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

Special Session **Tuesday April 11, 2017** **3:30 PM**

++

The Solid Waste Management Authority of the City of Crescent City and the County of Del Norte, State of California, is now meeting in Special 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.

++

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
For more information call 465-1100 or email dnswma@recycledelnorte.ca.gov

3:30 PM **CALL MEETING TO ORDER / ROLL CALL**
PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS:

3:30 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:

1. CONSENT AGENDA

1.1 Approve minutes, Regular Session, Tuesday March 21, 2017. **
1.2 Approve payment of claim 7859 to North Coast Laboratories in the amount of $10,449.00 for invoices 132530 and 132531. **
1.3 Approve a FY 16/17 budget transfer in the amount of $200.00 **

END CONSENT AGENDA

2. DIRECTOR'S & TREASURER'S REPORTS

Agenda items 2.1 through 2.5 are provided for information only

2.1 Director's Report **

2.2 Treasurer/Controller Reports for February 2017 **

2.3 Claims approved by Director for March 2017 **

2.4 Monthly Cash and Charge Reports for March 2017**

2.5 Earned Revenue Comparisons between FY15/16 and FY16/17 **

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE – No Items

4. COLLECTIONS FRANCHISE

4.1 Discussion and possible action regarding status report from the Recycling and Processing Ad Hoc committee's discussions with Recology Del Norte regarding strategies to reduce the proportion of contamination in recyclable materials collected in Del Norte County, and possible scheduling of a Special Authority Meeting on April 27th devoted to this topic. **

5. TRANSFER STATION

5.1 Discussion and possible action regarding management of home-generated sharps in Del Norte County. **

6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS

6.1 Discussion and possible action regarding review, comment and process for approving the proposed Authority Budget for Fiscal Year 2017 / 2018. **

6.2 Discussion, possible action and presentation of 2017 Green Ribbon awards. **

6.3 Discussion and possible cancellation of the Regular Authority meeting scheduled for April 18, 2017.

7. ABANDONED VEHICLE ABATEMENT SERIVCE AUTHORITY

7.1 Update on a letter received from the Department of Motor Vehicles regarding agency costs associated with implementing the extension of the Abandoned Vehicle Abatement Fee Program for Del Norte County. **

7.2 Discussion and possible action regarding the draft budget proposed for FY 17/18 for the Del Norte Abandoned Vehicle Service Abatement Authority. **

8. CLOSED SESSION ITEMS

8.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Pursuant to Government Code Section 54956.9(d)(2),(4):
One case.

8.2 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Gov. Code Section 54957) (Title: Director)

9. ADJOURNMENT

Adjourn to the Regular Meeting on April 18th, a Special Authority Meeting on Thursday April 27th, or the next Regular Meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 P.M. Tuesday May 16, 2017 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 March 21, 2017, 3:30 PM

PRESENT: Commissioner Lori Cowan
Commissioner Jason Greenough
Commissioner Chris Howard, Vice Chair
Commissioner Blake Inscore, Chair
Commissioner Eli Naffah, Secretary
Director Tedd Ward
Legal Counsel Martha Rice
Authority Treasurer/Controller Rich Taylor
Authority Clerk Katherine Brewer

ABSENT: none

ALSO PRESENT: Ron Fleshman, Authority Gate Employee
Dominic Mello, Del Norte County Code Enforcement Officer
Joel Wallen, Hambro Waste Solutions Group
Wes White, Hambro Waste Solutions Group
Ed Farewell, Recology Del Norte
Jeremy Herber, Recology Del Norte

3:30 PM CALL MEETING TO ORDER

Chair Inscore called the meeting to order in regular session at 3:31 p.m. He announced that an item had arisen after the posting of the agenda that required action before the next regular meeting. On a motion by Commissioner Howard, seconded by Commissioner Cowan and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved addition of the following item to the current meeting consent agenda:

1.7 Approve one Authority-allocated bin pull and waive disposal charges for two 20 cubic yard bins for the Yurok Tribe in support of the annual Klamath River Cleanup scheduled for April 15th, 2017. **

Roll was taken with Commissioners Cowan, Greenough, Howard, Inscore, and Naffah present.

PLEDGE OF ALLEGIANCE

The pledge was led by Chair Inscore.

1.1

3:30 PM PUBLIC COMMENTS:

Bill Lonsdale, City resident, commended Recology for the recycling flyer he had recently received in the mail. He felt it would be very helpful.

Eileen Cooper, County resident, praised the Authority for supporting cleanup events and encouraged the Board to donate a bin to the Klamath River Clean-up event this year.

OPEN SESSION ITEMS:

1. **CONSENT AGENDA**

1.1 Approve minutes, Regular Session, Tuesday, February 21, 2017.
1.2 Acknowledge receipt of letter dated February 28, 2017 from Recology Del Norte requesting annual CPI-based rate adjustment. **180510**
1.3 Acknowledge receipt of letter dated March 10, 2017 from Hambro/WSG requesting annual CPI-based rate adjustment. **080104**
1.4 Approve request from SURFRIDER foundation for one Authority-allocated bin pull to support a beach cleanup on April 22. **031205**
1.5 Approve OPEB payment in the amount of $11,125.00. **180520**
1.6 Approve a FY 16/17 budget transfer in the amount of $8,274.00. **022101**
1.7 *ADDED ITEM* Approve request from the Yurok Tribe for one Authority-allocated bin pull and waive disposal charges for two 20 cubic yard bins to support the annual Klamath River Clean-up on April 15. **031205**

END CONSENT AGENDA

On a motion by Commissioner Howard, seconded by Commissioner Greenough, 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 to 1.7.

2. **DIRECTOR'S & TREASURER'S REPORTS**
Agenda items 2.1 through 2.5 are provided for information only

2.1 Director's Report. **231501**
2.2 Treasurer/Controller Reports for January 2017.
2.3 Claims approved by Director for February 2017.
2.4 Monthly Cash and Charge Reports for February 2017.
2.5 Earned Revenue Comparisons between FY15/16 and FY16/17.

The above-listed reports were presented and accepted.

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE

3.1 Discussion and possible adoption of Resolution 2017-01 DESIGNATING THE AUTHORITY'S AGENT FOR PURPOSES OF MAKING APPLICATION TO CALEMA FOR FEDERAL AND/OR STATE DISASTER ASSISTANCE. **192001**

On a motion by Commissioner Howard, seconded by Commissioner Naffah, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted Resolution 2017-01 DESIGNATING THE AUTHORITY'S AGENT FOR PURPOSES OF MAKING APPLICATION TO CALEMA FOR FEDERAL AND/OR STATE DISASTER ASSISTANCE.

4. COLLECTIONS FRANCHISE

4.1 Discussion and possible action regarding letter of March 13, 2017 from Recology Del Norte and possible adoption of Collections Change Order 10, making changes to recycling services and processing subcontract requirements. **180510**

Director Ward introduced this item and Jeremy Herber, General Manager for Recology Del Norte, and Ed Farewell, Group Manager for Recology, spoke regarding the need to reduce the proportion of trash in the materials separated for recycling. Public comments were made by Bill Lonsdale, Eileen Cooper, and Linda Sutter. A lengthy discussion amongst the Commissioners followed.

On a motion by Commissioner Howard, seconded by Commissioner Naffah, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority removed items 1 and 3, and approved and adopted item 2 of the presented draft of Change Order 10, which reads as follows:

> *(2) In order to give Recology Del Norte additional time to make other processing arrangements, this Change Order temporarily waives the requirements of sections 3.02F, Exhibit C1, Section E (last sentence), and 5.12.A(6) (except the first sentence) for an additional 90 days following the approval of this Change Order. Recology Del Norte will present to the Authority Director a new processing agreement, or combination of processing agreements, meeting the terms described in section 5.12 of the Franchise Collection Agreement within 90 days of the adoption of this Change Order. If such processing agreement cannot be secured within this time, Recology Del Norte must submit a plan describing how necessary recyclable materials processing and marketing services will be retained and the Authority indemnified as described in section 5.12.A(5).*

Failure to provide such a plan or processing agreement within 90 days of the adoption of this Change Order will constitute a violation of section 5.12.A(6) of the Franchise Collection Agreement.

By consensus, the Ad Hoc Recycling and Processing Committee (including Commissioners Inscore and Cowan) was asked to consider additional strategies to reduce the proportion of trash in materials separated for recycling by Recology Del Norte, and to bring recommended actions to the next Authority meeting.

4.2 Discussion and possible action regarding Recology Del Norte's proposal to modify the collection service standards and rates, and provide all residential/multi-family and commercial cart customers with a 96 gallon trash cart. **180510**

Director Ward introduced this item, and Jeremy Herber described Recology Del Norte's request to alter the service standards so a 96 gallon trash cart would become the 'basic level of service' for most cart customers. If such a change was made, the financial incentive for customers to try to save money by ordering an undersized trash cart would be eliminated for the most part, though service fees would increase for a majority of customers. Public comments were made by Eileen Cooper, Elizabeth Henry, Bill Lonsdale, and Linda Sutter. A lengthy discussion amongst the Commissioners followed. Chair Inscore directed that discussion of this agenda item would be continued during the April Authority meeting.

5. TRANSFER STATION

5.1 Discussion regarding a cost analysis for the Gasquet and Klamath small-volume transfer stations. **111201, 091102**

This was an informational item, and no action was taken.

5.2 Discussion and possible action regarding the steps to develop a small-volume transfer station to serve the northern portions of Del Norte County. **131801**

On a motion by Commissioner Howard, seconded by Commissioner Inscore, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority directed staff to develop a request for proposals for professional services to develop a small-volume transfer station to serve Fort Dick and Smith River and to bring the request back before the Board at a future meeting.

6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS

6.1 Discussion and possible approval of a professional services contract negotiated with Digital Needs Services to provide computer and information

technology services for an annual amount not to exceed $10,000.00. **051701**

On a motion by Commissioner Howard, seconded by Commissioner Cowan, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted a professional services contract negotiated with Digital Needs Services to provide computer and information technology services for an annual amount not to exceed $10,000.00.

6.2 Discussion and possible action regarding nominees for 2016 Green Ribbon Awards. **071805**

Board Members agreed by consensus to approve the following list of Nominees and invite their representatives to attend the April Solid Waste Authority Meeting to receive 2016 Green Ribbon Awards:

- Surfrider Foundation – Del Norte Chapter
- Mary Peacock School teacher Corey Munger and his fifth grade class
- Tolowa Dunes Stewards
- Julie Badorek – Julindra Recycling
- Gasquet Mountain School

7. ABANDONED VEHICLE ABATEMENT SERVICE AUTHORITY

7.1 Discussion and possible action regarding quarterly report of the Del Norte Abandoned Vehicle Service Abatement Authority. **010203**

The Chair recessed the meeting of the Del Norte Solid Waste Management Authority at 5:50 p.m., and immediately convened as the Abandoned Vehicle Abatement Service Authority (AVA) with Commissioners Cowan, Greenough, Howard, Inscore, and Naffah present. Dominic Mello presented a summary report regarding the activities and status of the budget for the Abandoned Vehicle Abatement Service Authority during the past few months. On a motion by Commissioner Howard, seconded by Commissioner Cowan, and unanimously carried on a polled vote, the Abandoned Vehicle Abatement Service Authority approved and adopted the quarterly report of the Del Norte Abandoned Vehicle Service Abatement Authority.

The Chair adjourned the meeting of the Abandoned Vehicle Abatement Service Authority at 5:52 p.m. and immediately reconvened as the Del Norte Solid Waste Management Authority.

8. CLOSED SESSION ITEMS

8.1 CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Pursuant to Government Code Section 54956.9(d)(4):

Possible initiation of litigation, one case

8.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Government Code Section 54956.9(d)(1):
SEIU Local 1021 v. Del Norte Solid Waste Management Authority
(PERB UPC SF-CE-1422-M)

The Chair recessed the open meeting of the Del Norte Solid Waste Management Authority and convened in closed session at 5:52 p.m. The closed session was adjourned at 6:15 p.m. and the meeting reconvened immediately in open session. Counsel reported that no action was taken.

9. ADJOURNMENT
Adjourn to the Special Meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 p.m., April 11, 2017 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 Chair adjourned the meeting at 6:15 p.m., until the Special Meeting scheduled on April 11, 2017.

_____ Date / /
Blake Inscore, Chair
Del Norte Solid Waste Management Authority

ATTEST:

_____ Date / /
Eli Naffah, Secretary
Del Norte Solid Waste Management Authority

Submitted:

_____ Date / /
Katherine Brewer, Clerk
Del Norte Solid Waste Management Authority

Vendor North Coast Laboratories, Ltd.
5680 West End Road

Arcata CA 95521

Claim ID: 7859

DEPARTMENT COPY

COPY

Vendor ID: 10671

☐ *PBSP Expense*
☐ *Change of Address*

Special Warrant Routing

Fund	Dept	Line	Proj	Amount	Description
422	421	20232		$3,310.00	INV 132531 WO 1703052
422	421	20232		$7,139.00	INV 132530 WO 1703042

Total Claim: $10,449.00

I HEREBY CERTIFY THE ARTICLES OR SERVICES DESCRIBED ON THE ATTACHED INVOICES WERE NECESSARY FOR USE BY THE DEPARTMENT AND HAVE BEEN RECEIVED, AND THAT NO PRIOR CLAIM FOR SAME HAS BEEN

X **DEPARTMENT COPY**
Signature of Department Head/Authorized Deputy

3/29/2017
Claim Date

12

INVOICE

DATE: March 24, 2017

Remit To: North Coast Laboratories, Ltd.
5680 West End Road
Arcata, CA 95521-9202

Attn: Accounts Receivable

Invoice To: Del Norte Solid Waste Authority
1700 State Street
Crescent City, CA 95531

Attn: Tedd Ward
Phone:

Work Order: 1703042
PO Number:
Project Name: Landfill Groundwater

Date Received: 3/1/2017

NORTH COAST LABORATORIES LTD.

