

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

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

**Regular Session**

**Tuesday June 20, 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.

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All documents referred to in this agenda are available at the Office of the Del Norte Solid Waste Management Authority at 1700 State Street in Crescent City, between the hours of 8 A.M. and 5 P.M. Monday through Friday OR online at [www.recycledelnorte.ca.gov](http://www.recycledelnorte.ca.gov)  
For more information call 465-1100 or email [dnswwma@recycledelnorte.ca.gov](mailto:dnswwma@recycledelnorte.ca.gov)

**3:30 PM CALL MEETING TO ORDER / 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, Special Session, Tuesday May 23, 2017. \*\*
- 1.2 Approve a FY 16/17 budget transfer in the amount of \$10,125.00 \*\*

**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 April 2017 \*\*
- 2.3 Claims approved by Director for May 2017 \*\*
- 2.4 Monthly Cash and Charge Reports for May 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 Collections Change Order 12, making changes to recycling services and processing subcontract requirements. \*\*

### **5. TRANSFER STATION**

- 5.1 Discussion and possible action regarding Draft Plans and Engineer's Estimate for the Repair of the Concrete Floor at the Del Norte County Transfer Station. \*\*

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

- 6.1 Public hearing and discussion and possible adoption regarding the proposed Del Norte Solid Waste Authority budget for FY 17/18 \*\*
- 6.2 Discussion and possible action regarding the Authority Work Plan for FY 2017/2018. \*\*

### **7. ABANDONED VEHICLE ABATEMENT SERVICE AUTHORITY**

- 7.1 Public Hearing and discussion and possible action regarding the budget proposed for FY 17/18 for the Del Norte Abandoned Vehicle Service Abatement Authority. \*\*

### **8. ADJOURNMENT**

Adjourn to the next Regular Meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 P.M. Tuesday July 18, 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  
MINUTES of the Regular Session, Tuesday May 23, 2017, 3:30 PM**

**PRESENT:** Commissioner Chris Howard, Vice Chair  
Commissioner Blake Inscore, Chair  
Commissioner Jason Greenough  
Commissioner Lori Cowan  
Director Tedd Ward  
Legal Counsel Martha Rice  
Acting Authority Clerk Kyra Seymour

**ABSENT:** Authority Treasurer/Controller Rich Taylor  
Commissioner Eli Naffah

**ALSO PRESENT:** Joel Wallen, Hambro Waste Solutions Group  
Jeremy Herber, Recology Del Norte  
Tom Norris, Recology Del Norte

**3:32 PM CALL MEETING TO ORDER**

Chair Inscore called the meeting to order in regular session at 3:30P.M.

**Roll Call:** Commissioner Chris Howard, Vice Chair  
Commissioner Blake Inscore, Chair  
Commissioner Jason Greenough  
Commissioner Lori Cowan

**PLEDGE OF ALLEGIANCE**

The pledge was led by Chair Inscore.

**3:34 PM PUBLIC COMMENTS:**

At 3:34 P.M., Chair Inscore called for public comments.

Eileen Cooper (County resident) offered thoughts about how to reduce contamination in recycling. She feels the big trash cans send the wrong message. She suggested that business could be recruited as recycling drop-off centers, with staff making sure trash is not put in recycling containers. Man the can.

**OPEN SESSION ITEMS:**

**1. CONSENT AGENDA**

1.1 Approve minutes, Special Session, Tuesday April 11, 2017.

- 1.2 Approve minutes, Special Session, Thursday May 11, 2017.
- 1.3 Approve payment of claim 7894 to Redwoods Leavitt Insurance in the amount of \$10,419.00.
- 1.4 Approve payment of claim 7879 to Busch Systems International in the amount of \$8,977.47 for recycling bins at the airport, which had been pre-approved in concept on 21 February 2017.
- 1.5 Approve sponsorship for the 2017 Del Norte County Fair in the amount of \$2,000, plus approval of three Authority-allocated bin pulls. **060101**
- 1.6 Approve four Authority-allocated bin pulls to support activities associated with 4<sup>th</sup> of July celebrations and July 5<sup>th</sup> beach cleanup. **031205**
- 1.7 Approve a FY 16/17 budget transfer in the amount of \$13,348.00 **022101**

On a motion by Chair Inscore, 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

### **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. **231501**
- 2.2 Treasurer/Controller Report for March 2017.
- 2.3 Claims approved by Director for April 2017.
- 2.4 Monthly Cash and Charge Reports for April 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 Status report regarding the process and actions for reducing the multiplier for assessing the liability associated with the Crescent City Landfill, including update of documents such as Resolution 2014-02, Adopting a Pledge of Revenue as Financial Assurance for Post-Closure Maintenance and Corrective Action. **060901, 130102**

Director Ward explained that in order to reduce the multiplier used to calculate the liability associated with the Crescent City Landfill - as staff has standing direction to do each year - that staff may need to request 'wet ink' signatures on the Pledge of Revenue assuring that post-closure costs associated with the landfill will be paid from revenues at the Del Norte County Transfer Station. Staff wanted to make the Commissioner were made aware of this issue prior to bringing this issue to the Board of Supervisors. No action was taken.

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

- 4.1** Discussion and possible action regarding the Collections Change Order 11  
Adjusting collection rates based on changes to the consumer price index. **180501**

Director Ward explained that this Change Order would enact annual rate adjustments based on changes to the Consumer Price Index and formulas within the Authority's Agreement with Recology Del Norte. On a motion by Chair Inscore, seconded by Commissioner Greenough, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority adopted and approved signatures on Collections Change Order 11.

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

*(As Mr. Solorio was preparing for his presentation, the Chair asked for item 5.2)*

- 5.2** Discussion and possible action regarding Transfer Station Operations Change Order 25 adjusting fees based on (CPI-U)

Director Ward explained that this Change Order would enact annual rate adjustments based on changes to the Consumer Price Index and formulas within the Authority's Agreement with Hambro / WSG. On a motion by Chair Inscore, seconded by Commissioner Howard, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted Transfer Station Operations Change Order 25.

- 5.1** Presentation by Jesse Solorio of Lawrence & Associates regarding the strategy and process for repairing the floor at the Del Norte County Transfer Station. **080104**

Director Ward introduced Mr. Solorio of Lawrence & Associates, who presented a time-lapse video of a similar floor repair he oversaw at the Humboldt Waste Management Authority facility in Eureka. Discussion followed. Director Ward explained that some of the next steps on this project would include an engineer's estimate of the construction costs, and discussions with the County Auditor about how best to approach the financing of this project.

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

- 6.1** Discussion and possible action regarding Resolution 2017-01, adjusting refuse disposal rates adjusting the Franchise Collection Rates and the Refuse Disposal Rates for the Del Norte County Transfer Station, the Klamath Transfer Station & the Gasquet Transfer Station. **031502, 061801**

On a motion by Chair Inscore, seconded by Commissioner Cowan, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted Resolution 2017-01.

- 6.2** Discussion and possible action regarding advocacy positions for legislation being considered by the California Legislature, including AB 1288 and SB 168. **120502**

Director Ward presented summaries of AB 1288 (Eggman) and SB 168 (Wieckowski). By consensus, the Board adopted an Oppose position on SB 168, and directed staff to continue watching AB 1288. Commissioner Greenough requested that the Board have a chance to review any advocacy letters before such be sent on behalf of the Authority. Chair Inscore directed staff to e-mail drafts of any legislative advocacy letters to all Commissioners for review and comment prior to mailing.

## 7. ADJOURNMENT

There being no further business to come before the Authority, the Chair adjourned the meeting at 4:20 p.m., until the Regular Meeting on June 20, 2017.

\_\_\_\_\_  
Blake Inscore, Chair  
Del Norte Solid Waste Management Authority

Date / /

ATTEST:

\_\_\_\_\_  
Lori Cowan, Secretary  
Del Norte Solid Waste Management Authority

Date / /

Submitted:

\_\_\_\_\_  
Kyra Seymour, (Acting) Clerk  
Del Norte Solid Waste Management Authority

Date / /

# 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	20285	Special Department Expense	\$ 635	
Solid Waste	422	421	20232-002	Data Processing - Software	\$ 2,500	
Solid Waste	422	421	10015	Part-Time / Temp	\$ 2,400	
Solid Waste	422	421	10010	Payroll		\$ 5,535
Solid Waste	422	421	20221-062	Printing - Oil Grant 15/16	\$ 500	
Solid Waste	422	421	20221-079	Printing - DOC Grant 15/16	\$ 2,454	
Solid Waste	422	421	20290-062	Travel - Oil Grant 15/16	\$ 1,636	
Solid Waste	422	421	20290-079	Travel - DOC Grant 15/16		\$ 2,454
Solid Waste	422	421	20285-062	Special Dept. Expense - Oil Grant 15/16		\$ 2,136
<b>Total Amounts</b>					\$ 10,125	\$ 10,125

Department complete and send to Auditor'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 \_\_\_\_\_ 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 \_\_\_\_\_ Date \_\_\_\_\_

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County Administrative Officer: \_\_\_\_\_ (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 20 June 2017.

