

**DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY  
CITY OF CRESCENT CITY  
COUNTY OF DEL NORTE  
STATE OF CALIFORNIA**

**Board of Supervisors Chambers  
Flynn Center 981 H Street  
Crescent City, CA**

**Regular Session**

**Tuesday June 16, 2015**

**3:30 PM**

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The Solid Waste Management Authority of the City of Crescent City and the County of Del Norte, State of California, is now meeting in Regular Session. Only those items that indicate a specific time will be heard at the assigned time. All items may be taken out of sequence to accommodate public and staff availability.

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All documents referred to in this agenda are available at the Office of the Del Norte Solid Waste Management Authority at 1700 State Street in Crescent City, between the hours of 8 A.M. and 5 P.M. Monday through Friday OR online at [www.recycledelnorte.ca.gov](http://www.recycledelnorte.ca.gov)

For more information call 465-1100 or email [dnswwma@recycledelnorte.ca.gov](mailto:dnswwma@recycledelnorte.ca.gov)

**3:30 PM CALL MEETING TO ORDER**

**PLEDGE OF ALLEGIANCE**

**1. CLOSED SESSION ITEM:**

- 1.1 PUBLIC EMPLOYEE APPOINTMENT  
(Gov't Code 54957) Title: Director

**PUBLIC COMMENTS:**

**3:45 PM** ANY MEMBER OF THE PUBLIC MAY ADDRESS THE SOLID WASTE MANAGEMENT AUTHORITY ON ANY MATTER ON OR OFF THE AGENDA. After receiving recognition from the Chair, please give your name and address for the record. Comments will be limited to three minutes.

**OPEN SESSION ITEMS:**

**2. CONSENT AGENDA**

- 2.1 Approve minutes, Regular Session, Tuesday, May 19, 2015. \*\*

- 2.2 Fourth of July Fee Waiver request from the Chamber of Commerce with respect to Authority Criteria and Policy for Authority-allocated bin pulls. \*\*
- 2.3 Approve budget transfer in the amount of \$85,450.00 \*\*

## **END CONSENT AGENDA**

### **DISCUSSION/ACTION ITEMS**

#### **3. LANDFILL POSTCLOSURE**

- 3.1 Status report regarding the Authority's ongoing appeal of Waste Discharge Requirements fee from the State Water Resources Control Board. \*\*
- 3.2 Discussion and possible release of a Request for Proposal for Water Quality Engineering Analysis regarding the Crescent City Landfill. \*\*

#### **4. COLLECTIONS FRANCHISE**

- 4.1 Discussion regarding assessment and payment of Finance Charges by Recology Del Norte for late payments of disposal and franchise fees. \*\*
- 4.2 Status report regarding Recology's efforts to appoint or hire a General Manager for Recology Del Norte.

#### **5. TRANSFER STATION**

- 5.1 Discussion and possible action regarding developing a program for commercial oil recycling at the Del Norte County Transfer Station.

#### **6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS**

##### **PUBLIC HEARING 4:00 PM**

- 6.1 Discussion and possible action regarding a public hearing and approval of the Authority's budget for fiscal year 2015/2016. \*\*
- 6.2 Discussion and possible action regarding adoption of Resolution 2015-05, A RESOLUTION OF THE GOVERNING BOARD OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY APPOINTING KATHERINE BREWER AS AUTHORITY CLERK. \*\*
- 6.3 Discussion and possible action regarding Resolution 2015-06, A RESOLUTION OF THE GOVERNING BOARD OF THE DEL NORTE SOLID WASTE

MANAGEMENT AUTHORITY AUTHORIZING SUBMITTAL OF A REGIONAL USED OIL PAYMENT PROGRAM APPLICATION AS THE REGIONAL LEAD AGENCY, RELATED AUTHORIZATIONS AND IDENTIFICATION OF REGIONAL PARTICIPANTS, and submittal of related application for used oil recycling support funding for fiscal year 2015/2016. \*\*

- 6.4 Discussion and possible action regarding adoption of Resolution 2015-07, A RESOLUTION OF THE GOVERNING BOARD OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY APPOINTING TEDD WARD DIRECTOR AND APPROVING THE DIRECTOR'S EMPLOYMENT AGREEMENT. \*\*

## **7. DIRECTOR'S & TREASURER'S REPORTS**

**Agenda items 7.1 through 7.5 are provided for information only**

- 7.1 Director's Report \*\*
- 7.2 Treasurer/Controller Report for April 2015 \*\*
- 7.3 Claims approved by Director for May 2015 \*\*
- 7.4 Monthly Cash and Charge Reports for May 2015 \*\*
- 7.5 Earned Revenue Comparisons between FY13/14 and FY14/15 \*\*

## **8. ADJOURNMENT**

Adjourn to the next meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 P.M., July 21, 2015 at the Del Norte County Board of Supervisors' Chambers, 981 H Street, Suite 100 in Crescent City.

**\*\* Asterisks next to Agenda Item indicates an associated attachment**

**DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY  
CITY OF CRESCENT CITY  
COUNTY OF DEL NORTE  
STATE OF CALIFORNIA  
Regular Session, Tuesday May 19, 2015, 3:30 PM**

**PRESENT:** Commissioner Ron Gastineau  
Commissioner Roger Gitlin  
Commissioner Angela Glore  
Commissioner Rick Holley, Chair  
Commissioner Martha McClure, Vice Chair  
Legal Counsel Martha Rice  
Treasurer/Controller Richard Taylor  
Acting Director/Program Manager Tedd Ward

**ABSENT:** None

**ALSO PRESENT:** Patricia Black, Del Norte Solid Waste Task Force  
Kathy Brewer, DNSWMA staff  
Kathryn Murray, Crescent City Councilperson  
Karen Phillips, PS Business Services  
Gerry Hemmingsen, Del Norte County Supervisor  
Dave Mason, Del Norte County Code Enforcement Officer  
Clinton Schaad, Del Norte County Auditor  
Joel Wallen, Hambro/WSG  
Wes White, Hambro/WSG  
Ed Farewell, Recology Del Norte  
Jeremy Herber, Recology Del Norte

**3:30 PM CALL MEETING TO ORDER**

Chairman Holley called the meeting to order in regular session at 3:30 p.m.

**PLEDGE OF ALLEGIANCE**

The pledge was led by Commissioner Glore.

**3:30 PM PUBLIC COMMENTS:**

The following person(s) addressed the Authority: John Mertes, County resident, commented that he was appalled about the trash dumped near the entrance to Mill Creek watershed north of Hamilton Road. He notified the State Parks office, and he

would also like to have the mattress buy-back program instituted to keep folks from dumping.

**3:30 PM OPEN SESSION ITEMS:**

**1. CONSENT AGENDA**

- 1.1 Approve minutes, Regular Session, Tuesday, April 21, 2015.
- 1.2 Acknowledge and file 04 May 2015 letter from the 15<sup>th</sup> Annual Youth and Family Fair.
- 1.3 Approve budget transfer in the amount of \$5,600.00

**END CONSENT AGENDA**

There were no requests to delete, add, or pull items from the consent agenda. However, Commissioners discussed the following items: Commissioner Gitlin asked for staff to explain the budget transfer. Staff noted that the transfer covered office insurance.

On a motion by Commissioner Gitlin, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted the consent agenda, consisting of items 1.1-1.3, as presented.

**DISCUSSION/ACTION ITEMS**

**2. ACKNOWLEDGMENTS**

- 2.1 Discussion and possible action regarding adoption of Resolution 2015-04: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY HONORING MARY WILSON FOR HER SERVICE AS AUTHORITY COMMISSIONER 2013-2014.

Former Commissioner Wilson could not be present at this meeting. Chairman Holley read the resolution into the record. Bill Lonsdale commented that he rarely saw anyone who did their homework as well and thoroughly as Ms. Wilson. She has set a standard of dedication that will be hard to beat. Commissioners thanked Ms. Wilson for her dedication to the Authority.

On a motion by Commissioner Gastineau, seconded by Commissioner McClure, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted Resolution 2015-04: A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY HONORING MARY WILSON FOR HER SERVICE AS AUTHORITY COMMISSIONER 2013-2014.

### **3. LANDFILL POSTCLOSURE**

- 3.1 Status report regarding the Authority's ongoing appeal of Waste Discharge Requirements fee from the State Water Resources Control Board.

Discussion was held regarding the Authority's ongoing appeal. \$40,156 is left owing at this time and a letter will be sent to explain the reasons supporting the fact that the whole amount was not paid. Staff will send the letter soon due to the notice of violation and possible fines associated with not paying the full bill as directed by the Authority. Commissioner McClure requested that the chairman of the Regional Water Quality Board and others be copied on the letter so that they know the plight of the rural communities. Senator McGuire and Assemblyman Wood need to have another briefing to remind them of what the Authority is doing. Commissioner McClure will be seeing Senator McGuire later this month and she will discuss the matter with him.

### **4. COLLECTIONS FRANCHISE**

- 4.1 Discussion and possible action regarding Collections Change Order 6, enacting Rate Adjustments based on changes to the Consumer Price Index. 061801

Discussion was held regarding Collections Change Order 6, enacting rate adjustments. Rates will be going down if the rate adjustments are approved. The adjustments are based on CPI. The transfer station fees will be reduced as well. Change Order 6 showed a modest reduction and staff recommended approval of the order as presented.

On a motion by Commissioner McClure, seconded by Commissioner Glore, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved Change Order 6, as presented.

- 4.2 Status report regarding Recology's efforts to appoint or hire a General Manager for Recology Del Norte.

The Board received a verbal report from Ed Farewell, Acting General Manager Recology Del Norte, who noted that Jeremy Herber has been providing excellent leadership and he will be promoted. They are still going through the recruitment stages with the other positions. Jeremy has been with the company for 6 months. Mr. Farewell will continue as the Acting General Manager of Recology Del Norte. Commissioner Gitlin noted that Jeremy is professional and prompt and they can expect full cooperation of the Board.

- 4.3 Discussion and possible request for Recology Del Norte to present at a future Authority meeting options to address issues of concern related to Recology carts including lid closures and cart stability in high winds.

Discussion was held regarding issues of concern regarding the carts and high winds. Mr. Ward noted that the Chairman and Vice-Chair requested that this matter be placed on the agenda. They were asking that Recology look into and report back regarding

this issue at a later date. No action is necessary by the Authority at this time. Commissioner McClure noted that this might be a good exercise with the high school students to design and come up with a solution regarding this matter and a community engagement exercise. Elizabeth Henry, County resident, noted that placing big rocks on the tops of the bins is her solution at this time, but she would love a solution that would work without rocks. Ed Farewell noted that in other areas they have dealt with this issue and he suggested pointing the hinges into the wind to avoid the lids being blown up and the totes tipped over. Weighting the lid would solve the issue as recommended by Chairman Holley. Mr. Farewell offered to instruct drivers to handle this in a proper way. Staff will follow-up.

## **5. TRANSFER STATION**

- 5.1 Discussion and possible action regarding Transfer Station Operations Change Order 20, enacting Fee Adjustments based on changes to the Consumer Price Index.

Discussion was held regarding Change Order 20. This Change Order reduces the standard disposal rate to \$142.15 per ton - which is a reduction of 9 cents per ton.

On a motion by Commissioner Gitlin seconded by Commissioner McClure, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved Change Order 20, as presented.

- 5.2 Discussion and possible request for Hambro/WSG to present at a future Authority meeting options to enable recovery of clothing, textiles, shoes and belts in Del Norte.

Discussion was held with regard to the Hambro/WSG request and the work done by Hambro/WSG. A report will be done at a later meeting regarding this issue. Commissioner Glore noted that the Smith River School does a shoe recycling program and she was concerned about taking that fundraising method away from the school by Hambro/WSG advertising the recycling of shoes and clothing, taking it out of the waste stream. Commissioner McClure expressed support for taking more out of the waste stream to make costs of transport cheaper and divert more items thereby saving money.

## **6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS**

- 6.1 Discussion and possible action regarding the adoption of Authority's budget for fiscal year 2015/2016, and scheduling a hearing on June 16<sup>th</sup> for final adoption. 022102

Discussion was held regarding the 2015/2016 FY budget, which was sent to both the County and the City. June 16<sup>th</sup> is the anticipated public hearing to adopt the budget. The County sent staff comments regarding the budget and their issues. Supervisor Gerry Hemmingsen noted that the budget will be out of balance by more than \$30,000.00, according to the County Auditor's updated information regarding County

charges and personnel expenses. The three changes are salaries/benefits; executive director/ salaries/benefits, and part-time salaries; and there are three negative numbers which are backwards and need to be reversed. Full staffing and part-time temporary costs were projected from the last year based on numbers from the Auditor's office. Staff will reformat the budget with the assistance of the County Auditor Clinton Schaad. Chairman Holley noted that he does not see how the part-time salaries can be reduced given the history of illness and issues the staff has had over the last year. By consensus staff was given direction to make the corrections and resubmit the budget to the City and the County. The proposed and the final budget the County uses with the projections and the Authority format may need clarification on some of the issues. This budget is pretty close to the County's version, with the exception of the salaries. Commissioner McClure suggested that the worksheets and the format be reworked with the assistance of County staff to clarify and work out issues in the future. Clinton Schaad, Auditor, noted that the sub-totals would work for each budget category. He also noted that the salaries, workers comp, etc., were not available to Mr. Ward when he prepared the budget, and he used last year's figures, which is acceptable practice. He noted that the budget is on track at this time. Health benefits are going up about 20% this year. There will be a savings to the executive director's salary due to hiring being delayed a partial year. The public hearing was set by consensus for the next regular meeting.

6.2 Discussion and possible action regarding adoption of Resolution 2015-03, A RESOLUTION OF THE GOVERNING BOARD OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY ADJUSTING RATES FOR THE DEL NORTE COUNTY TRANSFER STATION, THE KLAMATH AND GASQUET TRANSFER STATIONS, AND THE FRANCHISE COLLECTION RATES.

Discussion was held regarding Resolution No. 2015-03, which adjusts the rates reducing them by .06 % for a savings of \$4,078.63 overall.

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted Resolution 2015-03, A RESOLUTION OF THE GOVERNING BOARD OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY ADJUSTING RATES FOR THE DEL NORTE COUNTY TRANSFER STATION, THE KLAMATH AND GASQUET TRANSFER STATIONS, AND THE FRANCHISE COLLECTION RATES.

6.3 Discussion and possible action regarding means to address blight and illegal dumping and abatement and lien associated with 43 Weber Drive, Klamath, CA APN 127-220-40.

Discussion was held regarding 43 Weber Drive, in Klamath. Dave Mason, Code Enforcement Officer for the Community Development Department, was present and reported on the matter which started as a County complaint. The bids to clean up the property came in over the amount that the County has budgeted for the entire year. Criminal charges have been filed. The property owner has been allowing people to

dump trash at his property in violation of the Authority's ordinance, along with a long list of other violations. Mr. Mason would like to the Authority to file charges and then the Authority would help fund the cleanup of the property. Mr. Mason would like direction on the Authority's ordinance and to bring the charges/complaint back to the Authority for a hearing. The issues exceed the County's resources to clean up the problem. Commissioner McClure asked if there was a lien on the property. There are back taxes owed on the property. 2016 is the year the property tax sale would go into effect. Commissioner Gastineau noted the cost of the bin pulls would be about \$12,000 by his estimate and that would double if they wait too long. This property is in the Hunter Creek Subdivision adjoining the creek. The Authority has 20 bin pulls, but the material in the bins needs to be paid for by the Authority to dispose of them. Commissioner Gitlin would like to use the free bin pulls to help reduce this problem. There is a policy for the use of the free bin pulls in place. Mr. Mason noted that there is a nasty rat problem and the dumping continues. He feels this is a problem that needs to be resolved. The hearing could be continued as long as necessary. Chairman Holley noted that this is a problem and he would like to see the Authority become involved to help clean up the issue.

On a motion by Commissioner Gitlin, seconded by Commissioner McClure, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved having the Del Norte County Community Development Department move forward with the notice of nuisance and abatement.

#### 6.4 Discussion and possible action regarding Authority support for the City of Crescent City's Spring Clean-up Days, May 26-28, 2015.

Discussion was held regarding Spring Clean-up Days and supporting the City's program on May 26-28th. Fees will be waived for the pick-up and hauling for City residents whether or not they are customers of Recology. The Authority and City will share the advertising fees. Commissioner McClure would like to see this program go County-wide. It was noted that the City hauled the brush with their own trucks and labor. Perhaps the County could do the same in the future. Commissioner McClure will work with County staff to see if there could be a County Spring Clean-up Day.

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and supported the Crescent City Spring Clean-up Days.

#### 6.5 Discussion and possible action regarding appointment of Authority Secretary, Clerk, and/or Recording Secretary. 031208

Discussion was held regarding appointment of Authority officers, and requested that staff be directed to draft a resolution to appoint Kathy Brewer as the Clerk. The Secretary position was left vacant by Mary Wilson leaving the Authority.

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority nominated and appointed Angela Glore as the Secretary of the Authority.

On a motion by Commissioner McClure, seconded by Commissioner Gitlin, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority nominated and appointed Kathy Brewer as the Clerk/Recording Secretary of the Authority.

6.6 Discussion and possible action regarding Authority Work Plan for FY 2014-2015.

Discussion was held regarding the Work Plan for FY 2014-2015, including the regional rate comparisons, which are 10% to 130% below the rates for similar facilities in the area including Humboldt and Curry counties. Staff noted how the public sees the Authority (as the public agency setting rates and services and gate attendants for the Del Norte County, Klamath and Gasquet Transfer stations), and how the State agencies see the Authority (as the agency responsible for planning and reporting on all recycling and solid waste programs, facility permits, and monitoring and maintenance of the Crescent City Landfill). Staff also noted the items that are falling behind due to the lack of staffing to handle all items and programs. Elizabeth Henry said she is overwhelmed with the list of activities in the Work Plan and she feels that the acting director had pointed out all the important tasks. She looked at the discretionary items and noted that the competitive grants could really help boost the work of the Authority and provide programs the public likes to see the Authority provide.

Commissioner McClure noted that as soon as full staffing is on board, they need to work on future legislation and planning. Staff noted AB1159 and AB 49 which outline two different approaches to hazardous waste management. Staff noted they did not get a chance to write letters of opposition/support due to a lack of staff capacity. Product stewardship has been supported by the Authority in the past to help keep the costs down, staff would like to see this approach continue to expand, as AB 1159 would do. Dave Mason, commented on the hazardous waste cleanup and the illegal dumping of pesticides and other hazardous wastes if there is no convenient and reasonable way to dispose of such materials. The pesticides end of in our environment and it filters down. Kathryn Murray supported weighing in on legislative matters noting that it is important to be on top of legislation and take positions as they effect the Authority. She noted staffing is important to accomplish that.

Commissioner McClure noted that AB 45 should be commented on by the Authority and felt that this should be added to the agenda as a matter that arose subsequent to the posting of the agenda, requiring action prior to the next regular meeting.

On a motion by Commissioner McClure, seconded by Commissioner Glore, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority found that the matter of support/opposition for AB 45 arose subsequent to the posting of the agenda and action was required prior to the next regular meeting, adding it to the current agenda.

The Board agreed by consensus to direct staff to send a letter opposing AB 45. Copies of the letter were also to be sent to the Board of Supervisors and City Council.

6.7 Discussion and possible action regarding recruitment and/or appointment of Authority Director. 101501

Discussion was held regarding recruitment of an Authority Director. As part of this discussion, the Board reviewed and considered each and all Options as presented in the final R3 Consulting Group's Report, "Final Assessment of the Del Norte Solid Waste Management Authority" (May 15, 2014).

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and carried on a polled vote with Commissioner Gitlin dissenting, the Del Norte Solid Waste Management Authority approved hiring a full time Executive Director.

On a motion by Commissioner Gastineau, seconded by Commissioner McClure, and carried on a polled vote with Commissioner Gitlin dissenting, the Del Norte Solid Waste Management Authority approved the appointment of Tedd Ward as permanent Executive Director pending approval of an updated job description and contract. Chairman Holley appointed Commissioners Gastineau and Glore to a committee to work with legal counsel to draft the document and bring it back to the full Board.

At 5:40 p.m., Chairman Holley called for a short break. The session resumed at 5:45 p.m.

## **7. DIRECTOR'S & TREASURER'S REPORTS**

**Agenda items 7.1 through 7.5 are provided for information only**

- 7.1 Acting Director's Report 231501
- 7.2 Treasurer/Controller Report for March 2015
- 7.3 Claims approved by Director for April 2015
- 7.4 Monthly Cash and Charge Reports for April 2015
- 7.5 Earned Revenue Comparisons between FY13/14 and FY14/15

The above-listed reports were presented and accepted.

## **ABANDONED VEHICLE ABATEMENT SERVICE AUTHORITY**

- 8. Discussion and possible action regarding release of a Request for Proposals for Towing, Storage, Recovery and Disposal of Abandoned Vehicles.**

The Chairman recessed the meeting of the Del Norte Solid Waste Management Authority at 5:51 p.m., and immediately convened as the Abandoned Vehicle Abatement Service Authority (AVA). Roll was taken with Commissioners Gastineau, Glore, McClure, and Gitlin, and Chairman Holley all present.

A brief discussion was held regarding the status of the AVA Towing agreement. As previously directed, Authority staff sent written notice to the current AVA towing

contractor that the AVA intended to terminate this agreement and issue a Request for Proposals to provide services under a new towing agreement.

On a motion by Commissioner McClure, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Abandoned Vehicle Abatement Service Authority approved and adopted the release of a Request for Proposals for Towing, Storage, Recovery and Disposal of Abandoned Vehicles.

The Chairman adjourned the meeting of the Abandoned Vehicle Abatement Service Authority at 5:55 p.m., and immediately reconvened as the Del Norte Solid Waste Management Authority.

Board Members agreed by consensus to direct staff to provide an I-Pad for the Public Member of the Board (currently Commissioner Glore).

**9. CLOSED SESSION ITEMS:**

9.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
(Gov't Code 54957) Title: Acting Director / Program Manager

The Chairman recessed the open meeting of the Del Norte Solid Waste Management Authority and convened in closed session at 5:57 p.m. The closed session was adjourned at 6:02 p.m. and the meeting reconvened immediately at 6:02 p.m. in open session. Counsel reported that no action was taken in closed session.

**10. ADJOURNMENT**

Adjourn to the next meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 P.M., June 16, 2015 at the Del Norte County Board of Supervisors' Chambers, 981 H Street, Suite 100 in Crescent City.

There being no further business to come before the Authority, the Chairman adjourned the meeting at 6:03 p.m., until the next regularly scheduled meeting on June 16, 2015.