COPY

Invoice Number: 132530

Payment Due Date: 4/23/2017

Payment Terms: Net 30 Days

Item	Matrix	Code	Qty	List Price	Test Total
Chemical Oxygen Demand	Aqueous	310	11	$40.00	$440.0(
Chemical Oxygen Demand	Aqueous	310	2	$30.00	$60.0(
DNSWA Groundwater Dissolved Metals	Aqueous	320	13	$225.00	$2,925.0(
DNSWA Groundwater Minerals	Groundwater	310	12	$130.00	$1,560.0(
DNSWA Groundwater Minerals	Groundwater	310	1	$104.00	$104.0(
EPA 8260 Subcontracted	Aqueous	900	13	$150.00	$1,950.0(
Geotracker Reporting		990	1	$100.00	$100.0(

Order TOTAL: $7,139.00

Comments:

Discount:	0.00%
Surcharge:	0.00%
Misc Charges:	$0.00
Subtotal:	$7,139.00
Payment Received:	$0.00
INVOICE Total	**$7,139.00**

INVOICE

DATE: March 24, 2017

Remit To: North Coast Laboratories, Ltd.
5680 West End Road
Arcata, CA 95521-9202

Attn: Accounts Receivable

Invoice To: Del Norte Solid Waste Authority
1700 State Street
Crescent City, CA 95531

Attn: Tedd Ward
Phone:

Work Order: 1703052
PO Number:
Project Name: Landfill Groundwater

Date Received: 3/2/2017

NORTH COAST LABORATORIES LTD.

COPY

Invoice Number: 132531

Payment Due Date: 4/23/2017

Payment Terms: Net 30 Days

Item	Matrix	Code	Qty	List Price	Test Total
Chemical Oxygen Demand	Aqueous	310	6	$30.00	$180.0(
DNSWA Groundwater Dissolved Metals	Aqueous	320	6	$225.00	$1,350.0(
DNSWA Groundwater Minerals	Groundwater	310	6	$130.00	$780.0(
EPA 8260 Subcontracted	Aqueous	900	6	$150.00	$900.0(
Geotracker Reporting		990	1	$100.00	$100.0(

Order TOTAL: $3,310.00

Comments:

Discount:	0.00%
Surcharge:	0.00%
Misc Charges:	$0.00
Subtotal:	$3,310.00
Payment Received:	$0.00
INVOICE Total	**$3,310.00**

Del Norte County Budget Transfer Request FY 16/17

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	20232-002	Data Processing / Software		$ 200
Solid Waste	422	421	81000	Contingency	$ 200	
				Total Amounts	$ 200	$ 200

Department complete and send to Auitor's Office for transfer number before sending to

Department Justification - Include cover letter that addresses the following: 1) Reason for request; 2) Why sufficient balances exist to finance transfer; 3) Why request

Department Head Signature

07APR17
Date

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

County AdministrativeOfficer:
(Under $1000 - CAO approves)

Recommendation:
Approve _____
Deny _____
Submit for Board approval _____

County Administrative Officer Date

Passed by Board of Commissioners of the Del Norte Solid Waste Management Authority on 21 March 2017.

Ayes:
Noes:
Absent:

Attest: Clerk of the Board

By: _____
Katherine Brewer

Blake Inscore, Chair
Del Norte Solid Waste Management Authority

13

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: 06 April 2017
To: Commissioners of the Del Norte Solid Waste Management Authority
From: Tedd Ward, M.S. – Director
Reporting Period: 16 March 2017 – 05 April 2107
File Number: **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. Authority staff provide these services without any financial support from the City of Crescent City or the County of Del Norte, and without receiving a penny of taxes. The rates charged at Authority-managed facilities continue to be lower than any comparable facilities in Humboldt or Curry Counties.

Consent Agenda Items:

Agenda Item 1.2 is a claim to pay Northcoast Laboratories for analysis of water samples. Claims above $5,000 require Board approval.

Agenda Item 1.3 is a budget transfer in the amount of $200. If approved, this transfer would increase the budget for software by $200, balanced by a reduction in the Contingency budget line.

Landfill Postclosure: The Authority Director met with Richard Mello and Jeff Daniels of the County Road Department and Rick Lauchstedt of the County Engineering Department to review the erosive damage to the landfill surface and subsurface drainage systems associated with the winter storms of late 2016. Rick Lauchstedt will draft plans and specs for the repair, which will be reviewed before contracting for the work. Ideally this work would be performed by the Road Department, but as there is widespread damage to roads related to these same storms, Mr. Mello thinks it would be unlikely that the Road Department crews would be available to conduct these repairs.

Collections and Processing: **Agenda Item 4.1** is an update regarding the Recycling and Processing Ad Hoc Committee's meetings with Recology Del Norte.

2.1

Facilities: During the evening of March 30, someone broke into a storage unit at the Del Norte County Transfer Station. The only item found missing from the storage unit was a mechanical 'trash pump' and associated fittings used to purge groundwater wells during water sampling. The incident was reported to the County Sherriff. The value of goods stolen is estimated to be about $500. Staff conferred with Joel Wallen of HWSG regarding steps we could take to increase on-site security.

Contractors: About 4:20 PM on April 8th, the computer at the gatehouse crashed. Staff called Andrew Butcher of Digital Needs Services for assistance. He arrived within 10 minutes. Though it was not possible to repair the computer immediately, he completed most necessary repairs overnight and completed repairs the following morning. Staff are generally very pleased with the prompt and professional response from this new contractor.

A few customers had longer wait times than usual as we were addressing these issues. Staff regularly informed waiting customers about these delays so they could choose to come another day if they were in a hurry.

Grants: Attached to this report is the annual grant application for beverage container recycling that this agency submits each year.

Finances and Audits: **Agenda Item 6.1** is the proposed Authority budget for FY 17/18. **Agenda Item 7.1** is the proposed budget for the Abandoned Vehicle Abatement Service Authority for FY 17/18.

Public Outreach and Education: Staff efforts to reduce the volume of trash in our recycling continue. This past month Facilities & Programs Coordinator Kayleen Warner distributed additional flyers to be taped to pizza boxes, informing their customers that pizza boxes are not recyclable and should be put in the trash, not the recycling containers. Solid Waste Task Force member Craig Strong has been conducting face-to-face outreach about responsible recycling in front of the community recycling bins located at the Fairgrounds.

Agenda Item 6.2 are the Green Ribbon Awards for 2017 to be presented at this meeting.

Personnel / Staffing: This past month, the Authority interviewed applicants for both the Account Clerk – Solid Waste and the Facilities and Programs Coordinator positions. No hiring decisions had been finalized at the time this report was written.

As this Authority meeting occurs one week ahead of the regularly scheduled Authority meeting while Administrative Assistant Katherine Brewer has participated in interview panels for the Account Clerk position, some of the regular financial reports may need to be handed out at the meeting.

CalRecycle

Beverage Container Recycling City/County Payment Program

City/County Annual Payment and Reporting System

Funding Request Certification

Del Norte County

Funding Request Cycle: FY 2016-2017 **Submitted On:** 3/28/2017 **Eligible Funds ($):** 15,000

Status: Submitted **Submitted By:** Kayleen Warner

Type: Regional **Total Payment Amount:** 15,000

REGIONAL Program Requirements

1) Provide a brief description of the proposed *regional* project(s) that you plan to implement with city/county payment program funds. Public Resources Code 14581 (a)(3)(B).

Regional Project Description:

The Del Norte Solid Waste Management Authority plans on using the 2016/17 beverage container block grant funds to promote beverage container recycling at community events, produce outreach materials and advertisements promoting recycling of beverage containers, provide supplies and support for community cleanup events, and provide related training for Authority staff.

2) Please specify supermarket siting information pursuant to Public Resources Code 14581 (a)(3)(F).

Have you *or any of your participating jurisdictions* prohibited the siting of a supermarket site?

No

Have you *or any of your participating jurisdictions* caused a supermarket to close its business?

No

Have any land use policies been adopted that restricts or prohibits the siting of a supermarket site within your jurisdiction *or any of your participating jurisdictions*?

No

3) Are you *or any of your participating jurisdictions* currently participating in mediation mandated by AB 506? Have you *or any of your participating jurisdictions* attempted to initiate such mediation or have you declared a fiscal emergency within the last 12 months? *Note: The answer is for informational purposes and will not be used to determine eligibility for payment funding.*

No

4) These funds shall not be used for activities unrelated to beverage container recycling or litter reduction, Public Resources Code 14581 (a)(3)(C).

Yes, I Accept

Jurisdictions

Participating Jurisdiction	Type	Eligible Funds ($)	Total ($)
Del Norte County	Lead	10,000	10,000
Crescent City	Participating	5,000	5,000
Total:		**15,000**	**15,000**

Contacts

Name	Contact Type	Title	Phone	Email
Mr. Tedd Ward	Secondary, Primary (Funding Request)	Director	(707) 465-1100	tedd@recycledelnorte.ca.gov
Ms. Kayleen Warner	Secondary	Facilities and Programs Coordinator	(707) 465-1100	kayleen@recycledelnorte.ca.gov
Mr. Jay Sarina	Signature Authority	Chief Executive Officer	(707) 464-7214	jsarina@co.del-norte.ca.us

Funding Request Certification

Addresses

Address	Address Type	County
1700 State Street Crescent City, 95531	Physical, Mailing, Payment	Del Norte

Documents

Document Type	Participating Jurisdiction	Date	Title
Resolution		04/01/2016	Resolution
Signed Funding Request		03/28/2017	Funding Request Certification
Letter of Authorization/Resolution	Crescent City	05/16/2016	Crescent City LOA

Submitted Activities

Activity Group	Activity Item	Budgeted Funds ($)
Beverage Container Collection Programs	Public Parks / Recreational Areas Government / Office Buildings Community Events Recycling Bins Supplies - Liners / Bags / Gloves	3,000
Advertising/Promotional	Billboards / Signs Media (TV, Radio, Video) Print Ads / Flyers / Posters	6,000
Recycling Education	General Public Workshops / Presentations Recycling Guides / Booklets / Brochures Exhibits / Booths	3,000
Personnel	Program Administrator Contractor / Consultant Training	3,000
Total:		**15,000**

Activity Expenditures

Current Activity Group	Current Activity Item	Budgeted Funds ($)
Beverage Container Collection Programs	Public Parks / Recreational Areas Government / Office Buildings Community Events Recycling Bins Supplies - Liners / Bags / Gloves	3,000
Advertising/Promotional	Billboards / Signs Media (TV, Radio, Video) Print Ads / Flyers / Posters	6,000
Recycling Education	General Public Workshops / Presentations Recycling Guides / Booklets / Brochures Exhibits / Booths	3,000
Personnel	Program Administrator Contractor / Consultant Training	3,000
Total:		**15,000**

Funding Request Certification

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 Funding Request on behalf of Recipient, that I have read the City/County Payment Program Guidelines and that to the best of my knowledge and belief that information provided in this Funding Request is true and correct."

X

Signature of Signature Authority (as authorized in Resolution) or Authorized Designee (as authorized in Letter of Designation)	Date
Print Name	Print Title

IMPORTANT! Recipient must print out this page, obtain signature of Signature Authority, upload signed document to the City/County Annual Payment and Reporting System, and retain the original document in the Recipient's cycle file.

CalRecycle

Beverage Container Recycling City/County Payment Program

City/County Annual Payment and Reporting System

Funding Request Certification

Del Norte County

Funding Request Cycle: FY 2016-2017 **Type:** Regional **Eligible Funds ($):** 15,000

REGIONAL Program Requirements

1) Provide a brief description of the proposed *regional* project(s) that you plan to implement with city/county payment program funds. Public Resources Code 14581 (a)(3)(B).

Regional Project Description:

The Del Norte Solid Waste Management Authority plans on using the 2016/17 beverage container block grant funds to promote beverage container recycling at community events, produce outreach materials and advertisements promoting recycling of beverage containers, provide supplies and support for community cleanup events, and provide related training for Authority staff.

2) Please specify supermarket siting information pursuant to Public Resources Code 14581 (a)(3)(F).

Have you *or any of your participating jurisdictions* prohibited the siting of a supermarket site?

No

Have you *or any of your participating jurisdictions* caused a supermarket to close its business?

No

Have any land use policies been adopted that restricts or prohibits the siting of a supermarket site within your jurisdiction *or any of your participating jurisdictions*?

No

3) Are you *or any of your participating jurisdictions* currently participating in mediation mandated by AB 506? Have you *or any of your participating jurisdictions* attempted to initiate such mediation or have you declared a fiscal emergency within the last 12 months? *Note: The answer is for informational purposes and will not be used to determine eligibility for payment funding.*

No

4) These funds shall not be used for activities unrelated to beverage container recycling or litter reduction, Public Resources Code 14581 (a)(3)(C).

Yes, I Accept

Jurisdictions

Participating Jurisdiction	Type	Eligible Funds ($)	Total ($)
Del Norte County	Lead	10,000	10,000
Crescent City	Participating	5,000	5,000
Total:		**15,000**	**15,000**

Contacts

Name	Contact Type	Title	Phone	Email
Mr. Tedd Ward	Secondary, Primary (Funding Request)	Director	(707) 465-1100	tedd@recycledelnorte.ca.gov
Ms. Kayleen Warner	Secondary	Facilities and Programs Coordinator	(707) 465-1100	kayleen@recycledelnorte.ca.gov
Mr. Jay Sarina	Signature Authority	Chief Executive Officer	(707) 464-7214	jsarina@co.del-norte.ca.us

CalRecycle

Beverage Container Recycling City/County Payment Program

City/County Annual Payment and Reporting System

Funding Request Certification

Addresses		
Address	**Address Type**	**County**
1700 State Street Crescent City, 95531	Physical, Mailing, Payment	Del Norte

Documents			
Document Type	**Participating Jurisdiction**	**Date**	**Title**
Resolution		04/01/2016	Resolution
Letter of Authorization/Resolution		05/16/2016	Crescent City LOA

Activity Expenditures		
Current Activity Group	**Current Activity Item**	**Budgeted Funds ($)**
Beverage Container Collection Programs	Public Parks / Recreational Areas Government / Office Buildings Community Events Recycling Bins Supplies - Liners / Bags / Gloves	3,000
Advertising/Promotional	Billboards / Signs Media (TV, Radio, Video) Print Ads / Flyers / Posters	6,000
Recycling Education	General Public Workshops / Presentations Recycling Guides / Booklets / Brochures Exhibits / Booths	3,000
Personnel	Program Administrator Contractor / Consultant Training	3,000
Total:		**15,000**

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 Funding Request on behalf of Recipient, that I have read the City/County Payment Program Guidelines and that to the best of my knowledge and belief that information provided in this Funding Request is true and correct."

