursuant to the current terms of the Joint Exercise of Powers Agreement by and between AGENCY's members on or before February 11, 2017. Upon such termination, EMPLOYEE shall be entitled to additional salary and deferred compensation equal to that which would accrue during ninety (90) calendar days following termination and to be computed by the COUNTY Auditor-Controller at the rate applicable on the day of termination plus the cash equivalent of all accumulated vacation as of the day of termination. In addition to the foregoing, EMPLOYEE shall also be entitled to be compensated for one-fourth (1/4) of unused sick leave and EMPLOYEE's deferred compensation balance. EMPLOYEE's health benefits and the COUNTY's portion of the premium contribution shall continue to remain in effect for a period of ninety (90) calendar days from date of termination. If EMPLOYEE elects to accept said severance package, EMPLOYEE shall execute an agreement that the severance package shall constitute a final settlement and satisfaction of all claims of EMPLOYEE against COUNTY or AGENCY arising out of his or her employment. EMPLOYEE expressly waives and disclaims any right to any pre-termination or post-termination notice and hearing.

(d) EMPLOYEE may terminate his employment at any time by delivering to the COUNTY Board of Supervisors and the Chair of the AGENCY Board of Directors his written resignation. Such resignation shall be irrevocable and shall be effective not earlier than ninety (90) calendar days following delivery. In addition to the cash equivalent of all accumulated vacation as of the day of termination pursuant to the Salary Resolution, EMPLOYEE shall be entitled to be compensated for one-fourth (1/4) of unused sick leave and EMPLOYEE's deferred compensation balance.

(e) From the date upon which EMPLOYEE either resigns or is notified of the COUNTY's intention to terminate the Agreement until the actual date upon which the resignation, termination or expiration becomes effective, EMPLOYEE shall continue to devote his or her full time, attention and effort to the duties anticipated hereunder and shall perform the

same in a professional and competent manner. If requested, EMPLOYEE shall assist COUNTY and AGENCY in orienting EMPLOYEE's replacement and shall perform such tasks as are necessary to effect a smooth transition in the leadership of the AGENCY. These tasks may also include providing information or testimony regarding matters which arose during EMPLOYEE's employment.

(f) EMPLOYEE acknowledges, understands and warrants that EMPLOYEE shall have no further right or claim to employment after the expiration of the term of this Agreement unless extended by mutual written agreement. Except as provided herein, no other document, handbook, policy, resolution or oral or written representation shall be effective or construed to be effective to extend the term hereof or otherwise grant EMPLOYEE any right or claim to continued employment with COUNTY.

6. Nonassignability. EMPLOYEE shall not, during the term of this Agreement, make any assignment or delegation of any of its provisions without the prior written consent of COUNTY.

7. Compliance with Law. EMPLOYEE shall, during his or her employment hereunder, comply with all laws and regulations applicable to such employment. Any act or omission of EMPLOYEE constituting a public offense involving moral turpitude or a withholding of labor is a material breach of this Agreement relieving COUNTY of any and all obligations hereunder. Such act or omission shall constitute sufficient grounds for EMPLOYEE's termination with cause pursuant to this Agreement.

8. No Third Party Beneficiary Rights. Nothing contained in this Agreement shall be construed to create any rights in third parties and the parties do not intend to create such rights. In addition, EMPLOYEE shall not have any rights and shall not be intended to be a third party beneficiary under the Staff Contract between the AGENCY and the COUNTY.

9. Merger. This writing is intended both as the final expression of the Agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of the Agreement, pursuant to Section 1856 of the Code of Civil Procedure. No modification of this Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties.

10. Termination of this Agreement as a Result of Termination of Staff Contract. In the event the Staff Contract is terminated by either the COUNTY or the AGENCY pursuant to paragraph 12 of the Staff Contract, then this Agreement for Personal Services shall terminate.

11. Conflict of Interest. EMPLOYEE covenants that he presently has no interest and will not acquire any interest, direct or indirect, that represents a financial conflict of interest under state law or that would otherwise conflict in any manner or degree with the performance of his duties required under this Agreement. EMPLOYEE shall comply with all state and local conflict of interest laws or policies, including, but not limited to, Government Code Section 1090, the Political Reform Act and requirements promulgated by the Fair Political Practices Commission, the County's policies on incompatible offices and conflicts of interest, and any Departmental policies on conflicts of interest. EMPLOYEE shall also complete and file a

“Statement of Economic Interest” with the County, disclosing EMPLOYEE’s financial interests,
as required by the County’s Conflict of Interest Code.

ATTEST:

COUNTY OF SONOMA:

Clerk of the Board

By _____
Chair, Board of Supervisors

EMPLOYEE:

PATRICK CARTER

APPROVED AS TO FORM:

BY: _____
County Counsel

EXHIBIT “A”

WASTE MANAGEMENT AGENCY EXECUTIVE DIRECTOR

Dept Heads & Elected Officials-52

5191

Under direction of the Sonoma County Waste Management Agency (“Agency”) Board of Directors, the Agency Executive Director plans, organizes and directs all activities and functions in the operation of the Agency as required by AB939 regulations, including city/county agreements, recycling, marketing, material recovery, household hazardous waste, organic waste composting, source reduction, and public education; performs related duties as required.

