



## Meeting of the Board of Directors

May 18, 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**

May 18, 2016

SPECIAL MEETING

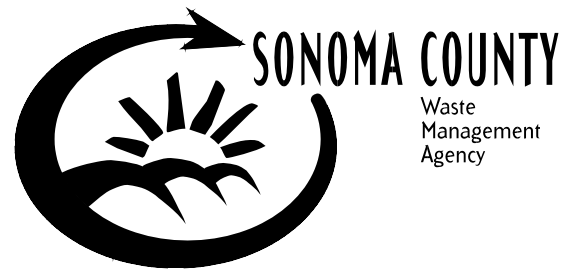
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*Note: This packet is 70 pages total*



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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. CONFERENCE WITH LEGAL COUNSEL-PUBLIC EMPLOYEE PERFORMANCE EVALUATION Title: Agency Counsel	
3. Adjourn Closed Session	
4. Agenda Approval	
5. Public Comments (items not on the agenda)	
<b><u>Consent</u></b> (w/attachments)	Discussion/Action
6.1 Minutes of April 20, 2016 Special Meeting	
6.2 Third Quarter Financial Report	

- |     |   |                       |
|-----|---|-----------------------|
| 6.3 | Approval of FY 2016-17 SCWMA Final Budget   | <b>Unanimous Vote</b> |
| 6.4 | Approval of Agreement with R3 Consulting for JPA Analysis and Facilitation Services |                       |

**Regular Calendar**

- |     |   |                                       |
|-----|---|---------------------------------------|
| 7.  | Rescission of the Certification of the Environmental Impact Report for Construction of the Central Disposal Site Compost Facility and Rescission of Approval of the Project [Carter](Attachments) | Discussion/Action<br>Organics Reserve |
| 8.  | Analysis of Organic Material Management Scenarios [Carter](Attachments)   | Discussion/Action<br>Yard/Wood        |
| 9.  | <u>Attachments/Correspondence:</u>  |                                       |
|     | 9.1 Outreach Calendar May-June 2016   |                                       |
|     | 9.2 Letter of Support for SB 1229   |                                       |
|     | 9.3 CalRecycle Letter Regarding CRV   |                                       |
| 10. | Boardmember Comments  |                                       |
| 11. | Staff Comments  |                                       |
| 12. | Next SCWMA meeting: June 15, 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](http://www.recyclenow.org)



Date: April 20, 2016

To: SCWMA Board Members

From: Patrick Carter, SCWMA Executive Director

**Executive Summary Report for the SCWMA Board Meeting of April 20, 2016**

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

**Item 6, Consent Items:** Item 6.1 Minutes of the March 16, 2016 Special Meeting and 6.2 Minutes of the March 30, 2016 Special Meeting were approved by the Board. Item 6.3 – Approval of FY 2016-17 Final Budget required a unanimous vote and was continued to the May 18, 2016 meeting due to member absences.

**Item 7, Appointment of Executive Director and Request for County Approval:** The Board selected Patrick Carter for the Executive Director position and requested the County Board of Supervisors approve the agreement for Personal Services with Mr. Carter.

**Item 8, E-Waste Collection Events RFP Authorization:** The Board gave staff direction to issue a Request for Proposals to provide E-waste collection events that are free to the public and at convenient locations throughout Sonoma County through the current term of the Agency, with the possibility to extend, if the Agency's term is extended.

**Item 9, Attachments/Correspondence:** The attachments/correspondence included the April-May 2016 Outreach Calendar, Letters of Support for state legislation related to waste reduction, and a notification of DEA-sponsored unused/expired medication drop-off events.

**Staff Comments:** Staff wished Karina Chilcott, Agency staff for over 15 years, the best of luck in her new position with the Agricultural Preserve and Open Space District.



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

**From:** Patrick Carter, Executive Director

**Subject:** May 18, 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 April 20, 2016 Special Meeting:** regular acceptance.
- 6.2 **Third Quarter Financial Report:** The JPA requires quarterly reports of the receipts to and disbursements from the SCWMA. This report displays the actual revenues and expenditures, makes estimates for the remainder of the year, and lists the budgeted amounts for comparison.
- 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.
- 6.4 **Approval of Agreement with R3 Consulting for JPA Analysis and Facilitation Services:** staff proposes to enter into an agreement with R3 Consulting Group to update an existing study of Agency programs, examine the efficiency of Agency or individual city management of Agency programs, compare with a Contra Costa solid waste regional agency which was undergoing a similar analysis as this JPA, examine the agreement with the Ratto Group for transport services to examine securing compost capacity beyond the current term of the Agency, and to facilitate a discussion of their findings at a future Agency meeting. Staff recommends approval of the agreement with R3 Consulting Group.

## Regular Calendar

- 7. **Rescission of the Certification of the Environmental Impact Report for Construction of the Central Disposal Site Compost Facility and Rescission of Approval of the Project:** For a variety of reasons, including changes in the regulatory environment, maturation of the compost industry, constraints of the Central Disposal Site, and constraints on the Agency's authority to contract beyond February 2017, the project examined by the Agency at the Central Disposal Site is not considered viable. As such, staff recommends rescinding certification of the EIR and approval of the project at the Central Disposal Site. Approval of the included resolution will accomplish those actions, and as a condition of

the settlement agreement with RENALE, which will lead to the dismissal of the lawsuit related to this project.

8. **Analysis of Organic Material Management Scenarios:** Three paths to resolution for the future of organic materials management are examined. These include 1) extension of the Agency with the Agency retaining authority to manage organics, 2) extension of the Agency with the Agency requesting that Republic Services administer the organics management, and 3) the reverting of organics management back to member agencies. Staff believes path 1 has the fewest unknown factors and potential barriers, and recommends the Board select that option as the preferred method at least until February 2018 while additional organics capacity can be explored. Staff believes that path 1 allows Agency members to retain the greatest amount of control over the future costs of organics management. As such, staff recommends the Board take action to advocate for the extension of this agency for at least an additional year, develop and initiate a Request for Qualifications process, and negotiate with the Ratto Group to secure additional organics capacity while the future of the Agency's involvement in organics management is determined.
9. **Attachments/Correspondence:** The Outreach Events Calendar for May and June 2016, a letter of support submitted by the Executive Director for AB 1229, and a sample letter sent by CalRecycle to grocery stores regarding the lack of CRV redemption centers are included in this packet as informational items. No action is required on these items.



## Minutes of April 20, 2016 Special Meeting

The Sonoma County Waste Management Agency met on April 20, 2016, at the City of Santa Rosa Council Chambers, 100 Santa Rosa Avenue, Santa Rosa, California.

### Present:

City of Cloverdale	Absent	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	Absent	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		Karina Chilcott

### 1. Call to Order Special Meeting

The meeting was called to order at 9:26 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

Brent Salmi left at 9:27 a.m.

### 4. Agenda Approval

Item 6.3, Approval of FY 2016-17 SCWMA Final Budget, was tabled.

**Henry Mikus, City of Sebastopol, motioned to approve the agenda as amended and Susan Harvey, City of Cotati, seconded the motion.**

### Vote Count:

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

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

**Motion passed.**

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

April 20, 2016 – SCWMA Meeting Minutes



None.

### **Consent (w/attachments)**

- 6.1 Minutes of March 16, 2016 Special Meeting
- 6.2 Minutes of March 30, 2016 Special Meeting

**Ms. Harvey motioned to approve the consent agenda as amended and Deb Fudge, Town of Windsor, seconded the motion.**

#### **Vote Count:**

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

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

**Motion passed.**

### **Regular Calendar**

#### **7. Appointment of Executive Director and Request for County Approval**

Chair Schwartz announced the appointment of Patrick Carter as the Agency's Executive Director and noted the agreement would go before the County Board of Supervisors on May 3<sup>rd</sup> for approval.

**Susan Klassen, County of Sonoma, motioned to adopt the resolution appointing Patrick Carter as the Executive Director and Ms. Harvey seconded the motion.**

#### **Vote Count:**

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

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

**Motion passed.**

#### **8. E-Waste Collection Events RFP Authorization**

Lisa Steinman, Agency staff, requested the Board approve the issuance of a Request for Proposals for an E-waste Collection Events Services Contract for services from June 18, 2016 through February 11, 2017. Ms. Steinman stated staff would return with a recommendation for an E-waste Contractor at the June Agency meeting. Ms. Steinman aware of at least two contractors interested and added the selection panel would likely include the Executive Director, an individual outside the Agency, and herself.

#### **Public Comments**

None.

**Madolyn. Agrimonti, City of Sonoma, moved to approve the issuance of the Request for Proposals for an E-waste Contractor and direct staff to return with an E-waste Contractor recommendation. Mr. Sawyer, City of Santa Rosa, seconded the motion.**

**Vote Count:**

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

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

**Motion passed.**

**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

There was discussion regarding the secure handling of the controlled substances by law enforcement. Staff was asked to email the DEA Unused/Expired Medication Drop-off Event flyer ready for social media posting to all Board members. Ms. Steinman also explained the SafeMeds program used locking containers for their drop off locations and the hauler had the key.

**10. Boardmember Comments**

Ms. Agrimonti, Ms. Fudge and Mr. Sawyer shared their concerns regarding the security of destroying computer hard drives and noted there were some private companies collecting computers, and it was unknown how they operated.

Ms. Steinman explained the Agency's contractor destroys the hard drives and Mr. Sawyer suggested including information in the Agency's outreach material regarding the secure destruction of hard drives to encourage recycling at Agency events.

Chair Schwartz stated the Chair and Vice-Chair would not be in attendance at the May Agency meeting.

**11. Staff Comments**

None

**12. Next SCWMA meeting: May 18, 2016**

**13. Adjourn**

The meeting was adjourned at 9:43 a.m.

Submitted by  
Sally Evans



Agenda Item #: **6.2**  
Cost Center: **All**  
Staff Contact: **Carter**  
Agenda Date: **5/18/2016**

ITEM: **Third Quarter Financial Report**

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

Staff recommends approving the FY 2015-16 Third Quarter Financial Report on the Consent Calendar.

**II. BACKGROUND**

In accordance with the requirement in the joint powers agreement the Sonoma County Waste Management Agency (SCWMA) staff make quarterly reports to the Board of Directors of Agency operations and of all receipts to and disbursements from the SCWMA, this report covers the First through Third Quarters of FY 15-16 (July 1, 2015 - March 31, 2016).

**III. DISCUSSION**

The Third Quarter Financial Report uses information from the County accounting system, Enterprise Financial System (EFS), for expenditures and revenues. The FY 2015-16 Third Quarter Financial Report contains the actual amounts spent or received to date at the end of the quarter, the projected revenues and expenses, the adjusted budget, and the difference between the budget and the projections.

Revenues are expected to meet expectations with a few exceptions: tipping fee in the 42601 – County of Sonoma account for the Yard Debris Fund, 46029 – Donations/Contributions in the HHW Fund, and 46200 – PY Revenue – Miscellaneous in the HHW Fund.

- 42601 – County of Sonoma: The FY 15/16 Budget was created in May 2015 when the status of the former compost facility and the tipping fee needed were unknown. As a result, the budget allowed for a higher tip fee than was necessary. Though tip fees listed in the attached report are only up to September 2015, staff estimates that approximately \$4.6 million will be received for this fiscal year.
- 46029 – Donations/Contributions: Agency staff is observing a decrease in participation with electronic waste collection events, and is receiving less revenue from these events than was projected in the budget.
- 46200 – PY Revenue – Miscellaneous: the mechanism to recover tipping fees from the solid waste sites after the transition from the County to Republic Services was not fully in place by the close of the prior fiscal year, so funds were deposited, which later had to be redistributed with correcting entries in the current fiscal year. These corrections compensate for revenues from the prior fiscal year.

Three areas where the revenues are expected to significantly exceed budget projections are 1) 46200 – Prior Year in the Wood Waste Fund due to properly accounting for funding from the prior fiscal year, 2) 46029 – Donations/Contributions in the Organics Fund due to a settlement with

Sonoma Compost Company, and 42358 – State Other Funding in the Education fund due to the expected reimbursement of City County Payment Program expenditures where are expected to be significantly greater than the budget estimation.