Ayes: \_\_\_\_\_  
Noes: \_\_\_\_\_  
Absent: \_\_\_\_\_

Attest: Clerk of the Board \_\_\_\_\_

Y: \_\_\_\_\_  
Katherine Brewer

Blake Inscore, Chair  
Del Norte Solid Waste Management Authority



# 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: 14 June 2017  
To: Commissioners of the Del Norte Solid Waste Management Authority  
From: Tedd Ward, M.S. – Director *Tedd*  
Reporting Period: 19 May 2017 – 14 June 2107  
Attachments: A. Landfill Repair Cost Estimate and Plans  
B. Letter from the CA Dept of Parks and Rec re. Land Swap  
C. Letters sent opposing SB 168  
D. Californians Against Waste report on Bottle Bill fix failure

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.

On June 10<sup>th</sup>, the Authority hosted the fourth Mattress Recycling Event at the Del Norte County Transfer Station, in partnership with Hambro/WSG and the Mattress Recycling Council. Del Norte County households could bring up to 4 mattresses or box springs from households for no charge, and we received 328 mattresses and box springs during the event. The next mattress recycling event is scheduled for Saturday September 23.

### Consent Agenda Items:

**Agenda Item 1.2** is a budget transfer in the amount of \$10,125. This includes movement of \$2,136 of funds within the Oil Payment Program grant for FY 15/16, so that the remaining funds in this program may be used before the end of the fiscal year to partially support the Authority's sponsorship of the Del Norte County Fair and to purchase wrenches and bags to promote oil filter recycling. Similarly, to use remaining funds in the beverage container grant program for FY 15/16, \$2,454 is being moved

2.1



from printing to travel under this grant to pay for travel expenses associated with a training conference. Also included is an increase of \$2,500 to the software budget line for on-line support for the Scale Management Software we use for all customer transactions at the Del Norte County Transfer Station. With the departure of the former Administrative Assistant and Facilities and Programs Coordinator, this fiscal year there were reduced payroll expenses for permanent employees, though we used more hours from Part-time / Temp employees than initially projected. For this reason, \$2,400 is being added to this line, and the remaining \$5,535 in expenses for this budget transfer is being pulled from the surplus in the Payroll line.

**Landfill Postclosure:** The erosion damage at the landfill has not yet been repaired. **Attachment A** to this report includes drawings for the repair from Rick Lauchstedt of the County Engineering Department, as well as a cost estimate for the repairs from Hemmingsen Construction in the amount of \$80,700. This estimate improves the odds that these repairs may be reimbursed by the Office of Emergency Services. As this estimate is a relatively large landfill maintenance expense, staff will discuss the best approach to making appropriate budget transfers or financing for these repairs with the County Auditor later this week.

**Attachment B** to this report is a letter from the CA Department of Parks and Recreation indicating the status of negotiations of the potential land swap of a section of the County-owned landfill property for a Parks-owned parcel of land adjacent to the airport.

**Collections and Processing:** **Agenda Item 4.1** is Collections Change Order 12, which would grant Recology Del Norte an additional 60 days to secure a relationship with a processor for the recyclable materials collected in Del Norte.

**Finances and Audits:** **Agenda Item 6.1** is the final step to approve the Authority budget for FY 17/18.

**Facilities:** **Agenda Item 5.1** are draft drawings and an engineer's cost estimate of the project cost. Staff intend to discuss strategies for financing these repairs with staff from the County Auditor's office later this week.

This past month staff have initiated discussions with the staff of the Tolowa Dee-ni' Nation about the potential for collaborative efforts to establish a small-volume transfer station to provide staffed drop-off recycling and disposal services one or two days per week in the northern region of Del Norte County. At this preliminary stage, all that has been determined is that Authority and Tolowa staff are interested in working together to develop this facility in a mutually-beneficial manner.

**Personnel / Staffing:** In this past month, the Authority submitted a personnel requisition for recruiting a refuse site attendant to replace Haley Smith, who was hired as Authority Account Clerk. I attended a one-day training in Eureka on "Managing

Difficult Employees.” On 06 June staff conducted a fire drill at the Del Norte County Transfer Station. At this meeting, Authority Clerk will be cross-training Facilities & Programs Coordinator Kyra Seymour on how to serve as Clerk.

**Legislative Advocacy:** As the Authority adopted an Oppose position to SB 168, ours was one of the only local government agencies poised to submit advocacy letters on this bill in a timely manner when it was somewhat surprisingly brought to the Senate floor for a vote. It did not pass out of the Senate (14-17), but may be revived during the next legislative term. I have also attached a letter opposing SB 168 from the Northern California Recycling Association, as they raised some additional issues of concern.

Finally, we have attached a summary report from Californians Against Waste regarding the efforts to address some issues related to the crisis facing California’s Buy-back recycling centers. Bottom line is that this system is still broken, and it is not clear at this time how primary issues of concern – such as the fact that payments to recyclers do not currently cover their expenses – will be addressed.

# Hemmingsen Contracting Co. Inc.

P.O.Box 215

Crescent City, Ca. 95531

707-464-5225 Fax 707-464-3659

CA. Lic.# 957852

Proposal submitted to: Del Norte Solid Waste Management Phone:465-1100

Authority Attn: Ted Ward

Fax: 465-1300

June 12, 2017

Street: State Street

Job Name: Landfill Storm Damage Repair - 2017

City/State: Crescent City, CA 95531

Job Location: Landfill Site, Old Mill Road

## Landfill repairs for Areas 1 - 3 per Plan Set from County Engineering (Sheets 1 - 6).

Pricing assumes County Road Department to supply "Ditchings" adjacent to top of bank at Repair locations at top of landfill cover. We are assuming that all material will be suitable for placement. No sorting of material is allocated in pricing. Any handling of excess material is not included in pricing.

Erosion control, seeding, watering and SWPP plans and practices, and permitting are all excluded from pricing.

A Scope review would be required prior to signing any contract to discuss scope of work and any assumptions regarding work order and methods.

### **Pricing includes labor rates using State of California prevailing wage rates.**

Certified payrolls will be input into DIR payroll system.

Pricing for the work listed above will be performed for a total cost of : **\$ 80,700.00**

Payment to be made as follows: Upon completion

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above this estimate. All agreements contingent upon accidents, or delays beyond our control. Owner is to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workman's Compensation Insurance.

David Yeager

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and

are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Authorized Signature

Note: This proposal may be withdrawn by us

if not accepted within

90

days

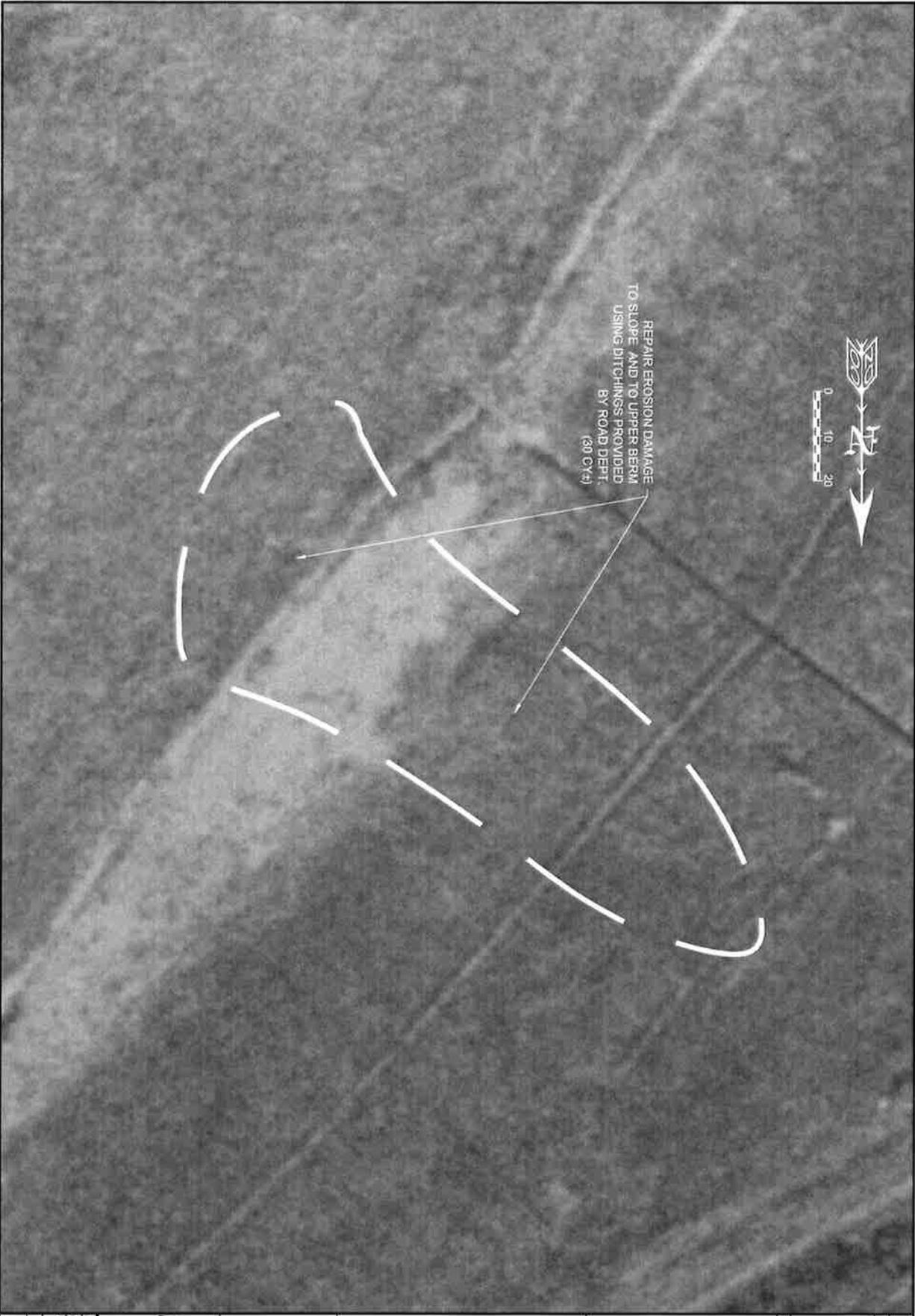
Date of acceptance:

Signature

A.