\_\_\_\_\_  
Richard Holley, Chair  
Del Norte Solid Waste Management Authority  
Date / /

ATTEST:

\_\_\_\_\_  
Angela Glore, Secretary  
Del Norte Solid Waste Management Authority  
Date / /



# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

Phone (707) 465-1100 Fax (707) 465-1300

www.recycledelnorte.ca.gov

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

## Staff Report

**Date:** 11 June 2015  
**To:** Del Norte County Board of Supervisors  
**From:** Tedd Ward, M.S. – Acting Director / Program Manager *Tedd*  
**Del Norte Solid Waste Management Authority**  
**Attachments:** 1. Letter from Chamber of Commerce re. July 4<sup>th</sup> Activities  
2. Criteria and Policy for the allocation of Authority directed Complimentary bin pulls  
**File Numbers:** 031205, 180510  
**Topic:** Support for July 4<sup>th</sup> celebrations with Authority-directed bin pulls

**Summary / Recommendation:** That the Board take each of the following actions:

1. Approve use of three of the Authority-directed bin pulls to provide disposal of materials associated with the celebrations and cleanup associated with the July 4<sup>th</sup> weekend, and
2. Waive the Authority's portion of the service fees for disposal of materials contained in those bins. As Hambro/WSG has already agreed to waive their fees, this action would eliminate all costs for these three bins and associated disposal.

**Background:** Under the collections Franchise agreement with Recology Del Norte, the Authority may direct up to twenty complimentary bin pulls per calendar year. Since this provision was included in the Franchise Collection Agreement with Recology Del Norte starting in 2011, the Authority has provided at least three Authority-directed bins for July 4<sup>th</sup> celebrations organized by the Crescent City – Del Norte Chamber of Commerce. The attached letter requests that the Authority provide similar support for the 2015 July 4<sup>th</sup> celebrations. Hambro / WSG has agreed to waive their disposal fees for the materials in these bins.

2.2

**Analysis:** Following the approval of a bin-pull for a cleanup in Pacific Shores in March 2015, this would be the second allocation of the 20 annual Authority-allocated bin pulls. If approved, there would be 16 bin pulls remaining for the Authority to direct before the end of calendar year 2015.

This request is consistent with the adopted criteria for use of these bins, specifically: **“Support of high-profile community events open to the public that include both disposal and recycling, and/or related outreach activities.** I have reviewed the Chamber’s plans to have paired trash and recycling carts accessible during these celebrations. We also have discussed how to best provide information to the public regarding proper management of expended fireworks.

**Alternatives:** The Board could deny this request, which would increase the costs for the Chamber to host this annual patriotic community event, reduce the availability of convenient disposal, or both.

**Fiscal Impacts:** While allocating three Authority-directed bin pulls for this event does not directly increase Authority expenses, the value of this allocation and waiving of fees is approximately \$850.

## **Criteria and Policy for the allocation of Authority-directed Complimentary bin pulls**

Adopted: 09 July 2014

Files: **031205, 180510**

### **1. Assets subject to this policy**

The Del Norte Solid Waste Management Authority, as the public agency responsible for oversight of the collections franchise with Recology Del Norte, may direct the deployment of up to twenty (20) bin pulls of up to 40 cubic yards during each calendar year, as described in the Franchise Collections Agreement with Recology Del Norte, Exhibit B2, section C.3. In addition, the Authority may also designate any number of Authority-directed Pull-charge bin services, for which the bin charge will be for 'Collection, hauling, and unloading bins as directed' charge rather than the fee for hauling and disposal of a specific size bin. In all of these cases, the charges for disposal will be assessed and paid *unless Hambro/WSG agrees to waive their fees*, which they may or may not do on a case-by-case basis. The following Criteria and Policy are intended to clarify how such allocations may be considered and determined.

**Policy:** The Authority Board will allocate bin pulls according to the criteria listed below based on written requests and recommendations presented at regular Authority Board meetings.

**Criteria:** The following criteria shall be considered and/or discussed when the Authority takes action directing complimentary or directed bin pulls:

- **Beach, river, and community cleanup events to which the public is invited**
- **Cleanup activities on public property as the highest priority**
- **Support of high-profile community events open to the public that include both disposal and recycling, and/or related outreach activities**
- **Coordinated cleanup activities on prioritized private properties that have been designated by the City, County, or other public agency as blighted with accumulated solid waste**
- **Coordinated neighborhood cleanup events in cases where a specific written request is presented for the Authority Board's consideration**
- **Activities that have great potential to reduce solid-waste-related blight, reduce illegal disposal of solid or hazardous wastes, or increase recycling or composting**
- **The ability for the requesting party to pay for disposal and maintain security and supervision for each bin**
- **The remaining number of bins to be allocated each year**

As these bins are allocated by calendar year, Authority Staff are to present the remaining number of complimentary bin pulls remaining at the regular Authority Board meeting in September or October of each year.



## Crescent City - Del Norte County Chamber of Commerce

1001 Front Street ~ Crescent City, CA 95531

Phone 707-464-3174 FAX 707-464-9676

[www.delnorte.org](http://www.delnorte.org)

[chamber@delnorte.org](mailto:chamber@delnorte.org)

May 19, 2015

Solid Waste Management Board of Directors  
1700 State Street  
Crescent City, CA 95531  
707-465-1100

To the Solid Waste Management Board of Directors:

The Crescent City-Del Norte County Chamber of Commerce is requesting a fee waiver for the disposal of dumpsters from the Fourth of July Celebration held at Beachfront Park. Hambros WSG has agreed to waive their fee and if your disposal fee is waived then Recology Del Norte will waive their fee.

We really appreciate the support your organization has provided for our community festivals. We look forward to teaming with Solid Waste Management for future events.

If you have any questions, please call the Chamber office at 707-464-3174. I would be happy to discuss the nature of this request.

Respectfully,

Jeff Parmer  
Executive Director  
Crescent City- Del Norte County Chamber of Commerce  
707-464-3174  
[jparmer@delnorte.org](mailto:jparmer@delnorte.org)

## Del Norte Solid Waste Management Authority Budget Transfer

Department Name	Fund	Dept.	Line Item	Description	Budget Transfer Amount(s)	
					Reduce Expenditures or Increase Revenue	Increase Expenditures or Reduce Revenue
Solid Waste	422	421	10010	Payroll	\$ 2,450	
Solid Waste	422	421	91003	Gate Tipping Fees	\$ 74,000	
Solid Waste	422	421	91004	Authority Tipping Fees	\$ 9,000	
Solid Waste	422	421	20239	Transfer Station Operations		\$ 74,000
Solid Waste	422	421	20288	City Collections		\$ 2,380
Solid Waste	422	421	20180	Maintenance of Structures / Improvements		\$ 1,330
Solid Waste	422	421	20235	Treasurer		\$ 1,500
Solid Waste	422	421	20281	Household Hazardous Waste		\$ 100
Solid Waste	422	421	20224	Office Supplies		\$ 6,000
Solid Waste	422	421	20250	Lease of Equipment		\$ 140
<b>Total Amounts</b>					<b>\$ 85,450</b>	<b>\$ 85,450</b>

Department complete and send to Aitor's Office for transfer number \_\_\_\_\_

Department Justification - Include cover letter that addresses the following: 1) Reason for request; 2) Why sufficient balances exist to finance transfer; 3) Why request can't be delayed to next budget year.

\_\_\_\_\_  
Department Head Signature

\_\_\_\_\_  
Date

AUDITOR'S OFFICE: SUFFICIENT BALANCES EXIST PER ABOVE

\_\_\_\_\_  
Date  
Classification Rev#

\_\_\_\_\_  
Deputy Auditor- Controller

budget revision form

Auditor's Office: Sufficient balances exist per above  
(Under \$100 Auditor's Office approves)

\_\_\_\_\_  
Deputy Auditor-Controller

\_\_\_\_\_  
Date

TR No. \_\_\_\_\_

Budget Revision No. \_\_\_\_\_

\_\_\_\_\_  
Includes Revenue Appropriation \_\_\_\_\_ Requires 4/5ths Vote

Passed by the Del Norte Solid Waste Management Authority on \_\_\_\_\_

Ayes:  
Noes:  
Absent:

Attest: Clerk of the Board

By: \_\_\_\_\_

\_\_\_\_\_  
Chairperson  
Del Norte Solid Waste Management Authority

2.3



# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

Phone (707) 465-1100 Fax (707) 465-1300

[www.recycledelnorte.ca.gov](http://www.recycledelnorte.ca.gov)

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

12 June 2015

Felicia Marcus, Board Chair  
California State Water Resources Control Board (SWRCB)  
P.O. Box 1888  
Sacramento, CA 95812-1888

SUBJECT: WDR Fee Appeal and Partial Payment

Dear Ms. Marcus:

This letter is to inform the SWRCB of the status of the payment and continuing appeal of Waste Discharge Requirements (WDR) Fees associated with the closed Crescent City Landfill in Del Norte County.

This agency has been appealing the Waste Discharge Requirement Fees for the Crescent City Landfill since December 2010. These appeals began when this agency was first informed that the under the qualitative Threat / Complexity rating for the Crescent City Landfill assigned by the North Coast Regional Water Quality Control Board (NCRWQCB), that this 23-acre closed landfill has the highest Waste Discharge Requirement permit fees for any such facility in California. At that time the fee was \$52,697 – it has since increased to \$70,781 for 2015.

In fiscal year 2013/2014, this agency paid for the engineering and drilling associated with two new monitoring wells as part of these appeals at an additional expense of over \$31,000. To accommodate this related investigation expense, the RWQCB staff agreed to temporarily lower the Threat/Complexity rating for the Crescent City Landfill from 1A to 2A during fiscal year 2012/2013.

The Del Norte Solid Waste Management Authority continues our objection to the Threat/Complexity Rating of 1A associated with the closed Crescent City Landfill. Towards this end, the Board of Commissioners of the Del Norte Solid Waste

3.1



Management Authority voted at their meeting of 11 February 2015 to authorize payment of this invoice in the full amount that would be due if this facility were – in our view, more appropriately – given a 2A Threat/Complexity rating.

While we respect the RWQCB's regulatory authority and the importance of these WDR fees to both the RWQCB and the SWRCB budgets, the magnitude of these fees remains unreasonable to this rural community. This year's closed-landfill-permit fees amount to over \$2.35 per year for every man, woman and child in our County – including those in prison. Considered another way, it amounts to over \$3,077 per acre per year for a closed facility that your staff inspect once a year.

Ask yourselves: How would you expect Sacramento County to react to a WDR fee for a 23 acre closed landfill in the amount of \$3.33 million annually? That is exactly equivalent to how the current WDR fees are perceived in our rural community. Put simply, this fee amount is not financially or politically acceptable, and is certainly not justified by tangible services perceived by the general public to benefit our community. Rest assured, this agency intends to continue our appeals of this Threat/Complexity rating and the associated WDR Fees until a more reasonable result is achieved.

Specifically, under the 2013-14 Fee Schedule under California Code of Regulations, Title 23, Division 3, Chapter 9, Article 1, the annual WDR fees for municipal stormwater systems consider population as part of the fee assessment. The annual fees for agricultural lands consider the area of land irrigated. The fees associated with feed lots are related to the number of animals at such facilities. This agency feels it is unreasonable to not allow similar consideration for landfill size or population when assessing WDR fees for closed landfills.

The Del Norte Solid Waste Management Authority is again issuing a Request for Proposals to hire engineers to prepare additional data and analysis to justify reducing the Threat / Complexity rating for the closed, 23 acre Crescent City Landfill. This agency has paid \$30,625 of the \$70,781 WDR fees assessed for this facility, bringing the total paid since 2011 to \$200,836, and leaving an unpaid balance of \$40,156.

This coming fiscal year, the Del Norte Solid Waste Management Authority is planning on procuring the services of an engineer to prepare additional analysis supporting reducing the threat/complexity rating to 2A, and we are working closely with RWQCB staff as we develop that scope of work.

Meanwhile, this agency requests that the SWRCB consider taking the following actions:

- Revise regulations to allow Regional Water Quality Control Boards to adjust WDR fees for closed landfills based on considerations of facility size and community population

- Establish a mechanism to compare WDR fees assessed on landfills in different regions to provide assurance these fees are being assessed equitably across the State
- Issue a temporary waiver to the Del Norte Solid Waste Management Authority for the difference between the WDR Fee associated with 1A Threat / Complexity rating and the fee associated with a 2A rating until a mechanism to adjust fees for population and/or facility size can be established.

Thank you for your time and consideration. If you or your staff would like to discuss these issues further, feel free to call me at (707) 465-1100.

Sincerely,



Tedd Ward, Director  
Del Norte Solid Waste Management Authority

Cc: Mathias St. John, Regional Water Quality Control Board, North Coast Region  
Gina Morrison, Regional Water Quality Control Board, North Coast Region  
Jim Wood, California State Assembly, 2<sup>nd</sup> District  
Mike McGuire, California State Senate, 2<sup>nd</sup> District  
Jim Barns & Rick Lauchstedt, Del Norte County Engineering Department  
Martha Rice, Authority's legal counsel  
Larry Sweetser, Environmental Services JPA of the Regional Council of Rural Counties

TW:tw

**DRAFT**  
**REQUEST FOR PROPOSALS FOR**  
**PROFESSIONAL ENVIRONMENTAL SERVICES**  
**for the**  
**Crescent City Landfill**



FROM THE  
DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY  
DEL NORTE COUNTY, CALIFORNIA  
(707) 465-1100  
(707) 465-1300 FAX  
E-MAIL: [TEDD@RECYCLEDELNORTE.CA.GOV](mailto:TEDD@RECYCLEDELNORTE.CA.GOV)

1700 STATE STREET  
CRESCENT CITY, CA 95531

**PROPOSALS DUE: 13 JULY 2015**

**REQUEST FOR PROPOSALS FOR  
Professional Environmental Services for the Crescent City Landfill**

**TABLE OF CONTENTS**

I. ....	PROJECT OVERVIEW	2
II. ....	PROPOSAL PROCESS	2
A. ....	Contact Person	2
B. ....	Distribution List for RFP	3
C. ....	Questions Regarding this Request for Proposals	3
D. ....	Proposal Rules	3
E. ....	Confidential Information	4
F. ....	Evaluation Process	5
III. ....	EXISTING CONDITIONS	5
A. ....	General Background	6
B. ....	The Five Year Review Application for the Crescent City Landfill	6
C. ....	Gas Investigations at the Crescent City Landfill	7
IV. ....	SCOPE OF SERVICES	8
A. ....	The Five Year Review Application for the Crescent City Landfill	8
B. ....	Gas Investigations at the Crescent City Landfill	10
V. ....	PROPOSAL REQUIREMENTS	13
A. ....	Project Schedule	13
B. ....	Qualifications	13
1. ....	Experience	13
2. ...	Organization Chart, Resumes of Key Officers & Project Team Leaders	13
3. ....	References	13
C. ....	Approach	14
D. ....	Price Proposal	14
VI. ....	EXHIBITS AND FORMS	14

**REQUEST FOR PROPOSALS FOR  
Professional Environmental Services for the Crescent City Landfill**

**I. PROJECT OVERVIEW**

The Del Norte Solid Waste Management Authority (hereinafter referred to as “DNSWMA” or the “Authority”) requests proposals to complete the following investigations and reports regarding the Crescent City Landfill:

- A. Prepare a Comprehensive Appeal to Waste Discharge Requirement Fees and associated Threat / Complexity Rating applied to the Crescent City Landfill**
- B. Propose text for updating and revising the Regional Water Quality Control Board Monitoring and Reporting Program for the Crescent City Landfill.**

The selected contractor(s) will be expected to be familiar with Title 27 of the California Code of Regulations as it applies to closed landfills, as well as all supporting documents included as exhibits to this Request for Proposals. Proposals must be received at the Del Norte Solid Waste Management Authority office at 1700 State Street, Crescent City, CA 95531, Attention: Director, by 4:30 P.M. on 13 July 2015.

**II. PROPOSAL PROCESS**

**A. *Contact Person***

All requests for information regarding this RFP and for historical information relating to the Crescent City Landfill should be directed to:

Tedd Ward, Director  
Del Norte Solid Waste Management Authority  
1700 State Street  
Crescent City, CA 95531  
Telephone: (707) 465-1100  
Fax: (707) 465-1300  
e-mail: [tedd@recycledelnorte.ca.gov](mailto:tedd@recycledelnorte.ca.gov)  
website: [www.recycledelnorte.ca.gov](http://www.recycledelnorte.ca.gov)

The RFP is considered to include all items listed in the Table of Contents, the text of the RFP, the Exhibits, and any addenda sent by the Authority.

Each Proposer is advised to check that all parts of the RFP package have

been received. Proposers shall be responsible for educating and informing themselves with respect to all conditions that might in any way affect the cost or the performance of any of the work. Each Proposer is responsible for obtaining any and all information necessary to make their proposal. The Authority does not assume any liability for actions taken pursuant to data contained in this RFP. Checking the accuracy and completeness of the information is the responsibility of the Proposer. Failure to do so shall be at the sole risk of the Proposer and no relief shall be given for errors or omissions by the Proposer.

**B. Distribution List for RFP**

The initial RFP mailing list is attached as Exhibit B.

**C. Questions Regarding this Request for Proposals**

All questions shall be directed to the Authority's contact person identified in section II.A. of this RFP. All questions related to this RFP received by Authority staff on or prior to 03 July 2015 will be answered. Questions of minor significance may be discussed verbally, however, only responses by addendum will be considered to be part of the Request for Proposals requirements. For questions determined by Authority staff to require that a response be sent to all proposers, potential Proposers will receive a response by mail, e-mail or FAX as an addendum to this Request for Proposals on or by 07 July 2015. All Proposers that were sent an RFP by the Authority will be mailed or faxed the addenda.

**D. Proposal Rules**

The following rules shall apply:

1. All proposals shall be submitted in writing and be in accordance with the requirements of this Request for Proposals.
2. Four **copies** of the proposal shall be mailed or delivered in a sealed package, to the above noted address. **The package must be received at the Authority's offices by 4:30 p.m. on Monday, 13 July 2015.** The package must be clearly labeled on the outside and inside with the name of the firm submitting the proposal and the address in section II.A (with the words: "Crescent City Landfill Environmental Services Proposal" on the package). One of the copies of the proposal shall be unbound and single sided to ease further copying, and this copy shall be labeled 'Original.' This 'Original' copy shall govern in the event of any inconsistency among copies of the proposal.
3. Each proposal shall be typed or printed on 8 1/2" by 11" paper, double-sided,

(except as noted above) or if larger paper is required, it must be folded to 8 1/2" by 11". Paper should be at least 30% post-consumer recycled content. Each page shall be fully legible and numbered (preferably sequentially numbered rather than new numbers for each section).

4. Each proposal shall include all information required by the RFP and any addenda. Addenda may be issued prior to the opening of proposals for the purpose of changing or clarifying the intent of the RFP. All addenda shall be binding in the same way as if originally written in this RFP. Any interpretation, affecting all Proposers, made prior to the bid due date will be issued in the form of an addendum. The Authority will not be bound by, or responsible for, any other explanations or interpretations of the RFP package other than those given in writing as set forth in this paragraph. Oral instructions, interpretations, or representations will not be binding upon Authority or Authority's representative. If the Authority issues addenda to this RFP, each Proposal will include a signed Receipt of Addenda form, which will be issued with the addenda.
5. Proposals may not be changed, modified, or withdrawn after the time and date specified for submittal. Partial or incomplete proposals may be unacceptable. Any misrepresentation or falsehood contained within a proposal may be grounds for disqualification. All requests to change, modify, or withdraw prior to the proposal due date must be in writing and bear the same name appearing on the proposal.
6. Proposals received after the required submittal date and time will be rejected and returned unopened. The Authority shall not in any manner be liable or responsible for any late delivery of proposals. Unless specifically requested by the Authority for clarification, the Authority will not accept any clarifications, revisions or addenda to submitted proposals after the submission deadline. No telegraph, facsimile or telephone proposals or addenda to proposals shall be acceptable.
7. Proposals must be in U.S. dollars inclusive of all costs such as, but not limited to: insurance, equipment, temporary facilities, supervision, mobilization/demobilization, profit, overhead, and taxes. All other direct and indirect costs associated with the work including, but not limited to, allowances for weather, phasing of work in an operating plant, lost time, absenteeism, holidays, equipment failure, travel time and any other applicable costs shall also be included in proposal.
8. Prior to contract award for work described herein, the Authority will conduct investigations as necessary to determine the performance record and ability of each Proposer to perform the work included herein at the least cost to Authority ratepayers. Upon request, the Proposer shall submit additional information deemed necessary by the Authority to evaluate the Proposer's qualifications.

## **E. Confidential Information**

Any material that Proposer contends is exempt from disclosure to the public under the California Public Records Act (i.e., trade secrets, financial information, etc.) shall be clearly marked on each page as "confidential". Providing those materials marked are exempt, to the extent allowed by law, the Authority will not disclose the marked information other than to Authority officers, attorneys, employees and consultants involved in evaluating the proposals received.

## **F. Evaluation Process**

Each proposal shall be evaluated by the Authority, for completeness and for compliance with the requirements of this RFP. All determinations with regard to the evaluation of proposals will be at the sole discretion of the Authority.

The objective of the Authority is to determine the most cost-effective option for collecting samples and providing information and analysis for the tasks described in each section of the scope of services. Toward this end, the Authority shall consider all relevant factors, including, but not limited to:

- Costs
- Potential liabilities
- Qualifications & experience
- Technical competence and reliability
- References from existing or prior clients
- Costs, benefits, or risks related to Proposals which could impact the Authority's ratepayers

Exhibit C indicates the relative importance of each element of a responsive proposal, and indicates how the Authority plans to weight the above factors in evaluating proposals.

In addition to the evaluation of the specific elements of the proposal, the Authority retains the right to evaluate all potential costs, services, and related factors which may affect the ratepayers for the term of the contract and any extensions, or potential liabilities that could extend beyond the term of the agreement. **The Authority reserves the right to select a Proposal other than the lowest cost Proposal.**

The Authority may develop a short list of "Finalists" which will be asked to submit additional information for the final consideration of the Authority. The final selection will be made by the Authority Board at a scheduled and noticed public meeting.

### **III. EXISTING CONDITIONS**

The following background information is provided for the convenience of potential Proposers. Each Proposer is responsible for obtaining any and all information it deems necessary to make its proposal. The Authority assumes no liability for actions taken pursuant to data contained herein. Checking the accuracy and completeness of the information is the responsibility of the Proposer.

#### **A. General Background**

The Del Norte Solid Waste Management Authority is a joint powers authority of the County of Del Norte and the only incorporated city, Crescent City. The Authority has administrative responsibility for the Crescent City Landfill, including environmental monitoring, reporting, and compliance, though the landfill and landfill property are owned by the County of Del Norte. Water quality and landfill gas monitoring has generally been conducted by Authority staff, with assistance by County staff.