With regard to expenditures the following accounts vary significantly from budget projections:

- 51201 – Administration Costs are projected to be under budget due to a staff vacancy (Department Analyst) for three quarters of the year, staff vacancy for one Waste Management Specialist for the first quarter and likely the fourth quarter, reduced pay rate for the Interim Executive Director, and part-time status of the Senior Office Assistant for the remainder of the fiscal year.
- 51803 – Other Contract Services are expected to be significantly lower than budget estimates primarily due to the overestimate of compost program outhaul costs. Outhaul costs are expected to be in line with tipping fee revenues.
- 52162 – Special Department Expense is expected to be lower than predicted due to expected changes in the permitting of a new compost site.

Overall, expenditures are expected to be greater than revenues by approximately \$215,000. This outlook is significantly better than the projected \$1.7 million net cost included in the FY 2015/16 Final Budget, as amended.

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

Staff recommends approving the FY 2015-16 Third Quarter Financial Report on the Consent Calendar.

#### **V. ATTACHMENTS**

FY 2015-16 Third Quarter Financial Report Revenue and Expenditure Summary

Approved by: \_\_\_\_\_  
Patrick Carter, Executive Director, SCWMA

**Fiscal Year 15-16 Sonoma County Waste Management Agency Financial Report, Third Quarter**

All SCWMA Funds/Accounts	Budget		Actual	Estimated	Actual and	Over/Under
	Original	Final	Year to Date	Q4	Estimated	Budget
<b>All Revenues</b>						
42358 - State Other Funding	\$ 283,872	\$ 283,872	\$ 10,171	\$ 448,872	\$ 459,043	\$ 175,171
42601 - County of Sonoma	\$ 9,289,351	\$ 9,289,351	\$ 4,051,824	\$ 2,181,000	\$ 6,232,824	\$ (3,056,527)
44002 - Interest on Pooled Cash	\$ 124,565	\$ 33,290	\$ 15,691	\$ 18,292	\$ 33,983	\$ 693
44050 - Unrealized Gains and Losses	\$ -	\$ -	\$ (16,335)	\$ -	\$ (16,335)	\$ (16,335)
46029 - Donations/Contributions	\$ 255,450	\$ 255,450	\$ 464,117	\$ 54,769	\$ 518,886	\$ 263,436
46050 - Cancelled/Stale Dated Warrants	\$ -	\$ -	\$ 286	\$ -	\$ 286	\$ 286
46200 - PY Revenue - Miscellaneous	\$ -	\$ -	\$ 91	\$ -	\$ -	\$ -
47101 - Transfers In - within a Fund	\$ 579,640	\$ 670,915	\$ -	\$ 670,915	\$ 670,915	\$ -
<b>All Revenues</b>	<b>\$ 10,532,878</b>	<b>\$ 10,532,878</b>	<b>\$ 4,525,845</b>	<b>\$ 3,373,848</b>	<b>\$ 7,899,602</b>	<b>\$ (2,633,276)</b>
<b>All Expense/Expenditure Accts</b>						
51041 - Insurance - Liability	\$ 12,000	\$ 12,000	\$ 10,333	\$ -	\$ 10,333	\$ (1,667)
51201 - Administration Services	\$ 852,612	\$ 852,612	\$ 272,918	\$ 277,242	\$ 550,160	\$ (302,452)
51205 - Advertising/Marketing Svc	\$ 14,000	\$ 14,000	\$ 3,549	\$ 5,549	\$ 9,097	\$ (4,903)
51206 - Accounting/Auditing Services	\$ 22,000	\$ 22,000	\$ -	\$ 22,000	\$ 22,000	\$ -
51207 - Client Accounting Services	\$ 11,928	\$ 11,928	\$ -	\$ 11,928	\$ 11,928	\$ -
51211 - Legal Services	\$ 301,000	\$ 301,000	\$ 128,645	\$ 39,294	\$ 167,938	\$ (133,062)
51213 - Engineer Services	\$ 12,500	\$ 12,500	\$ -	\$ -	\$ -	\$ (12,500)
51225 - Training Services	\$ 4,200	\$ 4,200	\$ 295	\$ 3,200	\$ 3,495	\$ (705)
51249 - Other Professional Services	\$ 184,686	\$ 490,711	\$ 104,136	\$ 386,575	\$ 490,711	\$ -
51401 - Rents and Leases - Equipment	\$ 3,000	\$ 3,000	\$ 1,338	\$ 1,662	\$ 3,000	\$ -
51421 - Rents and Leases - Bldg/Land	\$ 38,025	\$ 38,025	\$ 8,385	\$ 6,640	\$ 15,025	\$ (23,000)
51801 - Other Services	\$ -	\$ -	\$ 20,951	\$ -	\$ 20,951	\$ 20,951
51803 - Other Contract Services	\$ 8,741,784	\$ 9,556,479	\$ 3,988,212	\$ 2,132,895	\$ 6,121,107	\$ (3,435,372)
51901 - Telecommunication Data Lines	\$ 3,796	\$ 3,796	\$ 2,639	\$ 1,669	\$ 4,307	\$ 511
51902 - Telecommunication Usage	\$ 25,200	\$ 25,200	\$ 506	\$ 506	\$ 1,012	\$ (24,188)
51904 - ISD - Baseline Services	\$ 17,657	\$ 17,657	\$ 12,510	\$ 7,317	\$ 19,827	\$ 2,170
51905 - ISD - Improvement Projects	\$ -	\$ -	\$ 514	\$ 514	\$ 1,027	\$ 1,027
51906 - ISD - Supplemental Projects	\$ 1,800	\$ 1,800	\$ 636	\$ -	\$ 636	\$ (1,164)
51907 - ISD - Device Modernization Pro	\$ -	\$ -	\$ 1,373	\$ -	\$ 1,373	\$ 1,373
51909 - Telecommunication Wireless Svc	\$ 1,000	\$ 1,000	\$ 870	\$ 130	\$ 1,000	\$ -
51911 - Mail Services	\$ 3,450	\$ 3,450	\$ 325	\$ 246	\$ 571	\$ (2,879)
51912 - Records Services	\$ -	\$ -	\$ 22	\$ 22	\$ 44	\$ 44
51915 - ISD - Reprographics Services	\$ 700	\$ 700	\$ 1,052	\$ 1,013	\$ 2,065	\$ 1,365
51916 - County Services Chgs	\$ 19,880	\$ 21,473	\$ -	\$ 21,473	\$ 21,473	\$ -
51919 - EFS Charges	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ 4,000	\$ -
51922 - County Car Expense	\$ 3,720	\$ 3,720	\$ 615	\$ 308	\$ 923	\$ (2,797)
51923 - Unclaimable county car exp	\$ -	\$ -	\$ 44	\$ 22	\$ 65	\$ 65
52091 - Memberships/Certifications	\$ 10,350	\$ 10,350	\$ 10,350	\$ -	\$ 10,350	\$ -
52111 - Office Supplies	\$ 27,630	\$ 27,630	\$ 7,188	\$ 7,731	\$ 14,919	\$ (12,711)
52162 - Special Department Expense	\$ 132,400	\$ 132,400	\$ 6,632	\$ 20,000	\$ 26,632	\$ (105,768)
52163 - Professional Development	\$ 3,700	\$ 3,700	\$ -	\$ 3,700	\$ 3,700	\$ -
57011 - Transfers Out - within a Fund	\$ 670,915	\$ 670,915	\$ -	\$ 670,915	\$ 670,915	\$ -
57015 - Transfers Out - All Others	\$ 2,724	\$ 2,724	\$ -	\$ -	\$ -	\$ (2,724)
<b>All Expense/Expenditure Accts</b>	<b>\$ 11,126,657</b>	<b>\$ 12,248,970</b>	<b>\$ 4,584,037</b>	<b>\$ 3,626,550</b>	<b>\$ 8,210,587</b>	<b>\$ (4,038,383)</b>
<b>All Expense/Expenditure Accts</b>	<b>\$ 11,126,657</b>	<b>\$ 12,248,970</b>	<b>\$ 4,584,037</b>	<b>\$ 3,626,550</b>	<b>\$ 8,210,587</b>	<b>\$ (4,038,383)</b>
<b>All Revenues</b>	<b>\$ 10,532,878</b>	<b>\$ 10,532,878</b>	<b>\$ 4,525,845</b>	<b>\$ 3,373,848</b>	<b>\$ 7,899,602</b>	<b>\$ (2,633,276)</b>
<b>Net Cost</b>	<b>\$ 593,779</b>	<b>\$ 1,716,092</b>	<b>\$ 58,193</b>	<b>\$ 252,702</b>	<b>\$ 310,985</b>	<b>\$ (1,405,107)</b>

**Fiscal Year 15-16 Sonoma County Waste Management Agency Financial Report, Third Quarter**

Fund/Account	Budget		Actual	Estimated	Actual and	Over/Under
	Original	Final	Year to Date	Q4	Estimated	Budget
<b>78101 - SCWMA - Wood Waste</b>						
<b>All Revenues</b>						
42601 - County of Sonoma	\$ 232,000	\$ 232,000	\$ 227,308	\$ 60,000	\$ 287,308	\$ 55,308
44002 - Interest on Pooled Cash	\$ 753	\$ 753	\$ 209	\$ 70	\$ 279	\$ (474)
44050 - Unrealized Gains and Losses	\$ -	\$ -	\$ (696)	\$ -	\$ (696)	\$ (696)
46200 - PY Revenue - Miscellaneous	\$ -	\$ -	\$ 301,252	\$ -	\$ 301,252	\$ 301,252
<b>Revenues Total</b>	<b>\$ 232,753</b>	<b>\$ 232,753</b>	<b>\$ 528,073</b>	<b>\$ 60,070</b>	<b>\$ 588,143</b>	<b>\$ 355,390</b>
					\$ -	
<b>All Expense/Expenditure Accts</b>						
51041 - Insurance - Liability	\$ 1,320	\$ 1,320	\$ 103	\$ -	\$ 103	\$ (1,217)
51201 - Administration Services	\$ 25,041	\$ 25,041	\$ -	\$ 15,000	\$ 15,000	\$ (10,041)
51206 - Accounting/Auditing Services	\$ 500	\$ 500	\$ -	\$ 500	\$ 500	\$ -
51207 - Client Accounting Services	\$ 1,312	\$ 1,312	\$ -	\$ 1,312	\$ 1,312	\$ -
51803 - Other Contract Services	\$ 219,630	\$ 219,630	\$ 123,144	\$ 41,048	\$ 164,191	\$ (55,439)
51904 - ISD - Baseline Services	\$ 3,531	\$ 3,531	\$ 2,167	\$ 1,364	\$ 3,531	\$ -
51916 - County Services Chgs	\$ 2,187	\$ 2,741	\$ -	\$ 2,741	\$ 2,741	\$ -
57011 - Transfers Out - within a Fund	\$ 91,275	\$ 91,275	\$ -	\$ 91,275	\$ 91,275	\$ -
57015 - Transfers Out - All Others	\$ 454	\$ 454	\$ -	\$ -	\$ -	\$ (454)
<b>Expense/Expenditure Accts Total</b>	<b>\$ 345,250</b>	<b>\$ 345,804</b>	<b>\$ 125,414</b>	<b>\$ 153,240</b>	<b>\$ 278,654</b>	<b>\$ (67,150)</b>
					\$ -	
<b>All Expense/Expenditure Accts</b>	<b>\$ 345,250</b>	<b>\$ 345,804</b>	<b>\$ 125,414</b>	<b>\$ 153,240</b>	<b>\$ 278,654</b>	<b>\$ (67,150)</b>
<b>All Revenues</b>	<b>\$ 232,753</b>	<b>\$ 232,753</b>	<b>\$ 528,073</b>	<b>\$ 60,070</b>	<b>\$ 588,143</b>	<b>\$ 355,390</b>
<b>Net Cost</b>	<b>\$ 112,497</b>	<b>\$ 113,051</b>	<b>\$ (402,659)</b>	<b>\$ 93,170</b>	<b>\$ (309,489)</b>	<b>\$ (422,540)</b>