REPAIR EROSION DAMAGE  
TO SLOPE AND TO UPPER BERM  
USING DITCHINGS PROVIDED  
BY ROAD DEPT.  
(30 CY4)



Drawn by: lauchant  
Checked by: Barnis  
Project Number:



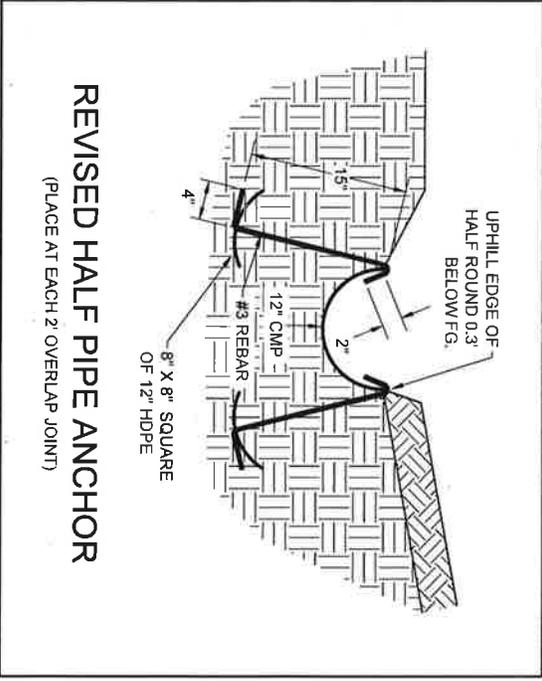
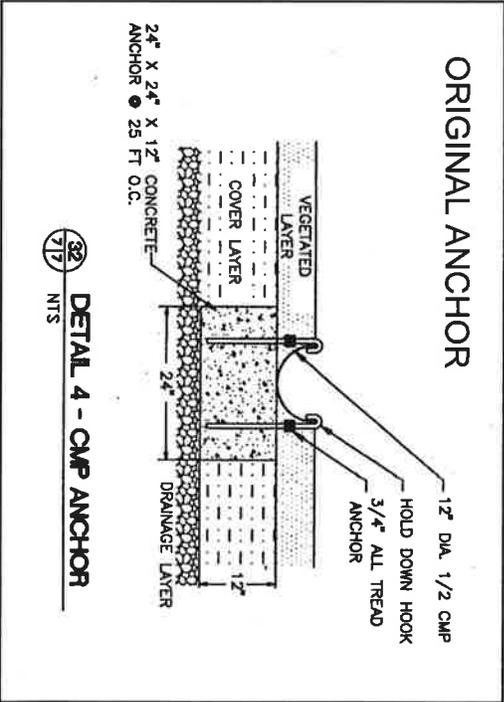
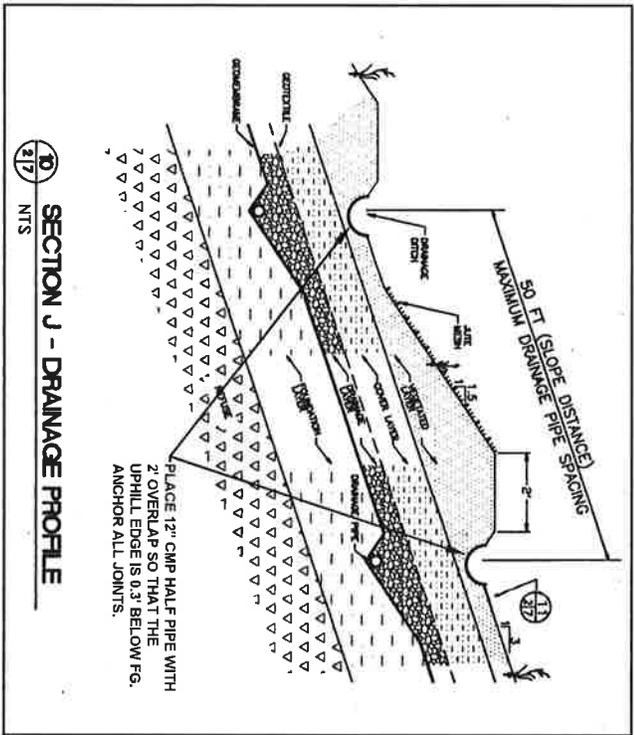
CRESCENT CITY LANDFILL  
STORM DAMAGE REPAIR  
  
AREA 2

County of Del Norte  
Engineering & Surveying  
Division  
981 "H" Street, Suite 110  
Crescent City CA 95531  
Ph. (707) 464-7229  
Fax 465-0340

No	REVISION	BY	DATE







		CRESCENT CITY LANDFILL STORM DAMAGE REPAIR		County of Del Norte Engineering & Surveying Division 981 "H" Street, Suite 110 Crescent City CA 95531 Ph. (707) 464-7229 Fax 465-0340		<table border="1"> <thead> <tr> <th>No.</th> <th>REVISION</th> <th>BY</th> <th>DATE</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	No.	REVISION	BY	DATE																																				
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DEPARTMENT OF PARKS AND RECREATION  
North Coast Redwoods District  
PO Box 2006  
Eureka, CA 95502-2006

Lisa Ann L. Mangat, Director

June 5, 2017

James W. Lomen  
Manager, Airports District Office  
Federal Aviation Administration – San Francisco District Office  
1000 Marina Blvd., Suite 220  
Brisbane, CA 94005-1835

Subject: Request for Concurrence – Department of Transportation Act Section 4(f) de minimis Evaluation – Border Coast Regional Airport Authority Proposed Obstruction Removal Project for Del Norte County Regional Airport, Jack McNamara Field, Crescent City, California

Dear Mr. Lomen,

State Parks has continued discussions with Border Coast Regional Airport Authority (BCRAA) regarding prudent and feasible alternatives to minimize and mitigate the environmental impacts associated with the Proposed Obstruction Removal Project. Discussions have intended to include all possible planning to minimize harm to Tolowa Dunes State Park (TDSP) and its sensitive coastal habitat. State Parks conditionally supports a land exchange of equal environmental value as suitable mitigation to address both the proposed one time removal of trees from TDSP, as well as the cumulative long-term effect on the Park as other trees grow in the future necessitating their removal for maintenance of a safe navigable airspace. A permanent land exchange would enable current and future obstruction clearance to take place outside of TDSP.

During a site visit on May 23, 2017, with representatives of BCRAA, we toured a proposed parcel for exchange owned by the County of Del Norte and managed by Del Norte Solid Waste Management Authority. The proposed area is approximately 30 acres located at the southwest end of parcel number 110-020-75 adjacent to TDSP boundary and encompasses an association of scattered shore pine and sitka spruce saplings, vegetated and open dune habitat, and seasonal ponds. It appears to be relatively unaffected by land use operations from the nearby Crescent City landfill. A majority of the parcel is dominated by non-native European beachgrass (*Ammophila arenaria*), but there is potential habitat for reestablishing the native dune mat vegetation type. We would support exchange for this parcel pending: (1) substantiation consisting of a report or other documentation that shows that there is no groundwater or methane drift or any other contamination that affects this parcel to be exchanged and (2) removal of European beachgrass to the satisfaction of CSP.

State Parks conditionally approves your request for written concurrence with the Section 4(f) de minimis Evaluation for Del Norte Regional Airport Proposed Obstruction Removal Project predicated on the satisfactory land exchange of equal environmental value outside of the impacted obstruction clearance areas. This acceptance is preliminary and refinements may be needed during the valuation process. We understand avoidance is not feasible and therefore believe a land exchange is the most prudent way to address the long-term impacts of the Proposed Action to mitigate the resource impacts on publicly owned land. It provides a solution to continued management of a safe airspace around Jack McNamara Field while ensuring protection and restoration of adjacent sensitive coastal habitat found within TDSP. We look forward to further discussion and resolution of this issue.