Distinguishing Characteristics

The Sonoma County Waste Management Agency (Agency) is an independent joint powers agency which includes the County of Sonoma and all nine Sonoma County cities (Cloverdale, Cotati, Healdsburg, Petaluma, Rohnert Park, Santa Rosa, Sebastopol, Sonoma, and Town of Windsor) as member agencies.

The Agency Board of Directors is a ten member board with each member agency having one representative. The Agency was formed in 1992. The Agency has an annual budget of approximately eight million dollars.

This single management class is an “at-will” position and is exempt from the County’s Civil Service system in accordance with Civil Service Ordinance 305-A. The County of Sonoma provides staffing services under agreement to the Agency. As such, the County of Sonoma is the employer and the appointing authority; however, the Board of Supervisors will delegate authority for employee selection, supervision and termination of the employee to the Agency Board of Directors. Incumbents will be employed under an “at-will” employment agreement. The County will retain the right to terminate the employee as provided in the employment agreement.

The incumbent is responsible for the overall administrative management of the department personnel, program activities, and procedural and policy issues as they relate to the operation of the Agency.

The position must use considerable independent judgment and discretion in staff supervision and delegated project administration and management including the prioritization and coordination of mandates, goals and objectives.

Typical Duties:

Duties may include, but are not limited to the following:

Plans, organizes, directs, and coordinates the operation of all functions for the Agency.
Initiates/participates in strategic planning efforts for the benefit of the Agency in County, private sector and regional venues.

Develops and implements the Agency annual budget; coordinates fiscal operations with the County (accountant and auditor services); provides budgetary forecasts to the Agency Board of Directors as requested.

Assists in formulating long-range goals of the Agency program and in developing plans for accomplishing these goals; develops policies and procedures to carry out the plans which have been developed; develops and implements marketing and public outreach and information plans; reviews and evaluates programs and anticipates future needs.

Provides on-going support to the Agency Board to maximize their effectiveness including facilitating new Board member orientation, providing Board training on specific issues or topic areas, and identifying ways to streamline meetings and maximize the efficient use of the Board members' time.

Supervises, directs, develops and evaluates subordinate staff (County employees) and also has responsibility for selecting program staff.

Coordinates activities with other departmental divisions, other County departments, other governmental agencies and private organizations and contractors as required.

Reviews the preparation of a variety of plans, reports, and correspondence.

Discusses and explains department plans, programs, and projects at public and community meetings, legislative and administrative hearings, and related functions; attends conferences and seminars to keep informed of new developments.

Consults with legal counsel concerning contracts and divisional operations; monitors legislation on the state, federal and local level; recommends changes required by new legislation.

May serve as a member of various committees as directed by the Agency Board of Directors. Performs other duties as required.

Knowledge, Skills, and Abilities:

Considerable knowledge of: state and federal laws and programs relative to the planning and development of recycling management, including AB 939 legislation; principles and practices of marketing and public information, principles and practices of program planning and evaluation, grant preparation and review, personnel and fiscal administration, including budgetary process and fiscal strategy, staff development and training; the principles and practices of contract negotiations and administration; the organization and functions of various Agencies; economic research and feasibility as it relates to plans in support of the program; English syntax and grammar; modern software programs required to complete job responsibilities.

Ability to: plan, organize and direct the activities of professional, specialized technical and clerical staff; establish and maintain harmonious working relationships with the Agency Board of Directors, coworkers, subordinates, representatives of other County departments, other governmental agencies, private organizations, private contractors, and with the general public; prepare and implement administrative and fiscal policies and controls; coordinate program activities with other County departments and other public entities; determine organizational needs and functional changes in order to improve efficiency and effectiveness; provide effective leadership in the development of new or improved procedures; analyze, prepare and/or review staff reports and recommendations and to give constructive criticism; effectively assemble,

organize and present in written and/or oral form, reports containing alternative solutions and recommendations regarding specific resources, plans and policies; speak before groups regarding department plans, projects and functions.

Minimum Qualifications:

Education and Experience: Any combination of education, training, and experience that clearly demonstrates possession of the knowledge and abilities listed for the position. Normally, this would include significant coursework or graduation from an accredited college or university with a focus in business administration, public administration, marketing, environmental studies, or a related field and five years of increasingly responsible, professional experience in recycling or solid waste management, including at least four years of experience with administrative and supervisory responsibilities for marketing and/or public information, program planning and administration, and staff supervision.

License: Possession of a valid driver's license at the appropriate level including special endorsements, as required by the State of California, may be required depending upon assignment to perform the essential job functions of the position.



Agenda Item #: **8**
Cost Center: **HHW**
Staff Contact: **Steinman**
Agenda Date: **4/20/2016**

ITEM: **E-Waste Collection Events RFP Authorization**

I. RECOMMENDED ACTION / ALTERNATIVES TO RECOMMENDATION

Staff recommends approving issuance of a Request for Proposals for an E-waste Collection Events Services Contract to begin on June 18, 2016 through February 11, 2017, with up to three annual extensions upon mutual agreement, which extensions may be authorized on behalf of the Agency by the Agency Executive Director, and directing staff to return with a recommendation for a selected E-waste Contractor.

II. BACKGROUND

The Sonoma County Waste Management Agency (Agency) has been holding electronic waste (E-waste) collection events since 2007. These events provide opportunities for residents and businesses of Sonoma County to bring electronics to convenient, specified city centered locations for proper recycling.