<b>78102 - SCWMA - Yard Debris</b>						
<b>All Revenues</b>						
42601 - County of Sonoma	\$ 7,452,000	\$ 7,452,000	\$ 3,019,948	\$ 1,300,000	\$ 4,319,948	\$ (3,132,052)
44002 - Interest on Pooled Cash	\$ 4,823	\$ 4,823	\$ (2,240)	\$ 500	\$ (1,740)	\$ (6,563)
44050 - Unrealized Gains and Losses	\$ -	\$ -	\$ (2,297)	\$ -	\$ (2,297)	\$ (2,297)
46029 - Donations/Contributions	\$ 10,000	\$ 10,000	\$ -	\$ -	\$ -	\$ (10,000)
46200 - PY Revenue - Miscellaneous	\$ -	\$ -	\$ 22,675	\$ -	\$ 22,675	\$ 22,675
<b>Revenues Total</b>	<b>\$ 7,466,823</b>	<b>\$ 7,466,823</b>	<b>\$ 3,038,086</b>	<b>\$ 1,300,500</b>	<b>\$ 4,338,586</b>	<b>\$ (3,128,237)</b>
<b>All Expense/Expenditure Accts</b>						
51041 - Insurance - Liability	\$ 1,800	\$ 1,800	\$ 517	\$ -	\$ 517	\$ (1,283)
51201 - Administration Services	\$ 138,973	\$ 138,973	\$ 36,903	\$ 33,451	\$ 70,354	\$ (68,619)
51206 - Accounting/Auditing Services	\$ 6,000	\$ 6,000	\$ -	\$ 6,000	\$ 6,000	\$ -
51207 - Client Accounting Services	\$ 1,789	\$ 1,789	\$ -	\$ 1,789	\$ 1,789	\$ -
51211 - Legal Services	\$ 5,000	\$ 5,000	\$ 1,575	\$ 1,000	\$ 2,575	\$ (2,425)
51225 - Training Services	\$ 600	\$ 600	\$ -	\$ 600	\$ 600	\$ -
51803 - Other Contract Services	\$ 7,199,140	\$ 7,199,140	\$ 2,917,988	\$ 1,320,000	\$ 4,237,988	\$ (2,961,152)
51901 - Telecommunication Data Lines	\$ 936	\$ 936	\$ 497	\$ 166	\$ 663	\$ (273)
51904 - ISD - Baseline Services	\$ 6,017	\$ 6,017	\$ 3,596	\$ 2,421	\$ 6,017	\$ -
51911 - Mail Services	\$ 400	\$ 400	\$ -	\$ -	\$ -	\$ (400)
51915 - ISD - Reprographics Services	\$ 200	\$ 200	\$ 58	\$ 19	\$ 77	\$ (123)
51916 - County Services Chgs	\$ 2,982	\$ 5,964	\$ -	\$ 5,964	\$ 5,964	\$ -
51922 - County Car Expense	\$ -	\$ -	\$ 615	\$ 308	\$ 923	\$ 923
51923 - Unclaimable county car exp	\$ -	\$ -	\$ 44	\$ 22	\$ 65	\$ 65
52111 - Office Supplies	\$ 1,000	\$ 1,000	\$ 43	\$ 87	\$ 130	\$ (870)
52162 - Special Department Expense	\$ 82,000	\$ 82,000	\$ 3,317	\$ 20,000	\$ 23,317	\$ (58,683)
52163 - Professional Development	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ -
57015 - Transfers Out - All Others	\$ 908	\$ 908	\$ -	\$ -	\$ -	\$ (908)
<b>Expense/Expenditure Accts Total</b>	<b>\$ 7,450,245</b>	<b>\$ 7,453,227</b>	<b>\$ 2,965,153</b>	<b>\$ 1,394,327</b>	<b>\$ 4,359,480</b>	<b>\$ (3,093,747)</b>
<b>All Expense/Expenditure Accts</b>	<b>\$ 7,450,245</b>	<b>\$ 7,453,227</b>	<b>\$ 2,965,153</b>	<b>\$ 1,394,327</b>	<b>\$ 4,359,480</b>	<b>\$ (3,093,747)</b>
<b>All Revenues</b>	<b>\$ 7,466,823</b>	<b>\$ 7,466,823</b>	<b>\$ 3,038,086</b>	<b>\$ 1,300,500</b>	<b>\$ 4,338,586</b>	<b>\$ (3,128,237)</b>
<b>Net Cost</b>	<b>\$ (16,578)</b>	<b>\$ (13,596)</b>	<b>\$ (72,933)</b>	<b>\$ 93,827</b>	<b>\$ 20,894</b>	<b>\$ 34,490</b>

<b>78103 - SCWMA - Organics Reserve</b>						
<b>All Revenues</b>						
44002 - Interest on Pooled Cash	\$ 107,424	\$ 16,149	\$ 6,857	\$ 6,857	\$ 13,714	\$ (2,435)
44050 - Unrealized Gains and Losses	\$ -	\$ -	\$ (5,653)	\$ -	\$ (5,653)	\$ (5,653)
46029 - Donations/Contributions	\$ -	\$ -	\$ 300,000	\$ -	\$ 300,000	\$ 300,000
47101 - Transfers In - within a Fund	\$ -	\$ 91,275	\$ -	\$ 91,275	\$ 91,275	\$ -
<b>Revenues Total</b>	<b>\$ 107,424</b>	<b>\$ 107,424</b>	<b>\$ 301,204</b>	<b>\$ 98,132</b>	<b>\$ 399,336</b>	<b>\$ 291,912</b>
<b>All Expense/Expenditure Accts</b>						
51201 - Administration Services	\$ 64,239	\$ 64,239	\$ 742	\$ 20,000	\$ 20,742	\$ (43,497)
51206 - Accounting/Auditing Services	\$ 2,500	\$ 2,500	\$ -	\$ 2,500	\$ 2,500	\$ -
51211 - Legal Services	\$ 250,000	\$ 250,000	\$ 109,658	\$ 25,000	\$ 134,658	\$ (115,342)
51213 - Engineer Services	\$ 12,500	\$ 12,500	\$ -	\$ -	\$ -	\$ (12,500)
51801 - Other Services	\$ -	\$ -	\$ 10,249	\$ -	\$ 10,249	\$ 10,249
51803 - Other Contract Services	\$ 150,000	\$ 964,695	\$ 618,390	\$ (60,000)	\$ 558,390	\$ (406,305)
51911 - Mail Services	\$ -	\$ -	\$ 16	\$ 16	\$ 31	\$ 31
52111 - Office Supplies	\$ 1,000	\$ 1,000	\$ 86	\$ 86	\$ 172	\$ (828)
52162 - Special Department Expense	\$ 50,000	\$ 50,000	\$ 3,315	\$ -	\$ 3,315	\$ (46,685)
<b>Expense/Expenditure Accts Total</b>	<b>\$ 530,239</b>	<b>\$ 1,344,934</b>	<b>\$ 742,455</b>	<b>\$ (12,398)</b>	<b>\$ 730,057</b>	<b>\$ (614,877)</b>
						\$ -
<b>All Expense/Expenditure Accts</b>	<b>\$ 530,239</b>	<b>\$ 1,344,934</b>	<b>\$ 742,455</b>	<b>\$ (12,398)</b>	<b>\$ 730,057</b>	<b>\$ (614,877)</b>
<b>All Revenues</b>	<b>\$ 107,424</b>	<b>\$ 107,424</b>	<b>\$ 301,204</b>	<b>\$ 98,132</b>	<b>\$ 399,336</b>	<b>\$ 291,912</b>
<b>Net Cost</b>	<b>\$ 422,815</b>	<b>\$ 1,237,510</b>	<b>\$ 441,251</b>	<b>\$ (110,530)</b>	<b>\$ 330,721</b>	<b>\$ (906,789)</b>



<b>78104 - SCWMA - HHW</b>						
<b>All Revenues</b>						
42358 - State Other Funding	\$ 148,872	\$ 148,872	\$ -	\$ 148,872	\$ 148,872	\$ -
42601 - County of Sonoma	\$ 1,252,173	\$ 1,252,173	\$ 630,654	\$ 640,000	\$ 1,270,654	\$ 18,481
44002 - Interest on Pooled Cash	\$ 3,519	\$ 3,519	\$ 3,796	\$ 3,796	\$ 7,592	\$ 4,073
44050 - Unrealized Gains and Losses	\$ -	\$ -	\$ (3,049)	\$ -	\$ (3,049)	\$ (3,049)
46029 - Donations/Contributions	\$ 216,641	\$ 216,641	\$ 142,511	\$ 47,504	\$ 190,014	\$ (26,627)
46050 - Cancelled/Stale Dated Warrants	\$ -	\$ -	\$ 286	\$ -	\$ 286	\$ 286
46200 - PY Revenue - Miscellaneous	\$ -	\$ -	\$ (259,100)	\$ -	\$ (259,100)	\$ (259,100)
<b>Revenues Total</b>	<b>\$ 1,621,205</b>	<b>\$ 1,621,205</b>	<b>\$ 515,098</b>	<b>\$ 840,172</b>	<b>\$ 1,355,270</b>	<b>\$ (265,935)</b>
<b>All Expense/Expenditure Accts</b>						
51041 - Insurance - Liability	\$ 5,400	\$ 5,400	\$ 5,683	\$ -	\$ 5,683	\$ 283
51201 - Administration Services	\$ 242,557	\$ 242,557	\$ 75,312	\$ 97,656	\$ 172,968	\$ (69,589)
51205 - Advertising/Marketing Svc	\$ 12,000	\$ 12,000	\$ 3,549	\$ 3,549	\$ 7,097	\$ (4,903)
51206 - Accounting/Auditing Services	\$ 7,500	\$ 7,500	\$ -	\$ 7,500	\$ 7,500	\$ -
51207 - Client Accounting Services	\$ 5,368	\$ 5,368	\$ -	\$ 5,368	\$ 5,368	\$ -
51211 - Legal Services	\$ 10,000	\$ 10,000	\$ 588	\$ 588	\$ 1,176	\$ (8,824)
51225 - Training Services	\$ 600	\$ 600	\$ -	\$ 600	\$ 600	\$ -
51249 - Other Professional Services	\$ 134,912	\$ 134,912	\$ 53,713	\$ 81,199	\$ 134,912	\$ -
51421 - Rents and Leases - Bldg/Land	\$ 30,000	\$ 30,000	\$ 4,400	\$ 2,600	\$ 7,000	\$ (23,000)
51801 - Other Services	\$ -	\$ -	\$ 7,529	\$ -	\$ 7,529	\$ 7,529
51803 - Other Contract Services	\$ 1,135,000	\$ 1,135,000	\$ 320,721	\$ 801,803	\$ 1,122,524	\$ (12,476)
51901 - Telecommunication Data Lines	\$ 1,860	\$ 1,860	\$ 803	\$ 1,057	\$ 1,860	\$ -
51902 - Telecommunication Usage	\$ 200	\$ 200	\$ 86	\$ 86	\$ 173	\$ (27)
51904 - ISD - Baseline Services	\$ 3,531	\$ 3,531	\$ 2,167	\$ 1,364	\$ 3,531	\$ -
51911 - Mail Services	\$ 50	\$ 50	\$ 4	\$ 4	\$ 7	\$ (43)
51915 - ISD - Reprographics Services	\$ 500	\$ 500	\$ 44	\$ 44	\$ 87	\$ (413)
51916 - County Services Chgs	\$ 8,946	\$ 5,359	\$ -	\$ 5,359	\$ 5,359	\$ -
52091 - Memberships/Certifications	\$ 10,200	\$ 10,200	\$ 10,200	\$ -	\$ 10,200	\$ -
52111 - Office Supplies	\$ 2,000	\$ 2,000	\$ 80	\$ 80	\$ 160	\$ (1,840)
52162 - Special Department Expense	\$ 400	\$ 400	\$ -	\$ -	\$ -	\$ (400)
57011 - Transfers Out - within a Fund	\$ 471,938	\$ 471,938	\$ -	\$ 471,938	\$ 471,938	\$ -
57015 - Transfers Out - All Others	\$ 454	\$ 454	\$ -	\$ -	\$ -	\$ (454)
<b>Expense/Expenditure Accts Total</b>	<b>\$ 2,083,416</b>	<b>\$ 2,079,829</b>	<b>\$ 484,879</b>	<b>\$ 1,480,794</b>	<b>\$ 1,965,673</b>	<b>\$ (114,156)</b>
<b>All Expense/Expenditure Accts</b>	<b>\$ 2,083,416</b>	<b>\$ 2,079,829</b>	<b>\$ 484,879</b>	<b>\$ 1,480,794</b>	<b>\$ 1,965,673</b>	<b>\$ (114,156)</b>
<b>All Revenues</b>	<b>\$ 1,621,205</b>	<b>\$ 1,621,205</b>	<b>\$ 515,098</b>	<b>\$ 840,172</b>	<b>\$ 1,355,270</b>	<b>\$ (265,935)</b>
<b>Net Cost</b>	<b>\$ 462,211</b>	<b>\$ 458,624</b>	<b>\$ (30,219)</b>	<b>\$ 640,622</b>	<b>\$ 610,403</b>	<b>\$ 151,779</b>