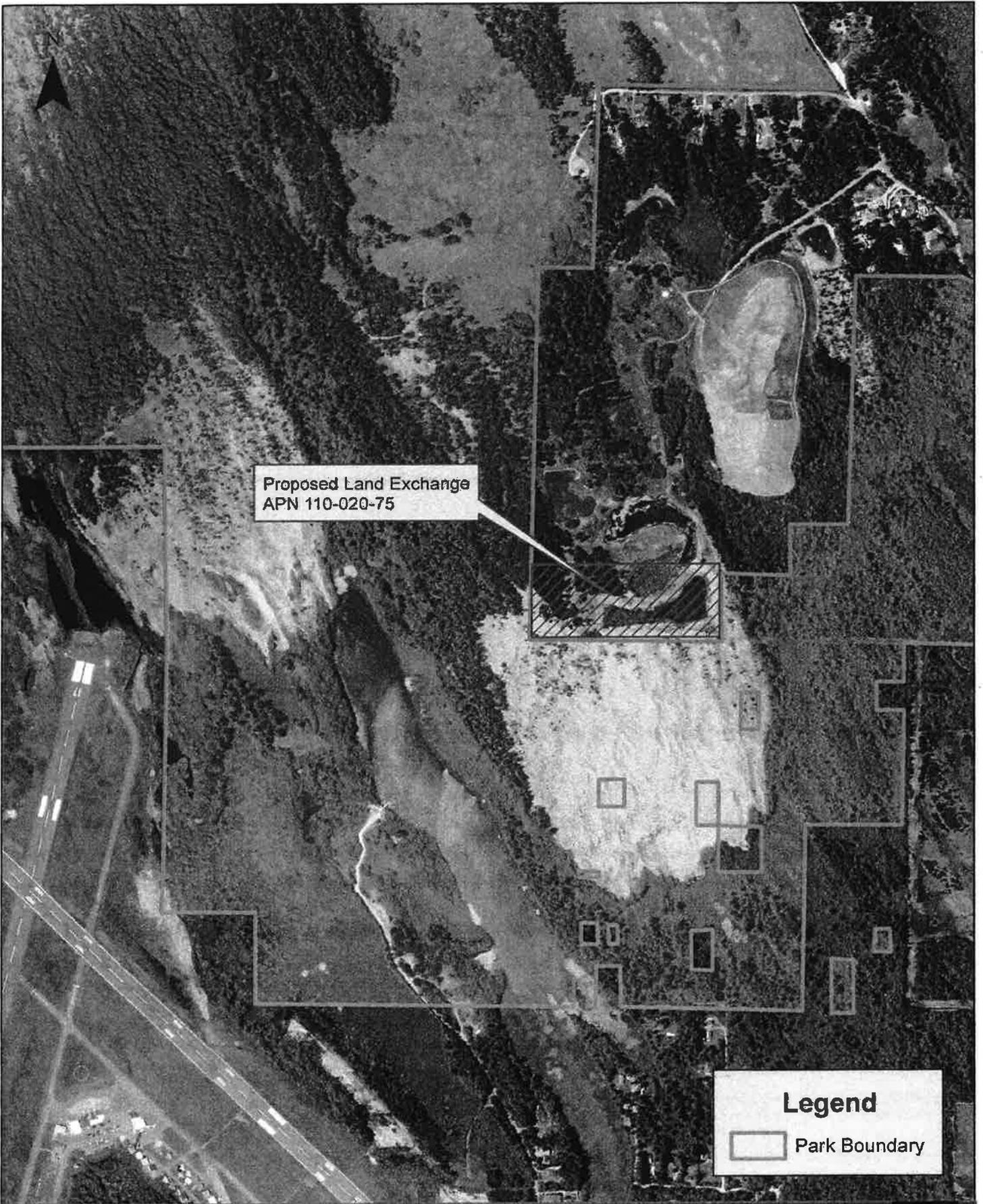
Sincerely,

Victor Bjelajac  
District Superintendent

Enclosure

cc:

Carol Wilson, California State Parks  
Lathrop Leonard, California State Parks  
Kathryn J. Tobias, Senior Counsel, California State Parks  
Heidi Kunstal, Del Norte County Community Development  
Mathew Leitner, Border Coast Regional Airport Authority  
Michael Noble, Office of Environmental Policy and Compliance  
Misha Schwarz, GHD, Incorporated



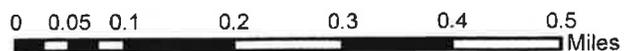
Proposed Land Exchange  
APN 110-020-75

**Legend**

 Park Boundary

**Tolowa Dunes State Park**

**California State Parks**  
North Coast Redwood District





# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

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

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

30 May 2017

Senator Mike McGuire  
1303 10th Street, Room 5064  
Sacramento, CA 95814

SUBJECT: OPPOSE SB 168 (Wieckowski)

Dear Senator McGuire:

At their meeting of 23 May 2017, the Board of Commissioners of the Del Norte Solid Waste Management Authority unanimously voted to OPPOSE SB 168 (Wieckowski).

Reasons for opposing this bill include:

- SB 168 would weaken or eliminate essential foundations of California's recycling system, including requirements that grocery stores redeem container deposits when a convenient buy-back center is not available.
- If enacted, SB 168 would essentially replace the California Beverage Container and Littler Reduction Act with an extended producer responsibility program modeled on the problematic system associated with mattress recycling. Product stewardship programs are most appropriate for materials that are hazardous or otherwise banned from disposal. Beverage containers are not hazardous, however, and there is an established infrastructure which also processes many non-beverage container materials like newspaper, magazines, and cardboard. It is not at all clear how those other recycling markets would continue if and when most recycling centers are operated under the administration of an organization of beverage manufacturers.
- SB 168 would place this beverage container stewardship organization in a pivotal role with respect to the California's recycling infrastructure, but it is not at all clear how such an organization would contract for the buy-back services now being provided by recycling centers and local governments. Establishing a single product stewardship organization as a recycling monopoly without any



provisions to address the inherent imbalance associated with negotiating these thousands of recycling service contracts places nearly every facility in California's recycling infrastructure at risk to the contract negotiations of a State-designated monopoly.

- Most administrative responsibilities would remain with the Department of Conservation, though it is not clear how such essential governmental oversight functions would be financed as SB 168 would direct deposit revenues to this new product stewardship organization focused on beverage containers.
- SB 168 fails to prohibit the beverage container product stewardship organization from using beverage container revenues from funding lobbyists advocating changes to the beverage container recycling program for their benefit.
- Under SB 168 all grant programs to enhance recycling infrastructure currently supported by the Department of Conservation would be redirected to support of California Conservation Corps programs – this would reduce the local funds available to support and promote recycling. For our community, this change alone would reduce our agency's annual budget by at least \$30,000, though we have no Conservation Corps center in our county.
- SB 168 includes provisions addressing issues that have no direct relationship to recycling beverage containers, including: charter schools, victim witness programs, volunteers, human trafficking, and tire recycling.

Some provisions of SB 168 have merit, such as the inclusion of wine and liquor bottles in California's beverage container deposit system. Unfortunately, on balance the vast majority of the provisions of SB 168 are so problematic that amendments to this bill are unlikely to alter our 'OPPOSE' position.

Make no mistake – California's recycling infrastructure is at risk. At this point, most recyclables from our County are being transported over 90 miles before any sorting or processing begins, further eroding the already questionable fiscal viability of recycling. Furthermore, there are only three recycling processing facilities between Del Norte and Santa Rosa, though there had been over ten just two years ago.

Since 2013, over 800 recycling centers have closed in California – including over 350 recycling centers that closed in 2016. Many of these were smaller-volume centers located in rural areas like ours. While there is an urgent need to address the short-term challenges in making California recycling businesses profitable again, SB 168 is not the right approach to address these issues. We encourage you to do what you can to oppose SB 168.

Sincerely,



Tedd Ward, M.S. – Director

Del Norte Solid Waste Management Authority

cc: Members of the California Senate

Assemblymember Jim Wood

Mary Pitto & Larry Sweetser  
Environmental Services JPA of the Regional Council of Rural Counties  
1215 K Street; Suite 1650  
Sacramento, CA 95814

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Sacramento, CA, 95811

Julie Badorek, Julindra Recycling  
Jeremy Herber, Recology Del Norte



# NORTHERN CALIFORNIA RECYCLING ASSOCIATION

June 1, 2017

Senator Bob Wieckowski, Chair  
Senate Environmental Quality Committee  
California State Capitol  
Sacramento, CA 95814  
Fax: (916) 651-4910

**Re: SB 168 (Wieckowski) Beverage Container Recycling - Oppose**

Dear Senator Wieckowski:

We would like to express our strong opposition to SB 168. While we support the apparent intent of the bill, we believe it would have grave unintended consequences which would actually be detrimental to beverage container recycling efforts in California, and harmful to the operators of recycling centers and curbside recycling programs.

The Northern California Recycling Association (NCRA) is an association of recycling businesses, community groups, municipalities, and individuals committed to promoting, expanding, and institutionalizing recycling. Founded in 1978, NCRA is a nonprofit trade organization for recyclers with over 200 members. As such, we strongly support beverage container recycling in California. However, we oppose SB 168 because it would create a product stewardship system for beverage containers based upon California's flawed mattress recycling program.