X Jay Sarina

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

3/22/17

Date

Jay Sarina

Print Name

Chief Administrative Officer

Print Title

IMPORTANT! Recipient must print out this page, obtain signature of Signature Authority, upload signed document to the City/County Annual Payment and Reporting System, and retain the original document in the Recipient's cycle file.

Solid Waste
Balance Sheet
February 28, 2017

Unaudited

ASSETS

422 010 00000	Cash Solid Waste	979,301.32
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	(157,814.00)
422 010 03450	Accum Depr Bldg & Improv	(113,204.00)
422 010 03460	Accum Depr Transfer Station	(918,877.00)
	Total Assets	4,051,156.57

LIABILITIES AND FUND EQUITY

422 010 05210	Sublease Payable	2,727,290.50
422 010 05300	Compensated Absences Payable	45,281.00
422 010 05500	Post Closure Liability	2,061,342.00
422 010 05600	Net OPEB Obligation	273,578.00
422 010 07100	Fund Balance	(1,839,805.20)
422 010 09600	Investment in Capital Assets net of related debt	578,198.00
	Revenue	1,977,256.22
	Expenditure	(1,771,983.95)
	Total Liabilities and Fund Equity	4,051,156.57

Statement of Revenues and Expenditures **Printed on: 3/20/2017 4:32:43 PM**

Fund: 422 Solid Waste
Dept: 421 Solid Waste

Statement of Month Ended: 2/28/2017

Line	Proj	Description	Month Actual	YTD Actual	YTD Budget	YTD Variance	% Exp
Revenues							
90153		Franchise Fees	20,591.00	159,002.00	256,520.00	-97,518.00	62.0
90300		Interest - Solid Waste	0.00	3,557.14	2,272.00	1,285.14	156.6
90301		Late Payment Fee	3.05	19.30	0.00	19.30	0
90650	062	Oil Grant 15/16	0.00	0.00	787.00	-787.00	0
90650	063	Oil Grant 16/17	0.00	0.00	15,000.00	-15,000.00	0
90650	066	DOC Grant 16/17	0.00	0.00	15,000.00	-15,000.00	0
90650	070	USFS Cleanup Grant	0.00	656.04	32,295.00	-31,638.96	2.0
90650	079	DOC Grant 15/16	0.00	15,000.00	13,524.00	1,476.00	110.9
91003		Gate Tipping Fees	155,202.03	1,162,230.55	1,850,379.00	-688,148.45	62.8
91004		Authority Service Fees	81,990.31	629,457.35	1,020,747.00	-391,289.65	61.7
91121		Misc Reimbursements	79.71	7,208.84	7,194.00	14.84	100.2
91121	123	Bad Check Fee Reimb	0.00	125.00	100.00	25.00	125.0
Total Revenues			**257,866.10**	**1,977,256.22**	**3,213,818.00**	**-1,236,561.78**	**61.52**
10010		Payroll	-22,175.84	-171,385.09	-332,728.00	161,342.91	51.5
10010	070	Payroll - USFS Cleanup Grant	0.00	0.00	-6,600.00	6,600.00	0
10012		Overtime	-66.85	-422.27	-1,000.00	577.73	42.2
10015		Part-time/Temp	-661.82	-24,062.68	-32,922.00	8,859.32	73.1
10020		Retirement	-5,975.08	-47,338.43	-81,628.00	34,289.57	58.0
10030		Employee Benefits	-9,150.00	-73,301.71	-108,927.00	35,625.29	67.3
10033		Employee Life Insurance	-12.00	-144.00	-331.00	187.00	43.5
10035		Management Life Insurance	-40.91	-320.73	-501.00	180.27	64.0
10040		Worker's Compensation	-3,313.50	-26,508.00	-37,352.00	10,844.00	71.0
Total Salaries & Benefits			**41,396.00**	**343,482.91**	**601,989.00**	**258,506.09**	**57.06**
20110		Clothing	0.00	-412.80	-1,000.00	587.20	41.3
20121		Communications	-288.04	-2,063.66	-3,550.00	1,486.34	58.1
20140		Household Expense	-434.25	-3,957.65	-6,200.00	2,242.35	63.8
20150		Insurance-Office	0.00	0.00	-3,600.00	3,600.00	0
20152		Vehicle Insurance	0.00	-2,085.76	-2,086.00	0.24	100.0
20155		Liability Insurance	0.00	-930.09	-2,350.00	1,419.91	39.6
20170		Maintenance-Equipment	0.00	0.00	-350.00	350.00	0
20171		Maintenance-Vehicles	0.00	-1,023.24	-1,300.00	276.76	78.7
20175		Maintenance-Computers	0.00	-888.82	-2,000.00	1,111.18	44.4
20180		Maint-Structures/Improvements & TS Maint	0.00	-1,348.62	-2,400.00	1,051.38	56.2
20200		Memberships	0.00	-7,000.00	-7,600.00	600.00	92.1
20221		Printing	-34.26	-325.36	-1,115.00	789.64	29.2
20221	062	Printing-Oil Grant 15/16	0.00	0.00	-500.00	500.00	0
20221	063	Printing - Oil Grant 16/17	0.00	0.00	-500.00	500.00	0
20221	066	Printing - DOC Grant 16/17	0.00	0.00	-3,000.00	3,000.00	0
20221	079	Printing - DOC Grant 15/16	0.00	-546.00	-3,000.00	2,454.00	18.2
20223		Postage	-54.20	-475.08	-1,000.00	524.92	47.5
20224		Office Supplies	-464.44	-4,416.27	-5,514.00	1,097.73	80.1
20227		Books/Subscriptions	0.00	0.00	-175.00	175.00	0

Fund: 422 Solid Waste
Dept: 421 Solid Waste

Statement of Month Ended: 2/28/2017

Line	Proj	Description	Month Actual	YTD Actual	YTD Budget	YTD Variance	% Exp
20230		Prof Serv-Co/City	-37.62	-262.26	-5,970.00	5,707.74	4.4
20231		Prof Serv	-300.00	-6,279.75	-15,000.00	8,720.25	41.9
20231	070	Professional Services - USFS Cleanup Gra	0.00	0.00	-8,400.00	8,400.00	0
20232		Prof Svcs-Well Monitoring	0.00	-9,119.00	-30,000.00	20,881.00	30.4
20232	002	Data Processing - Software	0.00	-2,534.00	-3,000.00	466.00	84.5
20233		Audit	0.00	-6,300.00	-12,000.00	5,700.00	52.5
20234		Legal Counsel	-943.00	-5,698.06	-9,000.00	3,301.94	63.3
20235		Treasurer	-240.00	-2,760.00	-7,000.00	4,240.00	39.4
20236		Security	0.00	-144.00	-800.00	656.00	18.0
20237		Credit Card Service Fees	-1,209.08	-10,239.22	-12,500.00	2,260.78	81.9
20238		TS Collection	-1,861.60	-16,256.51	-26,000.00	9,743.49	62.5
20239		Transfer Station Operations	-153,846.98	-1,006,045.50	-1,891,227.00	885,181.50	53.2
20239	001	Post Closure Maintenance	-124.95	-5,895.89	-7,500.00	1,604.11	78.6
20240		Advertising/Publications	0.00	-574.10	-3,800.00	3,225.90	15.1
20240	062	Advertising-Oil Grant 15/16	0.00	-379.00	-1,185.00	806.00	32.0
20240	063	Advertising - Oil Grant 16/17	0.00	0.00	-3,000.00	3,000.00	0
20240	066	Advertising - DOC Grant 16/17	0.00	0.00	-2,000.00	2,000.00	0
20240	079	Advertising - DOC Grant 15/16	-2,737.00	-2,965.00	-2,965.00	0.00	100
20250		Lease of Equipment	-142.02	-1,388.82	-2,330.00	941.18	59.6
20250	070	Lease of Equipment - USFS Cleanup Grant	0.00	0.00	-2,500.00	2,500.00	0
20251		Lease - Gasquet Transfer Station	0.00	-669.33	-675.00	5.67	99.2
20270		Minor Equipment	0.00	0.00	-1,000.00	1,000.00	0
20275		Small Tools	0.00	-105.60	-750.00	644.40	14.1
20275	070	Small Tools - USFS Cleanup Grant	0.00	0.00	-2,395.00	2,395.00	0
20280		Delivery Service	0.00	-469.18	-820.00	350.82	57.2
20281		Household Hazardous Waste Event	0.00	-28,998.00	-31,000.00	2,002.00	93.5
20283		Community Clean-up	-455.26	-2,731.56	-5,500.00	2,768.44	49.7
20283	070	Community Cleanup - USFS Cleanup Grant	0.00	0.00	-8,000.00	8,000.00	0
20285		Special Dept Expense	-100.00	-1,505.83	-2,475.00	969.17	60.8
20285	062	Spec Dept Exp-Oil Grant 15/16	0.00	0.00	-4,602.00	4,602.00	0
20285	063	Spec Dept Exp - Oil Grant 16/17	0.00	0.00	-6,500.00	6,500.00	0
20285	065	Spec Dept Exp - DOC 14/15	0.00	-371.87	-372.00	0.13	100.0
20285	066	Spec Dept Exp - DOC Grant 16/17	0.00	0.00	-4,500.00	4,500.00	0
20285	079	Special Dept Exp - DOC Grant 15/16	-512.90	-887.90	-4,128.00	3,240.10	21.5
20286		Cash Over/Under	28.63	193.86	-175.00	368.86	-110.8
20287	070	Recology Del Norte Other Pickups - USFS	0.00	0.00	-4,000.00	4,000.00	0
20288		City Collections	-1,054.09	-8,666.54	-16,500.00	7,833.46	52.5
20290		Travel	0.00	-1,362.92	-3,000.00	1,637.08	45.4
20290	062	Travel-Oil Grant - 15/16	0.00	-863.89	-2,500.00	1,636.11	34.6
20290	063	Travel & Training - Oil Grant 16/17	0.00	0.00	-2,500.00	2,500.00	0
20290	066	Travel & Training - DOC Grant 16/17	0.00	0.00	-4,500.00	4,500.00	0
20290	070	Travel - USFS Cleanup Grant	0.00	0.00	-400.00	400.00	0
20290	079	Travel - DOC Grant 15/16	0.00	-1,475.34	-3,059.00	1,583.66	48.2
20297		Vehicle Fuel	-108.00	-618.24	-1,500.00	881.76	41.2
20301		State Fees	0.00	-30,825.00	-30,828.00	3.00	100.0

Statement of Revenues and Expenditures

Printed on: 3/20/2017 4:32:43 PM

Fund: 422 Solid Waste
Dept: 421 Solid Waste

Statement of Month Ended: 2/28/2017

Line	Proj	Description	Month Actual	YTD Actual	YTD Budget	YTD Variance	% Exp
Total Services & Supplies			**164,919.06**	**1,181,671.80**	**2,235,096.00**	**1,053,424.20**	**52.87**
30490		Depreciation Expense	0.00	0.00	-96,500.00	96,500.00	0
Total Other Charges			**0.00**	**0.00**	**96,500.00**	**96,500.00**	**0.00**
70530	025	Interfund-Repayment to County	0.00	-201,897.24	-202,272.00	374.76	99.8
70530	199	Interfund-Cost Plan	-5,604.00	-44,832.00	-63,836.00	19,004.00	70.2
70800		ARC Payment OPEB	0.00	0.00	-11,125.00	11,125.00	0
70910	123	Op Trans Out Bad Check Fee	0.00	-100.00	0.00	-100.00	0
Total Intra/Inter Fund Tranfers			**5,604.00**	**246,829.24**	**277,233.00**	**30,403.76**	**89.03**
81000		Contingency	0.00	0.00	-3,000.00	3,000.00	0
Total Other Charges			**0.00**	**0.00**	**3,000.00**	**3,000.00**	**0.00**
Total Expenditures			**211,919.06**	**1,771,983.95**	**3,213,818.00**	**1,441,834.05**	**55.14**
Net Cost			**45,947.04**	**205,272.27**	**0.00**	**205,272.27**	