<b>78105 - SCWMA - HHW Facility Reserve</b>						
<b>All Revenues</b>						
44002 - Interest on Pooled Cash	\$ 342	\$ 342	\$ 237	\$ 237	\$ 475	\$ 133
44050 - Unrealized Gains and Losses	\$ -	\$ -	\$ (177)	\$ -	\$ (177)	\$ (177)
<b>Revenues Total</b>	<b>\$ 342</b>	<b>\$ 342</b>	<b>\$ 61</b>	<b>\$ 237</b>	<b>\$ 298</b>	<b>\$ (44)</b>
<b>All Revenues</b>	<b>\$ 342</b>	<b>\$ 342</b>	<b>\$ 61</b>	<b>\$ 237</b>	<b>\$ 298</b>	<b>\$ (44)</b>
<b>Net Cost</b>	<b>\$ (342)</b>	<b>\$ (342)</b>	<b>\$ (61)</b>	<b>\$ (237)</b>	<b>\$ (298)</b>	<b>\$ 44</b>
<b>78106 - SCWMA - HHW Operating Reserve</b>						
<b>All Revenues</b>						
44002 - Interest on Pooled Cash	\$ 5,858	\$ 5,858	\$ 4,054	\$ 4,054	\$ 8,108	\$ 2,250
44050 - Unrealized Gains and Losses	\$ -	\$ -	\$ (2,665)	\$ -	\$ (2,665)	\$ (2,665)
47101 - Transfers In - within a Fund	\$ 471,938	\$ 471,938	\$ -	\$ 471,938	\$ 471,938	\$ -
<b>Total All Revenues</b>	<b>\$ 477,796</b>	<b>\$ 477,796</b>	<b>\$ 1,389</b>	<b>\$ 475,992</b>	<b>\$ 477,381</b>	<b>\$ (415)</b>
						\$ -
<b>All Revenues</b>	<b>\$ 477,796</b>	<b>\$ 477,796</b>	<b>\$ 1,389</b>	<b>\$ 475,992</b>	<b>\$ 477,381</b>	<b>\$ (415)</b>
<b>Net Cost</b>	<b>\$ (477,796)</b>	<b>\$ (477,796)</b>	<b>\$ (1,389)</b>	<b>\$ (475,992)</b>	<b>\$ (477,381)</b>	<b>\$ 415</b>

<b>78107 - SCWMA - Education</b>						
<b>All Revenues</b>						
42358 - State Other Funding	\$ 135,000	\$ 135,000	\$ 10,171	\$ 300,000	\$ 310,171	\$ 175,171
42601 - County of Sonoma	\$ 313,044	\$ 313,044	\$ 154,151	\$ 160,000	\$ 314,151	\$ 1,107
44002 - Interest on Pooled Cash	\$ 595	\$ 595	\$ 1,823	\$ 1,823	\$ 3,645	\$ 3,050
44050 - Unrealized Gains and Losses	\$ -	\$ -	\$ (1,475)	\$ -	\$ (1,475)	\$ (1,475)
46029 - Donations/Contributions	\$ 25,535	\$ 25,535	\$ 18,794	\$ 6,265	\$ 25,058	\$ (477)
46200 - PY Revenue - Miscellaneous	\$ -	\$ -	\$ (57,408)	\$ -	\$ (57,408)	\$ (57,408)
<b>Revenues Total</b>	<b>\$ 474,174</b>	<b>\$ 474,174</b>	<b>\$ 126,055</b>	<b>\$ 468,087</b>	<b>\$ 594,143</b>	<b>\$ 119,969</b>
<b>All Expense/Expenditure Accts</b>						
51041 - Insurance - Liability	\$ 2,160	\$ 2,160	\$ 2,893	\$ -	\$ 2,893	\$ 733
51201 - Administration Services	\$ 285,947	\$ 285,947	\$ 131,769	\$ 85,884	\$ 217,653	\$ (68,294)
51205 - Advertising/Marketing Svc	\$ 2,000	\$ 2,000	\$ -	\$ 2,000	\$ 2,000	\$ -
51206 - Accounting/Auditing Services	\$ 3,000	\$ 3,000	\$ -	\$ 3,000	\$ 3,000	\$ -
51207 - Client Accounting Services	\$ 2,147	\$ 2,147	\$ -	\$ 2,147	\$ 2,147	\$ -
51211 - Legal Services	\$ 25,000	\$ 25,000	\$ 14,559	\$ 10,441	\$ 25,000	\$ -
51225 - Training Services	\$ 3,000	\$ 3,000	\$ 295	\$ 2,000	\$ 2,295	\$ (705)
51249 - Other Professional Services	\$ 49,774	\$ 355,799	\$ 50,423	\$ 305,376	\$ 355,799	\$ -
51401 - Rents and Leases - Equipment	\$ 3,000	\$ 3,000	\$ 1,338	\$ 1,662	\$ 3,000	\$ -
51421 - Rents and Leases - Bldg/Land	\$ 8,025	\$ 8,025	\$ 3,985	\$ 4,040	\$ 8,025	\$ -
51803 - Other Contract Services	\$ 38,014	\$ 38,014	\$ 7,970	\$ 30,044	\$ 38,014	\$ -
51901 - Telecommunication Data Lines	\$ 1,000	\$ 1,000	\$ 1,338	\$ 446	\$ 1,785	\$ 785
51902 - Telecommunication Usage	\$ 25,000	\$ 25,000	\$ 419	\$ 419	\$ 839	\$ (24,161)
51904 - ISD - Baseline Services	\$ 1,047	\$ 1,047	\$ 2,413	\$ 804	\$ 3,217	\$ 2,170
51905 - ISD - Improvement Projects	\$ -	\$ -	\$ 514	\$ 514	\$ 1,027	\$ 1,027
51906 - ISD - Supplemental Projects	\$ 1,800	\$ 1,800	\$ 636	\$ -	\$ 636	\$ (1,164)
51907 - ISD - Device Modernization Pro	\$ -	\$ -	\$ 1,373	\$ -	\$ 1,373	\$ 1,373
51909 - Telecommunication Wireless Svc	\$ 1,000	\$ 1,000	\$ 870	\$ 130	\$ 1,000	\$ -
51911 - Mail Services	\$ 3,000	\$ 3,000	\$ 227	\$ 227	\$ 454	\$ (2,546)
51912 - Records Services	\$ -	\$ -	\$ 22	\$ 22	\$ 44	\$ 44
51915 - ISD - Reprographics Services	\$ -	\$ -	\$ 951	\$ 951	\$ 1,901	\$ 1,901
51916 - County Services Chgs	\$ 3,578	\$ 4,396	\$ -	\$ 4,396	\$ 4,396	\$ -
51919 - EFS Charges	\$ 4,000	\$ 4,000	\$ -	\$ 4,000	\$ 4,000	\$ -
51922 - County Car Expense	\$ 3,720	\$ 3,720	\$ -	\$ -	\$ -	\$ (3,720)
52091 - Memberships/Certifications	\$ 150	\$ 150	\$ 150	\$ -	\$ 150	\$ -
52111 - Office Supplies	\$ 21,630	\$ 21,630	\$ 6,978	\$ 6,978	\$ 13,957	\$ (7,673)
52163 - Professional Development	\$ 1,200	\$ 1,200	\$ -	\$ 1,200	\$ 1,200	\$ -
57011 - Transfers Out - within a Fund	\$ 54,691	\$ 54,691	\$ -	\$ 54,691	\$ 54,691	\$ -
57015 - Transfers Out - All Others	\$ 454	\$ 454	\$ -	\$ -	\$ -	\$ (454)
<b>Expense/Expenditure Accts Total</b>	<b>\$ 544,337</b>	<b>\$ 851,180</b>	<b>\$ 229,124</b>	<b>\$ 521,372</b>	<b>\$ 750,497</b>	<b>\$ (100,683)</b>
<b>All Expense/Expenditure Accts</b>	<b>\$ 544,337</b>	<b>\$ 851,180</b>	<b>\$ 229,124</b>	<b>\$ 521,372</b>	<b>\$ 750,497</b>	<b>\$ (100,683)</b>
<b>All Revenues</b>	<b>\$ 474,174</b>	<b>\$ 474,174</b>	<b>\$ 126,055</b>	<b>\$ 468,087</b>	<b>\$ 594,143</b>	<b>\$ 119,969</b>
<b>Net Cost</b>	<b>\$ 70,163</b>	<b>\$ 377,006</b>	<b>\$ 103,069</b>	<b>\$ 53,285</b>	<b>\$ 156,354</b>	<b>\$ (220,652)</b>