The Agency entered into an Agreement with Goodwill Industries of the Redwood Empire for Electronic Waste Management Services for the purpose of holding E-waste collection events. The term of this Agreement is from June 17, 2012 to June 17, 2014, with annual extensions upon mutual agreement through February 11, 2017. The Agency Board has already approved two extension amendments with the Second Amendment extending the Agreement through June 17, 2016.

III. DISCUSSION

The Agency has been satisfied with the current Contractor but there have been changes in the commodities market affecting the payments and costs for E-waste recycling that have made it difficult for the Contractor to extend under the same terms and conditions as written in the Contract.

Agency staff is requesting approval from the Agency Board to issue a Request for Proposals (RFP) to establish a new contract for E-waste collection services to begin on June 18, 2016 through February 11, 2017, with up to three annual extensions upon mutual agreement, which extensions may be authorized on behalf of the Agency by the Agency Executive Director.

The selected Contractor would be required to hold at least one event per month through the duration of their contract. As in the current Agreement, Agency staff would be responsible for logistical requirements, all appropriate notifications and permitting as well as the majority of the advertising and promotion for the future events.

Advance recycling fees are paid by consumers during the purchase of new computers, monitors, and televisions. Those state-collected fees help offset the cost of E-waste recycling programs, including E-waste collection events. The Agency does not charge participants for the disposal of E-waste at these collection events; the Agency only receives revenue shared by its contractor, per the terms of the Agreement. Due to the commodity and incentive payments dropping below the cost of recycling the E-waste, some locations in Sonoma County have discontinued accepting E-waste or are now charging handling or other fees. Staff believes there is compelling need to provide free recycling events in Sonoma County to reduce illegal dumping.

IV. FUNDING IMPACT

Historically, Agency staff time needed to coordinate and manage this effort has been minimal since the Contractor provided the labor for this program. Revenues generated from the E-waste collection events are not expected to fully offset the costs for advertising and staff time necessary to manage a contract for Electronics Collection Events Services. The current fiscal year revenues are approximately \$2,500 and the expenditures are approximately \$5,000 to date. E-waste advertising was included in the FY 2016/17 Draft and Final Budget.

V. ATTACHMENTS

RFP Scope of Services

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

Electronic Waste Collection Events

Exhibit A

Proposed Scope of Services

The Contractor shall provide all waste collection services needed for the operation of successful Electronic Waste Collection Events. Services will include all staffing, necessary packaging, materials, transportation, and equipment. The Contractor is expected to perform all collection, transportation, and processing services consistent with all local, state, and Federal laws and regulations.

The Contractor shall be required to hold monthly E-waste collection events. Rain or shine, collection events shall be held as scheduled. Event locations should vary to most conveniently serve population centers and the unincorporated areas of Sonoma County. The Contractor shall provide the necessary venues to host the events.

To enable the Sonoma County Waste Management Agency (SCWMA) to evaluate potential Electronic Waste Collection Event Contractors, please address each of the items below. SCWMA staff will evaluate the Proposals based on completeness of answers to the items below and use of the following scoring criteria. Each item (1-12) will be scored with a maximum score of 100 points being possible. Proposals must score at least 75 points to be considered for the contract.

- (1) **(12 points)** Please list in detail the collection services proposed to be provided in connection with the SCWMA Electronic Waste Collection Events.
- (2) **(12 points)** Please describe the Proposer's qualifications and experience as an E-waste collector and/or recycler. Include information on approximate pounds of E-waste collected during a single event. Please specify the duration of the event.
- (3) **(5 points)** A maximum of 5 points will be given to Proposers who qualify as local and/or non-profit or partner with a non-profit for services proposed to be provided in connection with the SCWMA Electronic Waste Collection Events. Please specify which category below the Proposer qualifies as.
 1. Proposer is a 501(c)(3) Nonprofit Corporation or Association and has a business location in Sonoma County, California. **(5 points)**
 2. Proposer is a 501(c)(3) Nonprofit Corporation or Association and does not have a business location in Sonoma County, California. **(3 points)**
 3. Proposer is not a 501(c)(3) Nonprofit Corporation or Association but has a business location in Sonoma County, California **(2 points)**

2 additional points will be given if the Proposer is not a 501(c)(3) Nonprofit Corporation or Association but partners with a non-profit for services proposed to be provided in connection with the SCWMA Electronic Waste Collection Events. **(2 points)**

Please list the Nonprofit Corporation or Association the Proposer is partnering with and the services that shall be provided by this Nonprofit.

- (4) **(3 points)** How much time is needed between notification to proceed and the first collection event?
- (5) **(3 points)** What will be the duration of the event? Please include the proposed days of the week the events are to be held on. **(1 of 3 possible points will be given if one of the event days includes a Saturday or Sunday.)**
- 1 day **(1 point)**
 - 2 days **(2 points)**
 - 3 days **(2 points)**
 - Other **(1-2 points)**
- (6) **(3 points)** What would be the collection hours for the event? (A full day, 8-9 hours will be given **3 points**, more than 9 hours will be given **2 points**, and less than 8 hours will be given **1 point**.)
- (7) **(12 points)** What items will be collected at the events? Please include all types of items proposed to be collected.
- (8) **(15 points)** How much would be paid (charged) to the SCWMA for recycling the materials described in question (7)? The payment (charge) should include all costs (recycling, labor, equipment, transportation, etc.).
- (9) **(7 points)** Please list specific locations/addresses that can be provided as venues for E-waste collection events.