CLAIMS APPROVED BY THE DIRECTOR					
Del Norte Solid Waste Management Authority					
Claims for March 2017					Claim #
Date Paid	*Paid to:*	*Budget*	*Amt. Paid*	*Description*	
3/2/2017	Quill	20224	$ 280.56	INV 4491329 receipt printer Star TSP700II	7830
	Quill	20140	$ 26.11	INV 4488962 household	
	Quill	20224	$ 16.82	INV 4442129 office supplies	
	Quill	20140	$ 21.57	INV 4442129 household	
3/2/2017	Mission Linen Supply	20140	$ 30.86	INV 504405306 linen service 02/28/17	7831
	Mission Linen Supply	20140	$ 30.86	INV 504324255 linen service 02/14/17	
3/2/2017	Merle Helstowski Signs	20180	$ 886.87	PO 441202 TS KTS GTS directional signage	7832
3/2/2017	Taylor, Richard D.	20235	$ 300.00	STMT 02/17 Treasurer/Controller Services	7833
3/2/2017	Recology Del Norte	20238	$ 1,116.96	INV 1653 Klamath Beach Rd 02/17 bin pull	7834
	Recology Del Norte	20238	$ 558.48	INV 1652 Old Gasquet Toll Rd 02/17 bin pull	
3/8/2017	Crescent Hay & Feed	20140	$ 9.70	Receipt # 200780 straw for con-ex	7835
3/9/2017	Curry Transfer Roto-Rooter	20140	$ 160.18	INV 65795146 KTS PortaPotty February 2017	7836
	Curry Transfer Roto-Rooter	20140	$ 160.18	INV 65795145 GTS PortaPotty February 2017	
3/9/2017	G.H. Outreach	20285	$ 125.00	INV 675064 February 2017 Recycling Services	7837
3/9/2017	Lawrence & Associates	20231	$ 1,575.00	INV 24189 Proj #015063.00 January 2017	7838
3/9/2017	U S Bank Corp P S	20140	$ 12.85	Receipt # 237415 George's Auto Triflow Spray	7839
	U S Bank Corp P S	20224	$ 48.94	INV # 51374 Protex Safe Replacement Keys	
	U S Bank Corp P S	20290-079	$ 516.86	Receipt # RR 102486263 Hertz Car Rental	
	U S Bank Corp P S	20290-079	$ 5.37	INV # 027424 Fuel Pem-Mey Fuel Mart	
	U S Bank Corp P S	20290-079	$ 18.00	Receipt # 530-635 Parking Sacramento	
	U S Bank Corp P S	20290-079	$ 10.00	Receipt # 530-346 Parking Sacramento	
	U S Bank Corp P S	20290-079	$ 7.50	Ticket # 010826 Parking Sacremento	
	U S Bank Corp P S	20290-079	$ 25.65	INV 184940 Fuel ES & DW Enterprises Sacramento	
	U S Bank Corp P S	20200	$ 250.00	2017 Membership Container Recycling Institute	
3/9/2017	Hambro/Waste Solutions Group	20239	$ 141,929.65	INV 2017-02 Material Management February 2017	7840
3/9/2017	KHSU-FM	20240	$ 1,280.00	INV # AF04927 Radio Ads 02/17	7841
3/15/2017	KFUG Radio	20240	$ 400.00	INV 031517-1 Underwriting 03-06/17	7842
3/15/2017	Black & Rice LLP	20234	$ 861.00	Statement for February 2017 Legal Fees	7843
3/15/2017	Charter Spectrum Business	20121	$ 119.97	Phone Service Office 03/19/170-004/18/17	7844
3/15/2017	Crescent Hay & Feed	20140	$ 9.68	Receipt # 202793 straw for con-ex	7845
3/15/2017	Fred Pryor Seminars	20290	$ 199.00	INV 21682058 Behavioral Seminar 05/22	7846
3/15/2017	Thermo Fluids, Inc.	20285-062	$ 177.00	INV 72642448 Atlas Auto Repair used oil	7847
3/15/2017	Hi-Tech Security	20236	$ 72.00	INV 17-03084 Comm Security Monitoring 04-06/17	7848
3/15/2017	Cal PERS	70800	$ 11,125.00	CERBT ACCT # C1000139725	7849
3/15/2017	North Coast Laboratories, Ltd	20232	$ 1,534.00	INV 132532 Landfill Surface Water testing	7850
3/16/2017	U S Cellular	20121	$ 93.07	INV 0181318521 03/04-04/03/2017 Cell Service	7851
3/22/2017	Canon Financial Services	20221	$ 52.38	INV 17129939 Printing charges February 2017	7852
	Canon Financial Services	20250	$ 142.02	INV 17129939 Contract rental charges Mar 2017	
3/22/2017	Recology Del Norte	20288	$ 251.20	Bill # 05027800 900 Tenth St.-City Yard	7853
	Recology Del Norte	20283	$ 455.26	Bill # 05027792 500 Cooper Ave.-County Yard	
	Recology Del Norte	20288	$ 802.89	Bill # 05027776 1001 Front St.-Cultural Center	
3/22/2017	VOID				7854
3/22/2017	Community Development Department	20230	$ 123.32	Dominic Mello, Code Enforcement	Interdepartmental
3/22/2017	Fleshman, Ronald	20290	$ 352.57	Mileage reimb 01/04-03/19/2017 KTS & GTS	7855
3/27/2017	Efficiency Delivery	20280	$ 30.00	INV 437408 Water testing to Northcoast Labs	7856
	Efficiency Delivery	20280	$ 30.00	INV 437407 Water testing to Northcoast Labs	
3/27/2017	Crescent Ace Hardware	20140	$ 0.43	INV 652848 Household landfill key ring	7857
	Crescent Ace Hardware	20140	$ 2.78	INV 652848 Household landfill key	
	Crescent Ace Hardware	20140	$ 2.78	INV 652848 Household landfill key	
3/28/2017	Roads Department	20239-001	$ 99.84	INV 15003 Remove trees from access rd., landfill	Interdepartmental
3/28/2017	Mission Linen Supply	20140	$ 30.86	INV 504600069 linen service 03/28/17	7858
	Mission Linen Supply	20140	$30.86	INV 504498801 linen service 03/14/17	
3/29/2017	North Coast Laboratories, Ltd	20232	$3,310.00	INV 132531 WO 1703052	7859
	North Coast Laboratories, Ltd	20232	$7,139.00	INV 132530 WO 1703042	
	TOTAL		$ 176,850.88		

2.3

DNSWMA
GRAND TOTALS
MARCH 2017

	Amount to 422-421 91003	Amount to 422-421 91004	TOTAL AMOUNT
	66.53%	**33.47%**	
DNCTS Cash Total	27,539.88	13,854.80	*41,394.68*
DNCTS Charge Total	121,317.47	61,032.55	*182,350.02*
DNCTS Credit/Debit	21,764.25	10,949.19	*32,713.44*
DNCTS Adjustment	-1,454.85	1,454.85	*0.00*
DNCTS Totals	169,166.75	87,291.39	*256,458.14*
Klamath Cash Total		3,709.45	*3,709.45*
Klamath Charge Total		466.92	*466.92*
Klamath Adjustment			
Klamath Totals		4,176.37	*4,176.37*
Gasquet Cash Total		1,006.08	*1,006.08*
Gasquet Charge Total		0.00	*0.00*
Gasquet Adjustment			
Gasquet Totals		1,006.08	*1,006.08*
GRAND TOTALS	***169,166.75***	***92,473.84***	***261,640.59***

2.4

MONTHLY SPLIT SHEET
DNSWMA TRANSFER STATION
MONTH: MARCH 2017

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	$ 1,350.32	$ 106.59	$ 1,456.91	$ 859.76	$ 60.50			$ 920.26	$ 7,723.62	$ 10,100.79	$ 969.28	$ 487.63	($0.22)	$ 1,456.69
2	$ 1,262.85	$ 76.34	$ 1,339.19	$ 1,371.56	$ 89.66	$ 39.95	$ 14.40	$ 1,515.57	$ 8,174.20	$ 11,028.96	$ 890.96	$ 448.23	$9.65	$ 1,348.84
3	$ 1,512.01	$ 119.55	$ 1,631.56	$ 907.82	$ 38.89			$ 946.71	$ 7,313.76	$ 9,892.03	$ 1,085.48	$ 546.08	$4.63	$ 1,636.19
4	$ 1,219.28	$ 88.19	$ 1,307.47	$ 1,128.04	$ 47.53			$ 1,175.57	$ 875.75	$ 3,358.79	$ 869.86	$ 437.61	($4.86)	$ 1,302.61
5	$ 1,178.91	$ 201.66	$ 1,380.57	$ 1,265.28				$ 1,265.28	$ 999.64	$ 3,645.49	$ 918.49	$ 462.08	($0.67)	$ 1,379.90
6	$ 756.88	$ 43.21	$ 800.09	$ 567.51	$ 54.85			$ 622.36	$ 7,588.57	$ 9,011.02	$ 532.30	$ 267.79	$1.31	$ 801.40
7	$ 576.90		$ 576.90	$ 475.58				$ 475.58	$ 8,190.95	$ 9,243.43	$ 383.81	$ 193.09	($0.24)	$ 576.66
8	$ 834.21	$ 47.10	$ 881.31	$ 1,106.25	$ 120.99	$ 7.20		$ 1,234.44	$ 5,413.45	$ 7,529.20	$ 586.34	$ 294.97	$1.16	$ 882.47
9	$ 685.86	$ 48.96	$ 734.82	$ 922.02	$ 102.27			$ 1,024.29	$ 6,549.56	$ 8,308.67	$ 488.88	$ 245.94	$5.96	$ 740.78
10	$ 1,516.62	$ 131.07	$ 1,647.69	$ 1,821.26	$ 64.81			$ 1,886.07	$ 7,458.41	$ 10,992.17	$ 1,096.21	$ 551.48	($5.36)	$ 1,642.33
11	$ 2,326.83	$ 194.13	$ 2,520.96	$ 1,323.46	$ 36.01			$ 1,359.47	$ 1,627.69	$ 5,508.12	$ 1,677.19	$ 843.77	($0.90)	$ 2,520.06
12	$ 1,918.66	$ 300.19	$ 2,218.85	$ 1,334.57	$ 71.46			$ 1,406.03	$ 2,043.63	$ 5,668.51	$ 1,476.20	$ 742.65	$0.04	$ 2,218.89
13	$ 1,484.03	$ 176.70	$ 1,660.73	$ 1,514.29				$ 1,514.29	$ 8,507.59	$ 11,682.61	$ 1,104.88	$ 555.85	$0.08	$ 1,660.81
14	$ 1,985.30	$ 178.07	$ 2,163.37	$ 1,237.62	$ 7.20		$ 24.49	$ 1,269.31	$ 10,654.42	$ 14,087.10	$ 1,439.29	$ 724.08	$0.05	$ 2,163.42
15	$ 756.59	$ 32.52	$ 789.11	$ 751.16	$ 44.65	$ 41.77		$ 837.58	$ 5,379.36	$ 7,006.05	$ 524.99	$ 264.12	$0.00	$ 789.11
16	$ 1,049.91	$ 100.81	$ 1,150.72	$ 615.03	$ 46.10			$ 661.13	$ 7,729.32	$ 9,541.17	$ 765.57	$ 385.15	$1.44	$ 1,152.16
17	$ 853.92	$ 69.13	$ 923.05	$ 945.50	$ 17.28	$ 17.78	$ 254.30	$ 1,234.86	$ 7,320.96	$ 9,478.87	$ 614.11	$ 308.94	$0.00	$ 923.05
18	$ 646.11	$ 64.82	$ 710.93	$ 1,116.96	$ 7.20			$ 1,124.16	$ 692.83	$ 2,527.92	$ 472.98	$ 237.95	($0.43)	$ 710.50
19	$ 1,281.03	$ 70.57	$ 1,351.60	$ 1,309.39	$ 33.12			$ 1,342.51	$ 1,214.61	$ 3,908.72	$ 899.22	$ 452.38	$0.03	$ 1,351.63
20	$ 981.52	$ 14.40	$ 995.92	$ 678.98				$ 678.98	$ 7,114.32	$ 8,789.22	$ 662.59	$ 333.33	$0.01	$ 995.93
21	$ 1,443.24	$ 84.97	$ 1,528.21	$ 822.40				$ 822.40	$ 8,981.65	$ 11,332.26	$ 1,016.72	$ 511.49	$0.24	$ 1,528.45
22	$ 1,026.91	$ 112.35	$ 1,139.26	$ 713.24	$ 252.08			$ 965.32	$ 4,905.04	$ 7,009.62	$ 757.95	$ 381.31	$0.14	$ 1,139.40
23	$ 1,085.66	$ 106.27	$ 1,191.93	$ 777.58	$ 7.20	$ 17.28		$ 802.06	$ 7,230.63	$ 9,224.62	$ 792.99	$ 398.94	$0.99	$ 1,192.92
24	$ 569.03	$ 82.11	$ 651.14	$ 500.97	$ 7.20			$ 508.17	$ 7,213.11	$ 8,372.42	$ 433.20	$ 217.94	$0.06	$ 651.20
25	$ 2,124.25	$ 73.45	$ 2,197.70	$ 1,228.92	$ 121.00	$ 77.78		$ 1,427.70	$ 1,021.88	$ 4,647.28	$ 1,462.13	$ 735.57	($0.05)	$ 2,197.65
26	$ 1,125.70	$ 61.93	$ 1,187.63	$ 798.11				$ 798.11	$ 1,255.22	$ 3,240.96	$ 790.13	$ 397.50	($0.07)	$ 1,187.56
27	$ 1,180.68	$ 780.08	$ 1,960.76	$ 790.99	$ 28.81			$ 819.80	$ 7,801.61	$ 10,582.17	$ 1,304.49	$ 656.27	($1.17)	$ 1,959.59
28	$ 1,504.98	$ 264.71	$ 1,769.69	$ 1,062.50	$ 103.72	$ 14.40		$ 1,180.62	$ 10,389.76	$ 13,340.07	$ 1,177.37	$ 592.32	$0.64	$ 1,770.33
29	$ 1,071.21	$ 21.60	$ 1,092.81	$ 753.20	$ 30.25			$ 783.45	$ 6,138.35	$ 8,014.61	$ 727.05	$ 365.76	$9.73	$ 1,102.54
30	$ 952.02	$ 61.93	$ 1,013.95	$ 833.28	$ 61.94		$ 18.73	$ 913.95	$ 6,684.71	$ 8,612.61	$ 674.58	$ 339.37	$1.07	$ 1,015.02
31	$ 1,395.37	$ 24.48	$ 1,419.85	$ 967.19	$ 230.22			$ 1,197.41	$ 8,155.42	$ 10,772.68	$ 944.63	$ 475.22	6.53	$ 1,426.38
								$ -						
TOTALS	$37,656.79	$3,737.89	$ 41,394.68	$30,500.42	$1,684.94	$ 216.16	$ 311.92	$32,713.44	$182,350.02	$256,458.14	$27,539.88	$13,854.80	$29.79	$41,424.47

DAILY TICKET REPORT				
DNSWMA TRANSFER STATION				
MONTH: March 2017				
Date	BEGIN	END	VOIDED TICKETS	TICKET COUNT
1	926426	926584	1	**158**
2	926585	926772	1	**187**
3	926773	926936		**164**
4	926937	927074	1	**137**
5	927075	927211	1	**136**
6	927212	927330		**119**
7	927331	927411		**81**
8	927412	927556	1	**144**
9	927557	927682		**126**
10	927683	927876		**194**
11	927877	928092		**216**
12	928093	928317		**225**
13	928318	928524		**207**
14	928525	928741		**217**
15	928742	928857	1	**115**
16	928858	929000		**143**
17	929001	929148		**148**
18	929149	929243		**95**
19	929244	929432		**189**
20	929433	929544		**112**
21	929545	929711		**167**
22	929712	929843		**132**
23	929844	929992		**149**
24	929993	930087		**95**
25	930088	930309		**222**
26	930310	930442		**133**
27	930443	930600		**158**
28	930601	930789		**189**
29	930790	930908		**119**
30	930909	931063		**155**
31	931064	931252		**189**
TOTAL			**6**	**4821**