<b>78108 - SCWMA - Planning</b>						
<b>All Revenues</b>						
42601 - County of Sonoma	\$ 40,134	\$ 40,134	\$ 19,763	\$ 21,000	\$ 40,763	\$ 629
44002 - Interest on Pooled Cash	\$ 278	\$ 278	\$ 227	\$ 227	\$ 454	\$ 176
44050 - Unrealized Gains and Losses	\$ -	\$ -	\$ (217)	\$ -	\$ (217)	\$ (217)
46029 - Donations/Contributions	\$ 3,274	\$ 3,274	\$ 2,402	\$ 801	\$ 3,203	\$ (71)
46200 - PY Revenue - Miscellaneous	\$ -	\$ -	\$ (7,328)	\$ -	\$ (7,328)	\$ (7,328)
<b>Revenues Total</b>	<b>\$ 43,686</b>	<b>\$ 43,686</b>	<b>\$ 14,847</b>	<b>\$ 22,028</b>	<b>\$ 36,875</b>	<b>\$ (6,811)</b>
<b>All Expense/Expenditure Accts</b>						
51041 - Insurance - Liability	\$ 1,320	\$ 1,320	\$ 1,137	\$ -	\$ 1,137	\$ (183)
51201 - Administration Services	\$ 31,351	\$ 31,351	\$ 1,692	\$ 12,000	\$ 13,692	\$ (17,659)
51206 - Accounting/Auditing Services	\$ 1,000	\$ 1,000	\$ -	\$ 1,000	\$ 1,000	\$ -
51207 - Client Accounting Services	\$ 1,312	\$ 1,312	\$ -	\$ 1,312	\$ 1,312	\$ -
51211 - Legal Services	\$ 1,000	\$ 1,000	\$ -	\$ -	\$ -	\$ (1,000)
51904 - ISD - Baseline Services	\$ 3,531	\$ 3,531	\$ 2,167	\$ 1,364	\$ 3,531	\$ -
51911 - Mail Services	\$ -	\$ -	\$ 79	\$ -	\$ 79	\$ 79
51916 - County Services Chgs	\$ 2,187	\$ 1,457	\$ -	\$ 1,457	\$ 1,457	\$ -
57011 - Transfers Out - within a Fund	\$ 53,011	\$ 53,011	\$ -	\$ 53,011	\$ 53,011	\$ -
57015 - Transfers Out - All Others	\$ 454	\$ 454	\$ -	\$ -	\$ -	\$ (454)
<b>Expense/Expenditure Accts Total</b>	<b>\$ 95,166</b>	<b>\$ 94,436</b>	<b>\$ 5,074</b>	<b>\$ 70,144</b>	<b>\$ 75,218</b>	<b>\$ (19,218)</b>
<b>All Expense/Expenditure Accts</b>	<b>\$ 95,166</b>	<b>\$ 94,436</b>	<b>\$ 5,074</b>	<b>\$ 70,144</b>	<b>\$ 75,218</b>	<b>\$ (19,218)</b>
<b>All Revenues</b>	<b>\$ 43,686</b>	<b>\$ 43,686</b>	<b>\$ 14,847</b>	<b>\$ 22,028</b>	<b>\$ 36,875</b>	<b>\$ (6,811)</b>
<b>Net Cost</b>	<b>\$ 51,480</b>	<b>\$ 50,750</b>	<b>\$ (9,773)</b>	<b>\$ 48,116</b>	<b>\$ 38,343</b>	<b>\$ (12,407)</b>
<b>78109 - SCWMA - Contingency Fund</b>						
<b>All Revenues</b>						
44002 - Interest on Pooled Cash	\$ 973	\$ 973	\$ 728	\$ 728	\$ 1,457	\$ 484
44050 - Unrealized Gains and Losses	\$ -	\$ -	\$ (108)	\$ -	\$ (108)	\$ (108)
46029 - Donations/Contributions	\$ -	\$ -	\$ 411	\$ 200	\$ 611	\$ 611
47101 - Transfers In - within a Fund	\$ 107,702	\$ 107,702	\$ -	\$ 107,702	\$ 107,702	\$ -
<b>Revenues Total</b>	<b>\$ 108,675</b>	<b>\$ 108,675</b>	<b>\$ 1,031</b>	<b>\$ 108,630</b>	<b>\$ 109,661</b>	<b>\$ 986</b>
<b>All Expense/Expenditure Accts</b>						
51201 - Administration Services	\$ 64,504	\$ 64,504	\$ 26,500	\$ 13,250	\$ 39,751	\$ (24,753)
51206 - Accounting/Auditing Services	\$ 1,500	\$ 1,500	\$ -	\$ 1,500	\$ 1,500	\$ -
51211 - Legal Services	\$ 10,000	\$ 10,000	\$ 2,265	\$ 2,265	\$ 4,529	\$ (5,471)
51801 - Other Services	\$ -	\$ -	\$ 3,173	\$ -	\$ 3,173	\$ 3,173
51916 - County Services Chgs	\$ -	\$ 1,556	\$ -	\$ 1,556	\$ 1,556	\$ -
52111 - Office Supplies	\$ 2,000	\$ 2,000	\$ -	\$ 500	\$ 500	\$ (1,500)
<b>Expense/Expenditure Accts Total</b>	<b>\$ 78,004</b>	<b>\$ 79,560</b>	<b>\$ 31,938</b>	<b>\$ 19,071</b>	<b>\$ 51,009</b>	<b>\$ (28,551)</b>
<b>All Expense/Expenditure Accts</b>	<b>\$ 78,004</b>	<b>\$ 79,560</b>	<b>\$ 31,938</b>	<b>\$ 19,071</b>	<b>\$ 51,009</b>	<b>\$ (28,551)</b>
<b>All Revenues</b>	<b>\$ 108,675</b>	<b>\$ 108,675</b>	<b>\$ 1,031</b>	<b>\$ 108,630</b>	<b>\$ 109,661</b>	<b>\$ 986</b>
<b>Net Cost</b>	<b>\$ (30,671)</b>	<b>\$ (29,115)</b>	<b>\$ 30,907</b>	<b>\$ (89,560)</b>	<b>\$ (58,652)</b>	<b>\$ (29,537)</b>

SCWMA FY 15-16 Third Quarter Fund Balances			
Fund	FY 15/16 Beginning Balance	Q3 Ending Balance	FY 15/16 Estimated Ending Balance
Wood Waste	\$ 110,626	\$ 513,286	\$ 420,116
Yard Debris	\$ 907,251	\$ 980,184	\$ 886,357
Organics Reserve	\$ 2,442,138	\$ 2,000,887	\$ 2,111,417
HHW	\$ 1,094,794	\$ 1,125,013	\$ 484,391
HHW Closure Reserve	\$ 69,139	\$ 69,200	\$ 69,437
HHW Operating Reserve	\$ 1,182,846	\$ 1,184,235	\$ 1,660,227
Education	\$ 280,760	\$ 177,691	\$ 124,406
Planning	\$ 70,052	\$ 79,825	\$ 31,709
Contingency Reserve	\$ 217,132	\$ 186,224	\$ 275,784



Agenda Item #: **6.3**  
Cost Center: **All**  
Staff Contact: **Carter**  
Agenda Date: **5/18/2016**

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  
Resolution

Approved by: \_\_\_\_\_  
Patrick Carter, 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.
<b>REVENUES</b>												
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%
<b>TOTAL REVENUES</b>	<b>290,190</b>	<b>4,528,906</b>	<b>1,707,089</b>	<b>499,630</b>	<b>46,096</b>	<b>21,767</b>	<b>344</b>	<b>85,572</b>	<b>13,008</b>	<b>7,192,601</b>	<b>10,532,878</b>	<b>-32%</b>
<b>EXPENDITURES</b>												
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%
<b>TOTAL EXPENDITURES</b>	<b>290,190</b>	<b>4,528,906</b>	<b>1,707,089</b>	<b>499,630</b>	<b>46,096</b>	<b>428,652</b>	<b>0</b>	<b>0</b>	<b>69,388</b>	<b>7,569,951</b>	<b>11,942,945</b>	<b>-37%</b>
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**

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**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
<b>Total Processing Expense for</b>	<b>78,000 tons</b>		<b>\$ 4,367,500</b>

**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
<b>Total</b>	<b>\$ 1,120,000</b>	<b>\$ 1,181,000</b>

**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**

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**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)
<b>TOTAL</b>	<b>\$ 38,014</b>	<b>\$ 72,714</b>	<b>\$ 34,700</b>

**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**

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**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**

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**51207      Client Accounting Services**

The estimated charge for accounting services provided by the County Auditor-Controller's staff is \$11,929 for this fiscal year. The cost center allocation is based on the level of effort necessary to provide services for this cost center relative to the other SCWMA cost centers. The 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**

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**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**

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**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**

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**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**

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**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
Subtotal	\$ 11,881

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

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
<b>REVENUES</b>							
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%
<b>SUBTOTAL</b>	316,595	173,623	294,465	232,753	290,190	57,437	25%
47101 OT-Within Enterprise	0	0	0	0	0	0	0%
<b>SUBTOTAL</b>	0	0	0	0	0	0	0%
<b>TOTAL REVENUES</b>	316,595	173,623	294,465	232,753	290,190	57,437	25%
<b>EXPENDITURES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	8,771	166,445	91,275	91,729	1,960	(89,769)	-98%
<b>TOTAL EXPENDITURES</b>	181,151	317,116	344,133	345,804	290,190	(55,614)	-16%
<b>NET COST</b>	(135,444)	143,493	49,668	113,051	(0)	(113,051)	-100%
<b>ROUNDING ERROR</b>	0	0	0	0	0		
<b>FUND BALANCE</b>							
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
<b>REVENUES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	0	0	0	0	0	0	0%
<b>TOTAL REVENUES</b>	3,503,394	3,020,307	3,912,919	7,466,823	4,528,906	(2,937,917)	-39%
<b>EXPENDITURES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	141,431	147,272	0	908	7,134	6,226	686%
<b>TOTAL EXPENDITURES</b>	3,249,438	3,476,918	4,089,251	7,453,227	4,528,906	(2,924,321)	-39%
<b>NET COST</b>	(253,956)	456,611	176,333	(13,596)	(0)	13,596	-100%
<b>ROUNDING ERROR</b>	0	0	0	0	0		
<b>FUND BALANCE</b>							
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
<b>REVENUES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	0	0	0	0	0	0	0%
<b>TOTAL REVENUES</b>	1,866,098	2,054,361	1,591,982	1,621,205	1,707,089	85,884	5%
<b>EXPENDITURES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	1,804	140,285	471,938	472,392	77,779	(394,613)	-84%
<b>TOTAL EXPENDITURES</b>	1,523,674	1,608,098	1,965,599	2,079,829	1,707,089	(372,740)	-18%
<b>NET COST</b>	(342,425)	(446,262)	373,617	458,624	(0)	(458,624)	-100%
<b>ROUNDING ERROR</b>	0	(1)	0	0			
<b>FUND BALANCE</b>							
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
<b>REVENUES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	0	0	0	0	0	0	0%
<b>TOTAL REVENUES</b>	308,262	483,168	650,621	474,174	499,630	25,456	5%
<b>EXPENDITURES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	4,345	146,429	54,691	55,145	7,444	(47,701)	-87%
<b>TOTAL EXPENDITURES</b>	246,368	390,145	625,021	545,155	499,630	(45,525)	-8%
<b>NET COST</b>	(61,895)	(93,023)	(25,599)	70,981	0	(70,981)	-100%
<b>ROUNDING ERROR</b>	0	0	0	0			
<b>FUND BALANCE</b>							
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
<b>REVENUES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	0	0	0	0	0	0	0%
<b>TOTAL REVENUES</b>	46,005	54,504	43,616	43,686	46,096	2,410	6%
<b>EXPENDITURES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	2,868	30,077	53,011	53,465	5,345	(48,120)	-90%
<b>TOTAL EXPENDITURES</b>	10,462	42,283	93,299	94,436	46,096	(48,340)	-51%
<b>NET COST</b>	(35,543)	(12,222)	49,683	50,750	0	(50,750)	-100%
ROUNDING ERROR	2	0	0	0			
<b>FUND BALANCE</b>							
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
<b>REVENUES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	148,840	313,717	91,275	91,275	7,732	(83,543)	-92%
<b>TOTAL REVENUES</b>	181,152	257,261	1,899,681	107,424	21,767	(85,657)	-80%
<b>EXPENDITURES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	0	0	0	0	0	0	0%
<b>TOTAL EXPENDITURES</b>	138,235	3,392,320	1,724,805	1,344,934	428,652	(916,282)	-68%
<b>NET COST</b>	(42,917)	3,135,059	(174,876)	1,237,510	406,885	(830,625)	-67%
<b>ROUNDING ERROR</b>	0	0	0	0			
<b>FUND BALANCE</b>							
Beginning Fund Balance	5,489,564	5,577,197	2,442,138	2,442,138	2,617,014	0	2,210,129
Less: Net Cost for Current Year	42,917	(3,135,059)	174,876	(1,237,510)	(406,885)		
Audit/Encumbrance Adjustments	44,716						
Ending Fund Balance	5,577,197	2,442,138	2,617,014	1,204,628	2,210,129		

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
<b>REVENUES</b>							
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%
<b>SUBTOTAL</b>	403	30	290	342	344	2	0%
47101 Transfers In - Within a Fund	0	0	0	0	0	0	0%
<b>SUBTOTAL</b>	0	0	0	0	0	0	0%
<b>TOTAL REVENUES</b>	403	30	290	342	344	2	0%
<b>EXPENDITURES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	0	0	0	0	0	0	0%
<b>TOTAL EXPENDITURES</b>	0	0	0	0	0	0	0%
<b>NET COST</b>	(403)	(30)	(290)	(342)	(344)	(2)	0%
<b>ROUNDING ERROR</b>	0	0	0	0	0	0	0%
<b>FUND BALANCE</b>							
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
<b>REVENUES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	1,350	140,285	471,938	471,938	77,325	(394,613)	-84%
<b>TOTAL REVENUES</b>	7,418	140,738	477,236	477,796	85,572	(392,224)	-82%
<b>EXPENDITURES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	0	0	0	0	0	0	0%
<b>TOTAL EXPENDITURES</b>	0	0	0	0	0	0	0%
<b>NET COST</b>	(7,418)	(140,738)	(477,236)	(477,796)	(85,572)	392,224	-82%
ROUNDING ERROR	1	0	0	0			
<b>FUND BALANCE</b>							
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
<b>REVENUES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	6,305	176,506	107,702	107,702	11,881	(95,821)	-89%
<b>TOTAL REVENUES</b>	9,601	177,565	109,425	108,675	13,008	(95,667)	-88%
<b>EXPENDITURES</b>							
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%
<b>SUBTOTAL</b>	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%
<b>SUBTOTAL</b>	0	0	0	0	0	0	0%
<b>TOTAL EXPENDITURES</b>	158,593	141,231	81,233	79,560	69,388	(10,172)	-13%
<b>NET COST</b>	148,993	(36,334)	(28,192)	(29,115)	56,380	85,495	-294%
<b>ROUNDING ERROR</b>	0	0	0	0			
<b>FUND BALANCE</b>							
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		



RESOLUTION NO.: 2016-

DATED: May 18, 2016

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY ("SCWMA") ADOPTING AN ANNUAL BUDGET FOR FISCAL YEAR 2016-17.