While we support the concept of producers taking more responsibility for the recycling of their products, we do not support producers having total control over the recycling industry. We believe that SB 168 could create an unaccountable system which would put the interests of the beverage industry before those of the public. California has a substantial, mature, existing recycling infrastructure, including recycling centers and curbside programs, which collect and process other materials (paper, cardboard) in addition to beverage containers. It is not clear how the product stewardship organization created by SB 168 would integrate with existing recycling programs.

It is entirely appropriate to ask beverage container distributors to pay into a fund that would be used to support beverage container recycling. However, SB 168 gives the beverage container distributors control over such a fund, and all disbursements from that fund. This creates a risk that the beverage container distributors will underpay consumers and recyclers (recycling centers, curbside programs, processors.) In particular, allowing the beverage container stewardship organization to retain any unredeemed deposits, as SB 168 proposes, would create a perverse incentive for the organization to discourage beverage container recovery. SB 168 requires the stewardship organization to reimburse CalRecycle for the department's cost to regulate the program. This is another potential conflict of interest which gives too much control to the beverage container industry.

Currently, the beverage container recycling fund is administered by CalRecycle. While CalRecycle's administration of this fund has not been without problems, handing over control of the fund (all of the deposits paid by consumers) to an industry organization that is even further removed from direct public control than CalRecycle is even more problematic. SB 168 gives the proverbial fox the keys to the henhouse.

Beverage container recycling in California is currently in crisis, with hundreds of redemption centers closing over the past four years. However, this is not because the existing bottle bill is "outdated" or a failure. To the contrary

California's bottle bill has been immensely successful. It does not need to be completely redesigned. The recent redemption center crisis can be addressed by making a few minor changes to the existing system.

The cause of the recent redemption center closures is simple: Depressed commodities markets. The current bottle bill included provisions to provide funding to keep redemption centers open during down markets, but those payments have proven to be insufficient. As a part of the current budget process, the Assembly has put forth a Bottle Bill Fix which will now be considered by the Budget Conference Committee. We encourage you to support the Assembly's Bottle Bill Fix, specifically:

- Adjustment of Processing Payments & Handling Fees to reflect the actual 2015 cost of recycling, COLA and reasonable (5%) financial return.
- Make Handling Fees available to any entity willing to establish a certified recycling location within a currently unserved zone, regardless of physical location.
- Authorize CalRecycle to provide up to \$3 million in supplemental Handling Fees in rural/underserved areas to bring back recycling centers.
- Authorize CalRecycle to initiate 'alternative' redemption options, including mobile recycling, in San Francisco and other 'underserved' areas.
- Redirect CalRecycle staff and 'in-lieu payment revenue' to siting redemption locations in unserved zones.
- Suspend Future Cost Calculations until the marketplace stabilizes (use 2015 costs with annual COLA).

In addition to the Bottle Bill Fix outlined above, there are other improvements that could be made to the existing beverage container recycling program. NCRA supports several provisions of SB 168 including:

- Inclusion of wine and spirit bottles in California's beverage container deposit system.
- Providing CalRecycle with new authority for establishing minimum recycled content requirements for all beverage container types.
- Requiring CalRecycle to provide the legislature with recommendations on ways to increase the recycling rate (including increasing deposits) if the aggregate recycling rate for all beverage containers falls below 75%.

NCRA would welcome the opportunity to work with you on these and other improvements to the bottle bill. However, we cannot support SB 168 due to its inappropriate application of a flawed producer responsibility model.

Sincerely,

Laura McKaughan  
President  
Northern California Recycling Association (NCRA)

CC: Senator Kevin De Leon, Senate President Pro Tempore  
Assembly Member Cristina Garcia, Chair of the Natural Resources Committee  
Assembly Member Dante Acosta, Vice Chair of the Natural Resources Committee

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ncra@ncrarecycles.org  
www.ncrarecycles.org

**FOR IMMEDIATE RELEASE**

Executive Director

June 9,

2017

916.443-5422

Contact: Mark Murray,

[murray@cawrecycles.org](mailto:murray@cawrecycles.org)

## **STATE'S RECYCLING PROGRAM IN LIMBO AFTER SENATE REJECTS GOVERNOR, ASSEMBLY FIX**

### ***More than 560 Recycling Centers Have Closed; Rates Below 80% for first time since 2008***

SACRAMENTO – Despite closed recycling centers and falling recycling rates, Senate members of the Budget Conference Committee last night rejected a proposal supported by the State Assembly and Governor Jerry Brown to fix the problem.

The action came late last night as the Conference Committee on the Budget finalized a 2017-18 budget agreement between both houses of the state legislature and the Governor's office.

The recycling proposal advanced by the Assembly and supported by the Governor's office would have authorized the California Department of Resources Recovery and Recycling (CalRecycle), to utilize a portion of the \$250 million surplus in the State Beverage Container Recycling Fund, to fund the state's recycling infrastructure at 2015 levels.

Since program funding levels were reduced in 2016, more than 560 recycling centers have closed and beverage container recycling rates have fallen below 80% for the first time since 2008. Data from CalRecycle indicates that 1.6 million fewer containers per day were recycled during the last 6 months of 2016, resulting in more than 22,000 tons of increased litter and waste.

"Despite a \$250 million fund surplus, California's recycling operations are being short changed, resulting in closed centers and declining recycling rates," said Mark Murray, executive director of the environmental group Californians Against Waste. "The State Assembly has consistently supported full funding, and this week the Governor's office got on board."

No word on why the State Senate rejected the proposal. The Conference Committee on the Budget is chaired by State Senator Holly Mitchell (D-Los Angeles). Other members include: Senator Ricardo Lara (D-Bell Gardens); Senator John Moorlach (R-Costa Mesa); Senator Jim Nielsen (R-Gerber); and Senator Richard Roth (D-Riverside). The proposal was authored by Assembly Budget Committee Chair Phil Ting (D-San Francisco).

D.

The recycling program budget fix was supported by a broad coalition of local governments, recycler, curbside programs, retailers and environmental groups. There was no known opposition.

The loss of recycling centers has hit rural areas especially hard. For consumers who try to supplement family income by redeeming containers, the loss of buyback recycling locations has reduced total redemption pay-back by more than \$3 million per month.

In an April report to the Legislature, California's Legislative Analyst's office attributed the closures to a decline in scrap prices and "program payments that do not sufficiently cover recycler costs".

As recently as 2013, the California Bottle Bill had an 85 percent recycling rate, diverting more than one million tons of plastic, glass and metal, and contributing thousands of jobs and more than \$2 billion to the state's economy, while delivering the equivalent of 1.45 million tons of reduced carbon dioxide emissions.

###

Solid Waste  
**Balance Sheet**  
April 30, 2017

**Unaudited**

**ASSETS**

422 010 00000	Cash Solid Waste	1,029,329.35
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	<u><u>4,101,184.60</u></u>

**LIABILITIES AND FUND EQUITY**

422 010 05105	Sales Tax Payable	162.75
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	2,491,121.36
	Expenditure	(2,235,983.81)
	Total Liabilities and Fund Equity	<u><u>4,101,184.60</u></u>

2.2





Department Budget Report

Fund: 422 Solid Waste  
 Dept: 421 Solid Waste

Line	Proj	Description	2 FY Ago	Prev FY Actual	Adopted	Revised	YTD Exp	Balance	%	17/18 Dept
20232		Prof Svcs-Well Monitoring	54,712.71	32,328.70	30,000.00	22,200.00	21,102.00	1,098.00	95.1	0.00
20232	001	Prof Svcs-LEA	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20232	002	Data Processing - Software	1,271.62	5,366.22	500.00	3,200.00	3,134.00	66.00	97.9	0.00
20233		Audit	9,200.00	7,350.00	9,000.00	13,700.00	9,450.00	4,250.00	69.0	0.00
20234		Legal Counsel	10,927.50	14,318.68	9,000.00	9,000.00	8,814.06	185.94	97.9	0.00
20235		Treasurer	10,000.00	7,600.00	7,000.00	7,000.00	4,040.00	2,960.00	57.7	0.00
20236		Security	2,990.89	1,682.84	800.00	800.00	216.00	584.00	27.0	0.00
20237		Credit Card Service Fees	10,859.01	13,331.30	12,500.00	15,300.00	13,753.65	1,546.35	89.9	0.00
20238		TS Collection	28,088.85	22,729.56	20,000.00	26,000.00	21,468.99	4,531.01	82.6	0.00
20239		Transfer Station Operations	1,858,361.82	1,924,124.86	1,891,227.00	1,891,227.00	1,642,789.54	248,437.46	86.9	0.00
20239	001	Post Closure Maintenance	-59,920.46	-115,624.49	5,000.00	7,500.00	5,995.73	1,504.27	79.9	0.00
20240		Advertising/Publications	759.88	1,475.28	800.00	4,338.00	2,532.60	1,805.40	58.4	0.00
20240	053	Advertising - DOC Grant 09/10	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	054	Advertising - Oil Grant 09/10	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	055	Advertising	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	056	Advertising - Oil grant 10/11	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	057	Advertising - DOC Grant 10/11	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	059	Advertising	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	060	Advertising Oil Grant - 12/13	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	061	Advertising Oil Grant 13/14	3,500.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	062	Advertising-Oil Grant 15/16	0.00	814.90	1,185.00	1,659.00	1,659.00	0.00	100	0.00
20240	063	Advertising - Oil Grant 16/17	0.00	0.00	3,000.00	3,000.00	786.50	2,213.50	26.2	0.00
20240	064	Advertising - HD 16C	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	065	Advertising - DOC 14/15	0.00	1,669.80	0.00	0.00	0.00	0.00	0	0.00
20240	066	Advertising - DOC Grant 16/17	0.00	0.00	2,000.00	2,000.00	884.00	1,116.00	44.2	0.00
20240	067	Advertising - DOC Grant 12/13	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	068	Advertising - DOC 13/14	1,995.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	069	Advertising - DOC Grant 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	074	Advertising - Oil Grant 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	075	Advertising - Oil Grant 14/15	1,023.26	4,567.50	0.00	0.00	0.00	0.00	0	0.00
20240	078	Advertising	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20240	079	Advertising - DOC Grant 15/16	0.00	0.00	2,965.00	2,965.00	2,965.00	0.00	100	0.00
20250		Lease of Equipment	3,633.90	3,111.92	3,100.00	2,330.00	1,814.88	515.12	77.9	0.00
20250	070	Lease of Equipment - USFS	0.00	0.00	0.00	2,500.00	0.00	2,500.00	0	0.00