DNSWMA
KLAMATH TRANSFER STATION - DEPOSITS
March-2017

Date	Cash	Checks	TOTAL Deposit	Over / Short	Sales	TOTAL Sales	Charges	Tickets
March 1, 2017	328.72	14.75	343.47	(1.12)	344.59	343.47	58.67	17
March 5, 2017	472.34		472.34	0.35	471.99	472.34		34
March 8, 2017	269.38	29.25	298.63	(0.03)	298.66	298.63	223.34	24
March 12, 2017	656.94	224.02	880.96	(0.01)	880.97	880.96	77.00	42
March 15, 2017	267.80	17.50	285.30	0.00	285.30	285.30		23
March 19, 2017	320.69		320.69	0.20	320.49	320.69		26
March 22, 2017	181.98	44.26	226.24	0.00	226.24	226.24	35.77	19
March 26, 2017	438.73	153.38	592.11	(0.03)	592.14	592.11		36
March 29, 2017	266.21	23.50	289.71	(0.26)	289.97	289.71	72.14	20
			0.00			0.00		
			0.00			0.00		
			0.00			0.00		
			0.00			0.00		
			0.00			0.00		
			0.00			0.00		
TOTAL	$ 3,202.79	$ 506.66	**$ 3,709.45**	(0.90)	$ 3,710.35	**$ 3,709.45**	**$ 466.92**	**241**

TOTAL CASH SALES

Date	Wednesday	Friday	Sunday
March 1, 2017	343.47		
March 5, 2017			472.34
March 8, 2017	298.63		
March 12, 2017			880.96
March 15, 2017	285.30		
March 19, 2017			320.69
March 22, 2017	226.24		
March 26, 2017			592.11
March 29, 2017	289.71		
TOTALS	***$1,443.35***	***$0.00***	***$2,266.10***
DAILY AVERAGE	$288.67		$566.53

DNSWMA

GASQUET TRANSFER STATION - DEPOSITS

March-2017

Date	Cash	Checks	TOTAL Deposit	Over / Short	Sales	TOTAL Sales	Charges	Tickets
March 4, 2017	137.76	58.67	196.43	$0.25	196.18	196.43		17
March 11, 2017	214.01	104.45	318.46	$0.25	318.21	318.46		29
March 18, 2017	233.04	20.17	253.21	$17.35	235.86	253.21		19
March 25, 2017	155.46	82.52	237.98	$0.20	237.78	237.98		21
			0.00			0.00		
			0.00			0.00		
			0.00			0.00		
			0.00			0.00		
			0.00			0.00		
			0.00			0.00		
TOTAL	$ 740.27	$ 265.81	**$ 1,006.08**	$ 18.05	$ 988.03	**$ 1,006.08**	**$ -**	**86**

	TOTAL CASH SALES	
Date	**Thursday**	**Saturday**
March 4, 2017		196.43
March 11, 2017		318.46
March 18, 2017		253.21
March 25, 2017		237.98
TOTALS	***$0.00***	***$1,006.08***
DAILY AVERAGE		$251.52

AUTHORITY REVENUE REPORT March 2017

Source	2015/2016		2016/2017		
Authority	Actual Annual			Budget/Month	
Service Fees	$ 1,030,898.99			$ 83,947.67	$ 1,007,372.00
	Actual/Month	Comparison FY15/16		Actual/Month	Over Budget
July	$ 94,614.42	$ (1,219.41)	July	**$ 93,395.01**	$ 9,447.34
August	$ 92,156.03	$ 8,128.42	August	**$ 100,284.45**	$ 16,336.78
September	$ 91,983.20	$ 5,866.38	September	**$ 97,849.58**	$ 13,901.91
October	$ 90,405.08	$ (6,188.04)	October	**$ 84,217.04**	$ 269.37
November	$ 74,641.65	$ 13,298.22	November	**$ 87,939.87**	$ 3,992.20
December	$ 73,083.00	$ 11,336.61	December	**$ 84,419.61**	$ 471.94
January	$ 75,830.23	$ 12,238.53	January	**$ 88,068.76**	$ 4,121.09
February	$ 83,078.53	$ (5,056.70)	February	**$ 78,021.83**	$ (5,925.84)
March	$ 82,737.50	$ 9,736.34	March	**$ 92,473.84**	$ 8,526.17
April	$ 86,370.22	$ -	April		$ -
May	$ 90,954.13	$ -	May		$ -
June	$ 95,045.00	$ -	June		$ -
Total	$ 1,030,898.99	$ 48,140.35	Total	**$ 806,669.99**	$ 51,140.99
		Over last year at this point			6.34% Ahead of budget

AUTHORITY REVENUE REPORT **March 2017**

Source **2015/2016**

Franchise Fee

Actual Annual

	Actual/Month	Comparison FY 15/16
July	$ 19,500.00	$ 5,094.00
August	$ 24,126.00	$ (1,498.00)
September	$ 25,288.00	$ (1,285.00)
October	$ 22,618.00	$ 81.00
November	$ 21,387.00	$ 534.00
December	$ 20,803.00	$ 1,763.00
January	$ 20,780.00	$ (189.00)
February	$ 20,827.00	$ 1,203.00
March	$ 21,438.00	$ -
April	$ 21,799.00	$ -
May	$ 23,342.00	$ -
June	$ 24,400.00	$ -
Total	$ 266,308.00	$ 5,703.00

Over last year at this point

2016/2017

Budget/Month	Budget/Year
$ 22,796.67	$ 273,560.00

	Actual/Month	Over/Under Budget
July	**$ 24,594.00**	$ 1,797.33
August	**$ 22,628.00**	$ (168.67)
September	**$ 24,003.00**	$ 1,206.33
October	**$ 22,699.00**	$ (97.67)
November	**$ 21,921.00**	$ (875.67)
December	**$ 22,566.00**	$ (230.67)
January	**$ 20,591.00**	$ (2,205.67)
February	**$ 22,030.00**	$ (766.67)
March		$ -
April		$ -
May		$ -
June		$ -
Total	**$ 181,032.00**	$ (1,341.33)

-0.74%

Ahead of budget

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:	09 April 2017
To:	Commissioners of the Del Norte Solid Waste Management Authority
From:	Tedd Ward, M.S. – Director
Attachment:	Recycling How-To Flyers Recycling Processing Reports from Recology
File Number:	180510 – Recology Del Norte
Topic:	Reducing the proportion of trash in Recology Del Norte's recycling programs

Summary / Recommendation: That the Board take the following action recommended by the Recycling and Processing Ad Hoc Committee:

1. To convene a Special Authority Meeting on Thursday April 27th at the meeting room at the Crescent City Wastewater Treatment Plant starting at 3:30 to discuss the issues associated with and possible actions to reduce the proportion of trash in Recology Del Norte's recycling programs.

Background: The Recycling and Processing Ad Hoc Committee (Commissioners Inscore and Cowan) met with Jeremy Herber, General Manager for Recology Del Norte, on 27 March and 03 April to discuss options to reduce 'contamination' - the quantity of non-recyclable materials in the materials collected by Recology Del Norte in their recycling programs.

Local Task Force member Craig Strong has volunteered for a few hours on several days in the past few weeks to help educate users of the community dropoff recycling bin at the Del Norte County Fairgrounds about what can be recycled in those bins and that those bins are not to be used for trash disposal. Staff intend to continue this outreach and invite other potential volunteers to expand similar efforts.

Analysis: Mr. Herber discussed the potential for revising Recology's proposal to establish the 96 gallon trash cart as the basic service, including the potential for smaller containers for seniors or customers who could demonstrate that rolling a larger cart would be challenging for medical reasons. He felt that these options could leave too

4.1

Printed on minimu
30% post-consum
100% recycled pap

many customers would sign up for each service, so these additional options complicated the assumptions underlying the rate adjustments for a 'revenue neutral' proposal. So Recology did not present a proposal including the 96 gallon standard trash cart and accommodations for seniors and medical concerns.

Discussion continued regarding the community recycling bins. Again Recology requested that the community recycling bins at the Fairgrounds be moved to the Del Norte County Transfer Station. Mr. Herber again expressed his preference that such bins be located at staffed facilities to the extent possible, and noted that Julindra Recycling was less than half a mile away and provided drop-off recycling services for most if not all the materials accepted in Recology's recycling programs. Mr. Herber also said he could agree that this could be a temporary change until Recology secured a Processing Agreement. Furthermore, if the Authority Board agreed those Fairgrounds recycling bins could be moved, Recology would be willing to add two Authority-allocated bin pulls for each calendar year this situation continued.

The Ad Hoc Committee discussions addressed how the Authority might best address these issues to inform other Commissioners as well as the general public regarding the need to achieve a contamination level of 10% or lower within the next few months. The modes to reduce contamination include:

1) Education, Outreach and Enforcement, and
2) Collection system changes, such as Recology Del Norte's proposal to change the 'basic level of service' include a 96-gallon trash cart.

Based on discussions at prior Authority meetings, the Ad Hoc Committee felt that all Authority Commissioners needed to have more time to consider and discuss the challenges of reducing contamination in our recyclables to 10% or less, and the potentially significant challenges in coming months if this is not achieved and no further action is taken to do so. One of the working concepts for this meeting would be to discuss and possibly establish and publicize a target date by which contamination of 10% or less is to be achieved using existing Education, Outreach and Enforcement tools. If contamination was not reduced to 10% or less by that date, then the Authority Board would have additional justification for taking action on potential collection system changes to reduce contamination.

Alternatives: Staff have presented alternative strategies to reduce contamination at the last three regular Authority meetings. No actions have been taken regarding any proposed changes to Recology Del Norte's carts, community recycling bins, or their locations.

If the Board wanted to act to reduce contamination at this meeting, Recology Del Norte could be granted temporary approval to remove the community recycling bins at the Del Norte County Fairgrounds, as drop-off recycling services are available during business hours at Julindra Recycling and the Del Norte County Transfer Station, which are both relatively close to the dropoff location at the Fairgrounds.

RECYCLING

PLEASE RINSE OUT ALL RECYCLE ITEMS

Plastic Tubs, Jugs, Jars, and Bottles
#1, 2, 4, 5, 7

Glass bottles and jars
(lids off)

Tin, aluminum, pie tins, and foil
(clean and in a ball)

Newspaper
Cereal Boxes
Paper *(bagged)*
Paper Egg Cartons
Cardboard, Paperboard
Shredded paper *(bagged)*
Opened junk mail *(bagged)*

By recycling one ton of paper we save:
- 17 trees
- 6,953 gallons of water
- 463 gallons of oil
- 587 pounds of air pollution
- 3.06 cubic yards of landfill space

Source: Pulp & Paper International

For every ton of glass recycled, we save over a ton of resources:
- 1,330 pounds of sand
- 433 pounds of soda ash
- 433 pounds of limestone
- 151 pounds of feldspar

Source: The EarthWorks Group Recycler's Handbook

By recycling aluminum we can:
- cut related air pollution by 95%
- save enough electricity to operate a TV for up to 3 hours from just one can

Sources: The EarthWorks Group Recycler's Handbook, California Department of Conservation.

Recycling makes a difference!

Recology
Del Norte
WASTE ZERO

Take plastic bags to the grocery store for recycling!

Questions? CALL 707.464.4181
or VISIT recology.com

Recology

What can you put in your Recycle Cart or Bin?

YES

Recycle Cart or Bin - Please rinse out all recycle items

Aluminum Foil (in a Ball)
Aluminum cans (not flattened)
Cardboard - flattened (non-waxed or clean no oil or food)
Egg cartons (cardboard only)
Glass bottles and jars
Magazines
Manila envelopes
Metal food cans
Newspaper
Opened junk mail (bagged)
Paper (bagged)
Paperboard
Plastic Tubs, Jugs, Jars, and Bottles #1, 2, 4, 5, 7
Shredded paper (bagged)

What *does not* go in your Recycle Cart or Bin?

NO

Recycle Cart or Bin – No Contaminated recycling

Ashes
Appliances
Automotive parts/ plastic
Baskets
Batteries and cell phones
Black plastic
Bubble wrap
Cat Liter
Cellophane
Ceramics, glassware & mirrors
Chip Bags/ wrappers
Cigarette Butts
Clothing/ Textiles
Compostable plastic
Cooking pots or pans
Diapers/ personal sanitary products
Drinking straws
Electronics (Mouse, Keyboards, Printers, Phones, VCR's, DVD's etc.)
Foam rubber
Foil juice pouches
Food
Garbage
Garden Hose
Grass
Hand Tools
Hard plastic-Yard furniture - Toys
Hazardous waste or chemicals
Hose
Liquids
Loose shredded paper, junk mail, or white paper
Metal – other than tin and aluminum food cans
Milk, Juice, or Soup paper cartons
Non-numbered plastic, Plastic #3 & #6
Nursery plant containers
Paper towels, plates, napkins, or cups
Pizza Boxes
Plastic cutlery
Plastic shopping bags, shrink wrap or film plastic
Propane/ Butane bottles
PVC Pipe
Sharps
Styrofoam of any kind
Tools
Waxed cardboard
Window glass & light bulbs
Wires, banding, chains or cables
Wood

Tedd Ward

From: Jeremy Herber <JHerber@recology.com>
Sent: Tuesday, April 04, 2017 4:50 PM
To: Tedd Ward
Subject: FW: Recology Recycling Weekly Update for March 24th

Tedd,

We are continuing to collect and screen approximately 55% - 60% of the recyclable volume in Del Norte.
Recycling stream continues to remain in the area of 20%-25% contamination depending on the locations serviced during the week.

The routes that are consistently being processed are the following:

131 Residential Curbside Recycling
132 Residential Curbside Recycling
133 Commercial Recycling

Recology continues to spot check community bins weekly to see if we notice any changes in contamination levels.
This last week. continues to result in the same situation, contamination outweighs the recyclables collected in these community bins

Of the volume of materials being processed, approximately 24% - 27% of each load is removed as trash. Our trailer has the ability
To carry 136 Yards of recyclables. We average 30 – 40 yards of trash removed from each load. Our average weight of material being loaded
On the truck as recyclables is approximately 9 to 9.5 tons each load.

Our last load to Humboldt was on March 30th, 2017

Material continues to be sorted by two temps and our load percentage was in the 5-7 percent contamination rate when Delivered to Humboldt Waste Management.
The clean cardboard from our commercial route is being picked up separately and delivered to Julindra's for processing as time allows.

Recology's new hire driver resigned so we are currently looking to fill that position. In the meantime, Recology has contracted Hambro WSG to provide a truck and driver to haul
Recology's trailer to HWA to deliver recyclables temporarily until a new driver can be hired.