The Crescent City Landfill is located 2 miles north of Crescent City, in Del Norte County and is situated on a 166-acre parcel. The parcel including, APN # 110-020-08, APN # 1120-020-43, and a portion of APN #110-020-69, are owned by Del Norte County and zoned as a Public Facility. Current land use within 1 mile of the site is recreational, wildlife habitat, agricultural, residential, and industrial. Adjacent zoning designations surrounding the site are as follows: RCA-1 (Resource Conservation area), A-20 (Agricultural - 20 acre minimum), and RRA-1 MH-1 (Rural Residential - 1 acre minimum - Mobile Homes allowed). The landfill property is surrounded on three sides by land owned by the California Department of Parks and Recreation, and their holdings include approximately 5,000 acres extending from Old Mill Road to the ocean less than two miles to the west. There is a residential area consisting of sixteen property ownerships located approximately one quarter to one half mile north-northeast of the disposal site. The landfill mound comprises approximately 23 acres of the 167 acre site.

Initially a location of an open burn dump, the Crescent City Landfill was first permitted in 1977, and no data exists of the topography of the bottom of the refuse at the base of the landfill mound. Up until 1995, the landfill was generally operated by the same company that collected trash. Scales were first installed at this facility in 1996, and prior to that time assessments of the quantity of trash placed in the landfill mound were based on incoming volumes reported by the garbage company. Between 1977 and the time and when this facility stopped receiving municipal wastes in March 2005, this landfill received the vast majority of wastes disposed from Del Norte County during that period. Prior to closure, the landfill had no top or base liners, and no gas venting system.

## IV. SCOPE OF SERVICES

All work performed by Consultant and its employees pursuant to this Agreement will be performed promptly and diligently and in a manner consistent with the standards of care, diligence and skill exercised by recognized environmental engineering and consulting firms for similar services, and in accordance with all regulatory and good management standards, and in a good, safe and workmanlike manner. Consultant will be responsible to ensure that all work performed by its employees or any contractors is performed to the standards set forth in the Request for Proposals RFP and that such work complies with requirements of appropriate governmental agencies and applicable law.

All services required under this Agreement will be performed by Consultant personnel, and all personnel will possess the qualifications, permits and licenses required by State and local law to perform such services. Consultant is expected to be familiar with all current applicable laws and regulations, and staff expenses to become familiar with laws and regulations will not be billable to any task under this Scope of Services.

The Authority uses and requests that deliverables produced under this scope of services use the following Windows-compatible software: Microsoft Office or Corel WordPerfect.

### A. **Prepare Comprehensive Appeal to Waste Discharge Requirement Fees and associated Threat / Complexity Rating applied to the Crescent City Landfill**

**A1. Regulatory and Appeal Review.** This sub-task includes review of the laws, regulations, and related legal documents describing how WDR Fees are assessed on closed landfills in California, and preliminary research comparing the WDR Fees assessed on the Crescent City Landfill to similar landfills both inside and outside the region regulated by the North Coast Regional Water Quality Control Board. This sub-task will include some effort to determine if any other jurisdiction or agency has successfully completed an appeal of a facility's Threat / Complexity rating, and if so, to gather documents describing that appeal process and details.

**A2. Review of monitoring network, well drilling logs and ground water data collected pertaining to the Crescent City Landfill and surrounding areas.** This sub-task consists of review of relevant well drilling logs at the Crescent City Landfill and for adjacent residences (if available), water quality monitoring data, groundwater contour maps, and semi-annual water quality

monitoring reports for the purpose of proposing additional investigations and/or supporting the details of an appeal of the Threat / Complexity rating as determined by the staff of the North Coast Regional Water Quality Control Board. This review will include a site visit to the Crescent City Landfill, a review of the closure and monitoring history for the former sludge, septage and whey ponds, and an evaluation of the adequacy of the existing monitoring network for ongoing compliance with Title 27 and other relevant regulatory requirements, including groundwater, surface water monitoring points, leachate, and gas wells around the landfill mound and property perimeter. The deliverable summary report for this sub-task will include:

A2.1 A summary assessment of and recommendations regarding each wells or sampling points, addressing repair, security, siltation, and whether such points should continue to be included in the monitoring network,

A2.2 A draft sampling and analysis plan, including quality control procedures to be used to propose changes to the Monitoring and Reporting Program for the Crescent City Landfill.

**A3. Review possible appeal approaches and strategies with Authority staff.** This sub-task consists of at least two meetings with Authority staff and/or the Authority Board. The first meeting would be to discuss at least three possible appeal approaches, additional information that could bolster each appeal strategy, and related potential costs, risks and benefits associated with each possible approach. Following this first meeting, Contractor will expand on cost estimates and timelines for any additional information or activities needed to complete the appeal strategy selected by the Authority, and identify when these appeal document(s) could be completed.

**A4. Prepare the appeal on behalf of the Authority and of the Threat / Complexity Rating and associated WDR Fees, including supporting documents and/or analysis.** Unless a potentially more successful approach is selected, Contractor will prepare as a deliverable, following the strategy selected by the Authority, an appeal letter on behalf of the Authority detailing the substance of the Authority's appeal to the Director of the North Coast Regional Water Quality Control Board. Contractor will submit a draft of this letter for Authority review and comment. The final version of this letter will include the stamp and signature of an appropriately certified engineer.

**A5. Prepare a separate appeal letter to the State Water Resources Control Board, requesting that they allow Regional Water Quality Control Boards flexibility in adjusting the Threat /Complexity rating and/or WDR Fees assessed on a facility based on either facility size or community population.** Contractor will prepare as the deliverable for this sub-task, a separate letter of appeal to the State Water Resources Control Board, with the appeal described in sub-task A4 attached as supporting documentation.

Contractor will submit a draft of this letter for Authority review and comment. The final version of this letter will include the stamp and signature of an appropriately certified engineer.

**A6. Prepare a list of additional efforts or data collection needed to support this continuing appeal effort.** Contractor will prepare a brief description of recommended additional Authority activities that may be needed to support the continuation of this appeal after the end of this Agreement if the submitted appeals are not fully approved.

**B. Propose text for updating and revising the Regional Water Quality Control Board and Monitoring and Reporting Program for the Crescent City Landfill.**

**B1. Present a list of changes to be made to Monitoring and Reporting Program (MRP) 97-90, new requirements to be included, and potential negotiating points.** For this sub-task, Consultant will prepare a list of changes needed to update MRP 97-90, including changes required to address changes in law and regulation, changes to the monitoring and reporting programs, and changes suggested by RWQCB staff, and areas with multiple potential monitoring and reporting compliance options.

**B2. Prepare a Report of the proposed changes to the MRP supported by data and analysis as needed.** For this sub-task, Consultant will prepare a draft Report of the proposed changes to the MRP for the Crescent City Landfill supported as needed by compiled data and presented analysis. Following review and comment by Authority staff, Consultant will prepare a final version of this report, signed and stamped by an appropriately licensed engineer.

**B3. Follow-up responses as needed.** The budget for this task will include six additional hours for response to comments (if any) following the receipt of comments from RWQCB staff regarding the Authority's submittal of the report produced under sub-task B2. Hours for this task will be billable only if the Authority submits additional questions to Consultant following the completion of sub-task B2.

## **V. PROPOSAL REQUIREMENTS**

The Authority invites proposals from companies qualified to provide the requested services described in the preceding sections. The contents and pricing structure of the selected Proposal, this Request for Proposals, and

opinions from relevant legal counsels will form the initial basis for negotiating an Agreement for the selected Contractor. The contents of each proposal should address each of the topics from the headings within this Section of the RFP.

**A. Project Schedule**

Proposer shall comment on the schedule included in Exhibit A, and identify any reasons for proposing any adjustments.

**B. Qualifications**

1. Experience

Proposals will demonstrate the capacity for the Proposer to complete the Scope of Services. Minimally, this will include demonstrating the Proposer's work experience providing similar or related services. Proposers should particularly highlight experiences related to Title 27 compliance, water quality engineering and analysis associated with closed landfills in California in the North Coast region, post-closure monitoring, reporting, and analysis, landfill gas monitoring, analysis and compliance.

2. Organization Chart, Resumes of Key Officers & Project Team Leaders

Proposals will include summary resumes of key staff of the Proposer, describe their role in the proposed project and provide an organizational chart for this project. Provide a complete resume of the project manager and other key members of the Proposer's team. As the Authority considers the qualifications of the project manager to be of critical concern, the Authority reserves the right to terminate the contract if project manager or staff changes for this project if such changes are not satisfactory to the Authority.

3. References

Proposals will also include at least four references, including two or more similar or related projects. References will include a brief description of the work completed by the Proposer, the start and end-dates of those projects, worksite address, and names and phone numbers of persons, agencies, or businesses who can comment on the referenced work activities and deliverables.

### ***C. Approach***

Proposals shall describe any unique, creative, or more effective aspects of the Proposer's approach to completing each of the tasks in the Scope of Services. Any suggested modification or exceptions to the Scope of Services must be stated clearly within the proposal. Proposals may also include optional tasks or additional optional related services to improve or reduce the cost of water quality monitoring at the Crescent City Landfill, however proposers are advised to include all tasks described in Section IV. The Authority reserves the right, at its discretion, to include or exclude such optional services from the negotiated Agreement for the services described within this RFP.

### ***D. Price Proposal***

Exhibit A must be completed for all tasks and submitted, along with a Billing Rate Sheet describing the hourly rates for all project personnel and services, which will be the basis for invoices submitted for the duration of this project. Proposers should also closely examine Exhibit C to see how each price proposal will be considered during the evaluation of all proposals.

## **VI. EXHIBITS AND FORMS**

All documents of this RFP, including Exhibits, are included in the CD-ROM included with this RFP.

- Exhibit A: RFP Schedule, Price Proposal Form
- Exhibit B: Initial Mailing List for this RFP
- Exhibit C: Sample Proposal Evaluation Form
- Exhibit D: Project-related Plans, Reports and Documents
- Exhibit E: Correspondence related to the Authority's continuing appeal of the Threat / Complexity rating and corresponding WDR Fees



# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

Phone (707) 465-1100 Fax (707) 465-1300

www.recycledelnorte.ca.gov

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

## Staff Report

**Date:** 12 June 2015  
**To:** Del Norte County Board of Supervisors  
**From:** Tedd Ward, M.S. – Acting Director / Program Manager *Recycled*  
**Del Norte Solid Waste Management Authority**  
**File Number:** 031507 – Franchise Correspondence  
**Topic:** Assessment and payment of interest on underpayments

**Summary / Recommendation:** No action required. This report summarizes the assessment and payment of \$1,219.17 in finance charges on overdue balances due from Recology Del Norte.

**Background:** The Authority receives monthly Balance Sheet statements from the Del Norte County Auditor, included in each agenda as 'Treasurer/Controller Reports.' (Agenda item 7.2), which includes a statement of the Authority's Cash Balance.

**Analysis:** Comparing the Balance Statements for March and April, Staff noticed an unexpected sharp drop in the Authority's cash balance. Investigations revealed that as Recology was implementing a centralized electronic funds transfer system for making payments, this system failed to make timely payments during this period.

To my knowledge, this is the first time since the start of the services under this agreement in July 2011 that such payments have been late. The Collections Franchise Agreement between the Authority and Recology Del Norte includes provisions for assessing finance charges for late payments. I discussed these underpayments with Recology Del Norte General Manager Ed Farewell as well as the Authority Chair. The Chair approved the assessment of finance charges for these late payments as an ongoing incentive to encourage Recology to concern itself with making timely payments in future. On June 2<sup>nd</sup>, Authority staff received confirmation that these finance charges had been paid.

4.1

#### 4.02 Franchise Fee

**A. Amount.** In consideration of the Franchise provided for in Section 4.01, Contractor will pay to Authority the Franchise fee of ten percent (10%) of the Gross Revenues subject to the Franchise Fee derived by Contractor from providing Solid Waste and Organics Collection Services and Multi-material Recycling Collection Services. Authority reserves the right to modify the Franchise fee by Ordinance at any time during the Term of this Agreement. Authority must, however, provide Contractor with a Collection rate increase equivalent to the increase in the Franchise Fee.

**B. Time and Method of Payment.**

- (1) Computation. The Franchise fee is to be computed and paid on the basis of Contractor's receipts each calendar month. Contractor shall prepare and mail remittance each month not later than twenty (20) calendar days after the end of each month. The remittance will be accompanied by a Franchise fee report in a form acceptable to Authority setting forth the basis and calculations used for computing the amount due, and such other information reasonably required by Authority. The Contractor shall also provide an annual "Franchise Fee Report" summarizing the prior fiscal year's monthly payments. The figures used will be reconciled with the general books of account of the Contractor.
- (2) Underpayment / Overpayment. If Contractor fails to pay the entire amount of compensation due Authority through error or otherwise, the difference due Authority must be paid by Contractor within thirty (30) days from discovery of the error or determination of the correct amount. In addition, the Contractor shall pay interest on any underpayment at an annual interest rate that is equal to the Prime Rate plus 8% as of the date the Franchise Fee was due. Any overpayment to Authority through error or otherwise will be deducted from the next payment due from Contractor.
- (3) Acceptance Not a Waiver. Acceptance by Authority of any payment due under this Article may not be deemed to be a waiver by Authority of any breach of this Agreement, nor may the acceptance by Authority of any such payments preclude Authority from later establishing that a larger amount was actually due, or from collecting any balance due to Authority.
- (4) Payment Under Protest. In the case of a dispute between Authority and Contractor regarding any amounts due, Contractor shall pay the amount claimed by Authority as due and notify Authority in writing at the time of payment as to any portion that is paid under protest, specifying the basis of its claim of overpayment.

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Prime rate, federal funds rate, COFI

By Bankrate.com

The prime rate, as reported by The Wall Street Journal's bank survey, is among the most widely used benchmark in setting home equity lines of credit and credit card rates. It is in turn based on the federal funds rate, which is set by the Federal Reserve. The COFI (11th District cost of funds index) is a widely used benchmark for adjustable-rate mortgages.

Click on the links below to find a fuller explanation of the term.

Prime rate, federal funds rate, COFI		Updated 5/20/2015		
	This week	Month ago	Year ago	
<u>WSJ Prime Rate</u>	3.25	3.25	3.25	
<u>Federal Discount Rate</u>	0.75	0.75	0.75	
<u>Fed Funds Rate (Current target rate 0-0.25)</u>	0.25	0.25	0.25	
<u>11th District Cost of Funds</u>	0.687	0.700	0.701	

Ratings methodology

**What's included?** The federal funds rate is the primary tool that the Federal Open Market Committee uses to influence interest rates and the economy. Changes in the federal funds rate have far-reaching effects by influencing the borrowing cost of banks in the overnight lending market, and subsequently the returns offered on bank deposit products such as certificates of deposit, savings accounts and money market accounts. Changes in the federal funds rate and the discount rate also dictate changes in The Wall Street Journal prime rate, which is of interest to borrowers. The prime rate is the underlying index for most credit cards, home equity loans and lines of credit, auto loans, and personal loans. Many small business loans are also indexed to the Prime rate. The 11th District Cost of Funds is often used as an index for adjustable-rate mortgages.

Back to Rate Watch main page.

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REFINANCE RATES AVERAGES

Product	Rate	Change	Last week
30 year fixed refi	3.97%	▼ 0.01	3.98%
15 year fixed refi	3.12%	▼ 0.03	3.15%
10 year fixed refi	3.17%	▼ 0.01	3.18%

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Mortgage Rates In Your Area

Loan Type	Rate	Change (from 05-21-15)
<u>30 Year Fixed</u>	RATE <u>3.625%</u> APR <u>3.831%</u>	■
<u>25 Year Fixed</u>	RATE <u>loading...</u> APR <u>loading...</u>	■
<u>20 Year Fixed</u>	RATE <u>3.500%</u> APR <u>3.758%</u>	■
<u>15 Year Fixed</u>	RATE <u>2.750%</u> APR <u>3.076%</u>	■
<u>10 Year Fixed</u>	RATE <u>2.875%</u> APR <u>3.271%</u>	■
<u>5/1 Arm</u>	RATE <u>2.625%</u> APR <u>2.820%</u>	■

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Fixed Rates

10 year fixed	15 year fixed refi
15 year fixed	20 year fixed refi
20 year fixed	30 year fixed refi
30 year fixed	30 year FHA refi
30 year FHA	See all fixed

Adjustable Rates

1 year ARM	1 year ARM refi
3/1 ARM	3/1 ARM refi
5/1 ARM	5/1 ARM refi
7/1 ARM	7/1 ARM refi
10/1 ARM	10/1 ARM refi

Interest Only Rates

3/1 ARM (IO)	5/1 ARM (IO) refi
5/1 ARM (IO)	7/1 ARM (IO) refi
7/1 ARM (IO)	30 year (IO) refi
30 year fixed (IO)	Sell all ARMs
3/1 ARM (IO) refi	Sell all IOs

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Del Norte Solid Waste Management Authority

1700 State Street  
Crescent City, CA 95531

# Invoice

Date	Invoice #
5/21/2015	1392

<b>Bill To</b>
Recology Del Norte (Franchise) P O Box 1933 Crescent City, CA 95531

**COPY**

P.O. No.	Terms	Project
	Net 30th	

Quantity	Description	Rate	Amount
	Finance Charges on Overdue Balance as per Contract (11.25% APR of \$97,758.58)	916.48667	916.49
	Finance Charges on Overdue Balance as per Contract (11.25% APR of 19,833.00)	185.93417	185.93
	Billing for Interest due on balance not received prior to 20 days past the end of Month		

We appreciate your prompt payment.	<b>Total</b>	\$1,102.42
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Del Norte Solid Waste Management Authority

1700 State Street  
Crescent City, CA 95531

# Invoice

Date	Invoice #
5/21/2015	1393

<b>Bill To</b>
Recology Del Norte (Prison) P.O. 1033 Crescent City, CA. 95531

**COPY**

P.O. No.	Terms	Project
	Net 30th	

Quantity	Description	Rate	Amount
	Finance Charges on Overdue Balance as per Contract (11.25% APR of \$12,453.11) Billing for Interest due on balance not received prior to 20 day past the end of the Month	116.7475	116.75

We appreciate your prompt payment.

**Total**

\$116.75

**AUDITOR OF DEL NORTE COUNTY**  
**THE TREASURER OF DEL NORTE COUNTY, CRESCENT CITY, CA. HAS RECEIVED OF**  
**AUDITOR-CONTROLLER.**

**Department:** TREASURER/TAX COLLECTOR  
**By:** DD

**Authorization No:** 68284  
**Date:** 6/2/2015

**Cash:** 0.00      **Check:** 129,764.52      **TOTAL:** 129,764.52

ACCOUNT	DEBIT	CREDIT	DESCRIPTION
102-010-00000	126,660.27	0.00	Cash - Road Fund
422-010-00000	1,219.17	0.00	Cash-Solid Waste
432-010-00000	1,885.08	0.00	Cash-Airport JPA
432-433-90321	0.00	1,885.08	GSA
102-311-90415	0.00	56,780.74	2103
102-311-90411	0.00	30,237.41	2104
102-311-90413	0.00	30,285.54	2105
102-311-90412	0.00	9,356.58	2106
422-421-90301	0.00	116.75	Recology
422-421-90301	0.00	1,102.42	Recology
<b>TOTAL:</b>	129,764.52	129,764.52	

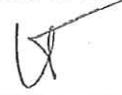
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 6/2/15  
 8

BARBARA LOPEZ, TREASURER

CLINTON SCHAAD, AUDITOR

BY: \_\_\_\_\_  
 DEPUTY

BY:   
 DEPUTY



# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

Phone (707) 465-1100 Fax (707) 465-1300

www.recycledelnorte.ca.gov

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

## Staff Report

**Date:** 11 June 2015  
**To:** Commissioners of the Del Norte Solid Waste Management Authority  
**From:** Tedd Ward, M.S. – Acting Director / Program Manager *Tedd*  
**Del Norte Solid Waste Management Authority**  
**File Number:** 022102 – Authority Budget  
**Topic:** Review of the Authority Budget for FY 15/16

**Recommendation: That the Board of Commissioners:**

1. Starting at or after 4:00 P.M., receive and consider comments at a public hearing and reviewing the proposed budget for Fiscal Year 2015/2016 for the Del Norte Solid Waste Management Authority,
2. Consider any written and/or presented comments from the Del Norte County Board of Supervisors or the Crescent City Council, and
3. Direct any changes to be made to the budget presented under column A in consideration of comments from Del Norte County or the Crescent City Council, and
4. Adopt the Authority Budget as presented under column A (and possibly modified).

**Background:** The budget for the Del Norte Solid Waste Management Authority is approved ahead of and separately from the County budget. The Authority budget is approved before June 30, whereas the final County budget is usually not approved until September or October.

As described in the First Amended Joint Powers Agreement Creating the Del Norte Solid Waste Solid Waste Management Authority, prior to final adoption of the Authority in June, the proposed budget will be presented to the Crescent City Council and the Del Norte County Board of Supervisors for comment. Any specific comments, additions or deletions for which the Board of Supervisors expects a response or action are to be submitted in writing. Authority staff received the following e-mail from County CAO Jay Sarina:

*Tedd,*

*After meeting with Gerry Hemmingsen and Clinton Schaad at the direction of the Board, the following are comments on the DNSWMA proposed budget as attached to the most recent DNSWMA agenda:*

*1) Under Salaries and Benefits, Liability Insurance, and Cost Plan it appears the numbers in the proposed budget are not consistent with the numbers given to you by the Auditor/Controller which results in the budget be out of balance;*

*2) It appears you have accounted for an Executive Director position and increased salaries and benefits accordingly, but have also increased Part-Time/Temporary;*

*3) Regarding your legend, the parenthesis is reversed for indicating increase/decrease.*

*It's our understanding you will be bringing the amended budget back to the Board for review.*

**Analysis:** The attached graphs demonstrate how solid waste facilities administered by the Del Norte Solid Waste Management Authority continue to offer the lowest rates in the region. Furthermore, the Authority Board has approved modest rate reductions for the coming fiscal year. Even considering these rate reductions, trends indicate the Authority can anticipate a slight increase in revenue in the coming fiscal year. Costs have also increased in many areas, resulting in a tight, but balanced budget.

This budget is a financial plan for the coming fiscal year. The Authority plans to repair portions of the Transfer Station floor after the close of the fiscal year confirms that there is sufficient cash balance in the Authority's accounts to do so. So if these activities go according to plan, the Authority will end up with a deficit budget for the coming fiscal year. A primary function of funding depreciation as a cash expense is the buildup of cash balance available to do these kinds of maintenance repairs. At this point, however, the budget is balanced.