WHEREAS, SCWMA Board of Directors gave direction to SCWMA's Executive Director to prepare and present an annual budget; and

WHEREAS, an annual budget has been prepared and presented to SCWMA Board of Directors;

NOW, THEREFORE, BE IT RESOLVED that the SCWMA's Annual Budget for the period July 1, 2016 to June 30, 2017, attached hereto as FY 16-17 SCWMA Final Budget is hereby adopted.

BE IT FURTHER RESOLVED that the Clerk shall deliver a certified copy of this resolution to the Sonoma County Auditor-Controller.

MEMBERS:

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

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

SO ORDERED.

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

ATTEST:

DATE:

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



Agenda Item #: **6.4**  
Cost Center: **All**  
Staff Contact: **Carter**  
Agenda Date: **5/18/2016**

## **ITEM: Approval of Agreement with R3 Consulting for JPA Analysis and Facilitation Services**

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

Staff recommends the Board approve the agreement with R3 Consulting Group.

### **II. BACKGROUND**

The Agency's Joint Powers Authority (JPA) agreement is set to expire in February 2017 unless extended. As the Agency's are either directly required by State law (AB 939) or support the waste reduction requirements of State law, the Agency's programs will need to continue under the authority of one or more government entities. Which agency or agencies would have the authority to carry out the Agency programs has been the subject of much discussion by this Board for several years.

Though consensus was not reached by all Agency members when Agency staff provided information and presented to Agency member Councils and Board of Supervisors, there was near consensus in extending the Agency for one additional year to resolve where the program authority should reside. There was little initial support for transferring Agency programs to a JPA of the Regional Climate Protection Authority. Of the member councils that provided feedback, Agency staff understood through the discussions that there was a preference toward regional programs, especially for solid waste education and the regional planning and reporting, and perhaps to a lesser extent, household hazardous waste operations.

### **III. DISCUSSION**

Staff believes that R3 Consulting Group (R3) is uniquely situated to provide the additional, objective information this Board and Agency member governing boards need to decide the future of Agency programs. R3 has performed a number of studies for the Agency and individual Agency member organizations, and has recently assisted another solid waste JPA in Contra Costa County with similar issues. Staff believes that updating the analysis R3 performed for the Agency in 2014 and requesting that R3 facilitate an item about the Agency at a future meeting of the Board of Directors would help Board members decide the fate of the Agency's programs.

The scope of the R3 agreement includes 1) updating the prior analysis of the Agency's involvement in compost, HHW, education, and planning/reporting programs, 2) examining the efficiency of Agency to individual city authority and administration of programs, specifically with the City of Santa Rosa since City staff has indicated an interest this analysis, 3) comparing issues with the Contra Costa County JPA and resolution of that process, 4) analysis of the agreement with the Ratto Group to examine securing green waste and wood waste capacity beyond the current

expiration of the Agency, in the event that additional time is needed to gain consensus, and 5) facilitating a discussion at a future Agency Board meeting on these issues.

#### **IV. FUNDING IMPACT**

The proposed budget of \$10,000 can be accommodated in the Agency FY 15-16 Budget without amendment due to significant cost savings from staff vacancies.

#### **V. ATTACHMENTS**

Agreement with R3 Consulting Group for JPA Analysis and Facilitation Services

Resolution

Summary of Findings of Evaluation of Current Activities and Service Delivery Options performed by R3 Consulting Group

Approved by: \_\_\_\_\_  
Patrick Carter, Executive Director, SCWMA

SONOMA COUNTY WASTE MANAGEMENT AGENCY  
SHORT FORM CONTRACTING AGREEMENT

**Agreement for Consulting Services**

I. CONTRACTOR INFORMATION

Contractor: R3 Consulting Group

Address: 1512 Eureka Road, Suite 220  
Roseville, CA 95661

Telephone: (916) 782-7821

Fax: (916) 782-7824

II. AGENCY INFORMATION

Agency: Sonoma County Waste Management Agency

Address: 2300 County Center Dr., Ste. B 100  
Santa Rosa, CA 95403

Telephone: (707) 565-3687

Fax: (707) 565-3701

Project: SCWMA Programs Analysis and Facilitation

III. SCOPE OF WORK

Contractor shall provide solid waste consulting services to Agency, specifically an analysis of SCWMA programs, alternatives, and comparisons with other solid waste JPAs. Specific tasks include the following:

- Updating the prior analysis of the Agency's involvement in compost, HHW, education, and planning/reporting programs
- Examining the efficiency of Agency to individual city authority and administration of programs, specifically with the City of Santa Rosa
- Comparing renewal/extension issues with the Contra Costa County JPA and describing the resolution of that process
- Analysis of the agreement between the Agency and the Ratto Group for transport services to examine securing green waste and wood waste capacity beyond the current expiration of the Agency
- Facilitating a discussion at a future Agency Board meeting on these issues.

Contractor shall present the findings at a meeting of the SCWMA Board of Directors and facilitate a discussion with the Board of Directors, including feedback received from the Board and the public.

IV. PAYMENT FOR SERVICES

Contractor shall bill the Agency monthly on a time and materials basis for services provided through this Agreement. Contractor's billing rates are included as Attachment A to this Agreement. Payment for services rendered under this agreement shall not exceed \$10,000.

V. INDEPENDENT CONTRACTOR

Contractor is an independent contractor, working under his/her own supervision and direction and is not a representative of Agency.

VI. TERMINATION

Either party shall have the right to terminate this Agreement, in their sole and absolute discretion, upon thirty (30) days written notice to the other party. In such event, Contractor shall be entitled to receive payment for outstanding invoices and unbilled charges as of the termination date.

This agreement will expire on August 17, 2016.

VII. INSURANCE.

With respect to performance of work under this Agreement, Contractor shall maintain and shall require all of its subcontractors, consultants, and other agents to maintain, insurance as described below:

7.1 Workers' Compensation Insurance. Workers' compensation insurance with statutory limits as required by the Labor Code of the State of California.

7.2 General Liability Insurance. Commercial general liability insurance covering bodily injury and property damage using an occurrence policy form, in an amount of One Million Dollars (\$1,000,000.00) combined single limit for each occurrence. Said commercial general liability insurance policy shall either be endorsed with the following specific language or contain equivalent language in the policy:

- a. The Sonoma County Waste Management Agency, its officers and employees, is named as additional insured for all liability arising out of the operations by or on behalf of the named insured in the performance of this Agreement.

b. The inclusion of more than one insured shall not operate to impair the rights of one insured against another insured, and the coverage afforded shall apply as though separate policies had been issued to each insured, but the inclusion of more than one insured shall not operate to increase the limits of the company's liability.

c. The insurance provided herein is primary coverage to the Sonoma County Waste Management Agency with respect to any insurance or self-insurance programs maintained by the Agency.

d. This policy shall not be cancelled, non-renewed, or materially changed without first giving thirty (30) days prior written notice to the Sonoma County Waste Management Agency.

7.3 Automobile Insurance. Automobile liability insurance covering bodily injury and property damage in an amount of than One Million Dollars (\$1,000,000) combined single limit for each occurrence. Said insurance shall include coverage for owned, hired, and non-owned vehicles. Said policy shall be endorsed with the following language:

This policy shall not be cancelled, non-renewed, or materially changed without first giving thirty (30) days prior written notice to the Sonoma County Waste Management Agency.

#### VIII. INDEMNIFICATION:

Contractor shall defend, indemnify, hold harmless, reimburse and release Agency, its officers, agents and employees, from and against any and all actions, claims, damages, disabilities, liabilities and expense, including but not limited to attorneys' fees and the cost of litigation incurred in the defense of claims as to which this indemnity applies or incurred in an action by Agency to enforce the indemnity provisions herein, whether arising from personal injury, or property damage, that may be asserted by any person or entity, to the extent arising out of the negligent acts or omissions or willful misconduct in the performance by Contractor of its obligations hereunder, excluding liability due to the negligence or due to the willful misconduct of the Agency. If there is a possible obligation to indemnify, Contractor's duty to defend exists regardless of whether it is ultimately determined that there is a duty to indemnify. This indemnification obligation is not limited in any way by any limitation on the amount or type of damages or compensation payable to or for Contractor or its agents under workers' compensation acts, disability benefit acts, or other employee benefit acts.

#### X. CHANGES TO THE AGREEMENT

Changes to this Agreement must be approved by the Agency's Executive Director.

#### XI. CONTRACTOR'S STANDARD OF CARE

Agency has relied upon the professional ability and training of Contractor as a material inducement to enter into this Agreement. Contractor hereby warrants that all of Contractor's work will be performed in accordance with generally accepted and applicable professional practices and standards as well as the requirements of applicable federal, state, and local laws, it being understood that acceptance of Contractor's work by Agency shall not operate as a waiver of release.

XII. COMPLIANCE WITH LAWS

Contractor shall comply with all applicable federal, state, and local laws, rules and regulations.

XIII. APPLICABLE LAW AND FORUM

This Agreement shall be construed and interpreted according to California law and any action to enforce the terms of this Agreement or for the breach thereof shall be brought and tried in the County of Sonoma.

By:

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CONTRACTOR

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Date

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Patrick Carter, SCWMA Executive Director

Reviewed as to form:

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Ethan Walsh, Agency Counsel

RESOLUTION NO.: 2016-

DATED: May 18, 2016

RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY ("SCWMA") AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH R3 CONSULTING GROUP, INC.

WHEREAS, SCWMA Board of Directors wished to receive an update to work previously performed by R3 Consulting Group, examining the efficiency and cost effectiveness of SCWMA programs; and

WHEREAS, having previously prepared the original analysis, R3 Consulting Group is uniquely qualified to perform the additional analysis;

NOW, THEREFORE, BE IT RESOLVED that the SCWMA's authorized the Chair to execute an agreement with R3 Consulting Group for Consulting Services.

MEMBERS:

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

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

SO ORDERED.

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

ATTEST:

DATE:

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



May 13, 2014

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

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

Dear Mr. Mikus:

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

## Summary Findings

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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



Agenda Item #: 7  
Cost Center: Organics  
Staff Contact: Carter  
Agenda Date: 5/18/2016

## **ITEM: Rescission of the Certification of the Environmental Impact Report for Construction of the Central Disposal Site Compost Facility and Rescission of Approval of the Project**

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

Staff recommends the Board approve the resolution included with this item to rescind the certification of the Environmental Impact Report for construction of the Central Disposal Site compost facility and approval of the project.

### **II. BACKGROUND**

The Agency has been attempting to site a new compost facility in Sonoma County since 2008, and completed the Environmental Impact Report and project approval process on June 24, 2015 by approving Resolutions 2015-13 and 2015-14. A group of residents (RENALE) opposed to the certification and selection of the Central Disposal Site filed a lawsuit against the Agency on July 29, 2015. As Agency staff continued with the permitting process to construct and operate the Central Compost Site, recent consultations with members of the solid waste disposal and compost industry and careful reconsideration of the issue has led Agency staff to believe the Central Compost Site is no longer viable as a practical matter and it would no longer be an efficient use of Agency resources to attempt to permit the site and continue with litigation with RENALE.