Is the Proposer willing to use locations that the SCWMA can provide? These locations include County-wide Park & Ride lots, Community Centers and Fairgrounds, City Corporation Yards, and Home Improvement Center parking lots.

(The score for this item will be based on whether the SCWMA finds the proposed locations to be acceptable for (1) holding E-waste collection events and (2) servicing the needs of Sonoma County residents. A higher score will be given for Proposers who are willing to use locations provided for by the SCWMA in addition to locations proposed by the Proposer.)

- (10) **(5 points)** Please describe the Proposer's contingency plan for rain. How will the Proposer modify plans sufficiently to make sure the events are safe to proceed in wet weather?
- (11) **(15 points)** Describe, in detail, the final destination/market for collected items. In addition, please also address the following:
- a) Will any of the items collected be recycled or reused? Please describe.
 - b) How are collected hard drives to be handled?
 - c) List any materials which are sent to the landfill or shipped overseas for processing.

Preference will be given to Proposers who have obtained environmental, health and safety certifications or who use only Recyclers who have obtained certifications. **2 points** will be given for each category below (maximum **4 points out of 15**) to Proposers that:

1. have ISO 9000 or 14001 Environmental Management Systems
2. have obtained environmental, health and safety certifications. Provide a list of any current certifications or qualifications, for example the e-Stewards Certification (which includes ISO 14001 certification) or the e-Stewards Pledge.

(The score for item #11 will be based on assurance that the Proposer upholds the highest social and environmental standards in their business practices.)

- (12) **(4 points)** Describe any additional support the Proposer is willing to provide to assist in the organizing, advertising, marketing, and public outreach for the events. (Create and distribute press releases etc.)
- (13) **(4 points)** What existing advertising products does the Proposer have available for use? (A frame signs and/or banners etc.)
- (14) Does the Proposer have any exceptions or changes to the requested services or contract language? (An excessive number of requested changes to the contract language will be disfavored and may be a basis for non-awarding of the Agreement.)

Electronic Waste Collection Events

Contract Language

INTENT

The Sonoma County Waste Management Agency (SCWMA) implements the following criteria as due diligence to increase the oversight of electronics recycling and to assure legal, safe and beneficial recycling occurs with Sonoma County's electronic waste. All material collected through the Contract shall be handled by a Recycler who meets the following criteria. The following criteria must be included in the successful Proposer's contract.

Contract Requirements

1. Contractor shall be 1) an Approved Recycler with the State of California Department of Resources Recycling and Recovery (CalRecycle) and maintain this designation throughout the term of the contract or 2) registered with CalRecycle as an authorized E-waste Collector and partner with an Approved Recycler with the State of California, and both the Collector and the Approved Recycler must maintain this designation throughout the term of the contract. Loss of Approved Recycler and Collector designation shall be considered a breach of the contract.
2. The Contractor shall comply with all Federal, State, and Local Regulations.
3. The Contractor shall not allow any characteristically hazardous material accepted to be sent to solid waste (non-hazardous waste) landfills or incinerators for disposal or energy recovery, either directly or through intermediaries.
4. The Contractor is to assure that all materials that test as characteristic hazardous waste under California Law remain within the United States until the waste has been processed to the point at which it can be considered a commodity ready for use in a new product. This requirement applies to all characteristic materials, including those with exemptions, such as circuit boards.
5. To ensure integrity of the entire recycling chain, including downstream intermediaries and recovery operations such as smelters, the Contractor shall not utilize a company that is not in complete compliance with all applicable National, Regional and/or Local environmental and health and safety regulations.
6. For Contractor and each of the proposed subcontractors, include copies of all notices of violations, administrative orders, or other enforcement actions taken by any regulatory agencies during the past three years and within 30 days of any new violation during the term of this Agreement for Contractor and each of the proposed subcontractors. Also, provide copies of any letters of recommendation or other awards of recognition.

7. Contractor shall make all of its facilities and related documentation available to the SCWMA for onsite and paper audits by SCWMA or designated 3rd party auditor. Additionally, Contractor must arrange for all contractors/vendors involved in the downstream recycling process, regardless of location, to make their facilities and documentation available for onsite and paper audits by SCWMA or designated 3rd party auditor.
8. Contractor shall provide a downstream chain-of-custody-and-disposition report of all waste collected within ninety (90) days of the collection event. The downstream report shall include both hazardous and non-hazardous components, including but limited to, Identity of vendor(s) who purchase final recovered materials, and a description of each material's final reuse or disposition by volume and composition.
9. Contractor shall provide Agency staff with a list of Contractor's "Down-Stream Vendors", identified by material processed, and shall provide written notification to Agency of any change to the list. Contractor shall provide thirty (30) days notice to Agency of any change to the list that is initiated by Contractor and seven (7) days notice of any change not initiated by Contractor.
10. Contractor shall not utilize prison labor for recycling of E-waste or its components either directly or through intermediaries.