Best Regards,

Jeremy Herber
General Manager

Recology Del Norte™ | P.O. Box 1933 | Crescent City, CA 95531
T: 707.464.4181 | Jherber@recology.com

Tedd Ward

From: Jeremy Herber <JHerber@recology.com>
Sent: Wednesday, March 22, 2017 4:09 PM
To: Tedd Ward
Subject: FW: Recology Recycling Weekly Update

Tedd,

We are continuing to collect and screen approximately 55% - 60% of the recyclable volume in Del Norte. Recology has seen a small improvement on the Route 132 recyclable along with Route 131 and 133. The routes that are consistently being processed are the following:

131 Residential Curbside Recycling
132 Residential Curbside Recycling
133 Commercial Recycling

Recology continues to spot check community bins weekly to see if we notice any changes in contamination levels. This last week. continues to result in the same situation, contamination outweighs the recyclables collected in these community bins

Of the volume of materials being processed, approximately 24% - 27% of each load is removed as trash. Our trailer has the ability
To carry 136 Yards of recyclables. We average 30 – 40 yards of trash removed from each load. Our average weight of material being loaded
On the truck as recyclables is approximately 9 to 9.5 tons each load. We are averaging 2 loads per week at this time.

Our last load to Humboldt was on March 15th, 2017. Material continues to be sorted by two temps and our load percentage was in the 4-6 percent contamination rate when
Delivered to Humboldt Waste Management.
The clean cardboard from our commercial route is being picked up separately and delivered to Julindra's for processing as time allows.

Recology's new hire driver resigned last week so we are currently looking to fill that position. In the meantime, Recology has contracted Hambro WSG to provide a truck and driver to haul
Recology's trailer to HWA to deliver recyclables temporarily until a new driver can be hired.

Best Regards,

Jeremy Herber
General Manager

Recology Del Norte™ | P.O. Box 1933 | Crescent City, CA 95531
T: 707.464.4181 | Jherber@recology.com

Please consider the environment before you print this email.

Tedd Ward

From: Jeremy Herber <JHerber@recology.com>
Sent: Monday, March 13, 2017 12:47 PM
To: Tedd Ward
Subject: FW: Recology Recycling Weekly Update

Tedd,

We are continuing to collect and screen approximately 50% - 55% of the recyclable volume in Del Norte.
Recology has seen a very small improvement on the Route 132 recyclable collections but very minor.
The routes that are consistently being processed are the following:

131 Residential Curbside Recycling
132 Residential Curbside Recycling
133 Commercial Recycling

Recology continues to spot check community bins weekly to see if we notice any changes in contamination levels.
This last week we have not seen any improvement, but the amount of material was less most likely due to weather.

Of the volume of materials being processed, approximately 25% - 28% of each load is removed as trash. Our trailer has the ability
To carry 136 Yards of recyclables. We average 35 – 45 yards of trash removed from each load. Our average weight of material being loaded
On the truck as recyclables is approximately 9 - 10 tons each load. We are averaging 1 load per week at this time.

Our last load to Humboldt was on March 7th, 2017. Material continues to be sorted by two temps and our load percentage was in the 4-5 percent contamination rate when
Delivered to Humboldt Waste Management.
The clean cardboard from our commercial route is being picked up separately and delivered to Julindra's for processing as time allows.

Best Regards,

Jeremy Herber
General Manager

Recology Del Norte™ | P.O. Box 1933 | Crescent City, CA 95531
T: 707.464.4181 | Jherber@recology.com

Please consider the environment before you print this email.

Tedd Ward

From: Jeremy Herber <JHerber@recology.com>
Sent: Tuesday, March 07, 2017 5:13 PM
To: Tedd Ward
Subject: Recology Recycling Weekly Update

Tedd,

We are continuing to collect and screen approximately 50% - 55% of the recyclable volume in Del Norte.
Recology has seen a very small improvement on the Route 132 recyclable collections but very minor.
The routes that are consistently being processed are the following:

131 Residential Curbside Recycling
132 Residential Curbside Recycling
133 Commercial Recycling

Recology continues to spot check community bins weekly to see if we notice any changes in contamination levels.
This last week we have not seen any improvement, but the amount of material was less most likely due to weather.

Of the volume of materials being processed, approximately 28% - 31% of each load is removed as trash. Our trailer has the ability
To carry 136 Yards of recyclables. We average 35 – 45 yards of trash removed from each load. Our average weight of material being loaded
On the truck as recyclables is approximately 9 tons each load. We are averaging 2 loads per week at this time.

Our last load to Humboldt was on March 2nd, 2017. Material continues to be sorted by two temps and our load percentage was in the 4-5 percent contamination rate when
Delivered to Humboldt Waste Management.
The clean cardboard from our commercial route is being picked up separately and delivered to Julindra's for processing as time allows.

Best Regards,

Jeremy Herber
General Manager

Recology Del Norte™ | P.O. Box 1933 | Crescent City, CA 95531
T: 707.464.4181 | Jherber@recology.com

Please consider the environment before you print this email.

DO:
- Use an FDA-approved disposal container
- Bring full containers to a Sharps Drop-off Point

DON'T:
- Throw loose needles in the trash
- Flush needles down the toilet
- Put needles in recycling bins
- Put sharps containers in trash or recycling bins

How You Can Help

☑ Ask your doctor, pharmacist, and whomever you buy sharps from to offer take-back

☑ Look for local businesses that already provide sharps collection and give your business to them

For more information on proper sharps management or to find outlets that sell sharps containers:

Call (707) 465-1100

Del Norte Solid Waste Management Authority
Kevin Hendrick, Director
Phone: (707) 456-1100
Web: http://www.recycledelnorte.ca.gov

California Product Stewardship Council
Heidi Sanborn, Executive Director
Phone: (916) 706-3420
Web: http://calpsc.org

Printed on 100% recycled, 100% post consumer waste, chlorine-free paper with vegetable inks.

Don't Throw Sharps in the Trash!

How to Dispose of Needles and Lancets in Del Norte County

The Problem

Improperly disposed sharps are a health threat. Needles illegally disposed in trash or recycling bins or flushed down toilets pose health risks to children, sanitation workers, water treatment facility operators and the general public.

It's illegal to throw sharps in trash or recycling bins.

936 Million & Counting...

In California, 936,000,000 needles and syringes are used in California outside of healthcare settings. 80% of the needles discarded are generated by the more than 486,000 individuals who self-inject insulin daily.*

Of particular concern is the growing number of Americans using injectable medications to treat diseases such as diabetes, arthritis, migraines, infertility, blood disorders, and for those who medicate pets and livestock. There are relatively few pharmacies, hospitals, physicians and veterinarians offices that will accept sharps as compared to the many distributors of sharps.

*data from CalRecycle presentation 1/18/12

The price tag keeps growing for communities like ours who are trying to keep toxic and hazardous products out of the landfill.

Steps to Dispose of Sharps Safely & Legally

1. Get an approved container for your sharps.

Ask your pharmacist or veterinarian if they sell sharps containers. If you have sharps to dispose, you need to obtain an FDA-approved sharps container. **Bleach bottles and tin cans are no longer acceptable.**

2. Carefully place used sharps into container.

Use the sharps container as directed. If the container has no directions, carefully place items in the container sharp-end first.

Do not fill any sharps container more than 3/4 full.

3. When full, bring the sharps container to a sharps drop-off point.

There is a drop-off receptacle for FREE disposal of home-generated sharps inside the *Del Norte County Transfer Station at 1700 State Street, Crescent City.* Enter over the scale and tell the gate attendant that you have sharps from home.

***Del Norte County has nearly 1,300 diabetics disposing of sharps daily.** Every diabetic should know how to properly contain and dispose of their sharps.*

** data from California Dept. of Public Health & UC San Francisco report "Diabetes in California Counties", April 2009

The Del Norte Solid Waste Management Authority (DNSWMA) is working to establish other sharps drop-off points to make proper sharps disposal more convenient for you. Call 465-1100 for other drop-off locations.

4. Buy pre-paid mail-back sharps containers.

Mail your mail-back container directly from your home to the address on the shipping label or to the supplier you purchased it from.

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:	28 March 2017
To:	Commissioners of the Del Norte Solid Waste Management Authority
From:	Tedd Ward, M.S. – Director
File Number:	190801 – Sharps
Attachment:	Flyer on Home-generated sharps
Topic:	Sharps Management in Del Norte County

Summary / Recommendation: Take no action. This report summarizes current management of home-generated sharps in Del Norte County.

Background: State law (H&SC §118286) makes it illegal to dispose of home-generated sharps waste (hypodermic needles, pen needles, intravenous needles, lancets, and other devices that are used to penetrate the skin for the delivery of medications) in the trash or recycling containers, and requires that all sharps waste be transported to a collection center in a sharps container approved by the local enforcement agency (LEA).

Home-generated sharps are received for in 38 gallon containers no charge at the Del Norte County Transfer Station, the Community Health Clinic on Washington Blvd, and the Del Norte Senior Center. The Authority Director collects these containers when full and periodically pays Sharps Solutions for legal transport and disposal.

In Del Norte County, Brian McNally as the LEA has set the current policy of requiring that sharps be disposed in FDA approved containers. Transfer Station staff inform all customers who ask, that sharps need to be in FDA-approved sharps containers. Some customers (without asking) do put their sharps in other containers and deposit these in the sharps receptacle at the Transfer Station. If asked, Authority staff inform customers that it is not appropriate to use bleach bottles or coffee cans as sharps containers, but some customers continue to do so.

Recently this policy has been questioned due to the cost burden of purchasing a FDA unit and the fact that the Federal Food and Drug Administration on their website states

5.1

an alternative: *"If an FDA-cleared container is not available a heavy-duty plastic household container, such as a laundry detergent container can be used as an alternative."*

Though prices vary, generally the most cost-effective FDA-approved sharps containers are the largest ones. These can include sharps containers for farms and livestock which are available at farm supply stores.

Analysis: The current policy of requiring a FDA container is widely considered to be the safest method for protecting sanitation workers and others who may come into contact with the sharps, however the costs may pose a burden for people on reduced incomes who use needles on a continual basis, such as diabetics.

According to CalRecycle, improper sharps disposal can affect janitors, maids, pest control workers, groundskeepers, waste management workers, and children or household pets among others. Roughly 25% to 45% of all facilities processing household trash (besides recycling) in California have workers hand-sorting recyclable material out of that trash. A single worker's on-the-job needlestick can mean weeks of taking drugs to prevent the spread of infection, with side effects including nausea, depression, and extreme fatigue as well as months waiting for expensive periodic tests to reveal whether they contracted life-threatening HIV/AIDs or hepatitis B or C. A 2008 study suggested that "nationwide each year 25%...or roughly 150,000 to 200,000 needlesticks occurred outside the health services industry for a cost of $38 million."

Changing the policy to allow use of a non FDA container such as an empty household liquid detergent or bleach bottle clearly labelled and taped shut poses risks however it could assist those on limited incomes by reducing an expense.

Alternatives:

1. As the only local government agency that collects home-generated sharps, the Authority could vote to encourage LEA Brian McNally to reconsider his determination that FDA-approved sharps containers are required, though he would not be obliged to change his determination.

2. Authority staff could work with the local pharmacies and medical providers to encourage them to provide free or reduced cost FDA containers to low income residents. Previous efforts in this regard were unsuccessful.

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: **07 April 2017**

To: **Commissioners of the Del Norte Solid Waste Management Authority**

From: **Tedd Ward, M.S. – Director**
Del Norte Solid Waste Management Authority

File Number: **022102 – Authority Budget**

Topic: **Review of Draft Budget and Approval Process for the Authority Budget for FY 17/18**

Recommendation: That the Authority Board take the following actions:

1. **Review and provide comments on the proposed budget for Fiscal Year 2017/2018.**
2. **Direct staff to transmit the proposed budget to the Del Norte County Board of Supervisors and the Crescent City Council as required under the Second Amended Joint Powers Agreement and return with any written comments that are adopted by either of these boards.**

Background: In order to provide context for preparing a draft budget for Fiscal Year 2017/2018, staff have included a summary of the status of the current (FY 16/17) year budget, including budget transfers. 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.

Prior to final adoption by 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 written comments approved by the City or the County will be brought to the Authority Board for consideration before adopting the final budget. The Authority will also provide public notice for and hold a public hearing prior to adopting this budget, likely at the June Authority meeting.

Analysis: The proposed balanced budget for Fiscal Year 2017/2018 is attached. If

6.1

approved by the Authority Board, staff will follow up with a presentation to the Board of Supervisors possibly on May 9th, and the City Council possibly on May 15th. Any approved written comments provided by the City or County will be brought back to the Authority Board for consideration prior to adopting the final budget at the June 21st Authority Board meeting.

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 2017/2018.

Projected Expenses

Each year since the opening of the Del Norte County Transfer Station in 2005, the Authority's largest single expense has been payment to Hambro/WSG for their transfer station operation services, and this amount comprises over 55% of the expenses anticipated for the coming fiscal year.

This proposed budget includes Salaries and Benefits determined based on the salary schedules in the adopted MOU between the Authority and SEIU Local 1021 representing employees of the Del Norte Solid Waste Management Authority, and using spreadsheets from the County Auditor's office. This includes additional payments for Unfunded PERS liabilities in the amount of $4,177 per employee, and a health insurance cost of $12,600 per employee as recommended by the County Auditor.

Several of these amounts are projected by the Del Norte County Auditor's office, including depreciation and the "Interfund Cost Plan", which is the charge for our share of County services. The amount for the Interfund Cost Plan increased by over $13,000 compared to last year.

Significant budget changes are associated with landfill obligations. Following a multiple year effort by Authority staff, the amount budgeted for State Fees has been reduced as the Waste Discharge Fees for the Crescent City Landfill have been reduced, saving the Authority over $26,000 annually. Reduced sampling and reporting requirements for the coming fiscal year also enabled for reductions in the budget line for well monitoring.

Staff anticipate increased need for assistance from the County for landfill monitoring and maintenance as the Facilities and Programs Coordinator is hired and trained. For the past five years, the Authority's annual audits have included findings and recommendations to adjust rates to increase the pace at which the Authority

reduces the outstanding liability associated with the landfill, most recently assessed as ($1,206,699). This budget at least partially addresses those recommendations. This budget also anticipates additional expenses associated with grading, erosion control and repair of drainage structures associated with the severe storms this winter.

This budget anticipates that the Authority will make the Annual Required Contribution to address liabilities associated with Other Post Employment Benefits (OPEB), as calculated in "The Del Norte Solid Waste Management Authority Actuarial Valuation of Other Post-employment Benefits Programs as of July 1, 2015."