Department Budget Report

Fund: 422 Solid Waste  
 Dept: 421 Solid Waste

Line	Proj	Description	2 FY Ago	Prev FY Actual	Adopted	Revised	YTD Exp	Balance	%	17/18 Dept
20251		Lease - Gasquet Transfer Station	654.84	661.39	675.00	675.00	669.33	5.67	99.2	0.00
20260		Rent-Office	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20269		Lease Payment - Card Machine	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20270		Minor Equipment	8,117.22	0.00	1,000.00	1,500.00	0.00	1,500.00	0	0.00
20270	059	Minor Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20275		Small Tools	1,912.83	387.33	750.00	1,500.00	105.60	1,394.40	7.0	0.00
20275	059	Small Tools	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20275	070	Small Tools - USFS Cleanup Grant	0.00	0.00	0.00	2,395.00	0.00	2,395.00	0	0.00
20280		Delivery Service	524.50	270.00	380.00	820.00	529.18	290.82	64.5	0.00
20281		Household Hazardous Waste	32,053.00	30,008.00	32,000.00	31,000.00	30,444.00	556.00	98.2	0.00
20283		Community Clean-up	5,776.88	5,423.40	5,500.00	5,500.00	4,097.34	1,402.66	74.5	0.00
20283	070	Community Cleanup - USFS	0.00	0.00	0.00	8,000.00	0.00	8,000.00	0	0.00
20285		Special Dept Expense	1,978.73	2,292.55	1,500.00	2,475.00	1,855.83	619.17	75.0	0.00
20285	053	Spec Dept Exp - DOC Grant 09/10	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	054	Spec Dept Exp - Oil Grant 09/10	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	055	Special Department Expense	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	056	Spec Dept Exp - Oil Grant 10/11	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	057	Spec Dept Exp - DOC Grant 10/11	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	059	Special Department Expense	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	060	Spec Dept Exp-Oil Grant - 12/13	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	061	Special Dept Exp-Oil Grant 13/14	5,479.95	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	062	Spec Dept Exp-Oil Grant 15/16	0.00	0.00	4,602.00	4,128.00	2,832.01	1,295.99	68.6	0.00
20285	063	Spec Dept Exp - Oil Grant 16/17	0.00	0.00	6,500.00	6,500.00	0.00	6,500.00	0	0.00
20285	064	Spec Dept Exp - HD 16C	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	065	Spec Dept Exp - DOC 14/15	0.00	8,095.08	0.00	372.00	371.87	0.13	100.	0.00
20285	066	Spec Dept Exp - DOC Grant 16/17	0.00	0.00	4,500.00	5,740.00	5,737.37	2.63	100.	0.00
20285	067	Spec Dept Exp-DOC Grant 12/13	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	068	Spec Dept Exp - DOC 13/14	1,560.00	2,460.00	0.00	0.00	0.00	0.00	0	0.00
20285	069	Spec Dept Exp - DOC Grant 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	070	Spec Dept Exp-Model Contract	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	074	Spec Dept Exp - Oil Grant 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	075	Spec Dept Exp - Oil Grant 14/15	2,065.06	3,065.47	0.00	0.00	0.00	0.00	0	0.00
20285	078	Special Department Expense	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
20285	079	Special Dept Exp - DOC Grant	0.00	750.00	4,500.00	4,128.00	4,128.00	0.00	100	0.00







Department Budget Report

6/15/2017 2:44:28 PM

Fund: 422 Solid Waste  
 Dept: 421 Solid Waste

Line	Proj	Description	2 FY Ago	Prev FY Actual	Adopted	Revised	YTD Exp	Balance	%	17/18 Dept
91129	065	DOC Grant 14/15	0.00	-15,000.00	0.00	0.00	0.00	0.00	0	0.00
91129	066	DOC Grant 08/09	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
91129	067	DOC Grant - 12/13	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
91129	068	DOC Grant 13/14	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
91129	069	DOC Grant 11/12	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
91130		Construction Loan	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
			-2,946,997.04	-3,190,494.25	-3,171,796.00	-3,223,126.00	-2,804,738.37	-418,387.63		0.00
		<b>Net Cost</b>	-161,666.25	-219,885.70	0.00	0.00	-144,285.91	144,285.91		118,098.75

**Del Norte Solid Waste Management Authority**  
**A/R Aging Summary**  
 As of May 5, 2017

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Affordable Home & Rental Rep.	82.20	27.37	0.00	0.00	0.00	109.57
Agricultural Commission(solid waste only)	33.12	18.72	0.00	0.00	0.00	51.84
Aladdin Realty	7.20	0.00	0.00	0.00	0.00	7.20
Alexandre EcoDairy Farms	0.00	1,382.79	0.00	0.00	0.00	1,382.79
Atlas Field Services, Inc.	0.00	442.78	0.00	0.00	0.00	442.78
AWI Management Corp	70.29	0.00	0.00	0.00	0.00	70.29
Babich Construction	67.70	0.00	0.00	0.00	0.00	67.70
Benner Mini Storage	78.98	0.00	0.00	0.00	0.00	78.98
Borges Dairy	131.08	175.73	201.65	0.00	0.00	508.46
Brown, Hector	1,111.66	0.00	0.00	0.00	0.00	1,111.66
Cal-Ore LIFE FLIGHT	208.78	0.00	0.00	0.00	0.00	208.78
Cal-Trans	36.01	7.20	0.00	0.00	0.00	43.21
California Auto Image	293.84	0.00	0.00	0.00	0.00	293.84
California Dept. of Fish & Wildlife	0.00	17.52	0.00	0.00	0.00	17.52
California Dept. Parks & Rec.	832.28	0.00	0.00	0.00	0.00	832.28
Castlerock Countertop's	18.73	0.00	0.00	0.00	0.00	18.73
Certified Construction *CLOSED*	0.00	0.00	0.00	0.00	6.90	6.90
Certified Plumbing Co.*CLOSED*	0.00	0.00	0.00	0.00	12.76	12.76
Cetnar Construction Inc.	5.84	18.73	7.20	58.43	0.00	90.20
City of Crescent City.	27.37	167.09	0.00	0.00	0.00	194.46
Cornerstone Assembly of God	95.07	0.00	0.00	0.00	0.00	95.07
Crescent Ace Hardware.	316.89	432.12	0.00	0.00	0.00	749.01
Crescent City KOA	205.99	0.00	0.00	0.00	0.00	205.99
Crescent Fire Protection Dist.	14.40	0.00	0.00	0.00	0.00	14.40
Crescent Senior Estates	47.14	0.00	0.00	0.00	0.00	47.14
Del Norte Office Supply.	100.83	0.00	0.00	0.00	0.00	100.83
Del Norte Realty	155.04	0.00	0.00	0.00	0.00	155.04
Del Norte Roofing	0.00	8.64	0.00	0.00	0.00	8.64
DN Unified School District	251.75	0.00	0.00	0.00	0.00	251.75
Driftwood Apartments LLC	282.08	0.00	0.00	0.00	0.00	282.08
Elk Valley Casino	158.44	0.00	0.00	0.00	0.00	158.44
Elk Valley Storage	96.51	0.00	0.00	0.00	0.00	96.51
Fashion Blacksmith	126.76	0.00	0.00	0.00	0.00	126.76
Frank's Refrigeration	33.12	0.00	0.00	0.00	0.00	33.12
G. H. Outreach	193.10	0.00	0.00	0.00	0.00	193.10
Gasquet Mobile Home Park	194.61	0.00	0.00	0.00	0.00	194.61
Golden State Construction	472.46	0.00	0.00	0.00	0.00	472.46
GR Construction	90.75	0.00	0.00	0.00	0.00	90.75
Green Scapes	21.61	0.00	8.02	0.00	0.00	29.63
Griffin's Furniture Outlet	86.29	0.00	0.00	0.00	0.00	86.29
Hambro/Waste Solutions Group	17.10	0.00	0.00	0.00	0.00	17.10
Hank's Hauling	299.60	0.00	0.00	0.00	0.00	299.60
Hartley Construction	93.38	30.24	0.00	0.00	0.00	123.62
HASP / Jordan Recovery Centers	74.91	118.12	0.00	0.00	0.00	193.03
Hiouchi Community Fellowship	57.61	0.00	0.00	0.00	0.00	57.61
Humboldt Moving & Storage	36.01	0.00	0.00	0.00	0.00	36.01
Kays, Matthew J.	0.00	6.39	0.00	0.00	0.00	6.39
Kirkland's Lawn & Yard Service	341.31	0.00	0.00	0.00	0.00	341.31
Kraft, Tom & Patti	100.83	0.00	0.00	0.00	0.00	100.83
Larson Services	50.41	0.00	0.00	0.00	0.00	50.41
LNL Design and Construction	221.82	40.33	0.00	0.00	0.00	262.15
Madrone Court	0.00	86.43	151.32	0.00	0.00	237.75
Malloroy Construction	17.39	0.00	0.00	0.00	0.00	17.39
Mastaloudis Homes Inc.	51.04	0.00	0.00	0.00	0.00	51.04
McCullough Construction, Inc.	0.00	913.21	0.00	0.00	0.00	913.21
Mountain Power Tree Co	0.00	20.17	0.00	0.00	0.00	20.17
Mow Blow and Go	131.24	0.00	0.00	0.00	0.00	131.24
Murray Construction	15.84	0.00	0.00	0.00	0.00	15.84
New Dawn Support Services	159.72	0.00	0.00	0.00	0.00	159.72
North Coast Properties	25.93	0.00	0.00	0.00	0.00	25.93
North Woods Realty	134.77	0.00	0.00	0.00	0.00	134.77
Northcoast Marine Mammal Ctr.	11.52	0.00	0.00	0.00	0.00	11.52
Pappas Dry Wall	229.02	0.00	0.00	0.00	0.00	229.02
Parkway Feed	92.19	0.00	0.00	0.00	0.00	92.19
Pelican Bay Roofing Co.	21.61	25.93	0.00	0.00	0.00	47.54
Plunkett's Family Painting	91.88	11.53	0.00	0.00	0.00	103.41