Agenda Item #: **9.1**
 Agenda Date: **4/20/2016**

ITEM: **Outreach Calendar April-May 2016**

April 2016 Outreach Events

<u>Day</u>	<u>Time</u>	<u>Event</u>
1	3 PM – 7 PM	Sonoma Family Life Summer Camp Fair – Coddingtontown, Santa Rosa
1	12 PM - 7pm	Soonoma 2016 Outdoor Expo, Santa Rosa Fairgrounds, Santa Rosa
2	8 AM – 12 PM	Home Depot Water Smart Fair, Santa Rosa
2	10 AM - 5pm	Soonoma 2016 Outdoor Expo, Santa Rosa Fairgrounds, Santa Rosa
3	10 AM - 4pm	Soonoma 2016 Outdoor Expo, Santa Rosa Fairgrounds, Santa Rosa
5	2 PM – 3 PM	Recycling Presentation – Terracina, Santa Rosa
5	4 PM – 8 PM	Community Toxics Collection – Windsor
7	8 AM – 5 PM	Sustainable Enterprises Conference –Rohnert Park
8	12PM – 1PM	Mount Gilead Waste Assessment - Sebastopol
11	2PM – 3PM	Vista Sonoma Recycling Education – Santa Rosa
12	10:30 AM – 11 AM	Tiny Tots Preschool Recyclling Education - Petaluma
12	4 PM – 8 PM	Community Toxics Collection – Sonoma
12	5:30 PM- 6:30 PM	JX Wilson Elementary School, Santa Rosa
12	4:30 PM-5:30 PM	McKinley Elementary School, Petaluma
15	10:30 AM – 11 AM	Tiny Tots Preschool Recyclling Educations - Petaluma
15	2 PM – 3 PM	Johnson Beach Waste Assesment – Guerneville
17	10 AM – 2 PM	Earth Day & Wellness Festival – Windsor
16-17	8 AM – 4 PM	E-waste Collection Event –Goodwill retail store, Healdsburg
19	4 PM – 8 PM	Community Toxics Collection – Cloverdale
19	2 PM – 3 PM	Santa Rosa Memorial Hospital Mandatory Organics – Santa Rosa
21	6PM – 8PM	Master Gardener Soil Health Lecture -- Petaluma Seed Bank
21	12:45 PM - 1:45 PM	Presentation at Tek Tailor, Inc. - Santa Rosa
21	11 AM – 2 PM	SSU Earth Day – Rohnert Park
22	8:30 AM – 11:30 AM	Roseland Creek Elementary Career Fair, Santa Rosa
22	7:30 AM – 1 PM	Sonoma County Wine Growers Field Day – Forestville
23	12 PM – 4 PM	Earth Day Santa Rosa
24	2:30 PM – 4 PM	Annual Small Business Showcase, Wells Fargo Center, Santa Rosa

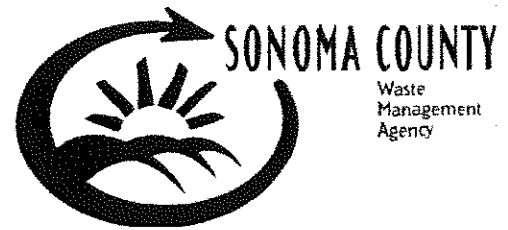
26	4 PM – 8 PM	Community Toxics Collection – Santa Rosa, SE
28	11 AM – 2 PM	Take Your Child to Work Day Fair – Santa Rosa
30	10 AM – 2 PM	The National Prescription Drug Take-Back Day

May 2016

<u>Day</u>	<u>Time</u>	<u>Event</u>
1	10am-4pm	Day Under the Oaks 2016, Santa Rosa Junior College
3	4 PM – 8 PM	Community Toxics Collection – Guerneville
4	5PM-8:30PM	Santa Rosa Downtown Wednesday Market – Santa Rosa
10	4 PM – 8 PM	Community Toxics Collection – Oakmont
5	3PM-9PM	Cinco de Mayo – Roseland Area Santa Rosa
5	5 PM-8PM	Cinco de Mayo Cultural Festival –Windsor
16	9AM – 5PM	Composting Information Table, Cornerstone, Sonoma
17	4 PM – 8 PM	Community Toxics Collection – Healdsburg
18	5PM-8:30PM	Santa Rosa Downtown Wednesday Market – Santa Rosa
18	3 PM – 4PM	Girl Scout Troop Recycling Education – Petaluma
21-22	8 AM – 4 PM	E-waste Collection Event –Whole Foods Coddington—Santa Rosa
24	4 PM – 8 PM	Community Toxics Collection – Boyes Hot Springs
25	5PM-8:30PM	Water Expo during Wednesday Downtown Market –Santa Rosa
31	4 PM – 8 PM	Community Toxics Collection – Larkfield

April 11, 2016

The Honorable Luis Alejo
Chair, Assembly Committee on Environmental Safety and Toxic Materials
State Capitol, Room 2117
Sacramento, CA 95814



SUBJECT: Letter of Support for AB 2039 (Ting) – Safe Sharps Disposal Act (as Amended April 5th)

Dear Chairman Alejo:

The Sonoma County Waste Management Agency (SCWMA) is pleased to **SUPPORT AB 2039**, which is an Extended Producer Responsibility (EPR) bill for home-generated sharps waste, which includes hypodermic needles, pen needles, lancets, and other such items that may carry human blood, fluids, and tissues infected with pathogens.