Several upcoming projects are projected to increase professional services expenses. We have hired a computer and information technology contractor who is providing ongoing support services, but which were lacking for much of the last fiscal year. This coming fiscal year, the Authority will again need to contract for the preparation of an actuarial evaluation of projected expenses associated with Other Post-employment Benefits. Next year we also anticipate engineering expenses associated from Lawrence & Associates for developing the plans, specs and bid documents for the repair of the floor at the Del Norte County Transfer Station. There are also likely to be professional services contracted to assist with the siting, permitting, and development of a small-volume transfer station to serve the northern portion of the County. In part due to the uncertainty regarding expenses for these future projects, the Contingency budget line has also been increased.

This proposed budget does not include funding of the floor repair construction at the Del Norte County Transfer Station, or any property purchase or construction expenses associated with developing a northern transfer station. Those additional budget expenses will be added when all costs are projected and financing details secured. For example, Authority contractor Lawrence & Associates will produce an engineer's cost estimate for the transfer station floor repair, and County Auditor Clinton Schaad has explained that there may be legal limitations on the Authority using cash from its accounts to directly pay for such repairs. Final budget amounts will be set after the repair amount is determined and the cost of financing assessed. Similarly, projecting the costs for purchasing property and constructing a northern transfer station are very dependent on which site is ultimately selected. Thus, only preliminary costs associated with development of the northern transfer station have been included in this proposed budget.

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. Based on current trends in the Consumer Price Index (CPI-U), staff project that

disposal rates will increase by approximately 2.29%, though the CPI for March has not yet been released.

Proposed Franchise Fees are based on revenues received this year. As indicated in the Authority Earned Revenue comparisons (agenda item 2.5), franchise fee revenues are currently very close to this year's budget. Franchise fee revenues for FY 17/18 are less than 1% above the budgeted amount for FY 16/17, which is less than can be anticipated based on rate adjustments.

Authority Service Fees are nearly 6% ahead of the FY 16/17 budget currently, so the amount budgeted for budget lines 20239, 91003, and 91004 are all based on the projected revenue for this fiscal year, times the 2.29% increase associated with rate changes.

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). Approximately $40,000 of this amount will be paid from Authority Service Fees (91004), which are collected at the Gasquet and Klamath Transfer Stations.

DNSWMA PROPOSED BUDGET for Fiscal Year 2017 / 2018

4-Apr-17

Line	Project	Description	FY 16/17 Adopted	FY 16/17 Revised (4/4/17)	FY 17/18 Proposed
Salaries and Benefits					
10010		Payroll	$ 332,728.00	$ 332,728.00	$ 353,741.00
10010	78	Payroll	$ -	$ 6,600.00	$ 6,600.00
10012		Overtime	$ 750.00	$ 1,000.00	$ 815.00
10015		Part-time/Temp	$ 28,792.00	$ 32,922.00	$ 29,000.00
10020		Retirement	$ 81,628.00	$ 81,628.00	$ 87,455.00
10030		Employee Benefits	$ 108,927.00	$ 108,927.00	$ 104,337.00
10032		Supp Health Insurance	$ -	$ -	
10033		Employee Life Insurance	$ 331.00	$ 331.00	$ 369.90
10035		Management Life Insurance	$ 501.00	$ 501.00	$ 510.00
10040		Worker's Compensation	$ 37,352.00	$ 37,352.00	$ 37,352.00
		Salaries and Benefits	**$ 591,009.00**	**$ 601,989.00**	**$ 620,179.90**
Services & Supplies					
20110		Clothing	$ 1,000.00	$ 1,000.00	$ 750.00
20121		Communications	$ 3,000.00	$ 3,550.00	$ 3,200.00
20140		Household Expense	$ 5,200.00	$ 6,200.00	$ 5,709.00
20150		Insurance-Office	$ 3,600.00	$ 3,600.00	$ 3,600.00
20151		Liability Insurance	$ -	$ -	
20152		Vehicle Insurance	$ 3,000.00	$ 2,086.00	$ 3,200.00
20155		Liability Insurance	$ 2,350.00	$ 2,350.00	$ 2,500.00
20170		Maintenance-Equipment	$ 350.00	$ 350.00	$ 500.00
20171		Maintenance-Vehicles	$ 1,000.00	$ 1,300.00	$ 2,000.00
20175		Maintenance-Computers	$ 500.00	$ 2,000.00	$ 3,400.00
20180		Maint-Structures/Improvements & TS Maint	$ 500.00	$ 2,400.00	$ 2,000.00
20200		Memberships	$ 7,600.00	$ 7,600.00	$ 7,800.00
20221		Printing	$ 400.00	$ 1,115.00	$ 500.00
20221	69	Printing-DOC Grant 17/18	$ -	$ -	$ 3,000.00
20221	64	Printing - Oil Grant 17/18	$ -	$ -	$ 500.00
20221	66	Printing - DOC Grant 16/17	$ 3,000.00	$ 3,000.00	$ 3,000.00
20221	63	Printing - Oil Grant 16/17	$ 500.00	$ 500.00	$ 500.00
20223		Postage	$ 1,000.00	$ 1,000.00	$ 1,000.00
20224		Office Supplies	$ 5,000.00	$ 5,514.00	$ 6,800.00
20227		Books/Subscriptions	$ 175.00	$ 175.00	$ 175.00
20230		Prof Serv-Co/City	$ 5,970.00	$ 5,970.00	$ 10,000.00
20230	70	Prof Serv-Model Contract	$ -	$ 20,000.00	
20231		Prof Serv	$ 5,500.00	$ 8,400.00	$ 70,749.81
20231	70	Prof Services - USFS Grant	$ -	$ 8,400.00	$ 8,400.00
20232		Prof Serv-Well Monitoring	$ 30,000.00	$ 22,200.00	$ 20,000.00
20232	1	Prof Svc-LEA	$ -	$ -	
20232	2	Data Processing - Software	$ 500.00	$ 3,000.00	$ 1,500.00
20233		Audit	$ 9,000.00	$ 12,000.00	$ 10,000.00
20234		Legal Counsel	$ 9,000.00	$ 9,000.00	$ 10,000.00
20235		Treasurer	$ 7,000.00	$ 7,000.00	$ 8,000.00
20236		Security	$ 800.00	$ 800.00	$ 2,000.00
20237		Credit Card Service Fees	$ 12,500.00	$ 15,300.00	$ 15,500.00
20238		TS Collection	$ 20,000.00	$ 26,000.00	$ 25,000.00
20239		Transfer Station Operations	$ 1,891,226.90	$ 1,891,226.90	$ 1,952,536.00
20239	1	Post Closure Maintenance	$ 5,000.00	$ 7,500.00	$ 10,000.00
20240		Advertising/Publications	$ 800.00	$ 3,800.00	$ 3,000.00
20240	64	Advertising Oil Grant - 17/18	$ -	$ -	$ 2,000.00
20240	69	Advertising- DOC Grant 17/18	$ -	$ -	$ 3,000.00
20240	66	Advertising - DOC Grant 16/17	$ 2,000.00	$ 2,000.00	$ 1,116.00
20240	63	Advertising - Oil Grant 16/17	$ 3,000.00	$ 3,000.00	$ 3,000.00
20250		Lease of Equipment	$ 3,100.00	$ 3,100.00	$ 2,500.00
20250	70	Lease of Equip- USFS Grant		$ 1,730.00	$ 2,500.00
20251		Lease - Gasquet Transfer Station	$ 675.00	$ 675.00	$ 680.00
20260		Rent-Office	$ -	$ -	
20270		Minor Equipment (>$1K)	$ 1,000.00	$ 1,000.00	$ 3,000.00
20275		Small Tools (<$1K)	$ 750.00	$ 750.00	$ 750.00
20270	70	Small Tools - USFS Grant		$ 2,395.00	$ 2,395.00
20280		Delivery Service	$ 380.00	$ 820.00	$ 400.00
20281		Household Hazardous Waste Event	$ 32,000.00	$ 31,000.00	$ 32,000.00
20283		Community Clean-up	$ 5,500.00	$ 5,500.00	$ 7,000.00
20283	70	Community Clean-up - USFS Grant		$ 8,000.00	$ 8,000.00

DNSWMA PROPOSED BUDGET for Fiscal Year 2017 / 2018

4-Apr-17

Line	Project	Description	FY 16/17 Adopted	FY 16/17 Revised (4/4/17)	FY 17/18 Proposed
20285		Special Dept Expense	$ 1,500.00	$ 2,475.00	$ 1,500.00
20285	64	Spec Dept Exp-Oil Grant - 17/18	$ -	$ -	$ 6,500.00
20285	69	Spec Dept Exp - DOC Grant 17/18	$ -	$ -	$ 4,500.00
20285	66	Spec Dept Exp - DOC Grant 16/17	$ 4,500.00	$ 4,500.00	$ 4,500.00
20285	63	Spec Dept Exp - Oil Grant 16/17	$ 6,500.00	$ 6,500.00	$ 6,500.00
20286		Cash Over/Under	$ 175.00	$ 175.00	$ 175.00
20287		DNDI Other Pickups	$ -	$ -	
20287	70	DNDI Pickups - USFS Grant		$ 4,000.00	$ 4,000.00
20288		City Collections	$ 16,500.00	$ 16,500.00	$ 17,000.00
20290		Travel	$ 3,000.00	$ 3,000.00	$ 3,000.00
20290	53	Travel	$ -	$ -	
20290	70	Travel - USFS Grant		$ 400.00	$ 400.00
20290	64	Travel-Oil Grant - 17/18	$ -	$ -	$ 2,500.00
20290	69	Travel - DOC Grant 17/18	$ -	$ -	$ 4,500.00
20290	66	Travel - DOC Grant 16/17	$ 4,500.00	$ 4,500.00	$ 4,500.00
20290	63	Travel - Oil Grant 16/17	$ 2,500.00	$ 2,500.00	$ 2,500.00
20291		Commissioner Expense	$ -	$ -	
20297		Vehicle Fuel	$ 1,500.00	$ 1,500.00	$ 1,200.00
20300		Utilities	$ -	$ -	
20301		State Fees	$ 57,191.00	$ 30,828.00	$ 31,000.00
			$ -		
		Services & Supplies	**$ 2,204,053.42**	**$ 2,221,184.90**	**$ 2,359,435.81**
			$ -		
Other Charges			$ -		
30420		Interest Payments	$ -	$ -	
30440		Transfer Station Loan Pymts-Interest	$ -	$ -	
30490		Depreciation Expense	$ 96,500.00	$ 96,500.00	$ 91,715.00
30500		Department Allotment	$ -	$ -	
			$ -		
		Other Charges	**$ 96,500.00**	**$ 96,500.00**	**$ 91,715.00**
			$ -		
Fixed Assets			$ -		
40610	59	Construction	$ -	$ -	
40610	200	Transfer Station Construction	$ -	$ -	
40620	59	Equipment	$ -	$ -	
40620	200	Transfer Station Construction	$ -	$ -	
40620	300	Resource Recovery Park Development	$ -	$ -	
40620	400	Computer Equipment	$ -	$ -	
40620	500	Equipment	$ -	$ -	
40620	600	Vehicle	$ -	$ -	
			$ -		
		Fixed Assets	**$ -**		**$ -**
			$ -		
Intra / Inter Fund Transfers			$ -		
70530	25	Interfund-Repayment to County	$ 202,272.00	$ 202,272.00	$ 201,515.00
70530	199	Interfund-Cost Plan	$ 63,835.00	$ 63,835.00	$ 76,906.00
70800		ARC Payment OPEB	$ 11,125.00	$ 11,125.00	$ 163,456.00
70910		Op. Transfer Out	$ -	$ -	
70910	123	Op Trans Out Bad Check Fee	$ -	$ -	
			$ -		
		Intra / Inter Fund Transfers	**$ 277,232.00**	**$ 277,232.00**	**$ 441,877.00**
Other Charges			$ -		
81000		Contingency	$ 3,000.00	$ 3,000.00	$ 10,000.00
			$ -		
		Other Charges	**$ 3,000.00**	**$ 3,000.00**	**$ 10,000.00**
			$ -		
TOTAL EXPENDITURES			**$ 3,171,794.42**	**$ 3,199,905.90**	**$ 3,523,207.71**

DNSWMA PROPOSED BUDGET for Fiscal Year 2017 / 2018

4-Apr-17

Line	Project	Description	FY 16/17 Adopted	FY 16/17 Revised (4/4/17)	FY 17/18 Proposed
			$ -		
Revenues			$ -		
90153		Franchise Fees	$ (273,559.50)	$ (256,520.00)	$ (276,183.00)
90210		Code Enforcement	$ -	$ -	
90300		Interest - Solid Waste	$ (1,850.00)	$ (2,272.00)	$ (3,500.00)
90301		Late Payment Fee	$ -	$ -	
90650		DOC Grant 15/16	$ (13,524.00)	$ (13,524.00)	$ -
90650	69	DOC Grant 17/18	$ -	$ -	$ (15,000.00)
90650	64	Oil Grant 17/18	$ -	$ -	$ (15,000.00)
90650	66	DOC Grant 16/17	$ (15,000.00)	$ (15,000.00)	$ -
90650	63	Oil Grant 16/17	$ (15,000.00)	$ (15,000.00)	$ -
90650	70	USFS Cleanup Grant			$ (31,639.00)
90830		Closure/Post Closure Fee	$ -		
91001		Tipping Fees	$ -	$ -	
91002		Resource Recovery Infrastructure Fee	$ -	$ -	
91003		Gate Tipping Fees	$ (1,923,904.45)	$ (1,850,378.09)	$ (2,071,439.21)
91003	99	Gate Tipping Fees - Prior Yr	$ -	$ -	
91004		Authority Service Fees	$ (1,020,178.20)	$ (1,020,746.80)	$ (1,109,846.50)
91004	99	DNSWMA Tipping Fees - Prior Yr	$ -	$ -	
91070		Operating Transfer In (from 608)	$ -	$ -	
91070	25	Op Tran in from County (Loan)	$ -	$ -	
91075	25	Op Transfer in from County	$ -	$ -	
91121		Misc Reimbursements	$ (500.00)	$ (7,194.00)	$ (500.00)
91121	123	Bad Check Fee Reimb	$ (100.00)	$ (100.00)	$ (100.00)
91122		Insurance Recovery	$ -	$ -	
91124		Misc Revenue	$ -	$ -	
91130		Construction Loan	$ -	$ -	
			$ -	$ -	
TOTAL REVENUES			**$ (3,171,794.42)**	**$ (3,180,734.89)**	**$ (3,523,207.71)**
			$ -		
		Net Cost (Prior Year Grant Expenses)	$ -	$ 19,171.01	$ (0.00)

2017 Green Ribbon Award

For Outstanding Group Cleanup Effort

is hereby given to

Walter Mackelburg

of Surfrider Foundation

by the Del Norte

Solid Waste Management Authority

For the many hours spent planning for and removing trash as part of the annual International Coastal Cleanup Day held in September 2016.