### **III. DISCUSSION**

Agency staff offered to settle the lawsuit with RENALE under the terms of the Agency rescinding approval of the EIR certification and project approval, and RENALE accepted. If the Agency performs those two actions by approving the resolution included in this packet, RENALE has agreed to dismiss its lawsuit against the Agency. As described in the attached April 22, 2016 press release, staff no longer believes the Central Compost Site, as described in the EIR, is viable for a variety of reasons. Staff recommends approval of the attached resolution the rescind certification of the EIR and approval of the project.

### **IV. FUNDING IMPACT**

Agency staff has spent a significant amount of staff time, including \$113,665 of legal services from Agency and Special Counsel from Best Best and Krieger, in the current fiscal year defending the compost project EIR and supporting the permitting process of the Central Compost Site. Staff has budgeted an additional \$250,000 in legal services in the FY 16/17 Budget to continue defending the Agency from current and potential future litigation (Appeal by RENALE, if the Agency prevailed). The reimbursement of Lozeau Drury attorney fees in the amount of \$115,000 as a

condition of the settlement is within current year budget limits for legal services. Settling this litigation now will reduce exposure to higher litigation costs in the future.

## **V. ATTACHMENTS**

Resolution Rescinding Certification of the Compost Facility EIR and Approval of the Project  
RENALE Settlement Press Release

Approved by: \_\_\_\_\_  
Patrick Carter, Executive Director, SCWMA

RESOLUTION NO.: 2016-

DATED: May 18, 2016

**RESOLUTION OF THE SONOMA COUNTY WASTE MANAGEMENT AGENCY RESCINDING THE CERTIFICATION OF THE ENVIRONMENTAL IMPACT REPORT FOR CONSTRUCTION OF THE CENTRAL DISPOSAL SITE COMPOST FACILITY AND RESCINDING APPROVAL OF THE PROJECT**

THE SONOMA COUNTY WASTE MANAGEMENT AGENCY HEREBY FINDS, DECLARES, AND RESOLVES AS FOLLOWS:

**WHEREAS**, the Sonoma County Waste Management Agency (“SCWMA”) is a joint powers authority of the nine (9) incorporated cities and the County of Sonoma, as authorized under Government Code §§ 6500, *et seq.*, formed for the purpose of waste management and diversion; and

**WHEREAS**, SCWMA previously proposed to construct a new compost facility to replace the existing composting facility at the Central Disposal Site (“Project”); and

**WHEREAS**, for purposes of the California Environmental Quality Act (Public Resources Code §§ 21000, *et seq.*, and Guidelines for the California Environmental Quality Act, 14 Cal. Code of Regs. §§ 15000, *et seq.*, the “CEQA Guidelines,” collectively referred to as “CEQA”) SCWMA, as lead agency, determined that an Environmental Impact Report (“EIR”) was required for the Project, pursuant to CEQA; and

**WHEREAS**, in December 2011, the SCWMA completed a DEIR, including certain technical appendices (collectively, the “DEIR,” SCH #2008122007), so as to disclose potential environmental impacts associated with the proposed Project and the various Project alternatives considered in accordance with CEQA Guidelines § 15084.

**WHEREAS**, on October 4, 2012, the SCWMA released a Recirculated DEIR (“RDEIR”) to evaluate, at a project-level of detail, the potential environmental impacts of revisions to the Central Site Alternative; and

**WHEREAS**, the SCWMA’s Board of Directors (the “Board”) held a duly noticed public hearing to consider the Final EIR on June 24, 2015 and, pursuant to Resolution 2015-13, certified the Final EIR; and

**WHEREAS**, the Board held a duly noticed public hearing to consider the selection of the Central Site Alternative for the Project on June 24, 2015 and, pursuant to Resolution 2015-14, adopted a mitigation measure reporting program and statement of overriding considerations related to the Final EIR and approved the Project, selecting the Central Site Alternative.

**WHEREAS**, on July 29, 2015, Petitioner Renewed Efforts of Neighbors Against Landfill Expansion (“RENALE”) filed a lawsuit challenging the Board’s approval of the Project and certification of the Final EIR; and

**WHEREAS**, after discussions with members of the waste disposal industry and careful consideration of this issue, SCWMA staff has come to the conclusion that development of the proposed project at the Central Disposal Site is no longer viable as a practical matter; and

**WHEREAS**, in light of this belief, the Board has concluded it is not an efficient use of resources to continue with the RENALE litigation, and the SCWMA has therefore sought to settle the lawsuit with RENALE; and

**WHEREAS**, the settlement is contingent on the Board rescinding the certification of the Final EIR and the approval of the Central Disposal Site for the Project.

**NOW, THEREFORE, THE SONOMA COUNTY WASTE MANAGEMENT AGENCY HEREBY FINDS, DECLARES, AND RESOLVES AS FOLLOWS:**

**Section 1:** The foregoing recitals are incorporated into this Resolution by this reference, and constitute a material part of this Resolution.

**Section 2:** Resolutions 2015-13 certifying the Final EIR and 2015-14 adopting a mitigation measure reporting program and statement of overriding considerations related to the Final EIR and approving the Central Disposal Site as the Project site are hereby rescinded in their entirety.

**MEMBERS:**

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

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

SO ORDERED.

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

ATTEST: DATE:

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



For Immediate Release  
April 22, 2016

Contact: Patrick Carter  
707-565-3687  
patrick.carter@sonoma-county.org

## **Sonoma County Waste Management Agency and RENALE Settle Over the Certification of a New Compost Site Environmental Impact Report**

**Santa Rosa, CA** - The Sonoma County Waste Management Agency (SCWMA) has settled its litigation with RENALE, a group of neighbors opposed to the selection of the Sonoma County Central Disposal Site for construction of a new compost facility. The final settlement is contingent on the SCWMA Board rescinding the certification of the Final Environmental Impact Report and associated documents selecting the Central Disposal Site. The SCWMA Board will consider the rescission of both the EIR and selection of the Central Disposal Site at its May 18 meeting. If both actions are rescinded, RENALE will dismiss its lawsuit.

After discussions with members of the waste disposal industry and careful consideration of this issue, SCWMA staff has come to the conclusion that development of the proposed project at the Central Disposal Site is no longer viable as a practical matter. Since the site selection process started in 2007, the composting industry has evolved and the variety of potential green and food waste solutions available has changed to a point where a single, large scale, publicly owned, privately operated compost facility like the one contemplated in the EIR is not necessarily the most efficient or cost effective means of providing composting services in Sonoma County. Further, since the project was initially envisioned, the State has adopted regulations, including additional requirements to protect air and water quality, that place new responsibilities and costs on composting operations which added to the cost and complexity of the project analyzed in the EIR. These factors, along with the limitations on SCWMA's authority (including a lack of authority to independently finance the facility, and the pending expiration of SCWMA's term) and continuing and steadfast neighborhood opposition to the Central Disposal Site create a combination of factors that SCWMA staff believes will limit private industry interest in constructing or operating a compost facility at that location. The SCWMA continues to believe that the EIR and the process followed to select the Central Disposal Site comply with the California Environmental Quality Act. However, without private industry participation, the SCWMA does not believe that the composting facility described in its EIR can be developed at the Central Disposal Site. In light of this belief, it is not an efficient use of resources to continue with the RENALE litigation, and the SCWMA therefore sought to settle the lawsuit.

The SCWMA has made arrangements with out-of-county facilities for processing of green waste while a new plan for a long term compost solution is developed. Since the compost site closure last fall, a number of private entities have reached out to the SCWMA staff to provide information regarding

potential solutions to provide compost services to the SCWMA and its members. In the event the SCWMA Board rescinds the EIR and selection of the Central Disposal Site, the SCWMA will continue to explore these and other potential solutions that will enable the SCWMA to provide compost services to its member agencies and the community in the most efficient, cost-effective and environmentally responsible manner possible.

Information about the SCWMA and its programs can be found at [www.recyclenow.org](http://www.recyclenow.org). Written comments about the proposed actions to take place at the May 18 meeting, as well as comments about the future of composting in Sonoma County can be directed to Patrick Carter, SCWMA Executive Director, by email at [patrick.carter@sonoma-county.org](mailto:patrick.carter@sonoma-county.org), or by mail at Sonoma County Waste Management Agency, 2300 County Center Drive, Suite B-100, Santa Rosa, CA 95403. There will be additional opportunities for public comment on this subject at future public meetings.





Agenda Item #: **8**  
Cost Center: **All**  
Staff Contact: **Carter**  
Agenda Date: **5/18/2016**

## **ITEM: Analysis of Organic Material Management Scenarios**

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

Staff recommends the following to the Board: 1) continue to deal with green waste and wood waste on a regional basis through the Agency for at least one additional year (February 2018), 2) direct staff to initiate a Request for Qualifications process to determine the interest and feasibility of proceeding with a Request for Proposals to secure compost capacity for the long term, and 3) direct staff to negotiate an amendment to the agreement with the Ratto Group for Transport Services such that the Ratto Group secures compost capacity for all green and wood waste for the short term.

Alternatively, the Board could direct staff to begin the process of transitioning responsibility for managing the transport and disposal of green and wood waste to individual Agency members.

### **II. BACKGROUND**

At the January 20, 2016 Agency meeting, the Board of Directors requested staff to return at a future meeting to clarify the direction regarding the intent on bidding or selection process for a compost contractor, the interaction between the Agency, the County, and Republic in that process, and overhaul cost analysis. The circumstances around organic material management have changed since that meeting. Staff believes the immediate need for analysis revolves around the need to secure organics processing capacity in at least the short term (1-3 years).

Staff's experience over the past several months trying to achieve resolution to this issue is that other parties expect the Agency to act first. They want assurances their efforts are not done in vain or that they are not creating obligations for their organization that they do not have the means to deliver. Organic material management is part of the Agency's mission and staff believes this organization must take the lead to figure the path, so that others will be willing to participate in the solutions. The timing of the Agency term expiration is unfortunate, as the lack of authority to secure short term capacity while longer term solutions are developed is a significant barrier.

### **III. DISCUSSION**

There is an urgent need to determine which agency or agencies will handle green and wood waste transport and disposal beyond February 2017. The agreement with the Ratto Group to transport those materials, as well as the agreements with four out-of-county compost sites, expires with the current end term of the Agency. Agency staff strongly recommends the Board and Agency member councils take action to secure at least short term (1-3 year) agreements with compost facilities to ensure sufficient, affordable disposal capacity, while simultaneously exploring the potential for developing additional compost capacity. Failing to timely secure compost capacity

increases the risk that the nearby capacity will be reserved by other parties and the available capacity will be more expensive.

Agency staff believes there are two paths to successfully secure organics processing capacity: extending the Agency with its current authority for at least one additional year (three or more years would be preferable, but staff realizes the difficulty involved in that request), or removing organics from the Agency's authority and reverting that back to individual members. In both cases, quick action should be taken.

#### Agency Extension

The potential benefits of regional action to secure capacity include improved economies of scale, bulk pricing, reduced agency member competition, reduced overhead and administration (one agreement vs. up to 10 agreements), and the ability to leverage the collective capacity to facilitate the development of additional compost capacity. The potential downside to regional action includes the loss of direct control over those organic materials and their associated funding for individual Agency members (to be clear though, this has been the approach for the past 24 years).

In retaining the authority to manage organic materials, the Board could choose to continue dealing directly with the Ratto Group to transport and staff to secure compost facility capacity, or it could request that Republic Services, which manages the transfer stations, secure compost capacity and transport the material, presumably with the assistance of their prime contractor, the Ratto Group.

An extension of the Agency for one additional year has already been discussed and approved by all but one Agency member. Staff believes with an extension of at least one year, much work could be done to identifying the long term solution for organic materials management, though extension for up to three years would allow a competitive process to identify long term capacity and prepare for flow commitments to implement long term solutions.