SCWMA is a joint powers authority of the nine incorporated cities and the County of Sonoma, whose mission is to promote waste diversion required by State law AB 939. The Agency's programs include household hazardous waste, composting, wood waste recycling, planning and solid waste education.

In June 2001, the SCWMA, recognizing that Extended Producer Responsibility (EPR) is a waste management approach that significantly improves our ability to manage discarded hazardous products, approved a resolution supporting EPR policies and efforts by governmental and non-governmental organizations to develop such policies. All nine incorporated cities and the County of Sonoma have since passed EPR resolutions.

The SCWMA supports Extended Producer Responsibility (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.

Needle stick injuries occur frequently; a 2008 study¹ suggested that "nationwide each year roughly 150,000 to 200,000 needle sticks occurred outside the health services industry for a cost of \$38 million." These injuries require the filing of a workers' compensation claim, lost wages by the employee, and a strict regimen of testing to ensure that no pathogens have passed to the worker, a process that takes several months and has significant psychological impact on workers and their families. AB 2039 would require sharps manufacturers to design, fund, and administer a take back program for a portion of the products they sell each year. *This is a public policy approach that has already been implemented statewide for mercury thermostats, paint, carpet, and mattresses and in six counties who have adopted EPR ordinances for pharmaceuticals, two of which, Alameda and Santa Cruz, also included sharps.*

We support AB 2039 for the following reasons:

1. **VOLUNTARY MEASURES ARE NOT WORKING:** SB 486 (Simitian, 2009) required pharmaceutical manufacturers that sell or distribute medications that are self-injected to submit a plan describing how that manufacturer supports the safe collection and disposal of sharps. Third party reviewers evaluate and grade the plans and the last grading in 2012 listed 31 plan submittals and 20 "F" grades².
2. **HAND SORTING OF GARBAGE INCREASING:** California's 75% recycling goal, established by the legislature in 2011, requires a great deal more hand sorting of solid waste from recyclables to achieve the recycling goal. Sorting involves workers standing on either side of a quickly moving conveyor belt that is carrying waste through a facility, and then grabbing recyclables as they quickly pass by.

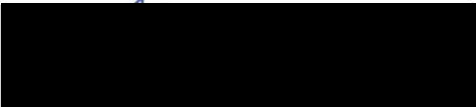
3. **REGULATORY FLEXIBILITY:** This bill allows manufacturers to develop their own programs. Rather than establishing a command-and-control regulatory construct, **AB 2039** takes a performance-based approach that allows for maximum flexibility as manufacturers implement the requirements of the bill.
4. **THE NUMBER OF SHARPS IS GROWING:** CalRecycle estimates that self-injectors in California use 936 million³ sharps each year. Of those 936 million sharps, an estimated 43%⁴ (or approximately 400 million) are thrown in the trash each year and one study documented 7% of needles were flushed into wastewater systems⁵.
5. **EXPOSURE TO WORKERS UNACCEPTABLE:** Simply put, the state of California is allowing a public policy void to endanger thousands of sanitation, parks, hotel, and public safety workers who are exposed to irresponsibly discarded sharps on a daily basis.

AB 2039 recognizes the simple truth – even the most helpful products can cause significant problems when they are mishandled after their use. This bill applies the same program to sharps that has been implemented in California to successfully manage carpet, mattresses, paint, and mercury thermostats. **AB 2039** requires manufacturers of sharps to design, fund, and administer a take-back program that is designed to safely collect and dispose of sharps before they end up in the trash. This program would augment the substantial investment that has already been made by employers attempting to protect their workforce and local governments that currently provide limited take-back opportunities for residents.

SCWMA is pleased to **SUPPORT** your **AB 2039** because the bill calls on manufacturers to meaningfully participate in the mitigation of the end-of-life impact of their products. This targeted bill focuses on a specific problem, and follows years of legislative debate and interim measures. The result is simple but significant – fewer needle stick injuries for workers around the state, and a lower risk of transmitting infectious diseases.

If you have any questions about our position, please contact Lisa Steinman, at (707) 565-3632 or Lisa.Steinman@sonoma-county.org.

Sincerely,



Patrick Carter, Interim Executive Director
Sonoma County Waste Management Agency

cc. Assemblymember Phil Ting Fax: (916) 319-2119
Assemblymember Jim Wood Fax: (916) 319-2102
Scott Smithline, CalRecycle
California Product Stewardship Council
SCWMA Board Members

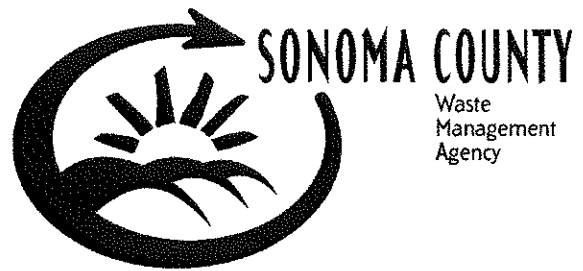
¹ Characteristics Of Persons And Jobs With Needlestick Injuries In A National Data Set, National Institute of Health August 2008

² http://www.acgov.org/board/district5/documents/fina-august-draft-2012-senate_bill_486_report-card.pdf

³ Coalition for Safe Community Needle Disposal, October 2011

⁴ CalRecycle's Average of Four Surveys showing percent of self-injectors throwing sharps in trash
<http://www.calrecycle.ca.gov/homehazwaste/sharps/Business.htm#Footnote%207>

⁵ Understanding sharps injuries in home healthcare: The Safe Home Care qualitative methods study to identify pathways for injury prevention. 2015. The research references a New Jersey survey through which 86% of the 44 respondents reported improper disposal of their sharps medical waste, 7% of which flushed their sharps.