After the draft budget was prepared and published for the Authority meeting on May 19, the Del Norte County Auditor / Controller provided updated information regarding expenses for Workers Compensation, Liability insurance, the Interfund Cost Plan, and Employee Benefits. In total, these changes represented \$32,615 in additional expenses. At the May 19 meeting, staff was directed to modify the proposed budget to address comments submitted by the County. The Authority Staff Report I prepared for 27 May 2015 addressed these increases, but I neglected to adjust the payments for Transfer Station Operations (20239) to match the changes to the revenue line for Gate Tipping Fees (91003) based on more recent budget projections. Supervisor Hemmingsen called this to our attention, and Authority Treasurer / Controller Rich Taylor and I met with him on June 2<sup>nd</sup> and 4<sup>th</sup> to address this issue.

Revenue projections have been revised based on more complete information regarding revenues from this fiscal year.

The amounts for Payroll were adjusted based on revised numbers provided by the Del Norte County Auditor. As the Authority Board has begun negotiations to contract my services as Authority Director. Previous projections included both my salary as Acting Director and the vacant Director position. These revised payroll numbers are based on the most recent adopted staffing plan for the Authority, with me as Director and a vacant Program Manager position reduced to step A. Furthermore, as the soonest we could anticipate such a person being hired would be the first of September, the Program Manager position is funded for just 10 months of the coming fiscal year. Some expense lines were also adjusted based on updated projections of next year's expenses, and several were trimmed as needed to make the budget balance.

Part-time/ temporary personnel expenses were based on increasing expenditures from this budget line during the past 14/15 fiscal year. Though part-time/temporary personnel expenses have been reduced compared to the draft budget presented earlier, the Authority Chair expressed support for having the budget indicate that these expenses will likely continue at elevated levels until a full complement of staff has been hired and trained.

Membership expenses were increased to enable Del Norte County and the Authority to renew its membership with the Environmental Services Joint Powers Authority of the Regional Council of Rural Counties.

I have reviewed this draft budget with the Authority Treasurer/ Controller and County Auditor to improve the clarity of this budget. For additional clarity, I have provided pie charts indicating the major sources of Authority revenue and the major categories of expenses. I have also included the most recent Balance Sheet provided by the Del Norte County Auditor.

This staff report is intended to give an overview of the assumptions and projections to be used in the preparation of the Authority budget for Fiscal Year 2015/2016.

## **Projected Expenses**

The proposed Authority budget uses projections from the County Auditor's office for the annual cost of Salaries and Benefits (based on the current staffing chart), Depreciation and the "Interfund Cost Plan", which is the charge for our share of County services. While staff are well aware that the Authority may change the staffing chart during this coming fiscal year, a 'status quo' approach to staffing costs places funds in the budget to be used either for staff or may be transferred for increased expenses for legal counsel treasurer/ controller, and professional service expenses in lieu of staff.

As part of this budgeting process, I have compared the adopted and revised budget for each budget line for the past fiscal year to identify spending trends and budget accordingly.

Significant budget changes are associated with landfill obligations. Water quality monitoring expenses are expected to decrease compared to the prior fiscal year. Staff also anticipated additional engineering expenses associated with this agency's continuing appeal of the WDR Fees, as well as an aerial survey which is required every five years.

After discussion between Authority staff and staff from the County Auditor's department, we agreed that expenses to maintain and repair the base of the exit ramp and substantial portions of the floor at the Del Norte County Transfer Station need not explicitly included in the budget at this point. After the close of the fiscal year when all accounts are reconciled (expected in September or October), all parties will have a more accurate assessment of the cash balance the Authority would have to conduct these needed repairs. Provided there is adequate cash available in Authority accounts, budget transfers could be used to adjust expense lines after that point. As joint powers authorities are required to fund depreciation as a cash expense – this FY 15/16 budget includes \$98,000 payment for depreciation - this builds a cash balance that is available to do these kinds of maintenance activities. The expenses for these repairs are projected to be in the range of \$180,000, which would result in a deficit budget for this fiscal year, all parties agreed that this is the most appropriate method for addressing this maintenance activity within the budgeting process. At the time these expenses are incurred, Authority staff will work with the County Auditor to update the associated depreciation schedule for the Del Norte County Transfer Station.

I also met with Del Norte County Community Development Director Heidi Kunstal, Code Enforcement Officer Dave Mason and Randy Hooper to discuss the circumstances and process for using Authority resources to assist with community cleanup efforts based on enforcement of Authority Ordinances. The results of these discussions did not require any adjustments to the draft budget approved by the Authority Board on 21 April 2015.

## **Revenue Projections**

The two main sources of revenue for Authority operations are the Franchise Fees (90153) and Authority Service Fees (91004), about 1/3 of the transfer station tipping fees. In addition the Authority administers grants to promote used oil recycling.

Proposed Franchise Fees are based on projected revenue this year. Staff have calculated Franchise Fees using the ten month actual and projected 12 months then multiply this amount by the Recology CPI adjustment, using the March Consumer Price Index. Proposed Authority Service Fees have also been based similarly on projected revenues adjusted by CPI. Though the CPI went down during the past year, the change was slight and tonnages disposed continue to increase slightly resulting in increased revenue projections from the Del Norte County Transfer Station.

The largest revenue line is TS Gate Fees (91003), about 2/3 of the transfer station tipping fees. This is the main source of revenue to pay Hambro/WSG. We intend to budget the amount to pay Hambro/WSG from the Transfer Station Operations line (20239), paid from line (91003). An additional amount will be paid from Authority Service Fees (91004), which are also collected at the Gasquet and Klamath Transfer Stations. Line 20239 is generally more than line 91004 due to the 'freebies' provided by the Authority, such as disposal of items collected from roadsides by the County Road Department, for which the Authority receives no revenue yet the Authority pays Hambro/WSG for these disposal services.

# Del Norte Solid Waste Management Authority Budget

Fiscal Year 15/16 EXPENSES			FY 14/15 Approved	FY 14/15 Revised	Increase (Decrease)	Increase (Decrease)	FY 15/16 Rev 1 23-Apr-15	FY 15/16 Rev 2 27-May-15	FY 15/16 Rev 3 - Proposed 3-Jun-15
Line	DISW/M/A	Description	E	D	A - E	A-B	C	B	A
10010		Payroll	\$ 288,931.00	\$ 245,061.00	\$ 2,841.00	\$ (11,490.00)	\$ 303,262.00	\$ 303,262.00	\$ 291,772.00
10010	78	Payroll	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
10012		Overtime	\$ 500.00	\$ 1,955.00	\$ 250.00	\$ (1,250.00)	\$ 2,000.00	\$ 2,000.00	\$ 750.00
10015		Part-time/Temp	\$ 16,600.00	\$ 34,500.00	\$ 1,400.00	\$ (7,000.00)	\$ 30,000.00	\$ 25,000.00	\$ 18,000.00
10020		Retirement	\$ 83,331.00	\$ 73,331.00	\$ 694.00	\$ (6,452.00)	\$ 90,477.00	\$ 90,477.00	\$ 84,025.00
10030		Employee Benefits	\$ 82,899.00	\$ 95,279.00	\$ 16,206.00	\$ 72.00	\$ 83,374.00	\$ 99,033.00	\$ 99,105.00
10032		Supp Health Insurance	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
10033		Employee Life Insurance	\$ 331.00	\$ 331.00	\$ 21.00	\$ -	\$ 352.00	\$ 352.00	\$ 352.00
10035		Management Life Insurance	\$ 920.00	\$ 920.00	\$ (419.00)	\$ (794.00)	\$ 1,295.00	\$ 1,295.00	\$ 501.00
10040		Worker's Compensation	\$ 26,890.00	\$ 31,090.00	\$ 10,462.00	\$ -	\$ 26,890.00	\$ 37,352.00	\$ 37,352.00
		<b>TOTAL SALARIES &amp; BENEFITS</b>	<b>\$ 500,402.00</b>	<b>\$ 482,467.00</b>	<b>\$ 31,455.00</b>	<b>\$ (26,914.00)</b>	<b>\$ 537,650.00</b>	<b>\$ 558,771.00</b>	<b>\$ 531,857.00</b>
20121		Communications	\$ 3,220.00	\$ 3,220.00	\$ (470.00)	\$ (250.00)	\$ 2,750.00	\$ 3,000.00	\$ 2,750.00
20140		Household Expense	\$ 3,725.00	\$ 6,875.00	\$ 750.00	\$ -	\$ 5,200.00	\$ 4,475.00	\$ 4,475.00
20150		Insurance-Office	\$ 6,450.00	\$ 14,370.00	\$ (2,850.00)	\$ (5,440.00)	\$ 6,450.00	\$ 9,040.00	\$ 3,600.00
20151		Liability Insurance	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20152		Vehicle Insurance	\$ 1,587.00	\$ 3,522.00	\$ 1,938.00	\$ (175.00)	\$ 3,525.00	\$ 3,700.00	\$ 3,525.00
20155		Liability Insurance	\$ 1,600.00	\$ 1,600.00	\$ 745.00	\$ -	\$ 1,600.00	\$ 2,345.00	\$ 2,345.00
20170		Maintenance-Equipment	\$ 350.00	\$ 350.00	\$ -	\$ (450.00)	\$ 350.00	\$ 800.00	\$ 350.00
20171		Maintenance-Vehicles	\$ 500.00	\$ 1,000.00	\$ 300.00	\$ (400.00)	\$ 600.00	\$ 1,200.00	\$ 800.00
20175		Maintenance-Computers	\$ 500.00	\$ 500.00	\$ 54.00	\$ (246.00)	\$ 400.00	\$ 800.00	\$ 554.00
20180		Maint-Structures/Improvements & TS Maint	\$ 250.00	\$ 9,284.00	\$ 450.00	\$ (1,300.00)	\$ 177,430.00	\$ 2,000.00	\$ 700.00
20180	53	Maintenance of Structures	\$ -	\$ 1,200.00	\$ -	\$ -	\$ -	\$ -	\$ -
20200		Memberships	\$ 1,500.00	\$ 7,600.00	\$ 6,100.00	\$ (200.00)	\$ 7,600.00	\$ 7,800.00	\$ 7,600.00
20221		Printing	\$ -	\$ 300.00	\$ 500.00	\$ (100.00)	\$ 300.00	\$ 600.00	\$ 500.00
20221	55	Printing	\$ 400.00	\$ 400.00	\$ (400.00)	\$ -	\$ -	\$ -	\$ -
20221	62	Printing - Oil Grant 15/16	\$ -	\$ 0.00	\$ 500.00	\$ -	\$ 500.00	\$ 500.00	\$ 500.00
20221	61	Printing-Oil Grant 13/14	\$ 1,000.00	\$ 1,000.00	\$ (1,000.00)	\$ -	\$ -	\$ -	\$ -
20221	68	Printing- DOC 13/14	\$ 400.00	\$ 400.00	\$ (400.00)	\$ -	\$ -	\$ -	\$ -
20221	75	Printing - Oil Grant 14/15	\$ 1,000.00	\$ 1,000.00	\$ (1,000.00)	\$ -	\$ -	\$ -	\$ -
20223		Postage	\$ 1,400.00	\$ 1,400.00	\$ -	\$ -	\$ 1,400.00	\$ 1,400.00	\$ 1,400.00
20224		Office Supplies	\$ 4,500.00	\$ 5,500.00	\$ 500.00	\$ -	\$ 5,750.00	\$ 5,000.00	\$ 5,000.00
20227		Books/Subscriptions	\$ 200.00	\$ 200.00	\$ (91.00)	\$ (200.00)	\$ 109.00	\$ 309.00	\$ 109.00
20230		Prof Serv-Co/City	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00	\$ 10,000.00	\$ 10,000.00
20230	70	Prof Serv-Model Contract	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20231		Prof Serv	\$ 15,000.00	\$ 15,000.00	\$ 5,400.00	\$ (7,000.00)	\$ 24,800.00	\$ 27,400.00	\$ 20,400.00
20232		Prof Serv-Well Monitoring	\$ 61,360.00	\$ 61,360.00	\$ (36,360.00)	\$ -	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00
20232	1	Prof Svc-LEA	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20232	2	Data Processing - Software	\$ -	\$ 1,000.00	\$ 500.00	\$ (500.00)	\$ 500.00	\$ 1,000.00	\$ 500.00
20233		Audit	\$ 9,500.00	\$ 9,500.00	\$ -	\$ -	\$ 9,500.00	\$ 9,500.00	\$ 9,500.00
20234		Legal Counsel	\$ 12,000.00	\$ 13,500.00	\$ 1,000.00	\$ (500.00)	\$ 12,000.00	\$ 13,500.00	\$ 13,000.00
20235		Treasurer	\$ 4,500.00	\$ 8,500.00	\$ 500.00	\$ (1,000.00)	\$ 4,500.00	\$ 6,000.00	\$ 5,000.00
20236		Security	\$ 500.00	\$ 3,100.00	\$ -	\$ (400.00)	\$ 500.00	\$ 900.00	\$ 500.00
20237		Credit Card Service Fees	\$ 8,500.00	\$ 11,900.00	\$ 5,000.00	\$ -	\$ 13,500.00	\$ 13,500.00	\$ 13,500.00
20238		TS Collection	\$ 25,500.00	\$ 27,700.00	\$ 2,500.00	\$ -	\$ 30,100.00	\$ 28,000.00	\$ 28,000.00
20239		Transfer Station Operations	\$ 1,774,000.00	\$ 1,774,000.00	\$ 66,000.00	\$ 60,000.00	\$ 1,785,700.00	\$ 1,780,000.00	\$ 1,840,000.00
20239	1	Post Closure Maintenance	\$ 8,000.00	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
20240		Advertising/Publications	\$ 1,000.00	\$ 1,000.00	\$ -	\$ (500.00)	\$ 1,000.00	\$ 1,500.00	\$ 1,000.00
20240	53	Advertising - DOC Grant 09/10	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20240	54	Advertising - Oil Grant 09/10	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20240	55	Advertising	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20240	62	Advertising - Oil grant 15/16	\$ -	\$ 0.00	\$ 2,000.00	\$ -	\$ 2,000.00	\$ 2,000.00	\$ 2,000.00
20240	60	Advertising Oil Grant - 12/13	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20240	61	Advertising Oil Grant 13/14	\$ 3,500.00	\$ 3,500.00	\$ (3,500.00)	\$ -	\$ -	\$ -	\$ -
20240	67	Advertising- DOC Grant 12/13	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20240	68	Advertising - DOC 13/14	\$ 2,600.00	\$ 2,600.00	\$ (2,600.00)	\$ -	\$ -	\$ -	\$ -
20240	69	Advertising - DOC Grant 11/12	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20240	74	Advertising - Oil Grant 11/12	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20240	75	Advertising - Oil Grant 14/15	\$ 3,500.00	\$ 3,500.00	\$ (3,500.00)	\$ -	\$ -	\$ -	\$ -
20250		Lease of Equipment	\$ 3,500.00	\$ 3,500.00	\$ (620.00)	\$ (620.00)	\$ 3,500.00	\$ 3,500.00	\$ 2,880.00
20251		Lease - Gasquet Transfer Station	\$ 700.00	\$ 700.00	\$ (50.00)	\$ (50.00)	\$ 650.00	\$ 700.00	\$ 650.00
20260		Rent-Office	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20269		Lease Payment - Card Machine	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20270		Minor Equipment (>\$1K)	\$ 4,000.00	\$ 2,000.00	\$ (3,000.00)	\$ (1,000.00)	\$ 2,000.00	\$ 2,000.00	\$ 1,000.00
20275		Small Tools (<\$1K)	\$ -	\$ 2,500.00	\$ 750.00	\$ (750.00)	\$ 1,500.00	\$ 1,500.00	\$ 750.00
20280		Delivery Service	\$ 600.00	\$ 600.00	\$ -	\$ (100.00)	\$ 600.00	\$ 700.00	\$ 600.00
20281		Household Hazardous Waste Event	\$ 32,000.00	\$ 32,000.00	\$ -	\$ -	\$ 32,000.00	\$ 32,000.00	\$ 32,000.00
20283		Community Clean-up	\$ 5,200.00	\$ 6,830.00	\$ 300.00	\$ (1,000.00)	\$ 5,500.00	\$ 6,500.00	\$ 5,500.00
20285		Special Dept Expense	\$ 1,700.00	\$ 3,200.00	\$ (200.00)	\$ (2,000.00)	\$ 1,500.00	\$ 3,500.00	\$ 1,500.00
20285	62	Spec Dept Exp - Oil Grant 15/16	\$ -	\$ 0.00	\$ 6,500.00	\$ -	\$ 6,500.00	\$ 6,500.00	\$ 6,500.00
20285	60	Spec Dept Exp-Oil Grant - 12/13	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20285	61	Spec Dept Exp-Oil Grant 13/14	\$ 6,500.00	\$ 5,850.00	\$ (6,500.0				

# Del Norte Solid Waste Management Authority Budget

**Fiscal Year 15/16**

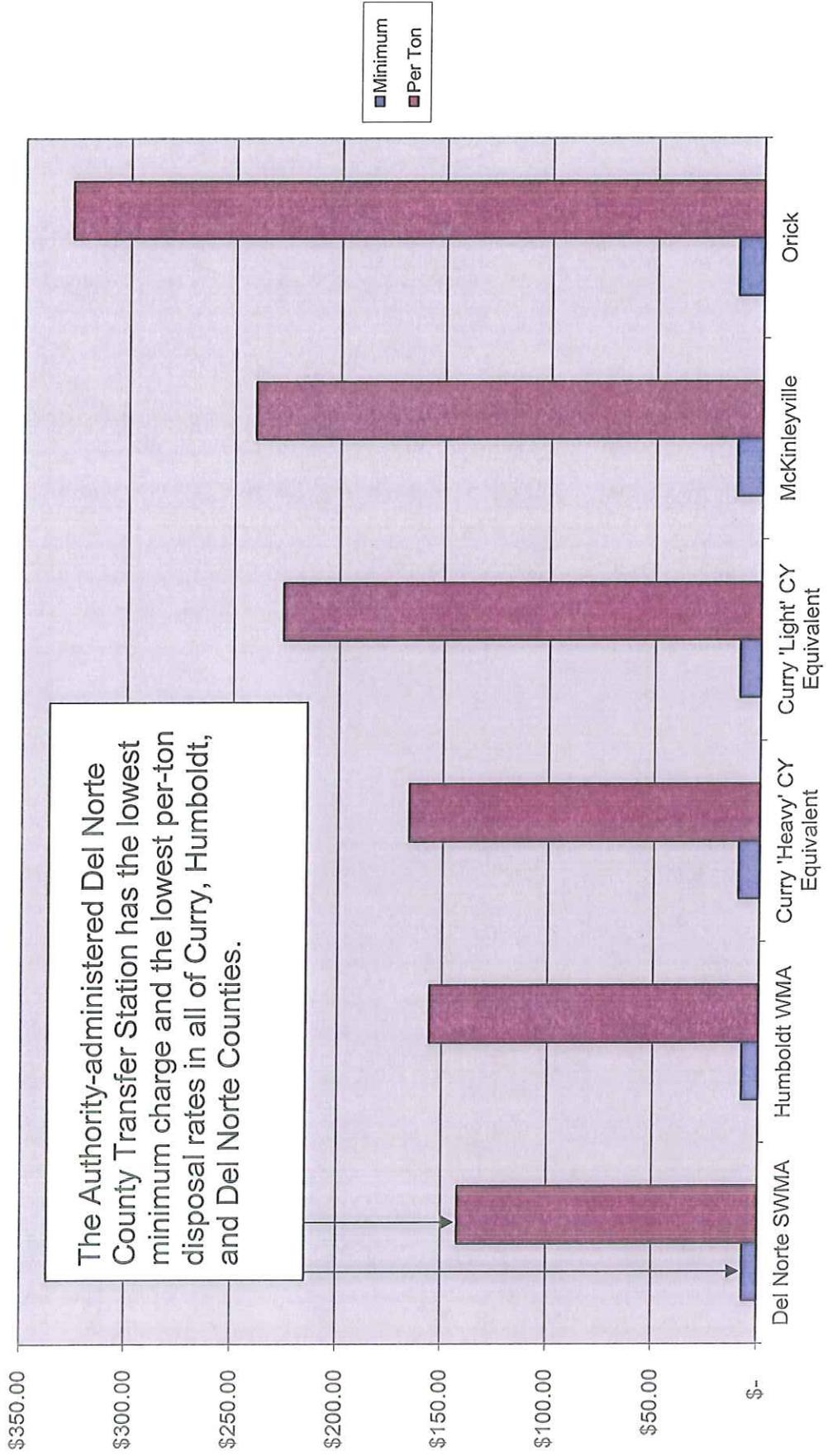
EXPENSES			FY 14/15 Approved	FY 14/15 Revised	Increase (Decrease)	Increase (Decrease)	FY 15/16 Rev 1 23-Apr-15	FY 15/16 Rev 2 27-May-15	FY 15/16 Rev 3 3-Jun-15
Line	Project	Description	E	D	A - E	A-B	C	B	A
20290	62	Travel - Oil Grant 15/16	\$ -	\$ 0.00	\$ 2,500.00	\$ -	\$ 2,500.00	\$ 2,500.00	\$ 2,500.00
20290	60	Travel-Oil Grant - 12/13	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20290	61	Travel - Oil Grant 13/14	\$ 1,000.00	\$ 1,412.00	\$ (1,000.00)	\$ -	\$ -	\$ -	\$ -
20250	68	Travel - DOC 13/14	\$ 2,000.00	\$ 2,000.00	\$ (2,000.00)	\$ -	\$ -	\$ -	\$ -
20290	69	Travel - DOC Grant 11/12	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20290	75	Travel - Oil Grant 14/15	\$ 1,000.00	\$ 1,238.00	\$ (1,000.00)	\$ -	\$ -	\$ -	\$ -
20291		Commissioner Expense	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20297		Vehicle Fuel	\$ 2,400.00	\$ 2,400.00	\$ (800.00)	\$ (1,100.00)	\$ 2,000.00	\$ 2,700.00	\$ 1,600.00
20300		Utilities	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
20301		State Fees	\$ 62,776.00	\$ 62,776.00	\$ 10,655.00	\$ -	\$ 72,431.00	\$ 73,431.00	\$ 73,431.00
		<b>TOTAL SERVICES &amp; SUPPLIES</b>	<b>\$ 2,122,605.00</b>	<b>\$ 2,173,304.00</b>	<b>\$ 36,589.00</b>	<b>\$ 30,114.00</b>	<b>\$ 2,291,150.00</b>	<b>\$ 2,129,080.00</b>	<b>\$ 2,159,194.00</b>
30420		Interest Payments	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
30440		Transfer Station Loan Pymts-Interest	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
30490		Depreciation Expense	\$ 97,975.00	\$ 97,975.00	\$ 25.00	\$ -	\$ 98,000.00	\$ 98,000.00	\$ 98,000.00
30500		Department Allotment	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>OTHER CHARGES</b>	<b>\$ 97,975.00</b>	<b>\$ 97,975.00</b>	<b>\$ 25.00</b>	<b>\$ -</b>	<b>\$ 98,000.00</b>	<b>\$ 98,000.00</b>	<b>\$ 98,000.00</b>
40510	59	Construction	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
40510	200	Transfer Station Construction	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
40520	59	Equipment	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
40520	200	Transfer Station Construction	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
40520	300	Resource Recovery Park Development	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
40520	400	Computer Equipment	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
40520	500	Equipment	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
40520	600	Vehicle	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>FIXED ASSETS</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>				
70530	25	Interfund-Repayment to County	\$ 202,633.00	\$ 202,633.00	\$ (358.00)	\$ -	\$ 202,275.00	\$ 202,275.00	\$ 202,275.00
70530	199	Interfund-Cost Plan	\$ 51,639.00	\$ 51,639.00	\$ 1,810.00	\$ -	\$ 47,700.00	\$ 53,449.00	\$ 53,449.00
70800		ARC Payment OPEB	\$ 11,125.00	\$ 11,125.00	\$ -	\$ -	\$ 11,125.00	\$ 11,125.00	\$ 11,125.00
70910		Op. Transfer Out	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
70910	123	Op Trans Out Bad Check Fee	\$ -	\$ 0.00	\$ -	\$ -	\$ -	\$ -	\$ -
		<b>INTRA/INTER FUND TRANSFERS</b>	<b>\$ 265,397.00</b>	<b>\$ 265,397.00</b>	<b>\$ 1,452.00</b>	<b>\$ -</b>	<b>\$ 261,100.00</b>	<b>\$ 266,849.00</b>	<b>\$ 266,849.00</b>
81000		Contingency	\$ 3,000.00	\$ 3,000.00	\$ (2,000.00)	\$ -	\$ 3,000.00	\$ 3,000.00	\$ 1,000.00
		<b>TOTAL EXPENSES</b>	<b>\$ 2,989,379.00</b>	<b>\$ 3,022,143.00</b>	<b>\$ 69,521.00</b>	<b>\$ 3,200.00</b>	<b>\$ 3,190,900.00</b>	<b>\$ 3,055,700.00</b>	<b>\$ 3,056,900.00</b>