**Del Norte Solid Waste Management Authority**  
**A/R Aging Summary**  
**As of May 5, 2017**

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Porter's Trucking *CLOSED*	0.00	0.00	0.00	0.00	2,033.84	2,033.84
Ray's Mobile Home Service	645.31	0.00	0.00	0.00	0.00	645.31
Recology Del Norte (Franchise)	0.00	-0.03	0.00	0.00	0.00	-0.03
Recology Del Norte (Prison)	10,592.71	0.00	0.00	0.00	0.00	10,592.71
Recology Del Norte Fran Fees	22,923.00	0.00	0.00	0.00	0.00	22,923.00
Red Sky Roofing	13,118.56	10,766.52	0.00	0.00	0.00	23,885.08
Redwood National Park	943.38	115,578.15	0.00	0.00	0.00	116,521.53
Reservation Ranch	214.62	0.00	0.00	0.00	0.00	214.62
Richerich & Jones Const	586.24	18.73	0.00	0.00	0.00	604.97
Rick Parker Construction	352.90	0.00	0.00	0.00	0.00	352.90
Ritchie Homes	12.96	0.00	0.00	0.00	0.00	12.96
Roy Rook Construction	47.53	0.00	0.00	0.00	0.00	47.53
Rumiano Cheese Company	423.00	0.00	0.00	0.00	0.00	423.00
S.O.S. Construction	239.11	0.00	0.00	0.00	0.00	239.11
Schnacker's General Hauling	44.65	245.76	0.00	0.00	0.00	290.41
Seawood Village	2,600.01	0.00	0.00	0.00	0.00	2,600.01
Smith River Equipment	4,092.18	207.41	0.00	0.00	0.00	4,299.59
Smith River Fire Prot. Dist.	232.26	25.93	0.00	0.00	0.00	258.19
Smith River Rancheria	0.00	297.96	223.33	0.00	0.00	521.29
Sprint Courier Service	0.00	93.10	0.00	0.00	0.00	93.10
Stephen F White Gen.Cont. Inc.	63.46	24.24	0.00	0.00	0.00	87.70
Stone Roofing	4,237.65	0.00	0.00	0.00	0.00	4,237.65
Swanson, Ray C. Construction	132.51	0.00	0.00	0.00	0.00	132.51
Tab & Associates	770.27	0.00	0.00	0.00	0.00	770.27
Tim Haban Construction	38.89	0.00	0.00	0.00	0.00	38.89
Tolowa Dee-Ni' Nation	73.46	0.00	0.00	0.00	0.00	73.46
Van Arsdale Construction	1,038.52	2,055.43	0.00	0.00	0.00	3,093.95
Van Nocker's Cleaning	10.08	0.00	0.00	0.00	0.00	10.08
Wigley Contracting	74.90	0.00	0.00	0.00	0.00	74.90
Winn's Maintance Service	207.42	0.00	0.00	0.00	0.00	207.42
Yurok Economic Dev Corp	25.67	166.58	0.00	0.00	0.00	192.25
Yurok Indian Housing Authority	0.00	0.00	0.00	0.00	0.00	0.00
Yurok Tribe	0.00	427.80	132.66	0.00	0.00	560.46
<b>TOTAL</b>	<b>71,964.30</b>	<b>133,858.62</b>	<b>724.18</b>	<b>58.43</b>	<b>2,053.50</b>	<b>208,659.03</b>



Items 2.4 and 2.5  
were not available  
when this agenda was  
being produced.

These items will be  
handed out at the  
meeting on  
20 June 2017



6/13/2017

RE: Change Order Request for Processing Agreement.

Recology Del Norte has entered into an agreement to purchase the Eel River Disposal facility in Fortuna California which includes the Samoa location in Humboldt County that handles the processing of recyclable material. We hope to have this purchase finalized by end of July. When the purchase has been completed a processing agreement will be made between the Samoa facility and Del Norte Solid Waste Management Authority. This agreement will also include a limitation of contamination in the recycling stream of not to exceed 10% which is standard for any processor.

Recology Del Norte is requesting a 60 day processing agreement extension to allow the final purchase of Eel River Disposal to close prior to any processing agreement being made with the Del Norte Solid Waste Management Authority.

Thank you.

Jeremy Herber  
General Manager  
Recology Del Norte  
[Jherber@recology.com](mailto:Jherber@recology.com)

4.1

# COLLECTIONS CHANGE ORDER 12

**CONTRACT:** FRANCHISE AGREEMENT FOR SOLID WASTE AND RECYCLABLES COLLECTION SERVICES FOR CRESCENT CITY AND DEL NORTE COUNTY, CALIFORNIA

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**CONTRACTOR:** RECOLOGY DEL NORTE, INC.  
**AUTHORITY:** DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY  
**SUBJECT:** TEMPORARY WAIVER OF REQUIREMENTS FOR RECYCLING PROCESSOR

---

**NATURE OF CHANGES:** In order to give Recology Del Norte additional time to make other processing arrangements for recyclable materials, this Change Order temporarily waives the requirements of sections 3.02.F, Exhibit C1, Section E (last sentence), and 5.12.A(6) (except the first sentence) for an additional 60 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 60 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 60 days of the adoption of this Change Order will constitute a violation of section 5.12.A(6) of the Franchise Collection Agreement.

These changes will be effective as of 20 June 2017.

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**CONTRACT TIME:** Contract Time remains unchanged.

**CONTRACT PRICE:** This Change Order makes no changes to the Contract Price.

*This Change Order is hereby approved:*

RECOLOGY DEL NORTE, INC.

BY: \_\_\_\_\_  
Michael J. Sangiacomo, President & CEO

DATE: \_\_\_\_\_

Del Norte Solid Waste Management Authority

BY: \_\_\_\_\_  
Blake Inscore, Chair

BY: \_\_\_\_\_  
Lori Cowan, Secretary

Approved as to form:

BY: \_\_\_\_\_  
Martha D. Rice, General Counsel



017003.00

June 9, 2017

Mr. Tedd Ward  
Director  
Del Norte Solid Waste Management Authority  
1700 State Street  
Crescent City, CA 95531

Dear Tedd:

**SUBJECT: DRAFT PLANS AND ENGINEER'S ESTIMATE FOR THE REPAIR OF THE  
CONCRETE FLOOR AT THE DEL NORTE COUNTY TRANSFER STATION,  
CRESCENT CITY CALIFORNIA**

Enclosed is our draft improvement plans and engineer's estimate for the repair of wear on the tipping floor and steel rub-bar of the outbound scale of the Del Norte County Transfer Station. Please review and comment on the plans. If the proposed improvement is acceptable, please give approval and we will finish the specifications and bid package.