April 4, 2016

Senator Bob Wieckowski
Chair, Senate Environmental Quality Committee
State Capitol
Sacramento, CA 95814
Fax: 916-322-3519

Re: AB 1005 (Gordon) CA Plastic Recycling - SUPPORT

Dear Senator Wieckowski,

The Sonoma County Waste Management Agency strongly supports AB 1005 (Gordon), a measure that will extend the vital Plastic Market Development program for 5 years and increase the program's overall funding.

The Sonoma County Waste Management Agency (Agency) is a joint powers authority of the nine incorporated cities and the County of Sonoma whose mission is to promote waste diversion required by State law AB 939. The Agency's programs include household hazardous waste, composting, wood waste recycling, planning and solid waste education. We have seen the effects of dropping commodity prices for plastic in Sonoma County, including the suspension of collection of some plastic materials by the main curbside recycler in Sonoma County. Though the current situation is far from ideal, it would likely be worse if the state did not have a market development program for plastic.

However, this important program is set to sunset at the end of this year, at a time of where the recycling industry has taken a big hit. Drastic drops in oil prices have had the effect of undermining the demand and price for California-generated recycled materials—California recycled material processors and recycled product makers are starting to lose market share to out of state/country virgin producers. A 5 year extension will help provide confidence and stability for the continued investments in California's struggling plastic recycling infrastructure.

We strongly support AB 1005 because it provides for the continuation of market based incentives targeted appropriately at California processors and manufacturers who utilize domestic supplies of recycled plastic beverage bottles. AB 1005 insures that plastic bottles recycled in California stay in California for processing and remanufacturing. This program helps to close the loop on plastic beverage container recycling, while growing California jobs.

We respectfully request your support of this measure when it is heard in Senate Environmental Quality Committee.

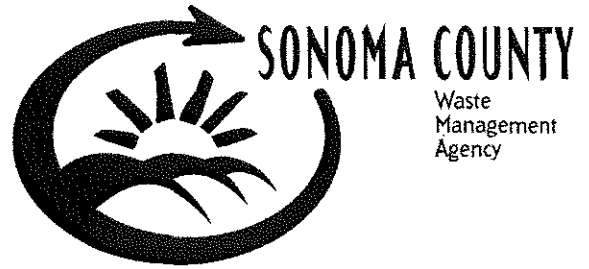
Sincerely,



Patrick Carter

Interim Executive Director, Sonoma County Waste Management Agency

CC: Members, Senate Environmental Quality Committee



April 4, 2016

Assembly Member Das Williams
Assembly Committee on Natural Resources
California State Capitol
Sacramento, CA 95814
Fax (916) 319-2192

RE: AB 2530 (Gordon) Labeling of Recycled Content - SUPPORT

Dear Assembly Member Williams,

The Sonoma County Waste Management Agency is writing to express our support for AB 2530, which would create a voluntary market incentive for beverage producers to increase their use of recycled content.

This bill requires plastic bottled beverage producers to label their containers with the average percentage of recycled content in the bottle. This would provide consumers with information necessary to make an informed choice about products they purchase and allow consumers to demand the use of recycled content.

The Sonoma County Waste Management Agency (Agency) is a joint powers authority of the nine incorporated cities and the County of Sonoma whose mission is to promote waste diversion required by State law AB 939. The Agency's programs include household hazardous waste, composting, wood waste recycling, planning and solid waste education. From our experience administering solid waste education program, we understand that providing relevant information is crucial in allowing consumers to make informed decisions. This bill would allow consumer to make informed decisions about recycled content packaging.

While Californians have done a great job collecting beverage containers for recycling, the in-state plastic recycling market is facing considerable challenges. The drastic drop in oil prices has lowered demand and price for California-generated recycled materials—California recycled material processors and recycled product makers are starting to lose market share to out-of-state/country virgin material producers. This has led to many manufacturers reconsidering their recycling commitments.

A robust in-state recycling industry not only reduces the petroleum oil use and greenhouse gas emissions but also helps boost local material markets and recycling program and create jobs.

Increasing the use of recycled content materials such as plastic also support the efforts of the state's CA's Bottle Bill program. Furthermore, the use of recycled content materials in place of virgin materials results in significant greenhouse gas emission reductions; consequently, such use is a key policy goal in the Air Resource Board's 2014 Updated Scoping Plan.

If more used plastic beverage containers are recycled into new containers in a closed-loop system, instead of ending up in domestic landfills or being exported with unknown outcomes, this would lead to significant reductions in greenhouse gas emissions, energy use and pollution associated with the mining and processing of virgin materials. This will also help to protect green jobs. By collecting, processing and manufacturing these materials into new products we can support a sustainable and prosperous California economy.