Fiscal Year 15/16

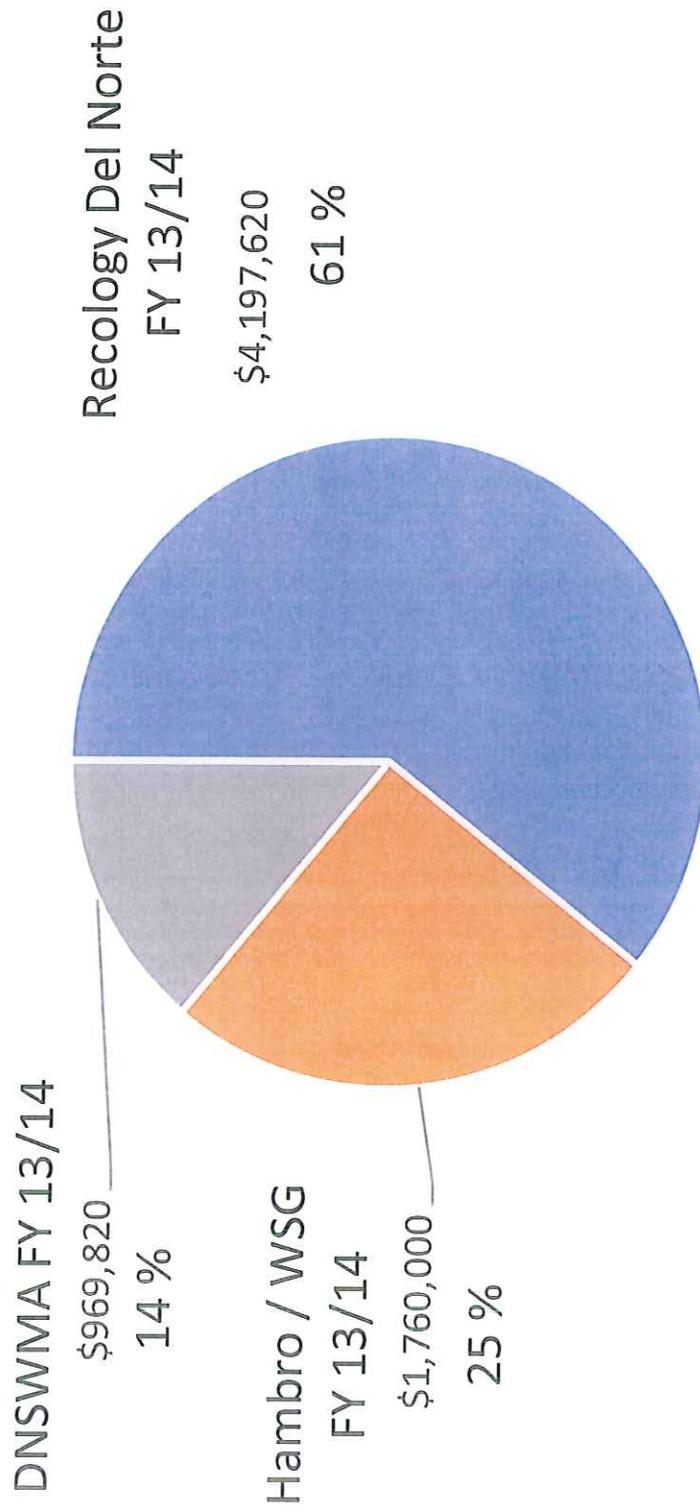
REVENUES

Line	Project	Description	FY 14/15	FY 14/15	(Increase)	(Increase)	FY 15/16	FY 15/16	FY 15/16
			Approved	Revised	Decrease	Decrease	Rev 1	Rev 2	Rev 3
			E	D	A-E	A-B	C	B	A
90153		Franchise Fees	\$ (247,725.00)	(\$247,725.00)	\$ 5,725.00	\$ (2,200.00)	\$ (239,800.00)	\$ (239,800.00)	\$ (242,000.00)
90210		Code Enforcement	\$ (500.00)	(\$500.00)	\$ 500.00	\$ -	\$ -	\$ -	\$ -
90300		Interest - Solid Waste	\$ (1,605.00)	(\$1,605.00)	\$ (195.00)	\$ -	\$ (1,800.00)	\$ (1,800.00)	\$ (1,800.00)
90301		Late Payment Fee	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
90650	60	Oil Grant 12/13	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
90650	61	Oil Grant 13/14	\$ (15,000.00)	(\$15,000.00)	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -
90650	75	Oil Grant - 14/15	\$ (15,000.00)	(\$15,000.00)	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -
90650	62	Oil Grant - 15/16	\$ -	\$ -	\$ (15,000.00)	\$ -	\$ (15,000.00)	\$ (15,000.00)	\$ (15,000.00)
90650	78	HD 16F Grant	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
90830		Closure/Post Closure Fee	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
91001		Tipping Fees	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
91002		Resource Recovery Infrastructure Fee	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
91003		Gate Tipping Fees	\$ (1,734,000.00)	(\$1,734,000.00)	\$ (65,000.00)	\$ -	\$ (1,757,930.00)	\$ (1,800,000.00)	\$ (1,800,000.00)
91003	59	Gate Tipping Fees - Prior Yr	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
91004		Authority Service Fees	\$ (959,552.00)	(\$984,552.00)	\$ (37,448.00)	\$ 1,000.00	\$ (998,140.00)	\$ (998,000.00)	\$ (997,000.00)
91004	59	DNSWMA Tipping Fees - Prior Yr	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
91070		Operating Transfer In (from 608)	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
91070	25	Op Tran in from County (Loan)	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
91075	25	Op Transfer in from County	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
91121		Misc Reimbursements	\$ (1,000.00)	(\$1,000.00)	\$ -	\$ -	\$ (1,000.00)	\$ (1,000.00)	\$ (1,000.00)
91121	123	Bad Check Fee Reimb	\$ -	\$0.00	\$ (100.00)	\$ -	\$ (100.00)	\$ (100.00)	\$ (100.00)
91122		Insurance Recovery	\$ -	(\$7,764.00)	\$ -	\$ -	\$ -	\$ -	\$ -
91124		Misc Revenue	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
91129	67	DOC Grant - 12/13	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
91129	68	DOC Grant 13/14	\$ (15,000.00)	(\$15,000.00)	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -
91130		Construction Loan	\$ -	\$0.00	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL REVENUES			(\$2,989,382.00)	(\$3,022,146.00)	\$ 3.00	\$ 2,000.00	\$ (3,013,770.00)	\$ (3,055,700.00)	\$ (3,056,900.00)
NET COST			\$ (3.00)	\$ (3.00)	\$ 69,524.00	\$ 5,200.00	\$ 177,130.00	\$ -	\$ -

# Regional Rate Comparison

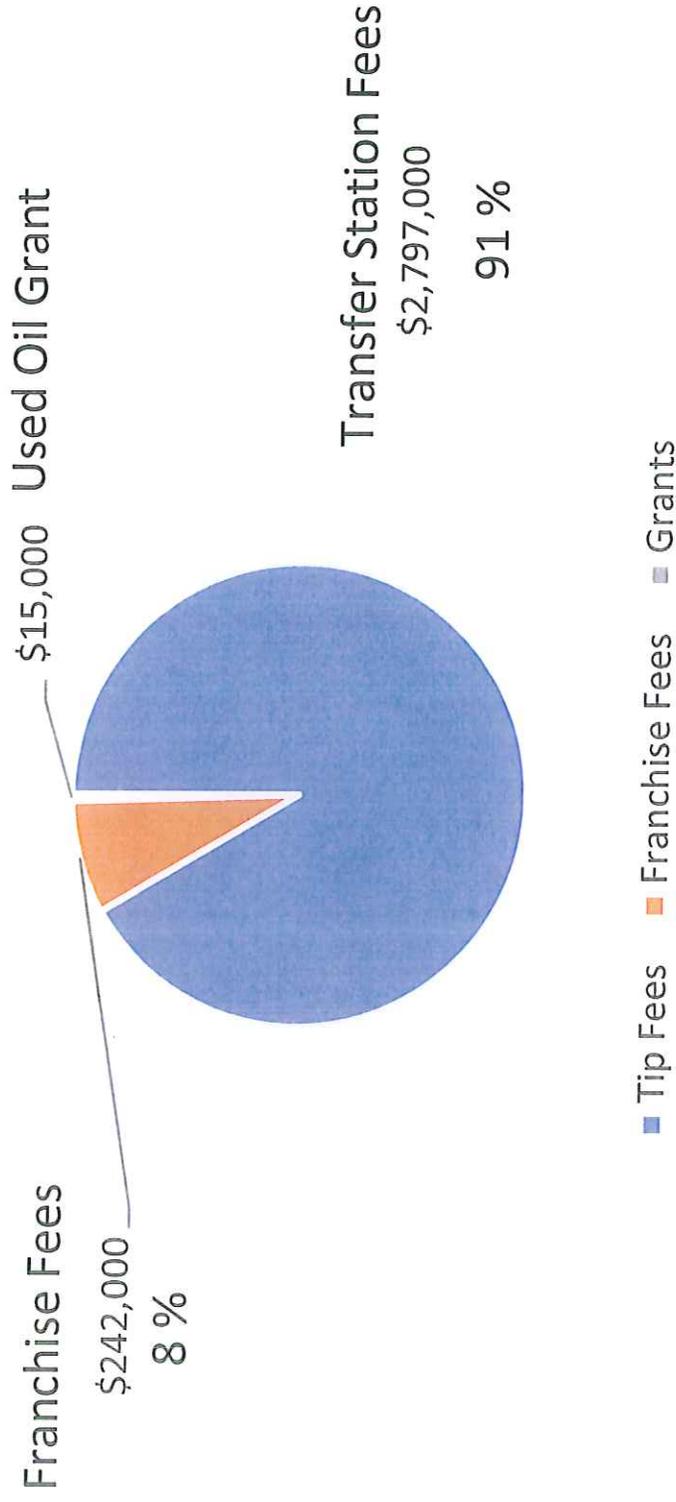


# Del Norte Solid Waste System Revenues



# Projected Revenue FY 15/16

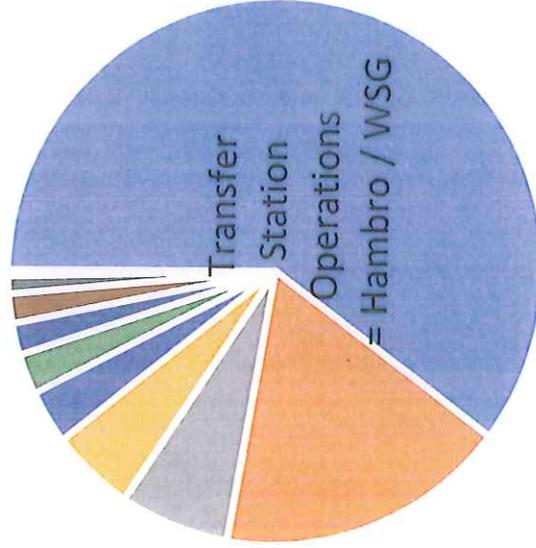
## Del Norte Solid Waste Management Authority



# Projected Expenses FY 15/16

## Del Norte Solid Waste Management Authority

\$1,840,000	■ TS Operations
\$531,857	■ Personnel
\$202,275	■ TS Loan Payments
\$155,963	■ Services & Supplies
\$98,000	■ Depreciation
\$73,431	■ Permit Fees
\$57,800	■ Landfill Related
\$53,449	■ Intrafund payments to DNC
\$32,000	■ HHW Event
\$11,125	■ OPEB



**RESOLUTION NO. 2015-05**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF THE DEL NORTE SOLID WASTE MANAGEMENT  
AUTHORITY APPOINTING KATHERINE BREWER AS  
AUTHORITY CLERK**

**WHEREAS**, the Board of Commissioners convenes monthly to conduct business of the Del Norte Solid Waste Management Authority; and

**WHEREAS**, the Board of Commissioners requires the services of a clerk attest and sign minutes of the meetings, attest signatures, and other common tasks assigned to clerks of governing boards;

**NOW THEREFORE BE IT RESOLVED** that Katherine Brewer is appointed to serve as Clerk of the Board of Commissioners of the Del Norte Solid Waste Management Authority until his term as Commissioner expires.

**PASSED AND ADOPTED** by the Board of Commissioners of the Del Norte Solid Waste Management Authority this 16<sup>th</sup> day of June, 2015.

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST:

\_\_\_\_\_  
Richard Holley, Chair  
Del Norte Solid Waste Management Authority

\_\_\_\_\_  
Dr. Angela Glore, Secretary  
Del Norte Solid Waste Management Authority

**RESOLUTION 2015-06**  
**A RESOLUTION OF THE GOVERNING BOARD OF THE**  
**DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY**

Authorizing Submittal of a  
Regional Used Oil Payment Program Application as the Regional Lead Agency,  
Related Authorizations and Identification of Regional Participants

WHEREAS, pursuant to Public Resources Code § 48690 the Department of Resources Recycling and Recovery (CalRecycle) has established the Used Oil Payment Program to make payments to qualifying jurisdictions for implementation of their used oil programs; and

WHEREAS, in furtherance of this authority CalRecycle is required to establish procedures governing the administration of the Used Oil Payment Program; and

WHEREAS, the Used Oil Payment Program allows regional participation; and

WHEREAS, CalRecycle's procedures for administering the Used Oil Payment Program require, among other things, a regional applicant's governing body to declare by resolution certain authorizations related to the administration of the Used Oil Payment Program.

NOW, THEREFORE, BE IT RESOLVED that the Del Norte Solid Waste Management Authority is authorized to submit a Used Oil Payment Program regional application on behalf of itself as Lead Agency, the City of Crescent City and the County of Del Norte; and

BE IT FURTHER RESOLVED that the Director of the Del Norte Solid Waste Management Authority, or his/her designee, is hereby authorized as Signature Authority to execute all documents necessary to implement and secure payment under the Oil Payment Program; and

BE IT FURTHER RESOLVED that the Signature Authority is hereby authorized to revise the list of participating agencies as necessary with each yearly application; and

BE IT FURTHER RESOLVED that this Resolution is effective until rescinded by the Signature Authority and/or this Governing Body.

The foregoing resolution was passed and adopted by the Del Norte Solid Waste Management Authority on this 16th day of June, 2015.

AYES:

NOES:

ABSENT:

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

Richard Holley, Chair

ATTEST / CERTIFY: \_\_\_\_\_

Dr. Angela Glore

Secretary of the Del Norte Solid Waste Management Authority

6.3



# Used Oil Payment Program Application Certification

## Del Norte Solid Waste Management Authority

Fiscal Year: 2015/16      Cycle: OPP6

### Program Requirements Summary

**1) Public Resources Code 48691(a)(1)(2)**

Ensures there is one Certified Used Oil Collection Center for every 100,000 residents.

**2) Public Resources Code 48691(b)**

Our program has a public education component that informs the public of locally available used oil recycling opportunities.

**3) Are you currently participating in mediation mandated by AB506, have attempted to initiate such mediation or have you declared a fiscal emergency within the last 12 months?**

No

### Acceptance of Used Oil Payment Program Provisions

Applicant acknowledges that submittal of this application constitutes acceptance of all provisions as contained in the Used Oil Payment Program Guidelines. The Guidelines document is available at:

<http://www.calrecycle.ca.gov/UsedOil/LGPayments/>

### Payment Information

**Payment Option:** April Payment Requested: Standard payment request

**Payment Address:** Del Norte Solid Waste Management Authority , 1700 State Street, Crescent City , CA 95531

Contact Type	Name	Title
Primary Signatory Authority	Tedd Ward	Director

Document Type	Date*	Title
Resolution		Pending Upload
Application Certification		Pending Upload
Letter of Designation (LOD)		Pending Upload

\* Document Due Date: 07/30/2015

Participant Jurisdiction	Document Type	Date
City of Crescent City		
Del Norte County		

### Penalty of Perjury Statement:

"I certify under penalty of perjury, under the laws of the State of California that I am authorized to sign this application on behalf of Applicant, that I have read the Used Oil Payment Guidelines and that to the best of my knowledge and belief that information provided in this Application is true and correct."

X

*Tedd Ward*  
Signature of Signature Authority (as authorized in Resolution) or  
Authorized Designee (as authorized in Letter of Designation)

Date

09 JUNE 2015

Print Name

Print Title

TEDD WARD

09 JUNE 2015

**IMPORTANT! Applicant must print out this page, obtain Signature of Signature Authority, upload signed document to the LoGOPP system, and retain the original document in Applicant's cycle file.**

**RESOLUTION NO. 2015-07**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS  
OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY  
APPOINTING TEDD WARD DIRECTOR AND APPROVING THE DIRECTOR'S  
EMPLOYMENT AGREEMENT**

**WHEREAS**, the Del Norte Solid Waste Management Authority (Authority) was formed in 1992 under a Joint Powers Agreement including the County of Del Norte and the City of Crescent City; and

**WHEREAS**, in 2012 the City of Crescent City and the County of Del Norte adopted the 'First Amended Joint Powers Agreement between the City of Crescent City and the County of Del Norte creating the Del Norte Solid Waste Management Authority;' and

**WHEREAS**, the Authority's adopted mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law; and.

**WHEREAS**, the Board of Commissioners is empowered to appoint and employ and determine the compensation for Authority employees; and

**WHEREAS**, the Board of Commissioners requires the services of a Director as a discretionary employee to manage the activities, employees, and programs of the Authority under the direction and guidance of the Board of Commissioners.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Commissioners for the Del Norte Solid Waste Management Authority that:

1. Tedd Ward is hereby appointed to serve as the Director of the Del Norte Solid Waste Management Authority.
2. The employment agreement for the Director attached hereto is approved.

**PASSED AND ADOPTED** by the Board of Commissioners of the Del Norte Solid Waste Management Authority this 16<sup>th</sup> day of June, 2015.

AYES:

NOES:

ABSTAIN:

ABSENT:

ATTEST:

\_\_\_\_\_  
Richard Holley, Chair  
Del Norte Solid Waste Management Authority

\_\_\_\_\_  
Dr. Angela Glore, Secretary  
Del Norte Solid Waste Management Authority

6.4

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY  
EMPLOYMENT AGREEMENT FOR DIRECTOR

This employment agreement (“Agreement”) is made and entered into by and between the Del Norte Solid Waste Management Authority, a joint powers authority, duly created under California law, of the City of Crescent City and the County of Del Norte (referred to as the "Authority") and Theodore “Tedd” K. Ward (referred to as “Ward” or “Director”).

R E C I T A L S

This Agreement is entered into cognizant of the following facts:

- A. The Del Norte Solid Waste Management Authority was created in September 1992 pursuant to a Joint Powers Agreement between the County of Del Norte and City of Crescent City.
- B. The Authority’s mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.
- C. The Authority is governed by a five-person board composed of two members of the Del Norte County Board of Supervisors, two members of the City Council of Crescent City, and one member appointed by the other four (referred to herein as the “Governing Board”).
- D. Ward has been an employee of the Authority since August 1994, originally hired as Analyst / Planner, promoted to Program Manager and has been serving as Acting Director for the Authority since July 2013.
- E. The Authority maintains a continuing arrangement with the County of Del Norte by contract or Memorandum of Understanding, to process salary payments, provide benefits to Authority employees, and provide related employee record keeping for the Authority.
- F. The Authority wishes to hire Ward and Ward would like to continue his employment with the Authority, under the terms and conditions set forth in this Agreement.

## A G R E E M E N T

NOW, THEREFORE, INTENDING TO BE LEGALLY BOUND, the parties agree as follows:

1. APPOINTMENT. The Del Norte County Solid Waste Authority hereby appoints Tedd Ward ("Ward") to the position of Director, subject to the terms and conditions set forth herein and Ward accepts such terms and conditions.
2. TERM. The term of this Agreement will commence on June 16, 2015 and will continue until such time as terminated by either party pursuant to the provisions of this Agreement.
3. DUTIES. The Director is the executive officer of the Authority and is vested with the powers, duties, and responsibilities set forth in the Amended Joint Powers Agreement forming the Del Norte Solid Waste Management Authority. The duties of the Director include, among other things, those described in the job description attached as Exhibit "A." In addition, the Director will perform other duties as reasonably assigned to him by the Governing Board. The Governing Board may, from time to time, fix other terms and conditions relating to the performance of the Director.
4. SCHEDULING. Director will devote his full-time efforts to the duties and responsibilities of his position and any additional work reasonably required by the Governing Board. The Director is expected to devote an average of at least forty (40) hours per week. The Director may, however, undertake limited outside professional activities, provided that such activities do not in any way interfere with or adversely affect his employment as Director or the performance of his duties herein. As the Director is frequently required to attend evening meetings and work-related activities, the Director is allowed flexibility in setting his working hours. The Director must account, through time cards or similar device, for hours worked and vacation and other leave taken.
5. COMPENSATION.
  - A. SALARY. The Director's initial annual salary will be \$84,503.90 (\$3,250.15 per bi-weekly pay period), which is Step E of the Adjusted DNSWMA Director's Payscale adopted by the Authority on February 11, 2014, attached hereto as Exhibit "B" and incorporated herein by this reference. On June 16, 2016 Ward's salary shall advance to step F unless the most recent personnel evaluation rates the Director as "unsatisfactory" overall (equivalent to a standard numerical average of the average numerical evaluation on all performance areas from each responsive Commissioner equal to or less than 1.49 on a scale of 1 to 5). Any

future cost-of-living or merit increases will be at the discretion of the Governing Board. The Director will be entitled to longevity increases of 5% of his then current salary for every five (5) years of continuous service as the Director measured from the effective date of this Agreement. The Director's position is exempt from the provisions of the Fair Labor Standards Act and the Director will not be entitled to any overtime compensation.