#### Individual Agency Member Action

If consensus is not reached on whether the Agency retains the authority to deal with organic materials, the authority to deal with those materials would revert back to individual Cities and the County. If this scenario comes to pass, Agency staff recommends that member jurisdictions discuss with both their franchised hauler and Republic Services the best method for securing compost capacity. This could be accomplished through direct haul if their location is in close proximity to a compost facility, or by outhaul via the transfer stations. Staff recommends there to be a concerted effort by Agency members to identify and develop additional affordable and/or more environmentally beneficial compost capacity.

Staff would expect there to be additional contractual arrangements between individual cities and their franchised hauler and/or Republic Services to implement this action. This could include amendments to the franchise agreement if it does not allow for an alternative compost site location and/or an amendment to the flow commitments with Republic Services to include all organic materials.

#### Request for Qualifications

Staff recommends a different approach from the past, where the Agency was directly involved in a site and facility procurement process. Staff believes that with the maturation of the organics

management industry, that the development of organics capacity is feasible with the long term commitment of organic materials, as opposed to direct government involvement in siting, permitting, and construction. The commitment of flow could be done regionally through the Agency, or individually by Agency members through their franchised haulers and/or Republic Services.

A number of parties have contacted Agency staff to discuss plan for developing compost capacity or to inform staff of their technology/method to improve organics management. A Request for Qualifications (RFQ) process could be developed and initiated to determine the interested parties and the feasibility of proceeding with a Request for Proposals to secure compost capacity for the long term. Even if the Agency is not be involved in organics management beyond February 2017, staff believes there will be value in undergoing the RFQ process, as interested parties will be identified and preliminary feasibility examined.

#### Conclusions

The three identified paths to successful resolution are 1) extension of the Agency with the Agency retaining authority to manage organics, 2) extension of the Agency with the Agency requesting that Republic Services administer the organics management, and 3) the reverting of organics management back to member agencies. Staff believes path 1 has the fewest unknown factors and potential barriers, and recommends the Board select that option as the preferred method at least until February 2018 while additional organics capacity can be explored. Staff believes that path 1 allows Agency members to retain the greatest amount of control over the future costs of organics management. As such, staff recommends the Board take action to advocate for the extension of this agency for at least an additional year, develop and initiate a Request for Qualifications process, and negotiate with the Ratto Group to secure additional organics capacity while the future of the Agency's involvement in organics management is determined.

## **IV. FUNDING IMPACT**

The cost of organic material transport and disposal are included in the current and future fiscal year budgets. There are potential risks of additional costs associated with this program if action is not taken in the near term to secure organics capacity for the next several years. Those costs cannot be quantified at this time, but have the potential to be significant.

## **V. ATTACHMENTS**

None

Approved by: \_\_\_\_\_  
Patrick Carter, Executive Director, SCWMA



Agenda Item #: **9.1**  
 Agenda Date: **5/18/2016**

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

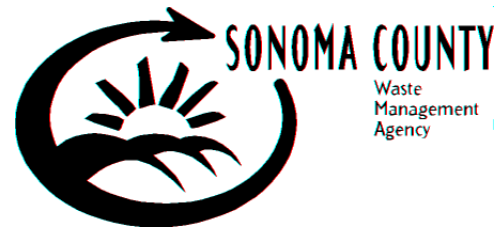
**May 2016 Outreach Events**

<u>Day</u>	<u>Time</u>	<u>Event</u>
1	10 AM -4 PM	Day Under the Oaks 2016 - Santa Rosa Junior College
3	4 PM – 8 PM	Community Toxics Collection – Guerneville
4	5 PM-8:30 PM	Santa Rosa Downtown Wednesday Market – Santa Rosa
5	3 PM-9 PM	Cinco de Mayo – Roseland Area Santa Rosa
5	5 PM-8 PM	Cinco de Mayo Cultural Festival – Windsor
7	10:30 AM-12:30 PM	Master Gardener Lecture on Composting: The Single Best Thing You Can Do for Your Garden - Petaluma Library
9	6:30 PM – 7:30 PM	Recycling Training with Leadership Institute at Burbank Housing – Santa Rosa
10	4 PM – 8 PM	Community Toxics Collection – Oakmont
13	3 PM – 3:30 PM	Recycling Training – Seghesio Winery – Healdsburg
17	11 AM – 1 PM	Recycling & Organics Waste Assessment – Ranchero Mendoza grocery - Santa Rosa
17	4 PM – 8 PM	Community Toxics Collection – Healdsburg
18	5 PM-8:30 PM	Santa Rosa Downtown Wednesday Market – Santa Rosa
18	3 PM – 4PM	Recycling Education - Girl Scout Troop – Petaluma
18	5 PM – 7 PM	Chamber of Commerce Business Expo – Rohnert Park
21-22	8 AM – 4 PM	E-waste Collection Event –Whole Foods Coddingtontown—Santa Rosa
24	4 PM – 8 PM	Community Toxics Collection – Boyes Hot Springs
25	5 PM-8:30 PM	Water Expo during Wednesday Downtown Market –Santa Rosa
25	5 PM-8:30 PM	Master Gardener Composting Information Table at the Water Expo during Wednesday Downtown Market –Santa Rosa
31	2 PM – 3 PM	Recycling & Organics Training – Santa Rosa Memorial Hospital
31	4 PM – 8 PM	Community Toxics Collection – Larkfield

**June 2016 Outreach Events**

Day	Time	Event
1	5 PM - 8:30 PM	Santa Rosa Downtown Wednesday Market – Santa Rosa
4	9 AM – 1 PM	Paintcare Drop Off Event – Santa Rosa

7	4 PM – 8 PM	Community Toxics Collection – Bodega Bay
10	1:30 PM – 4:30 PM	Korbel EH&S Fair – Guerneville
11	11:00 AM - 1:00 PM	Master Gardener Composting & Vermicomposting Workshop - Windsor Community Garden
14	4 PM – 8 PM	Community Toxics Collection – Santa Rosa, NW
18	10:00 AM-12:00 PM	Composting & Vermicomposting Workshop, Bayer Farm - Santa Rosa (SPANISH ONLY)
21	4 PM – 8 PM	Community Toxics Collection – Petaluma
22-26	1PM – 10 PM	Sonoma-Marin Fair – Petaluma Fairgrounds
28	4 PM – 8 PM	Community Toxics Collection – Kenwood
29	10 AM– 11 AM	Dynamic Earth Day at Summer Camp – Petaluma



May 9, 2016

The Honorable Senators Hannah-Beth Jackson and Jeff Stone  
California State Senate  
State Capitol, Room 2032  
Sacramento, CA 95814-4900

**Subject: SB 1229 (Jackson-Stone) – Secure Drug Take-Back Bins - SUPPORT**

Dear Senators Jackson and Stone:

The Sonoma County Waste Management Agency (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.

SCWMA is pleased to SUPPORT SB 1229 as amended April 19, 2016. We have been working for years to reduce public health, safety and environmental risks from improper storage and disposal of unwanted and expired medications. Misuse of medications, accidental poisonings, and water contamination are issues that can be addressed by making it more convenient for the public to safely dispose of unwanted and expired medications. Pharmacies provide an important community service by providing safe and convenient bins for the public to properly dispose of medications. Pharmacists who host medication disposal receptacles should be able to receive protection if they follow certain rules for these three important reasons:

- 1) Now that the U.S. Drug Enforcement Agency has clear rules on hosting medicine bins, this bill will protect the pharmacists and pharmacy chain stores who provide the important community service of providing safe and convenient disposal bins to the public;
- 2) Providing safe medication disposal was listed as one of four key pillars of the national prescription drug abuse policy recommendations from 2014; and,
- 3) California's water is a precious resource and pollution prevention is much more cost effective than treatment.

SB 1229 should eliminate the concerns raised by many pharmacies regarding liability and encourage their voluntary participation in hosting secure drug take-back bins.

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

Sincerely,

Patrick Carter, Executive Director  
Sonoma County Waste Management Agency

cc. Assemblymember Jim Wood, Fax: (916) 319-2102  
Assemblymember Bill Dodd, Fax: (916) 319-2104  
Assemblymember Marc Levine, Fax: (916) 319-2110  
Senator Mike McGuire, Fax: (916) 651-4902  
Senator Lois Wolk, Fax: (916) 651-4903  
California Product Stewardship Council  
SCWMA Board Members





## DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY

801 K STREET, MS 19-01, SACRAMENTO, CALIFORNIA 95814 • (916) 322-4027 • [WWW.CALRECYCLE.CA.GOV](http://WWW.CALRECYCLE.CA.GOV)

Date

**DealerID: DLXXXXX**

Store Manager

Business Name

Address

City, CA ZIP

### FIRST NOTICE: REQUIREMENTS TO ENSURE RECYCLING CONVENIENCE

Dear Store Manager:

The Department of Resources Recycling and Recovery (CalRecycle) administers California's Beverage Container Recycling and Litter Reduction Act (Act). The Act, which is state law, is designed to provide consumers with convenient locations to return their empty beverage containers for the California Refund Value (CRV). As a retail store that sells beverages (dealer), you share the responsibility for providing this convenience. You may view the full Act and associated regulations via web link: <http://calrecycle.ca.gov/BevContainer/LawsRegs/>.

#### How Does This Affect You?

Your store is identified as a beverage *dealer* located within a *convenience zone* that does not contain a certified recycling center.

- A *dealer* is a retail establishment that offers the sale of CRV beverages to consumers for off-site consumption. Examples of dealers include, but are not limited to, supermarkets, community markets, gas marts, convenience stores, liquor stores, membership bulk stores and health food stores. (Public Resources Code (PRC) §14510.)
- A *convenience zone* is the area within a one-half mile radius of a supermarket. Your store is located in convenience zone #13712, which is created by Save Mart, 200 Country Club Gate Ctr, Pacific Grove. (PRC §§ 14509.4, 14571(a).)

The Act requires that there be a recycling center established within each convenience zone, unless certain conditions exist that allow for granting or sustaining exemption from this requirement are met. In your case, exemption was not granted or sustained. This means that people who shop in your area do not have a convenient location to return their beverage containers for CRV. (PRC §14571.8.)



Mr./Ms. Store Manager  
 Date  
 Page 2

### What Does the Act Require?

The Act requires a recycling location to be established within 60 days from the date of this notice. The ideal solution is for a state certified recycling center to become operational within the convenience zone. However, if this does not happen, all dealers within the convenience zone must choose **one** of the following two options, in accordance with PRC §14571.6:

- A. Pay consumers the refund value for all empty CRV beverage containers they bring to your store for recycling, *or*
- B. Pay a daily fee of \$100 per day to CalRecycle. Please note that the daily fee is only an option in state law and is not a fine. By choosing this option and paying the daily fee, you are relieved of the responsibility to redeem CRV containers for consumers.

### What Should You Do Now?

The next 60 days are considered a *grace period*. During this time dealers are encouraged to work with property managers, local government and recycling center operators to establish a recycling center in your area. Supermarkets often host recycling centers; however, any dealer with enough space may accommodate a recycling center with approval from the commercial landlord and local government. CalRecycle may be able to assist you in contacting recycling center operators.

### Understanding Our Notification Process

This is the first of three notices you may receive regarding this grace period. You will receive the following notices if a convenient recycling center has not been established:

- After 30 days, you will receive a second notice. This is a reminder of the responsibilities outlined in this first notice.
- After 60 days, you will receive a final notice. This indicates that the 60-day grace period has expired. The final notice will include additional instructions and a dealer affidavit that you will need to sign and return to CalRecycle within 10 days. ***Failure to do so may result in the issuance of a Notice of Non-compliance or Notice of Violation with civil penalties.***

If a certified recycling center becomes operational within your convenience zone at any time, CalRecycle will immediately notify you in writing. We will provide the name and address of the new recycling center. At that time, you may begin directing consumers to the recycling center.

If you have any questions regarding this notice, please contact the Convenience Zone Unit at 916-322-0195 or CZDealerInfo@calrecycle.ca.gov. To help us assist you better, please provide your dealer identification number, DLXXXXX, when you call.

Sincerely,

Walt Simmons  
 Supervisor  
 Convenience Zone Unit