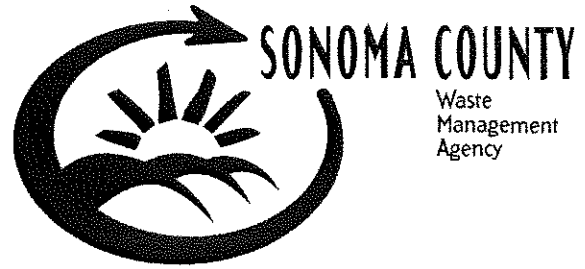
For these reasons, we urge your 'Aye' vote when AB 2530 is heard in Assembly Natural Resources Committee.

Sincerely,



Patrick Carter
Interim Executive Director, Sonoma County Waste Management Agency

CC: Assembly Member Gordon
Assembly Natural Resources Committee, Members



April 4, 2016

Assembly Member Rudy Salas (Chair)
Assembly Business & Professions Committee
State Capitol
Sacramento, CA 95814
Fax 916-319-3306

RE: AB 2725 (Chiu) Standardization of Food Date Labels – Support

Dear Assembly Member Salas,

We would like to express our strong support for Assembly Bill 2725 by Assembly Member David Chiu, a measure that will create standard, statewide guidelines for food date labels that are accurate and relate to freshness and safety.

The Sonoma County Waste Management Agency (Agency) is a joint powers authority of the nine incorporated cities and the County of Sonoma whose mission is to promote waste diversion required by State law AB 939. The Agency's programs include household hazardous waste, composting, wood waste recycling, planning and solid waste education. The Agency administers programs related to composting and solid waste education so we are well aware of the consequences of wasted food and the assistance this bill would provide in reducing unnecessary food waste.

A shocking 40 percent of food produced in this country never gets eaten. Food is the single most prevalent item in California's waste stream, with over 5.5 million tons of food dumped in landfills every year in the state. Wasted food costs consumers and industry \$162 billion each year nationally, squanders important natural resources that are used to grow, process, distribute, and store America's food supply; and represents a missed opportunity to feed the millions of food insecure households. Misinterpretation of the date labels on food is a key factor leading to this waste.

Date labels on food come in a dizzying variety of forms including "use by", "best before", "sell by", and "enjoy by" dates, yet these simple markers are both poorly understood and surprisingly under-regulated, such that their meanings and time frames are generally not defined in law. AB 2725 will standardize the language of date labels on food, creating one standard label for communicating product quality, and one for indicating if a product carries increased risk after that date.

Creating standard phrases with definition is the foundation for educating consumers on the meaning of labels, leading to less wasted food and resources. Reducing California's food waste will help to feed the 6 million Californians, including 1 in 4 children, who suffer from food insecurity, as well as reduce the amount of uneaten food being dumped in landfills.

For these reasons, we urge your support on this important legislation.

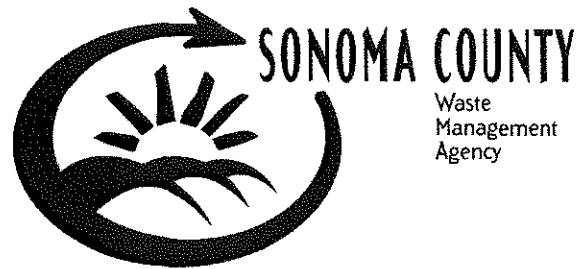
Sincerely,



Patrick Carter

Interim Executive Director, Sonoma County Waste Management Agency

cc: Members, Assembly Health Committee
Assembly Member David Chiu



April 4, 2016

Assembly Member Jim Wood (Chair)
Assembly Health Committee
State Capitol
Sacramento, CA 95814
Fax 916-319-2197

RE: AB 2725 (Chiu) Standardization of Food Date Labels – Support

Dear Assembly Member Wood,

We would like to express our strong support for Assembly Bill 2725 by Assembly Member David Chiu, a measure that will create standard, statewide guidelines for food date labels that are accurate and relate to freshness and safety.

The Sonoma County Waste Management Agency (Agency) is a joint powers authority of the nine incorporated cities and the County of Sonoma whose mission is to promote waste diversion required by State law AB 939. The Agency's programs include household hazardous waste, composting, wood waste recycling, planning and solid waste education. The Agency administers programs related to composting and solid waste education so we are well aware of the consequences of wasted food and the assistance this bill would provide in reducing unnecessary food waste.

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For these reasons, we urge your support on this important legislation.

Sincerely,



Patrick Carter

Interim Executive Director, Sonoma County Waste Management Agency

cc: Members, Assembly Health Committee
Assembly Member David Chiu

Got Drugs?

Turn in your unused or expired
medication for safe disposal
Saturday, April 30th,
10 a.m. – 2 p.m.

Visit www.dea.gov
or call 800-882-9539
for a collection
site near you

Drop-off locations:

Healdsburg Police Department
238 Center St., Healdsburg

Petaluma Police Department
969 Petaluma Blvd., N., Petaluma

For more
information,
please visit
www.dea.gov

¿Tiene **drogas**?

Entregue sus medicamentos recetados
sin usar o caducados para ser
desechados de forma segura el día
sábado 30 de abril de 2016,
10 a.m. – 2 p.m.

Visite www.dea.gov
o llame al 800-882-9539
para localizar un sitio
de recolección

Lugares a donde
puede pasar a dejarlas:

Departamento de Policía de
Healdsburg
238 Center St., Healdsburg

Departamento de Policía de Petaluma
969 Petaluma Blvd., N., Petaluma