- B. MEMBERSHIP DUES. Membership dues in professional organizations and subscriptions appropriate to the Director's position will be paid by the Authority if such dues are included in the Authority's approved budget.
- C. PHONE AND COMPUTING DEVICES. As the Director is expected to generally be available to respond to emergency at any time, expenses for the purchase, setup and for monthly phone and internet access charges for a tablet device or smartphone will be paid by the Authority for work-related duties. Personal use of such device(s) may be limited by applicable Authority-adopted policies.
- D. BONDING. The Authority will bear the cost of any fidelity or other bond required of the Director under any law or ordinance.
- E. OTHER BENEFITS. The Authority and Del Norte County are parties to a certain Memorandum of Understanding for Services (dated 4/14/94), which is attached hereto as Exhibit "C", that provides at paragraph 9 for the Authority to utilize personnel policies and procedures, including salaries and benefits which are equivalent or similar to the County's personnel policies and procedures. Should this MOU be terminated, or a new MOU entered into that negates the benefits herein to be provided, the Director and the Authority must renegotiate, in good faith, the provisions of this paragraph in order to reach a mutually acceptable arrangement regarding the Director's benefit package. The Authority will exercise reasonable efforts to provide a benefit package that is reasonably equivalent to what is provided for herein in the event the MOU is terminated. While not being bound to exactly the same benefits as offered to County employees, the benefit package will be generally patterned after benefits offered to appointed department heads of Del Norte County. Changes in benefits provided to County employees will not automatically change the benefits for Director. The Director will receive at least ninety (90) days advance written notice in the event the Authority is unable to continue to provide the said benefits.

However, if it becomes impracticable to give such notice because of contractual arrangements with the County of Del Norte or any other agency, the Authority will give as much reasonable advance notice of the changes in benefits as is practicable under the circumstances. The Authority will take reasonable steps to keep generally the benefit

package provided for herein so long as the cost to the Authority is economically feasible.

The Director will have no rights as an employee of the County except as may be specifically provided in this Agreement or any other contractual agreement between the Authority and the County or such other entity providing similar personnel services.

Subject to the right to amend from time to time as provided herein, Director will be entitled to the following benefits:

- (1) Sick Leave. Director will be entitled to sick leave with pay. Director will earn one (1) day of sick leave with pay per each month of service from the date of employment, accrued on a bi-weekly basis. Director is hereby granted a bank of ten (10) sick days upon initial employment. Sick leave may be used for illness of the Director or his immediate family or a member of his household. Sick leave may be used for such things as personal injury or illness; required attendance of the Director with a sick or injured spouse, child, or other close relative residing with or dependent upon the Director; and medical and dental appointments. In addition, sick leave may be used for family leave as set forth below.
- (2) Family Leave. Director will be entitled to use accrued sick leave for family leave purposes. Family leave may be used in case of the birth or adoption of a child.
- (3) Retirement. Retirement benefits will continue to be provided through the California Public Employees Retirement System. The Authority will pay the full employee contribution to PERS as well as the employer's contribution. Until such time that the Authority establishes its own ability to provide PERS benefits to its employees, PERS contributions will be made through the County.
- (4) Social Security. The retirement program is integrated into the social security plan. Director will pay the employee share of social security through payroll deductions.
- (5) Health Plan. So long as the Memorandum of Understanding for Services continues, Ward shall continue enrollment in the County of Del Norte health plan or similar plan. The health plan currently includes medical and dental benefits; the entire premium for coverage of the Director will be paid by the Authority. In addition, Director may elect to cover dependents by payment of the premium through payroll deduction.
- (6) Life Insurance Policies. Director will be entitled to a life insurance policy equal to Fifteen Thousand Dollars (\$15,000) and an additional life insurance policy of which the benefit is equal to one (1) year's gross salary rounded to the nearest thousand dollars. Life insurance costs will be paid by the Authority.

- (7) State Disability Insurance. Director will be covered by state disability insurance plan with a sick leave integrated option that is administered by the State of California. Director is entitled to use sick leave and/or vacation to supplement the benefit payments to an amount equal to, but not greater than, the Director's salary. Director agrees to payroll deductions for disability insurance. The amount of the payroll deduction will be determined by law and based upon gross salary.
- (8) Holidays. Director will be entitled to the following Holidays: New Year's Day, Martin Luther King's birthday, Lincoln's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Veterans' Day, Thanksgiving Day, Day after Thanksgiving, work day before Christmas Day, Christmas Day. In addition, Director will accrue two (2) floating holidays per fiscal year. These holidays may be used at any time, subject to approval by the Governing Board or its designee. Floating holidays may only be used in full-day increments. If not taken during the fiscal year earned, the holiday(s) will be forfeited. The floating holiday is not eligible for payoff at the time of termination.
- (9) Vacation. Director will continue to accrue vacation entitlement in accordance with the years he has served as a Mid-management Employee of the Authority at the rate of 240 hours per year. Director will not be entitled to carry over more than 240 hours of vacation earned in a year to the following year without the written permission of the Governing Board. Director will receive pay equivalent to time worked for vacation time that is deducted at the time accrued vacation days are reduced up to a maximum of 120 hours per year. Upon separation, Director will be entitled to pay for unused vacation. Any vacation taken in excess of three (3) consecutive days must be approved in advance by the Governing Board, or the Chair of the Governing Board if request for vacation cannot be made to the entire Governing Board. Requests for vacation scheduling will not be unreasonably denied.
- (10) Bereavement. Director will be entitled to bereavement leave of absence not exceeding five (5) days with pay for the death of a member of the immediate family or of the Director's household. For purposes of this paragraph, "immediate family" includes grandparent, parent, sibling, spouse, child, and spouse's parent.
- (11) Jury Duty. Director will be entitled to reasonable time to appear in court for jury service or to testify as a witness when under subpoena so long as Director is not a party to the action (except in his official capacity as employee of the Authority). Director will be entitled to full pay while appearing for jury duty or witness service but must transfer the fees paid for such jury service or witness duty to the Authority.
- (12) Miscellaneous Benefits. Director will also be entitled to all other benefits required by law.

6. INDEMNIFICATION. The Authority agrees to indemnify, hold harmless, and defend at its expense the Director from any and all claims, actions, losses, damages, charges, expenses, or defense costs to which Director may be subject and that arise out of, or result from, the Director's performance of his official duties hereunder, excepting therefrom criminal acts or gross negligence. Notwithstanding the foregoing, the Authority's obligation under this section does not apply to any punitive or exemplary damages that may be awarded by any court against Director.
  
7. TRANSPORTATION AND TRAVEL.
  - A. Travel Outside the County. Director may be required to travel outside the County. If so, Director must complete a travel request form that must be approved by the Governing Board. If time constraints do not allow advance approval by the entire board, then the chair of the Governing Board, or vice-chair in the absence of the chair, may approve such travel. Reimbursement for travel expenses will be at the actual reasonable cost. The per diem rate for lodging, meals and incidental expenses as set by the U.S. General Services Administration for travel for federal employees and in effect at the time of travel is presumed to be "reasonable." If the reimbursement request exceeds US GSA per diem rate, then the Governing Board or its designee will determine if the overage is reasonable. Director must obtain receipts, whenever practical, and submit them with an expense sheet to the Authority or its designee. If it is impractical or impossible to obtain a receipt, the Director must explain the circumstances on the travel voucher. The rate for reimbursement for mileage and private automobile will be determined by guidelines in an amount approved by the Internal Revenue Service for business travel and in effect at the time of travel.
  
  - B. Travel Within the County. Travel within the County will, whenever practicable, be in a vehicle owned by the Authority or the City or County. If, however, it is necessary to use a private vehicle and its use is approved by the Governing Board, the mileage shall be reimbursed at the rate indicated for travel outside the County.
  
8. EVALUATIONS. No later than the first of November 2015, the Authority in writing will evaluate the performance of the Director in this position. Upon consultation with the Director, the Governing Board may establish goals and performance objectives as it deems necessary or convenient. Performance evaluations will be conducted annually thereafter, with evaluation forms provided to Commissioners in August, to be returned in September with an evaluation to be produced no later than the first of November. The Director shall receive a copy and have a chance to comment on any such evaluation and to discuss the evaluation with the Governing Board. The Governing Board may, in its sole discretion, give merit salary increases based

upon the accomplishments and performance of the Director.

#### 9. EARLY TERMINATION.

- A. Termination for Cause. Subject to the provisions of the Brown Act, the Authority reserves the right to terminate Ward's employment in the event he willfully breaches or habitually neglects the duties that he is required to perform under the terms of this Agreement or commits such acts of dishonesty, fraud, misrepresentation, or other acts of moral turpitude as would prevent the effective performance of his duties. The Authority may, at its option, terminate this Agreement for reasons stated in this subsection (A) by giving written notice of termination to the Director without prejudice to any other remedy to which the Authority may be entitled either at law, in equity, or under this Agreement. The notice of termination required by this section must specify the ground for the termination and be supported by a statement of relevant facts.

Termination under this subsection (A) will be considered "for cause" for purposes of this Agreement. Without limitation, a conviction of any felony or a misdemeanor involving moral turpitude will be grounds for termination for cause. Termination for cause will require at least four affirmative votes cast in the manner required to adopt a motion as required by the Authority's governing instruments.

- B. Termination without Cause. This Agreement may also be terminated without cause at any time by four affirmative votes of the Governing Board. At the Board's sole discretion, it may give up to 90 days' notice of termination to allow for a transition period. Director agrees to work in good faith with the Board and Authority employees, consultants, and contractors to provide for a smooth and orderly transition in management.
- C. Suspension. The Authority may suspend the Director at any time, with or without pay, pending any investigation of any charges that could result in termination for cause. If suspended without pay, should it be determined that no grounds for such suspension existed, the Director must be immediately reinstated with back pay.

However, any termination will be in the sole discretion of the Authority as provided herein.

10. SEVERANCE PAY. If the Governing Board terminates this Agreement without cause, the Director will be entitled to severance pay equal to twelve (12) weeks pay at his then current salary level. The Director will not be entitled to any other remuneration or remedy.

11. **DISABILITY.** In the event the Director is permanently disabled or is otherwise unable to perform his duties because of sickness, accident, injury, mental capacity or health reasons for a period of three (3) consecutive months beyond any accrued sick leave, the Authority may terminate this Agreement, and the Director's salary then in effect will continue until three (3) months have elapsed from the date of the incident or onset of illness giving rise to the disability or incapacity. The amount of salary will be reduced by an amount equal to any disability insurance proceeds then being received by the Director. Authority will have no obligation to pay the aggregate severance sum designated in Section 10.
12. **VOLUNTARY RESIGNATION.** The Director will not be entitled to any severance pay upon voluntary resignation or termination for cause. The Director must give 60 days' advance written notice of resignation, unless the parties agree to a shorter period.
13. **NO REPRESENTATIONS.** Director acknowledges that he has not been induced to enter into this agreement by any representations or statements, oral or written, not expressly contained herein or expressly incorporated by reference. The Authority makes no representations, warranties, or guarantees, express or implied, other than express representations, warranties, and the guarantees contained in this agreement or incorporated herein by reference.
14. **NOTICES.** Any notices from one party to the other may be personally delivered or sent by certified mail, return receipt requested, postage prepaid, as follows:

If to the Authority:

Del Norte Solid Waste Management Authority  
1700 State Street  
Crescent City, CA 95531

If to the Director:

Tedd Ward  
750 Sand Hill Road  
Crescent City, CA 95531

Either party may, from time to time, give notice in writing of a change in the address at which that party will receive notices under this Agreement.

15. **PARTIAL INVALIDITY.** If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force without being impaired or invalidated in any way.

16. GOVERNING LAW. This Agreement will be governed by and be construed in accordance with the laws of the State of California.

*Executed this \_\_\_\_ day of \_\_\_\_\_, 2015 at Crescent City, California.*

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

\_\_\_\_\_  
By: Richard Holley, Chair of the Board

ATTEST:

\_\_\_\_\_  
Angela Glore, Secretary of the Board

APPROVED AS TO FORM:

\_\_\_\_\_  
Martha D. Rice, Legal Counsel

DIRECTOR

\_\_\_\_\_  
Theodore Ward

EXHIBITS:

“A” – DIRECTOR JOB DESCRIPTION

“B” – DIRECTOR PAYSCALE

“C” – MOU FOR SERVICES

## EXHIBIT "A"

### **Del Norte Solid Waste Management Authority Job Description**

**Job Title:** Director  
**Date:** June 2015

**Approved by Authority Board:** 16 June 2015

**Summary Description:** Under the direction of the Authority Board the Director is responsible for the efficient and effective management of the finances and operations of the Del Norte Solid Waste Management Authority (Authority). The position administers programs designed to properly dispose of solid waste and to reduce, recycle and reuse waste efficiently in compliance with all local, state and federal regulations and in coordination with contracted vendors. This position provides management, oversight, leadership and direction of the Authority's financial operation, including planning, budgeting, purchasing, accounting, insurance, and auditing activities of the organization in cooperation with the Del Norte County Auditor and Authority Treasurer / Controller.

*Duties generally include, but are not limited to, the following:*

#### **GENERAL ADMINISTRATION**

Plans, organizes, directs, and coordinates the operation of all functions for the Authority to fulfill its adopted Mission and Purposes, under the 'First Amended Joint Powers Agreement between the City of Crescent City and the County of Del Norte Creating the Del Norte Solid Waste Management Authority' and By-laws most recently adopted by the Authority. Fosters development of programs, administers and provides for enforcement of Authority Ordinances, transmits Authority Resolutions, and represents the interests of the Authority in communications.

#### **FISCAL ADMINISTRATION**

Develops, reviews with the member agencies, and administers the Authority annual budget; coordinates fiscal operations of the Agency and related documentation, reporting and procedures with the Authority Treasurer/Controller and the Del Norte County Auditor, and during periodic external audits; provides budgetary forecasts to the Agency Board of Directors as requested.

#### **DEVELOPMENT AND IMPLEMENTATION OF PROGRAMS AND POLICIES**

Assists in formulating goals of Agency programs and in developing plans for accomplishing these goals; develops procedures, staff, and procures contractors as needed to address legal, permit and program requirements; provides facilitation and advice to the Del Norte Solid Waste Task Force, develops policies and procedures to carry out the plans which have been developed; develops and implements public outreach and information plans; reviews and evaluates programs and anticipates future needs.

## **BOARD COMMUNICATION AND SUPPORT**

Provides on-going support to the Agency Board to maximize their effectiveness including: facilitating new Board member orientation, organizing meeting agendas, publishing and distributing meeting information, providing the Governing Board with informative context, analysis and alternatives prior to taking action; updating the Authority website and public information, and identifying ways to streamline meetings and maximize the efficient use of the Commissioners' time. Director reviews the preparation of plans, reports, and correspondence on behalf of the Authority. Director also serves as Director of the Del Norte Abandoned Vehicle Abatement Service Authority and provides similar services to that agency.

## **PURCHASING AND PROCUREMENT**

Administers and provides oversight of Authority procurement processes, contracts, franchise agreements, and change orders.

## **PERSONNEL AND SITE ADMINISTRATION**

Negotiates on behalf of the Authority with agency, contractor and union representatives. Plans for, procures, develops, supervises, directs and evaluates Authority facilities, staff and programs, and also has responsibility for selecting staff. Proposes adjustments to facilities, work plans and/or staffing plan to meet the adopted Mission or related objectives of the Authority.

## **COORDINATION WITH LOCAL GOVERNMENTS**

Coordinates activities with City or County department personnel, other governmental agencies and private organizations and contractors as required. May serve as a member of various committees as directed by the Authority Board of Directors.

## **COMMUNITY OUTREACH AND EDUCATION**

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

## **LEGAL / LEGISLATIVE DUTIES**

Consults with legal counsel concerning contracts, memorandums of understanding, and personnel policy documents; monitors legislation on the state, federal and local level and recommends and provides advocacy as directed by the Governing Board; recommends changes required by new legislation or regulation.

## **PLANNING**

Participates in planning efforts for the benefit of the Authority and the greater community in City, County, adjacent tribal lands, private sector and regional venues.

# EXHIBIT "B"

DNSWMA Director Bi-weekly Pay Scale						
A	B	C	D	E	F	G
\$ 2,673.90	\$ 2,807.60	\$ 2,947.98	\$ 3,095.38	\$ 3,250.15	\$ 3,412.65	\$ 3,583.29

\$ 69,521.40   \$ 72,997.60   \$ 76,647.48   \$ 80,479.88   \$ 84,503.90   \$ 88,728.90   \$ 93,165.54

2509

Need orig.  
as of 4/7/95  
P

# EXHIBIT "C"

## MEMORANDUM OF UNDERSTANDING FOR SERVICES BETWEEN THE COUNTY OF DEL NORTE AND THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

This memorandum of understanding is entered into by the following parties:

- (a) The County of Del Norte ("County"); and
- (b) The Del Norte Solid Waste Management Authority, a public entity established under a joint powers agreement between the County of Del Norte and the City of Crescent City on September 21, 1992 ("the Authority").

### RECITALS

- A. The City of Crescent City and the County of Del Norte executed a Joint Powers Agreement, effective September 21, 1992, for managing solid waste in the County of Del Norte.
- B. The Authority is a separate government entity pursuant to the Joint Powers Agreement and the California Government Code.
- C. The Joint Powers Agreement specifically authorized the Authority to make and enter into contracts and to employ agents and employees.
- D. The County has existing personnel, investment, and accounts payable procedures, established relationships with third party benefit providers, and on-staff administrators experienced in providing services related to employment of government personnel, investment of funds, and accounts payable.
- E. The Authority anticipates needing a relatively small number of employees to accomplish the tasks of the Authority.
- F. It would be economical and advantageous to both the County and the Authority for the County to administer certain personnel, investment, and accounts payable matters for the Authority. The parties acknowledge that it would be less expensive for the Authority to contract with the County rather than expend employee time and Authority money to set up and administer certain employee personnel, investment, and accounts payable matters and procedures.

APR 12 1994

## AGREEMENT

NOW, THEREFORE, INTENDING TO BE LEGALLY BOUND, the parties agree as follows:

1. The County agrees to hire persons designated by the Authority as "conditional employees" of the County as specified herein. All conditional employees of the County providing services to the Authority shall agree in writing upon, or prior to, initial employment that as conditional employees of the County they shall have no rights under the County's Employee Personnel Policies, Employee Handbook, collective bargaining agreements, or similar documents or established procedures. The conditional employees shall also waive in writing any property rights in County employment. Any right of the conditional employees shall be established between the Authority and the employees. Regular County employees shall not have seniority or bumping or similar rights over the conditional employees working on behalf of the Authority. Nor shall conditional employees have such rights over regular County employees.
2. All decisions regarding selection, termination, initial or continued employment, salary, benefits, and working conditions for the conditional employees shall be made by the Authority and not the County.
3. The County shall pay all such conditional employees a salary as established by the Authority, deducting therefrom any taxes, retirement, social security, or other payroll deductions required by law or by any agreements with the employees. The County will provide any needed documentation and reporting required by any government agency or any third party provider of benefits, including but not limited to insurance carriers.
4. Each party agrees to cooperate and supply any documentation reasonably necessary for the convenience of the other party. The Authority will provide, in a form acceptable to the County, information from which salary and benefits may be calculated.
5. The County shall not be required to provide conditional employee's benefits through any third party benefit providers (such as insurance companies) except as already utilized by the County. Benefits provided to the conditional employees under this Agreement shall be similar to those provided to County employees, but may differ in such respects as accumulation of sick leave and vacation. Without limitation, the conditional employees shall receive the same insurance and PERS benefits as is offered to regular County employees of similar rank.

6. The Authority shall pay to the County actual costs of salary and benefits provided to the employees. Payment shall be on such schedule as agreed to by the parties, but in no event more frequently than once every two weeks.
7. The County will bill costs of running Authority payroll to the Authority through the County cost plan.
8. The Authority will begin the process to obtain its own Tax ID Number, PERS and Workers' Compensation coverage.
9. For ease of administration, the Authority will utilize personnel policies and procedures, including salaries and benefits which are equivalent or similar to the County personnel policies and procedures.
10. The Authority will deposit funds in the County Treasury for pooled investment purposes.
12. Processing of accounts payable claims will continue through the County Auditor's Office, with two (2) of the following signatures required on each claim form: Director; Treasurer/Controller; Authority Officers, Chairman, or Vice-Chairman. Actual warrants will be processed and written by the County. Nominal Administrative costs will be charged to the Authority through the County's cost plan.
13. These procedures will be evaluated at the end of the 1993-94 fiscal year.
14. This MOU may be modified at any time upon agreement of the parties. It may be terminated by either party, without cause, upon one hundred twenty days (120) advance notice from one party to the other, or on such shorter notice as may agreed to by the parties.

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

BY: \_\_\_\_\_  
Clarke Moore, Chairman

Dated: \_\_\_\_\_

BY: \_\_\_\_\_  
Jack Reese, Secretary

Dated: \_\_\_\_\_

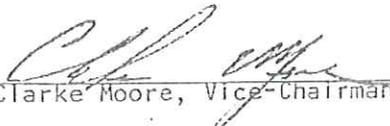
ATTEST:

Approved as to form:

\_\_\_\_\_  
Ellen P. Brown, Clerk

\_\_\_\_\_  
William H. Follett, Legal Counsel

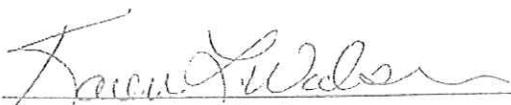
BOARD OF SUPERVISORS  
COUNTY OF DEL NORTE

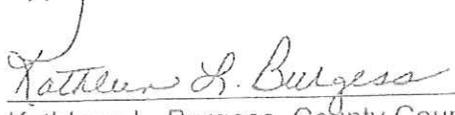
BY:   
Clarke Moore, Vice-Chairman

Dated: 4/14/94

ATTEST:

Approved as to form:

  
Karen L. Walsh, Clerk

  
Kathleen L. Burgess, County Counsel



# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

Phone (707) 465-1100 Fax (707) 465-1300

www.recycledelnorte.ca.gov

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

## Director's Report

**Date:** 12 June 2015  
**To:** Commissioners of the  
Del Norte Solid Waste Management Authority  
**From:** Tedd Ward, M.S. - Acting Director / Program Manager *Tedd*  
**Attachments:** Cover memo & advocacy letter re. Marine Flares  
Letter from Del Norte County Fair re. 2015 Sponsorship  
Authority Organizational Chart, June 2015  
**File:** 231501 – Authority Work Plans

**Summary:** The Del Norte Solid Waste Management Authority continues to operate the Klamath, Gasquet and Del Norte County Transfer Stations and to provide required monitoring, accounting and reports to overseeing agencies and other public services.