Presented by:

_____ **Blake Inscore - Chair, DNSWMA**

_____ **Tedd Ward - Director, DNSWMA**

Printed on minimum 30% post-consumer recycled paper

6.2

2017 Green Ribbon Award

For Outstanding Group Cleanup Effort

is hereby given to

Corey Munger's 5th Grade Class at Mary Peacock School

by the Del Norte

Solid Waste Management Authority

For the many hours spent planning for and removing trash as part of the annual International Coastal Cleanup Day held in September 2016.

Presented by:

_____ Blake Inscore - Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA

Printed on minimum 30% post-consumer recycled paper

2017 Green Ribbon Award

For Outstanding Group Cleanup Effort

is hereby given to

Ross Morgan
of Mary Peacock School

by the Del Norte
Solid Waste Management Authority

For organizing the school's involvement in the Annual Coastal Cleanup held in September 2016 and handling the details!

Presented by:

_____ Blake Inscore - Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA

Printed on minimum 30% post-consumer recycled paper

2017 Green Ribbon Award

For Outstanding Habitat Restoration

is hereby given to

Janet Gilbert

of Tolowa Dunes Stewards

by the Del Norte

Solid Waste Management Authority

For removing invasive scotch broom and habitat restoration at the closed Crescent City Landfill.

Presented by:

_____ Blake Inscore- Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA

Printed on minimum 30% post-consumer recycled paper

2017 Green Ribbon Award

For Outstanding Habitat Restoration

is hereby given to

Sandra Jerabek

of Tolowa Dunes Stewards

by the Del Norte
Solid Waste Management Authority

For removing invasive scotch broom and habitat restoration at the closed Crescent City Landfill.

Presented by:

_____ Blake Inscore- Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA

Printed on minimum 30% post-consumer recycled paper

2017 Green Ribbon Award

For Outstanding Habitat Restoration

is hereby given to

Stephen 'Broomslayer' Gibbs

of Tolowa Dunes Stewards

By the Del Norte
Solid Waste Management Authority

For removing invasive scotch broom and habitat restoration at the closed Crescent City Landfill.

Presented by:

_____ Blake Inscore- Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA

Printed on minimum 30% post-consumer recycled paper

2017 Green Ribbon Award

For Outstanding Habitat Restoration

is hereby given to

Kane Jackson

of Tolowa Dunes Stewards

By the Del Norte

Solid Waste Management Authority

For removing invasive scotch broom and habitat restoration at the closed Crescent City Landfill.

Presented by:

_____ Blake Inscore- Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA

Printed on minimum 30% post-consumer recycled paper

2017 Green Ribbon Award

for Outstanding Habitat Restoration

is hereby given to

Mitsi Risaui

of Tolowa Dunes Stewards

by the Del Norte
Solid Waste Management Authority

for removing invasive scotch broom and habitat restoration at the closed Crescent City Landfill.

Presented by:

_____ **Blake Inscore- Chair, DNSWMA**

_____ **Tedd Ward - Director, DNSWMA**

Printed on minimum 30% post-consumer recycled paper

2017 Green Ribbon Award

for Outstanding Habitat Restoration

is hereby given to

Melissa McDowell

of Tolowa Dunes Stewards

by the Del Norte
Solid Waste Management Authority

for removing invasive scotch broom and habitat restoration at the closed Crescent City Landfill.

Presented by:

_____ Blake Inscore- Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA

Printed on minimum 30% post-consumer recycled paper

2017 Green Ribbon Award

for Outstanding Habitat Restoration

is hereby given to

Eileen Cooper

of Tolowa Dunes Stewards

by the Del Norte
Solid Waste Management Authority

for removing invasive scotch broom and habitat restoration at the closed Crescent City Landfill.

Presented by:

_____ Blake Inscore- Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA

Printed on minimum 30% post-consumer recycled paper

2017 Green Ribbon Award

for Outstanding Habitat Restoration & Recycling Outreach

is hereby given to

Craig Strong

of Tolowa Dunes Stewards

by the Del Norte
Solid Waste Management Authority

for removing invasive scotch broom and habitat restoration at the closed Crescent City Landfill and initiating person-to-person outreach regarding recycling responsibly.

Presented by:

_____ Blake Inscore- Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA

Printed on minimum 30% post-consumer recycled paper

2017 Green Ribbon Award

for Outstanding Habitat Restoration

is hereby given to

Donna Thompson

of Tolowa Dunes Stewards

by the Del Norte
Solid Waste Management Authority

for removing invasive scotch broom and habitat restoration at the closed Crescent City Landfill.

Presented by:

_____ **Blake Inscore- Chair, DNSWMA**

_____ **Tedd Ward - Director, DNSWMA**

Printed on minimum 30% post-consumer recycled paper

2017 Green Ribbon Award

For Outstanding Commitment to Recycling

is hereby given to

Julie Badorek

& the Julindra Recycling Staff

By the Del Norte
Solid Waste Management Authority

for persevering as the only buy-back recycling center in Del Norte County
and for promoting responsible recycling.

Presented by:

_____ **Blake Inscore- Chair, DNSWMA**

_____ **Tedd Ward - Director, DNSWMA**

Printed on minimum 30% post-consumer recycled paper

2017 Green Ribbon Award

For Outstanding Commitment to Recycling

is hereby given to

Deborah White

& Gasquet Mountain School

by the Del Norte

Solid Waste Management Authority

acknowledging their school recycling
program and efforts to continue recycling responsibly.

Presented by:

_____ Blake Inscore- Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA

Printed on minimum 30% post-consumer recycled paper

COUNTY OF DEL NORTE
COMMUNITY DEVELOPMENT DEPARTMENT
981 H STREET, SUITE 110
CRESCENT CITY, CA 95531
FAX – (707) 465-0340

Planning	Engineering &Surveying	Roads	Building Inspection	Environmental Health	Code Enforcement
(707) 464-7254	(707) 464-7229	(707) 464-7238	(707) 464-7253	(707) 465-0426	(707) 464-7254

DATE: 3/30/2017 **AGENDA DATE:** 4/11/2017

TO: Del Norte County Abandoned Vehicle Abatement Service Authority

FROM: Dominic Mello, Code Enforcement Officer

SUBJECT: DMV Abandoned Vehicle Abatement Program Extension Implementation Fee

RECOMMENDATION FOR BOARD ACTION: No action requested or recommended.

SUMMARY/DISCUSSION

On March 30, 2017, the Code Enforcement Division received a letter from the Department of Motor Vehicles, Registrations Operations Division, Deputy Director, Andrew Conway (see attached). The letter advises the County that it is responsible for paying an "extension implementation" fee for the Abandoned Vehicle Abatement (AVA Program). As you will recall, last year the Del Norte Abandoned Vehicle Abatement Service Authority directed staff to request a 10 year extension to continue participation in the AVA Program. Staff did not know, until we received the recent letter, that there was a fee associated with the extension process.

I learned during a phone conversation with DMV staff that the implementation fee is charged any time there is a change in the program implementation which includes extending or terminating participation in the AVA Program. The extension implementation fee for the County is $11,188.41. The fee to withdraw from the program ranges around $30,000 according to DMV staff. Fortunately AVA implementation fees can be shared amongst counties when making any AVA Program change together. When the Del Norte AVA extension was being implemented, Kings County AVA extension was done at the same time. Kings County and Del Norte shared the implementation fee. Otherwise the fee for Del Norte AVA would have been $22,376.82.

The Department will withhold remittances of the AVA fee until this amount is recovered. This equates to roughly two quarters of funds which will not be remitted to the County. DMV staff indicated there no mechanism in place to reduce or exempt smaller counties from implementation fees.

In anticipation of not receiving the 3rd and 4th quarter funds, I have advised the City of our remaining financial resources and the need to prioritize future abandoned vehicle abatements until the end of the fiscal year. Thankfully the AVA budget had a fund balance from FY 15/16 of roughly $10,000 which will allow the AVA to continue to abate higher priority abandoned vehicles.

CALIFORNIA STATE TRANSPORTATION AGENCY
DEPARTMENT OF MOTOR VEHICLES
REGISTRATION OPERATIONS DIVISION
P.O. BOX 825393
SACRAMENTO, CA 94232-5393

EDMUND G. BROWN JR., Governor

RECEIVED
MAR 30 2017
PLANNING
COUNTY OF DEL NORTE

March 14, 2017

Heidi Kunstal
County of Del Norte Community Development Department
981 H Street STE 110
Crescent City, CA 95531

Subject: Del Norte County Abandoned Vehicle Abatement Fee Program Extension

Ms. Kunstal:

This correspondence concerns Del Norte County's participation in the Abandoned Vehicle Abatement (AVA) fee program. On August 9, 2016, you notified the Department to extend collection of Del Norte County's AVA fees, with a new expiration date of May 31, 2027.

The actual costs were $11,188.41 for the extension implementation. The Department will withhold remittances of the AVA fee until this amount is recovered. Any questions regarding withholding remittances should be referred to Lien Chew in the department's Accounting Office at (916) 657-7629.

If you have any further questions this matter, please contact me at (916) 657-6259.

ANDREW CONWAY, Deputy Director
Registration Operations Division

cc: Lien Chew
Chi Lam
Yasoda Krishna
Dennis Davidson, CHP
John Bodolay, SCO

COUNTY OF DEL NORTE
COMMUNITY DEVELOPMENT DEPARTMENT
981 H STREET, SUITE 110
CRESCENT CITY, CA 95531
FAX – (707) 465-0340

Planning	Engineering &Surveying	Roads	Building Inspection	Environmental Health	Code Enforcement
(707) 464-7254	(707) 464-7229	(707) 464-7238	(707) 464-7253	(707) 465-0426	(707) 464-7254

DATE: April 3, 2017 **AGENDA DATE:** April 11, 2017

TO: Del Norte County Abandoned Vehicle Abatement Service Authority

FROM: Heidi Kunstal, Director of Community Development Heidi Kunstal

SUBJECT: Proposed Abandoned Vehicle Abatement Program Budget - Fiscal Year 17/18

RECOMMENDATION FOR BOARD ACTION: Consider draft Fiscal Year 17/18 budget for the Abandoned Vehicle Abatement Program and make recommendations or changes as needed.

SUMMARY/DISCUSSION: Per the Joint Powers Agreement for the Del Norte County Abandoned Vehicle Service Authority ("Authority"), County staff is to provide the Authority a proposed budget for the Abandoned Vehicle Abatement Program ("AVA Program") each spring. Attached herein is the draft fiscal year 17/18 for the AVA Program. The annual budget shall be adopted no later than the beginning of each fiscal year.

The primary and only budgeted source of revenue for the AVA Program comes from the collection of an annual service fee of one dollar on vehicles registered to an owner with an address in Del Norte. The funds are transmitted to the County quarterly by the State Controller's Office on behalf of the Department of Motor Vehicles. On average, the AVA Service Authority receives $22,500 annually. As such, the proposed budget is designed to be no net cost with all expenditures offset by an equal amount of revenue. Expenditures include the cost of printing, postage, and office supplies as well as the cost associated with the software cost used to track activity within the AVA Program. The latter is a portion of a greater cost that is paid for by the County's Code Enforcement Division. The remaining funds are used for professional services which include towing, pumping (Roto-Rooter), and recycling/dismantling.

Unfortunately due to the recent letter from the Department of Motor Vehicles placing the County on notice of the implementation fees, the likelihood of having a fund balance to carryover to FY 17/18 is low.

Staff request that the Authority consider the draft budget and recommend any changes so that the budget may be approved prior to the beginning of the next fiscal year.

ALTERNATIVES: Suggest alternative amounts for revenue/expenditure line items.

FINANCING: Department of Motor Vehicles – Annual Service Fee collection for registered vehicles.

OTHER AGENCY INVOLVEMENT: Department of Motor Vehicles

7.2

Department Budget Report

4/3/2017 8:26:34 AM

Fund: 127 Abandoned Vehicles
Dept: 127 Abandoned Vehicles

Line	Proj	Description	2 FY Ago	Prev FY Actual	Adopted	Revised	YTD Exp	Balance	%	17/18 Dept
Services & Supplies										
20221		Printing	0.00	331.45	25.00	25.00	0.00	25.00	0	25.00
20223		Postage	233.30	158.18	180.00	180.00	104.71	75.29	58.2	180.00
20224		Office Supplies	0.00	0.00	50.00	50.00	0.00	50.00	0	0.00
20230		Professional Services	22,623.41	16,595.99	31,818.00	31,818.00	10,590.59	21,227.41	33.3	21,645.00
20231		Professional Services - P/Y	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20232		Data Processing	289.70	650.00	650.00	650.00	494.90	155.10	76.1	650.00
			23,146.41	**17,735.62**	**32,723.00**	**32,723.00**	**11,190.20**	**21,532.80**		**22,500.00**
Intra/Inter Fund Tranfers										
70530	918	Oper Trans Out - Public Nuisance	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
			0.00	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**		**0.00**
		Total Expenditures	**23,146.41**	**17,735.62**	**32,723.00**	**32,723.00**	**11,190.20**	**21,532.80**		**22,500.00**
Revenues										
90210		Vehicle Abatement Fines	-4,274.88	0.00	0.00	0.00	0.00	0.00	0	0.00
90300		Interest - Abandoned Vehicles	35.95	-25.65	0.00	0.00	-36.32	36.32	0	0.00
90410		Abandoned Vehicle	-22,970.21	-24,443.90	-22,500.00	-22,500.00	-11,465.99	-11,034.01	51.0	-22,500.00
			-27,209.14	**-24,469.55**	**-22,500.00**	**-22,500.00**	**-11,502.31**	**-10,997.69**		**-22,500.00**
		Net Cost	**-4,062.73**	**-6,733.93**	**10,223.00**	**10,223.00**	**-312.11**	**10,535.11**		**0.00**