The detailed structure and content of the Director's reports presented since August 2013 have been intended to inform Commissioners and others about the activities of the agency and status of Work Plan activities which were necessarily deferred or delayed in response to ongoing staff shortages. Preparation of this report is time consuming, and the Director's time may be better spent pursuing work priorities rather than providing such detailed status reports. As the Authority is poised to appoint Tedd Ward as Director, there will presumably be less need for such detail in these reports. I will continue to inform the Chair of ongoing activities, but moving forward these Director's reports will be more focused on issues of concern or which may need Board attention or more specific direction.

**Personnel / Staffing:** All Authority-managed facilities were open during posted hours and all shifts were covered. Temporary refuse attendant Erika Seminoff accepted employment elsewhere, and no longer works for this agency.

**Facilities:** Agenda item 3.1 is a letter appealing the Waste Discharge Requirements Fees assessed on the Crescent City Landfill. Under agenda item 3.2 is a draft Request for Proposals (RFP) for engineering services at the Crescent City Landfill to assist with the Authority's ongoing appeal of the Waste Discharge Requirements Fees. I have reviewed **7.1**



the scope of services for this RFP with staff from the Regional Water Quality Control Board to make sure the results of this work are of maximum potential benefit.

This past month, Rick Lauchstedt of the County Engineering Department coordinated efforts with Alder Camp and the Del Norte Fire Safe Council to control vegetation as required at the Crescent City landfill, and we appreciate their assistance. Vandalism has damaged fencing and some well casings at the Crescent City Landfill, and repairs are still needed.

Authority staff have been working with the County Building and Maintenance Department to replace the step outside the Klamath gate shack, which have proven to be a trip hazard. Similar efforts have begun at the Gasquet Transfer Station as well. We have also initiated efforts to improve our signage at both Gasquet and Klamath as safety improvements we identified after the most recent injury in Klamath.

On Sunday June 5, I received reports that one side of the two-lock gate leading to the Klamath Transfer Station had been damaged on the side controlled by the Green Diamond Lumber company. Pat Freese of Green Diamond reports that repairs will be completed in the next few days.

**Finances and Audits:** The budget for fiscal year 2015/2016 is included in this agenda (item 6.1) for Board review and possible approval, having been reviewed by both the City and County.

**Vendor Contract Management and Oversight:** On June 4<sup>th</sup>, I initiated the first of what I hope are quarterly meetings with representatives from Recology Del Norte, Hambro/WSG, Julindra Recycling, and County Code Enforcement to discuss issues of common interest and concern. I found this first meeting very informative, and plan on continuing this informal process to keep lines of communication open.

I continue to meet with Wes White and Joel Wallen of Hambro/WSG regarding the Authority's interest in securing additional disposal capacity from Rogue Waste Systems and the Dry Creek Landfill. The Authority is a third-party beneficiary to the disposal agreement between Hambro/WSG and Dry Creek, which potentially limits the Authority's liability. Though the Authority has used this arrangement to secure disposal capacity through March 2030, the Authority's agreement with Hambro/WSG currently expires in March 2028. Thus, to meet the State requirement that this agency continue to have at least 15 years of secured disposal capacity, additional disposal capacity must be secured and/or the Transfer Station operations agreement will need to be extended. This issue will be discussed in greater detail coming months.

Each year the Authority receives financial statements from Recology Del Norte. I noticed this year's report was later than expected. After requesting this report from Recology, they said it was one of the items Mr. Sparrow had received from the Recology

corporate office but which he had not forwarded a copy to the Authority prior to his passing. I have begun reviewing this report and intend to address this at a future Authority meeting.

**Compliance:** A separate agenda item addresses the Authority's partial payment of the Waste Discharge Fees for the Crescent City Landfill for FY 14/15.

Timely compliance with sampling and reporting deadlines continues to be a challenge. We are now also required to enter this data into an on-line reporting system called GeoTracker. I have not yet completed the data entry into this system, though it is now **four months** overdue.

**Programs / Policies:** Attached to this report is a request that the Authority continue to be a major sponsor of the Del Norte County Fair. This is one of the Authority's major opportunities for face-to-face community outreach, and the \$2,000 sponsorship is paid for under the Authority's used oil block grant (see item 6.3). Though this expense is below the amount that would require Board approval, I included this information to inform all Commissioners of the Authority's tradition of being a major Fair sponsor and supporter for the past 20 years.

At their meeting of 11 May, the Del Norte Solid Waste Task Force asked that I convey to the Board their request to receive clear direction from the Board as to where they should focus their efforts. The Education and Outreach Committee of the Local Task Force is planning on drafting survey questions to be used at the 2015 Del Norte County Fair.

Attached to this report is an advocacy letter to the California Department of Toxic Substances Control encouraging them to take action regarding improving management of expired marine flares. This letter has been developed with input from a variety of hazardous waste management professionals as well as regulatory agency representatives.

**Concerns:** The number and intensity of tasks and reports that are being deferred by staff continue to accumulate. Some items on this agenda do not have a complete staff report as there was not staff capacity and / or time available to do so.

### **Major Activities on the 'To-Do' list:**

*I recognize that several of the items I have listed in this section have not been completed within the past few months. Still, such items remain on the 'To Do' list as time and staff capacity allows.*

1. Complete entry of landfill water quality data into the GeoTracker system.
2. Complete and mail RFP to procure engineering services associated with the Authority's ongoing appeal of the Waste Discharge Requirements fees associated with the Crescent City Landfill.
3. Begin tasks to update job description(s) and related actions in consultation

with the Chair, the Del Norte County Personnel Department, and the Authority employees union to address the Authority's administrative and program staffing shortage.

4. Send out advocacy letter regarding Expired Marine Flares to encourage the
5. Obtain repair estimates for damage to well casings and perimeter fencing at the Crescent City Landfill, and authorize repairs if below the Director's approval limit.
6. Work with Shawn Slater and Creative Information Systems to procure computer equipment and updated scale management software for the coming fiscal year.
7. Procure services to make needed changes to rate signs in Crescent City, Klamath and Gasquet in preparation for the rate adjustments becoming effective July 1.
8. Personally conduct Inspections of certified oil recycling centers in Del Norte County, as required under CalRecycle's Oil Payment Program.
9. Clean out and filing the backlog of documents accumulated in the former Director's and Program Manager's offices.
10. Continue to work with Creative Information Systems and X-Charge regarding accounting for oil payments.
11. Coordinate with staff of Sutter Coast hospital to assure that accurate and correct information is being provided to patients regarding management of expired medicines and home-generated sharps.
12. Place public notices and provide additional reports as needed for the adoption of the FY 15/16 budget.

# Del Norte Solid Waste Management Authority Organizational Chart + Key Contractors June 2015

## Authority Board of Commissioners



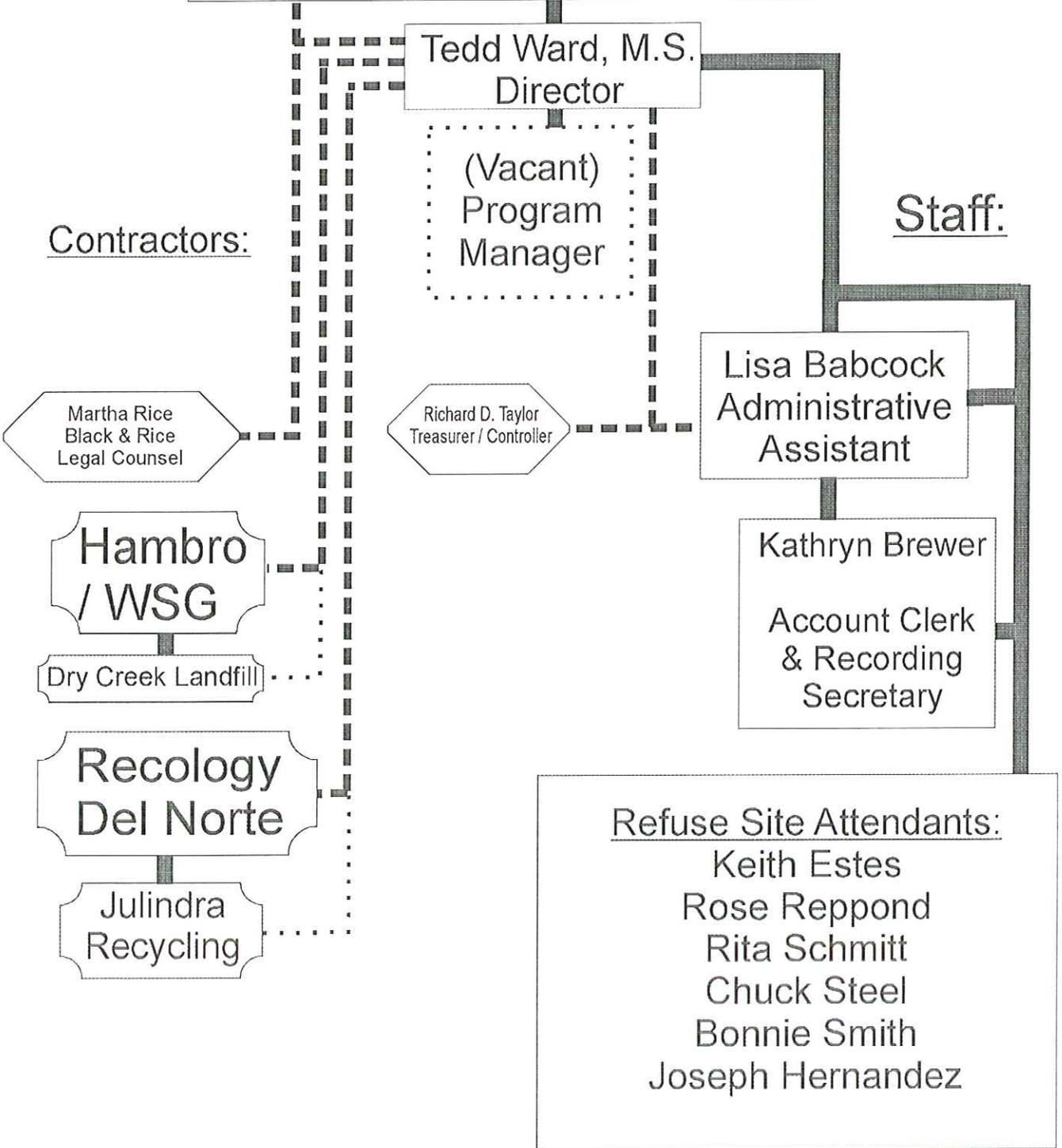
Rick Holley, Chair

Ron Gastineau

Dr. Angela Glore, Secretary

Roger Gitlin

Martha McClure, Vice-Chair



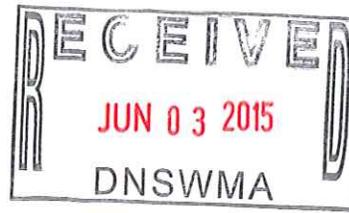
# 41st District Agricultural Association

421 Hwy 101 North  
Crescent City, CA 95531  
1-800-350-9556  
E-Mail: info@dnfair.org

Phone 707-464-9556  
Fax 707-464-9519

May 28, 2015

Del Norte Solid Waste Management Authority  
1700 State St.  
Crescent City, Ca. 95531



Subject: 2015 Fair Sponsorship Family Day

Dear Ted,

We are just 65 days from fair time and the fair board and staff is working hard on producing a quality event for the citizens of Del Norte County. In the past the Solid Waste Board has sponsored Family Day. Family Day is the last day of the fair, August 9th. Families receive admission to the fair for a low discounted price compliment of Solid Waste Authority. The sponsorship for the day is \$2,000. For exchange of your sponsorship, the authority will be mentioned in our advertisements, provided space for a sign at each entrances, and provide booth space to give away information about the Authority. We also will have a link on our web site for your company and your name will be on our electric billboard prior to fair. . If you have any questions regarding Family Day sponsorship, please call me.

I have enclosed a confirmation letter and self address envelope for your use.

Thank you,

A handwritten signature in black ink, appearing to read "Randy Hatfield".

Randy Hatfield CEO



# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

Phone (707) 465-1100 Fax (707) 465-1300

[www.recycledelnorte.ca.gov](http://www.recycledelnorte.ca.gov)

The Authority's mission is the management of Del Norte County solid waste and recyclable material in an environmentally sound, cost effective, efficient and safe manner while ensuring 100% regulatory compliance with law.

## Model Letter re. Expired Marine Flares

**Date:** 04 June 2015  
**To:** California Hazardous Waste Professionals  
**From:** Tedd Ward, M.S. – Director  
Del Norte Solid Waste Management Authority  
**File Number:** 080101

Greetings. As you are aware, expired marine flares (or Pyrotechnic Visual Distress Signals (PVDS)) are a disposal challenge in California. Attached is a model letter to request the California Department of Toxic Substances Control take action to make disposal of expired projectile flares more practical in California. Feel free to modify this letter to better tell the story of how expired marine flares are a problem for your community. Letters from harbor masters, household hazardous waste managers, city councils, boards of supervisors, and solid waste agencies are all welcome and appropriate.

In order to keep this effort focused and moving forward, we would appreciate if you please submit your letters within the next two months (no later than August 31<sup>st</sup>, 2015). Please send a copy of your letter(s) to the Environmental Services Joint Powers Authority of the Regional Council of Rural Counties, the California Product Stewardship Council, and other groups concerned about hazardous waste management policies and programs.

19 June 2015

Ms. Barbara Lee, Director  
California Department of Toxic Substances Control  
1001 'I' Street, PO Box 806  
Sacramento, CA 95812-0806

**SUBJECT: URGENT NEED FOR PRACTICAL MANAGEMENT OF EXPIRED  
MARINE FLARES FOR CALIFORNIA**

Dear Ms. Lee:

This letter is a request the California Department of Toxic Substances Control (DTSC) take swift action to make legal management of expired marine flares (or flares (or Pyrotechnic Visual Distress Signals (PVDS) more practical in California.

Under US Coast Guard regulations, Flares are required in all boats operating on coastal waters, the Great Lakes, territorial seas, and waters directly connected to them (up to the point where the body of water is less than two miles wide) Exceptions are: Recreational boats less than 16 feet in length, open sailboats less than 26 feet in length and not equipped with propulsion machinery, and manually propelled boats. Boaters must carry a minimum of three visual distress signals approved for daytime and nighttime use in order to meet the visual distress signal requirements. These flares must be in serviceable condition, stowed where readily accessible and not outdated. .

Projectile flares, pyrotechnic smoke, and handheld flares are commonly used to satisfy these requirements and must be managed as hazardous waste upon disposal. Boats are regularly cited by the Coast Guard for having flares that are over 36 months old, and which by definition are therefore expired. This can be frustrating for boat owners who often do not look at the date of manufacture when buying new flares.

While these enforcement efforts have effectively assured that most boaters regularly replace their flares, proper disposal of these same flares remains problematic – especially in rural areas. The Department of Transportation (DOT) classifies aerial and marine flares as explosives as follows:

- Aerial Flares: Hazard Class 1.2 Explosives (with a projection hazard) and
- Marine flares: Hazard Class 1.4 Explosives (with no significant blast hazard).

Marine flares classified as 1.4 by DOT that will no longer be used for their intended purpose are considered by the DTSC to be hazardous wastes because of their

high concentrations of toxic metals in addition to their explosive classification. They must be disposed of at a permitted hazardous waste facility. This triggers the requirements of DOT resource PHH50-0129-0612 regarding shipping and transporting requirements – including the requirement that the vehicle have two appropriately licensed drivers and that there be non-stop transport to the treatment or disposal facility. It is worth noting that most all household hazardous waste programs do not accept explosive materials, though combustible and oxidizing wastes are common.

As the nearest permitted facilities for managing these explosives are in Louisiana, these requirements make the cost of legal management of these expired flares to be so expensive as to be impractical. Disposal costs in recent years include costs of \$7,100 to dispose of seven marine flares in 2009, and over \$6,000 to dispose of a similar quantity of projectile flares in 2014. One jurisdiction said their costs were about \$10,000 for disposal of five 16-gallon drums with projectile flares. Another jurisdiction was quoted a price from Clean Harbors that indicated that transport and disposal of one projectile flare would cost \$9,000 – though the cost per flare could be reduced if more projectile flares were shipped in that same vehicle. Some more urban communities have reported working with regional bomb squads for disposal of projectile flares, but this option has become increasingly more difficult due to increased requirements on management of these wastes, and such options are not available for the rural regions of the California coast.

If all boaters were equally convinced that when they purchased new marine flares they needed to properly dispose of the expired flares, coastal harbor communities could expect that each year there would be flares disposed from one third of the boats in each boat basin. Managers of hazardous waste programs are not seeing anywhere near this volume of expired projectile flares, (the most active programs process only a few dozen flares each year) and so most hazardous waste professionals in California communities conclude that expired flares are most frequently being improperly managed in one of the following ways:

- Flares may be placed inside sealed plastic bags and placed in municipal trash containers
- Flares may be tossed into the ocean or another water body
- A small number of flares might be fired during July 4<sup>th</sup> celebrations
- Flares may be stored in boat shacks, garages, or on boats
- Flares may be illegally dumped/abandoned in unknown locations.

On 09 April 2015, an impromptu meeting was convened to discuss the marine flare issue at the annual CalRecycle Used Oil / Household Hazardous Waste conference. At that meeting, the many efforts coordinated by your DTSC staff Antonia Becker (Environmental Program Manager, Office of Criminal Investigations) and Vivian Matuk of the California State Parks Division of Boating and Waterways and the California Coastal Commission were acknowledged, though the nineteen hazardous waste professionals gathered perceived this problem to be a persistent one in that the disposal cost per flare made legal management of these waste materials to be impractical.

We need to improve the expired marine flare disposal system in California so that the legal disposal method is the one most commonly used throughout California. Based on our experience, here are some recommended ways that DTSC could lead these efforts:

- DTSC could apply for a special permit from DOT to recategorize marine flares from explosive to combustible.
- DTSC could work with flare manufacturers to develop and permit management options such as one or more dedicated combustion chambers which could be used for discharge of expired flares.
- DTSC could make funds or collection services available on a 'milk-run' to collect marine flares from coastal and/or rural communities without practical access to other legal disposal options.
- DTSC could work with the State Fire Marshall and/or Bomb Squads to assure that marine flares could be managed by the same system being developed for managing illegal fireworks confiscated by law enforcement across the State.
- DTSC could work with the Coast Guard to develop procedures for using recently-expired marine flares for on-boat safety trainings to reduce the accumulation of expired marine flares requiring disposal.

Expired marine flares are a relatively small fraction of the materials disposed by weight even in coastal communities with commercial harbors, but the hazardous nature of these products create a special concern. Requiring that commercial vessels have and replace these products, and enforcing that behavior with inspections and fines creates a special need. **California needs to have a disposal system for projectile flares that is safe, relatively convenient, and with a cost that does not exceed the cost of each flare.** We are asking that DTSC make the creation of such a system a priority.

Sincerely,

Tedd Ward, Director  
Del Norte Solid Waste Management Authority

Solid Waste  
Balance Sheet  
April 30, 2015

Unaudited

ASSETS

422 010 00000	Cash Solid Waste	558,539.82
422 010 00300	Imprest Cash	3,500.00
422 010 00500	I Bank Loan Deposit Held by County	198,177.17
422 010 03200	Land	493,000.00
422 010 03300	Transfer Station	3,266,990.64
422 010 03400	Equipment	158,443.55
422 010 03410	Buildings & Improvements	141,638.89
422 010 03440	Accum Depr Equipment	(155,589.00)
422 010 03450	Accum Depr Bldg & Improv	(87,556.00)
422 010 03460	Accum Depr Transfer Station	(755,527.00)
	Total Assets	<u>3,821,618.07</u>

LIABILITIES AND FUND EQUITY

422 010 05210	Sublease Payable	2,927,831.58
422 010 05300	Compensated Absences Payable	39,330.71
422 010 05500	Post Closure Liability	2,226,050.00
422 010 05600	Net OPEB Obligation	139,766.00
422 010 07100	Fund Balance	(2,191,377.77)
422 010 09600	Investment in Capital Assets net of related debt	529,203.00
	Revenue	2,212,742.58
	Expenditure	(2,061,928.03)
	Total Liabilities and Fund Equity	<u>3,821,618.07</u>



**DNSWMA  
GRAND TOTALS  
MAY 2015**

	<b>Amount to 422-421 91003 66.53%</b>	<b>Amount to 422-421 91004 33.47%</b>	<b>TOTAL AMOUNT</b>
DNCTS Cash Total	30,989.16	15,590.06	<b>46,579.22</b>
DNCTS Charge Total	108,470.17	54,569.32	<b>163,039.49</b>
DNCTS Credit/Debit	16,541.30	8,321.62	<b>24,862.92</b>
<b><i>DNCTS Totals</i></b>	<b>156,000.63</b>	<b>78,481.00</b>	<b>234,481.63</b>
Klamath Cash Total		4,831.89	<b>4,831.89</b>
Klamath Charge Total		0.00	<b>0.00</b>
<b><i>Klamath Totals</i></b>		<b>4,831.89</b>	<b>4,831.89</b>
Gasquet Cash Total		1,986.66	<b>1,986.66</b>
Gasquet Charge Total		0.00	<b>0.00</b>
<b><i>Gasquet Totals</i></b>		<b>1,986.66</b>	<b>1,986.66</b>
Adjustments			
<b>GRAND TOTALS</b>	<b>156,000.63</b>	<b>85,299.55</b>	<b>241,300.18</b>

7.4

**Del Norte Solid Waste Management Authority**  
**A/R Aging Summary**  
 As of June 2, 2015

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Affordable Home & Rental Rep.	50.79	0.00	0.00	0.00	0.00	50.79
Aladdin Realty	24.17	15.64	0.00	0.00	0.00	39.81
Albers Seafood	11.99	0.00	0.00	0.00	0.00	11.99
Alexandre EcoDairy Farms	290.54	0.00	0.00	0.00	0.00	290.54
All About Town Home Repair	0.00	0.00	0.00	0.00	239.78	239.78
Babich Construction	514.91	0.00	0.00	0.00	0.00	514.91
Benner Mini Storage	19.91	0.00	0.00	0.00	0.00	19.91
Bommelyn Construction (2)	135.13	0.00	0.00	0.00	0.00	135.13
Borges Dairy	623.00	221.89	237.54	0.00	0.00	1,082.43
Brown, Hector	641.74	0.00	0.00	0.00	0.00	641.74
Cal-Fire	9.96	0.00	0.00	0.00	0.00	9.96
Cal-Ore LIFE FLIGHT	0.00	0.00	0.00	0.00	126.84	126.84
Cal-Trans	0.00	80.18	0.00	0.00	0.00	80.18
California Auto Image	108.10	0.00	0.00	0.00	0.00	108.10
California Dept. Parks & Rec.	1,168.93	355.62	422.87	275.54	0.00	2,222.96
Castle Rock Countertop's	61.16	0.00	0.00	0.00	0.00	61.16
Certified Construction	0.00	0.00	0.00	0.00	6.90	6.90
Certified Plumbing Co.	0.00	0.00	0.00	0.00	12.76	12.76
Cetnar Construction Inc.	216.45	0.00	0.00	0.00	0.43	216.88
City of Crescent City.	188.35	195.22	0.00	0.00	0.00	383.57
College of the Redwoods	24.18	0.00	0.00	0.00	0.00	24.18
Corner Stone Assembly of God	96.73	83.90	0.00	0.00	0.00	180.63
Crescent Ace Hardware.	264.57	0.00	0.00	0.00	0.00	264.57
Crescent City KOA	236.11	0.00	0.00	0.00	0.00	236.11
Crescent City Nursing & Rehab	0.00	9.96	7.10	40.24	0.00	57.30
Crescent Fire Protection Dist.	7.11	7.11	0.00	0.00	0.00	14.22
Del Norte Ambulance	0.00	24.18	0.00	0.00	0.00	24.18
Del Norte Health Care District	75.00	0.00	0.00	0.00	0.00	75.00
Del Norte Realty	66.33	124.82	159.90	0.00	0.00	351.05
Del Norte Roofing	0.00	749.61	0.00	0.00	0.00	749.61
DN Unified School District	224.56	0.00	0.00	0.00	0.00	224.56
Elk Valley Casino	29.87	-44.09	0.00	0.00	0.00	-14.22
Elk Valley Rancheria	18.49	-18.49	0.00	0.00	0.00	0.00
Elk Valley Storage	24.18	0.00	0.00	0.00	0.00	24.18
Ellers Fort Dick Market	271.67	0.00	0.00	0.00	0.00	271.67
Frank's Refrigeration	38.40	0.00	0.00	0.00	0.00	38.40
G. H. Outreach	306.02	0.00	0.00	0.00	0.00	306.02
Gasquet Mobile Home Park	131.29	0.00	0.00	0.00	0.00	131.29
Golden State Construction	45.52	0.00	0.00	0.00	0.00	45.52
GR Construction	62.59	0.00	0.00	0.00	0.00	62.59
Green Scapes	39.83	0.00	0.00	0.00	0.00	39.83
Griffin's Furniture Outlet	16.81	0.00	0.00	0.00	0.00	16.81
Hambro/Waste Solutions Group	114.65	11.64	0.00	0.00	0.00	126.29
Hank's Hauling	164.33	0.00	0.00	0.00	0.00	164.33
Hartley Construction	260.30	0.00	0.00	0.00	0.00	260.30
HASP / Jordan Recovery Centers	82.29	0.00	0.00	0.00	0.00	82.29
Hemmingsen Contracting Company	755.29	0.00	0.00	0.00	0.00	755.29
Hintz Construction	0.00	0.00	0.00	0.00	127.60	127.60
Humboldt Moving & Storage	28.45	0.00	0.00	0.00	0.00	28.45
Investment Realty	35.19	0.00	0.00	0.00	0.00	35.19
Kirkland's Lawn & Yard Service	712.49	0.00	0.00	0.00	0.00	712.49
Kraft, Tom & Patti	96.73	0.00	0.00	0.00	0.00	96.73
Larson Services	0.00	66.80	0.00	0.00	0.00	66.80
LNL Design and Construction	9.96	18.49	0.00	0.00	0.00	28.45
Mark Wooding Construction	0.00	0.00	0.00	0.00	-120.00	-120.00
Mastaloudis Homes Inc.	10.02	0.00	0.00	0.00	0.00	10.02
Ming Tree Real Estate	0.00	0.00	0.00	0.00	-16.10	-16.10
Mountain Power Tree Co.	2.57	0.00	0.00	0.00	0.00	2.57
Mow Blow and Go	76.93	0.00	0.00	0.00	0.00	76.93
Murray Construction	145.96	0.00	0.00	0.00	0.00	145.96
New Dawn Support Services	31.30	0.00	0.00	0.00	0.00	31.30
Niehoff Construction	96.72	0.00	0.00	0.00	0.00	96.72
Norbury Construction	0.00	0.00	0.00	0.00	116.70	116.70
North Coast Properties	90.17	0.00	0.00	0.00	0.00	90.17
North Woods Realty	9.96	0.00	0.00	0.00	0.00	9.96
Northridge Electric	36.97	0.00	0.00	0.00	0.00	36.97

## Del Norte Solid Waste Management Authority A/R Aging Summary As of June 2, 2015

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Pacific Coast Realty & Prop.	54.02	0.00	0.00	0.00	0.00	54.02
Pacific Northwest Physical Therapy	14.22	76.81	0.00	0.00	0.00	91.03
PALM Industries, Inc.	84.46	0.00	0.00	0.00	0.00	84.46
Pappas Dry Wall	31.28	0.00	0.00	0.00	0.00	31.28
Pelican Bay Evangelical Free Church	21.30	0.00	0.00	0.00	0.00	21.30
Plunkett's Family Painting	76.81	0.00	0.00	0.00	0.00	76.81
Porter's Trucking & Logging	0.00	0.00	0.00	0.00	2,033.84	2,033.84
Ray's Mobile Home Service	177.80	0.00	0.00	0.00	0.00	177.80
Recology Del Norte (Franchise)	102,316.84	0.00	0.00	0.00	0.00	102,316.84
Recology Del Norte (Prison)	11,309.77	0.00	0.00	0.00	0.00	11,309.77
Red Sky Roofing	11,002.34	9,335.20	0.00	0.00	0.00	20,337.54
Redwood Community Action Agency	155.04	98.12	197.69	0.00	0.00	450.85
Redwood National Park	1,027.55	0.00	0.00	0.00	0.00	1,027.55
Reservation Ranch	694.13	850.06	897.53	0.00	0.00	2,441.72
Richterich & Jones Const	206.25	0.00	0.00	0.00	0.00	206.25
Rick Parker Construction	531.98	0.00	0.00	0.00	0.00	531.98
Ritchie Homes	691.28	349.92	0.00	0.00	0.00	1,041.20
Ron's Hauling	0.00	82.76	96.14	0.00	0.00	178.90
Roy Rook Construction	14.22	0.00	0.00	0.00	0.00	14.22
Ruiz Construction	55.47	0.00	0.00	0.00	0.00	55.47
Rumiano Cheese Company	34.14	0.00	0.00	0.00	0.00	34.14
Rural Human Services	17.07	0.00	0.00	0.00	0.00	17.07
S.O.S. Construction	25.60	0.00	0.00	0.00	0.00	25.60
Schnacker's General Hauling	17.33	0.00	0.00	173.25	0.00	190.58
Seabreeze Apartments	334.67	0.00	0.00	0.00	0.00	334.67
Seagull Apartments	29.38	0.00	0.00	0.00	-15.59	13.79
Seawood Village	8,121.66	7,023.81	0.00	0.00	0.00	15,145.47
Shangri-la Trailer Court	54.98	9.78	0.00	0.00	0.00	64.76
Smith River Alliance	25.60	0.00	0.00	0.00	0.00	25.60
Smith River Rancharia	2,083.77	159.30	0.00	0.00	0.00	2,243.07
Sprint Courier Service	151.34	0.00	0.00	0.00	0.00	151.34
Spruce Haven Mobile Home Park	71.76	0.00	0.00	0.00	0.00	71.76
St. Joseph's Parish	15.65	0.00	0.00	0.00	0.00	15.65
St. Vincent de Paul	0.00	19.11	0.00	0.00	0.00	19.11
Steel	64.00	19.91	0.00	0.00	0.00	83.91
Stephen F White Gen.Cont. Inc.	24.04	0.00	0.00	0.00	0.00	24.04
Stone Roofing	5,375.25	0.00	0.00	0.00	0.00	5,375.25
Tab & Associates	166.42	0.00	0.00	0.00	0.00	166.42
Thermo Fluids, Inc. / Outbound OIL	0.00	0.00	0.00	0.00	-55.80	-55.80
Thomas Gavin Construction	9.96	0.00	0.00	0.00	0.00	9.96
Tim Haban Construction	45.52	0.00	0.00	0.00	0.00	45.52
U.S. Forest Service-Gasquet CA	107.58	0.00	0.00	0.00	0.00	107.58
V Primo Construction	108.11	0.00	0.00	0.00	0.00	108.11
Van Arsdale Construction	2,135.02	0.00	0.00	0.00	0.00	2,135.02
Van Nocker's Cleaning	22.75	0.00	0.00	0.00	0.00	22.75
Wigley Contracting	29.87	0.00	0.00	0.00	0.00	29.87
Winn's Maintance Service	0.00	0.00	0.00	0.00	-25.00	-25.00
Yurok Indian Housing Authority	0.00	0.00	42.67	0.00	0.00	42.67
<b>TOTAL</b>	<b>156,340.90</b>	<b>19,927.26</b>	<b>2,061.44</b>	<b>489.03</b>	<b>2,432.36</b>	<b>181,250.99</b>

**MONTHLY SPLIT SHEET  
DNSWMA TRANSFER STATION  
MONTH: MAY 2015**

Date	Cash	Checks	Cash/Check Total	Visa	Master	Discover	AmExp	Credit Card Total	Charges	Grand Total	66.53% 91003	33.47% 91004	20286	Total
1	\$ 1,314.37	\$ 62.57	\$ 1,376.94	\$ 977.01		\$ 9.03		\$ 986.04	\$ 8,036.36	\$ 10,399.34	\$ 916.08	\$ 460.86	\$6.19	\$ 1,383.13
2	\$ 1,675.16	\$ 396.84	\$ 2,072.00	\$ 787.65	\$ 480.56	\$ 9.96		\$ 1,278.17	\$ 277.35	\$ 3,627.52	\$ 1,378.50	\$ 693.50	\$0.36	\$ 2,072.36
3	\$ 2,046.02	\$ 155.63	\$ 2,201.65	\$ 811.75	\$ 11.58		\$ 16.82	\$ 840.15	\$ 105.04	\$ 3,146.84	\$ 1,464.76	\$ 736.89	(\$2.00)	\$ 2,199.65
4	\$ 1,631.84	\$ 79.63	\$ 1,711.47	\$ 670.90	\$ 17.78	\$ 11.38		\$ 700.06	\$ 11,282.20	\$ 13,693.73	\$ 1,138.64	\$ 572.83	\$0.01	\$ 1,711.48
5	\$ 906.27	\$ 99.00	\$ 1,005.27	\$ 342.08	\$ 11.38		\$ 32.70	\$ 386.16	\$ 8,542.70	\$ 9,934.13	\$ 668.81	\$ 336.46	(\$0.93)	\$ 1,004.34
6	\$ 910.33	\$ 178.25	\$ 1,088.58	\$ 403.93	\$ 14.22		\$ 17.07	\$ 435.22	\$ 10,633.18	\$ 12,156.98	\$ 724.23	\$ 364.35	(\$1.25)	\$ 1,087.33
7	\$ 1,127.50	\$ 139.94	\$ 1,267.44	\$ 863.00	\$ 7.47			\$ 870.47	\$ 5,209.29	\$ 7,347.20	\$ 843.23	\$ 424.21	(\$0.54)	\$ 1,266.90
8	\$ 1,275.41	\$ 118.04	\$ 1,393.45	\$ 613.54	\$ 88.18			\$ 701.72	\$ 6,596.36	\$ 8,691.53	\$ 927.06	\$ 466.39	\$0.12	\$ 1,393.57
9	\$ 1,385.54	\$ 236.29	\$ 1,621.83	\$ 528.59	\$ 170.37	\$ 30.68		\$ 729.64	\$ 420.76	\$ 2,772.23	\$ 1,079.00	\$ 542.83		\$ 1,621.83
10	\$ 927.34	\$ 39.83	\$ 967.17	\$ 470.56	\$ 17.07			\$ 487.63	\$ 280.06	\$ 1,734.86	\$ 643.46	\$ 323.71	(\$0.21)	\$ 966.96
11	\$ 835.16	\$ 123.77	\$ 958.93	\$ 782.22	\$ 18.19			\$ 800.41	\$ 9,375.06	\$ 11,134.40	\$ 637.98	\$ 320.95		\$ 958.93
12	\$ 1,353.58		\$ 1,353.58	\$ 787.09	\$ 28.45	\$ 7.10	\$ 49.79	\$ 872.43	\$ 5,838.12	\$ 8,064.13	\$ 900.54	\$ 453.04	\$0.06	\$ 1,353.64
13	\$ 1,171.45	\$ 154.93	\$ 1,326.38	\$ 465.58	\$ 9.96		\$ 9.96	\$ 485.50	\$ 5,984.84	\$ 7,796.72	\$ 882.44	\$ 443.94	(\$0.65)	\$ 1,325.73
14	\$ 1,143.40	\$ 181.56	\$ 1,324.96	\$ 477.51	\$ 24.18	\$ 32.72		\$ 534.41	\$ 4,767.07	\$ 6,626.44	\$ 881.50	\$ 443.46	(\$0.05)	\$ 1,324.91
15	\$ 1,111.34	\$ 430.34	\$ 1,541.68	\$ 808.39	\$ 22.75		\$ 29.87	\$ 861.01	\$ 7,523.77	\$ 9,926.46	\$ 1,025.68	\$ 516.00	\$0.02	\$ 1,541.70
16	\$ 1,650.84	\$ 226.43	\$ 1,877.27	\$ 1,048.50			\$ 34.14	\$ 1,082.64	\$ 340.74	\$ 3,300.65	\$ 1,248.95	\$ 628.32	(\$0.14)	\$ 1,877.13
17	\$ 1,755.41	\$ 170.35	\$ 1,925.76	\$ 767.85	\$ 143.97		\$ 9.96	\$ 921.78	\$ 230.43	\$ 3,077.97	\$ 1,281.21	\$ 644.55	(\$20.10)	\$ 1,905.66
18	\$ 1,174.45	\$ 235.20	\$ 1,409.65	\$ 1,139.21	\$ 14.22		\$ 9.96	\$ 1,163.39	\$ 9,034.55	\$ 11,607.59	\$ 937.84	\$ 471.81	(\$20.74)	\$ 1,388.91
19	\$ 1,597.30	\$ 340.13	\$ 1,937.43	\$ 753.60	\$ 14.22		\$ 8.53	\$ 776.35	\$ 6,773.22	\$ 9,487.00	\$ 1,288.97	\$ 648.46	(\$0.13)	\$ 1,937.30
20	\$ 1,438.79	\$ 109.26	\$ 1,548.05	\$ 675.64		\$ 24.18		\$ 699.82	\$ 8,478.78	\$ 10,726.65	\$ 1,029.92	\$ 518.13	\$0.21	\$ 1,548.26
21	\$ 1,046.87	\$ 35.55	\$ 1,082.42	\$ 830.64	\$ 37.11			\$ 867.75	\$ 5,023.54	\$ 6,973.71	\$ 720.13	\$ 362.29	(\$0.07)	\$ 1,082.35
22	\$ 1,188.17	\$ 132.28	\$ 1,320.45	\$ 591.07	\$ 82.50	\$ 9.97	\$ 15.65	\$ 699.19	\$ 7,576.81	\$ 9,596.45	\$ 878.50	\$ 441.95	\$6.18	\$ 1,326.63
23	\$ 1,612.26	\$ 347.06	\$ 1,959.32	\$ 927.70	\$ 71.10	\$ 15.64		\$ 1,014.44	\$ 628.35	\$ 3,602.11	\$ 1,303.54	\$ 655.78	\$0.07	\$ 1,959.39
24	\$ 1,477.94	\$ 109.52	\$ 1,587.46	\$ 712.32	\$ 37.90	\$ 120.90		\$ 871.12	\$ 250.00	\$ 2,708.58	\$ 1,056.14	\$ 531.32	(\$0.06)	\$ 1,587.40
25			\$ -					\$ -		\$ -	\$ -	\$ -		\$ -
26	\$ 1,546.65	\$ 468.21	\$ 2,014.86	\$ 507.32	\$ 34.14			\$ 541.46	\$ 10,131.30	\$ 12,687.62	\$ 1,340.49	\$ 674.37	(\$1.01)	\$ 2,013.85
27	\$ 1,627.90	\$ 394.35	\$ 2,022.25	\$ 769.93	\$ 87.19		\$ 11.38	\$ 868.50	\$ 10,902.40	\$ 13,793.15	\$ 1,345.40	\$ 676.85	\$0.27	\$ 2,022.52
28	\$ 1,229.33	\$ 398.24	\$ 1,627.57	\$ 596.73	\$ 51.20		\$ 12.80	\$ 660.73	\$ 7,417.42	\$ 9,705.72	\$ 1,082.82	\$ 544.75	\$0.30	\$ 1,627.87
29	\$ 1,087.90	\$ 166.93	\$ 1,254.83	\$ 666.61	\$ 32.71			\$ 699.32	\$ 7,347.14	\$ 9,301.29	\$ 834.84	\$ 419.99		\$ 1,254.83
30	\$ 1,876.75	\$ 221.89	\$ 2,098.64	\$ 1,847.53	\$ 51.64		\$ 177.80	\$ 2,076.97	\$ 3,950.15	\$ 8,125.76	\$ 1,396.23	\$ 702.41	\$5.05	\$ 2,103.69
31	\$ 1,421.71	\$ 280.22	\$ 1,701.93	\$ 850.85	\$ 99.59			\$ 950.44	\$ 82.50	\$ 2,734.87	\$ 1,132.29	\$ 569.64	5.42	\$ 1,707.35
TOTALS	\$ 40,546.98	\$ 6,032.24	\$ 46,579.22	\$ 22,475.30	\$ 1,679.63	\$ 271.56	\$ 436.43	\$ 24,862.92	\$ 163,039.49	\$ 234,481.63	\$ 30,989.16	\$ 15,590.06	\$ (23.62)	\$ 46,555.60

<b>DAILY TICKET REPORT</b>				
<b>DNSWMA TRANSFER STATION</b>				
<b>MONTH: MAY 2015</b>				
<b>Date</b>	<b>BEGIN</b>	<b>END</b>	<b>VOIDED TICKETS</b>	<b>TICKET COUNT</b>
1	815900	816076	1	176
2	816077	816271	1	194
3	816272	816475		204
4	816476	816685		210
5	816686	816824	2	137
6	816825	816970	1	145
7	816971	817112	1	141
8	817113	817291		179
9	817292	817465	1	173
10	817466	817578		113
11	817579	817718		140
12	817719	817852		134
13	817853	818022		170
14	818023	818172	1	149
15	818173	818324		152
16	818325	818522		198
17	818523	818701	1	178
18	818702	818883	3	179
19	818884	819050	1	166
20	819051	819225	3	172
21	819226	819387		162
22	819388	819553	3	163
23	819554	819748		195
24	819749	819895		147
25	819896	819895		0
26	819896	820127	3	229
27	820128	820342		215
28	820343	820508	5	161
29	820509	820655	4	143
30	820656	820878		223
31	820879	821064		186
<b>TOTAL</b>			<b>31</b>	<b>5134</b>

**DNSWMA**

**KLAMATH TRANSFER STATION - CASH**

**May 2015**

<b>Date</b>	<b>Amount to 422-421-</b>	<b>TOTAL CASH</b>
	<b>91004</b>	<b>AMOUNT</b>
May 3, 2015	682.09	682.09
May 6, 2015	373.62	373.62
May 10, 2015	596.77	596.77
May 13, 2015	786.22	786.22
May 17, 2015	875.43	875.43
May 20, 2015	311.26	311.26
May 24, 2015	306.04	306.04
May 27, 2015	473.19	473.19
May 31, 2015	427.27	427.27
		0.00
		0.00
		0.00
		0.00
		0.00
		0.00
<b>TOTALS</b>	<b>4,831.89</b>	<b>4,831.89</b>

**DNSWMA**

**GASQUET TRANSFER STATION - CASH**

**MAY 2015**

<b>Date</b>	<b>Amount to 422-421- 91004</b>	<b>TOTAL CASH AMOUNT</b>
May 2, 2015	522.87	522.87
May 9, 2015	306.73	306.73
May 16, 2015	258.51	258.51
May 23, 2015	493.48	493.48
May 30, 2015	405.07	405.07
		0.00
		0.00
		0.00
		0.00
		0.00
		0.00
<b>TOTALS</b>	<b>1,986.66</b>	<b>1,986.66</b>

AUTHORITY      REVENUE      REPORT      May 2015

Source		2013/2014		2014/2015	
Authority		Actual Annual		Budget/Month	Budget/Year
Service Fees		\$	976,517.87	\$ 82,046.00	\$ 984,552.00
		Actual/Month	Comparison FYE15 & FYE14	Actual/Month	Over Budget
July	\$	93,409.33	\$ 2,594.88	\$ 96,004.21	\$ 13,958.21
August	\$	91,982.30	\$ (2,544.43)	\$ 89,437.87	\$ 7,391.87
September	\$	81,572.16	\$ 3,132.37	\$ 84,704.53	\$ 2,658.53
October	\$	90,070.63	\$ (6,972.40)	\$ 83,098.23	\$ 1,052.23
November	\$	73,073.25	\$ (500.82)	\$ 72,572.43	\$ (9,473.57)
December	\$	68,239.89	\$ 8,619.44	\$ 76,859.33	\$ (5,186.67)
January	\$	73,574.88	\$ 11,395.77	\$ 84,970.65	\$ 2,924.65
February	\$	69,527.00	\$ 8,356.08	\$ 77,883.08	\$ (4,162.92)
March	\$	76,183.02	\$ 6,644.11	\$ 82,827.13	\$ 781.13
April	\$	88,290.79	\$ (8,917.23)	\$ 79,373.56	\$ (2,672.44)
May	\$	86,383.95	\$ (1,000.76)	\$ 85,383.19	\$ 3,337.19
June	\$	84,210.67	\$ -	\$	\$ -
Total	\$	976,517.87	\$ 20,807.01	\$ 913,114.21	\$ 10,608.21

1.16%

7.5