Please contact us at (530) 275-4800 if you have any questions regarding this submittal

Sincerely,

Jesse Solorio, PE  
Senior Engineer

enc.: Attachment A Draft Plans  
Attachment B Engineer's Estimate

5.1

**Del Norte Solid Waste Management Authority  
 Del Norte County Transfer Station Repair Engineer's Estimate  
 Lawrence & Associates**

6/9/2017  
 Prepared by: J. Solorio

**Floor and Scale Ramp Repair**

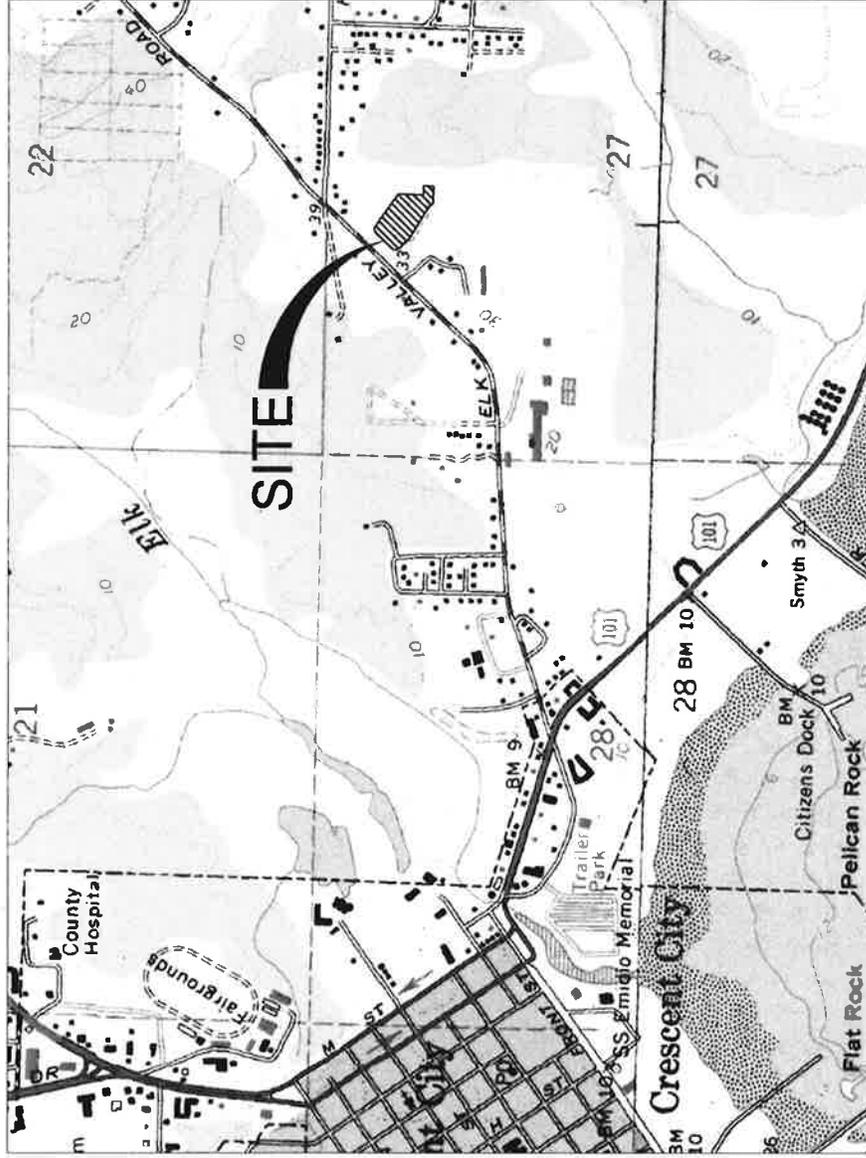
Description: Install 1.5" high strength cement topping to transfer station floor in worn area.  
 Repair steel rub guard at outbound scale approach.

Item	Description	Unit	Qty	Unit Cost	Total
1	Mobilization	LS	1	\$45,000	\$45,000
2	Floor Topping	SQFT	1050	\$57	\$59,850
3	Scale Ramp Repair	LS	1	\$2,200	\$2,200
				Subtotal	\$107,050
				10% Contingency	\$10,705

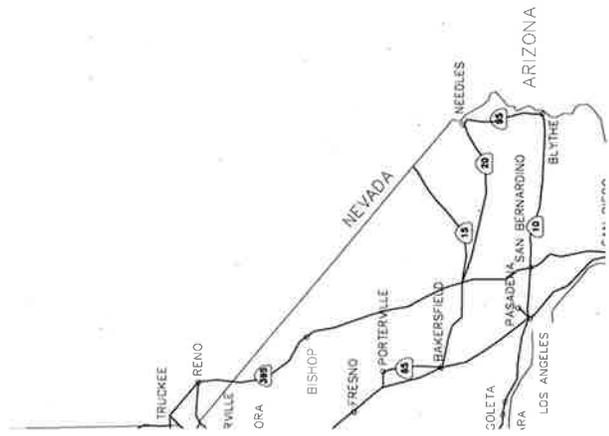
**Estimated Construction Cost (including 10% contingency): \$117,755**  
**Design and Inspection Services (Existing L&A Contract) \$13,898**  
**Total Project Funding Request \$131,653**

# FLOOR REPAIR

JUNE 2017



PROJECT LOCATION



INDEX TO DRAWINGS	
DRAWING	
C1.0	CC
C2.0	GE
C3.0	SI
C4.0	FL
C5.0	DE
C6.0	RF

PLANS PREPARED BY  
DRAFT

3. THE CONTRACTOR AGREES THAT, IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, THE CONTRACTOR WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT INCLUDING SAFETY OF ALL PERSONS AND PROPERTY. THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL WORKING HOURS. THE CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY AND HOLD OWNER AND ENGINEER HARMLESS FROM ANY AND ALL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THE PROJECT, EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE OWNER OR ENGINEER.

4. CONTRACTOR'S CONSTRUCTION PRACTICES SHALL CONFORM TO THE APPLICABLE CONSTRUCTION SAFETY ORDERS OF THE DIVISION OF INDUSTRIAL SAFETY OF THE STATE OF CALIFORNIA. CONTRACTOR SHALL ALWAYS COMPLY WITH OSHA REQUIREMENTS.

5. THE CONTRACTOR SHALL POST EMERGENCY TELEPHONE NUMBERS FOR POLICE, FIRE, AMBULANCE, AND THOSE AGENCIES RESPONSIBLE FOR MAINTENANCE OF UTILITIES IN THE VICINITY OF THE JOB SITE.

6. SHOULD IT APPEAR THAT THE WORK TO BE DONE, OR ANY MATTER RELATIVE THERETO, IS NOT SUFFICIENTLY DETAILED OR EXPLAINED WITHIN THESE PLANS, THE CONTRACTOR SHALL CONTACT LAWRENCE & ASSOCIATES AT (530) 275-4800 FOR FURTHER EXPLANATION, AS MAY BE NECESSARY.

7. UNLESS OTHERWISE NOTED, THE WORD "INSTALL" SHALL INCLUDE THE PURCHASE, DELIVERY, PLACEMENT, AND CONNECTION OF ITEMS DESCRIBED ON THESE PLANS AND ALL APPURTENANCES REQUIRED FOR A COMPLETE INSTALLATION.

8. THE CONTRACTOR SHALL MAINTAIN A SET OF RECORD DRAWINGS DURING THE CONSTRUCTION OF THIS PROJECT. THE DRAWINGS SHALL SHOW THE LOCATIONS, LENGTHS, AND DEPTHS OF ALL MATERIALS, EQUIPMENT AND WORK PERFORMED ON THIS PROJECT. SPECIFIC ATTENTION SHOULD BE GIVEN TO ACCURATE LOCATION OF BURIED PIPING AND UTILITIES. UPON COMPLETION OF THE PROJECT, THE CONTRACTOR SHALL USE THE RECORD DRAWING TO DEVELOP A CLEAN, THOROUGH, AS-BUILT PLAN. EITHER AN ELECTRONIC COPY IN AUTOCAD FORMAT OR TWO PAPER COPIES SHALL BE PROVIDED TO THE OWNER.

9. THE GENERAL CONTRACTOR SHALL BE RESPONSIBLE FOR COORDINATING ALL SUBCONTRACTORS AND INSPECTION OF THEIR WORK. THE GENERAL CONTRACTOR WILL BE HELD RESPONSIBLE AND FINANCIALLY ACCOUNTABLE FOR DEFICIENCIES IN SUBCONTRACTORS WORK.

10. CONTRACTOR MUST NOTIFY OWNER, ENGINEER AND COA MONITOR AT LEAST 48 HOURS PRIOR TO MOBILIZATION.

OWNER: TEDD WARD (707) 954-0953  
ENGINEER: JESSE SOLORIO (530) 275-4800

**SITE SAF**

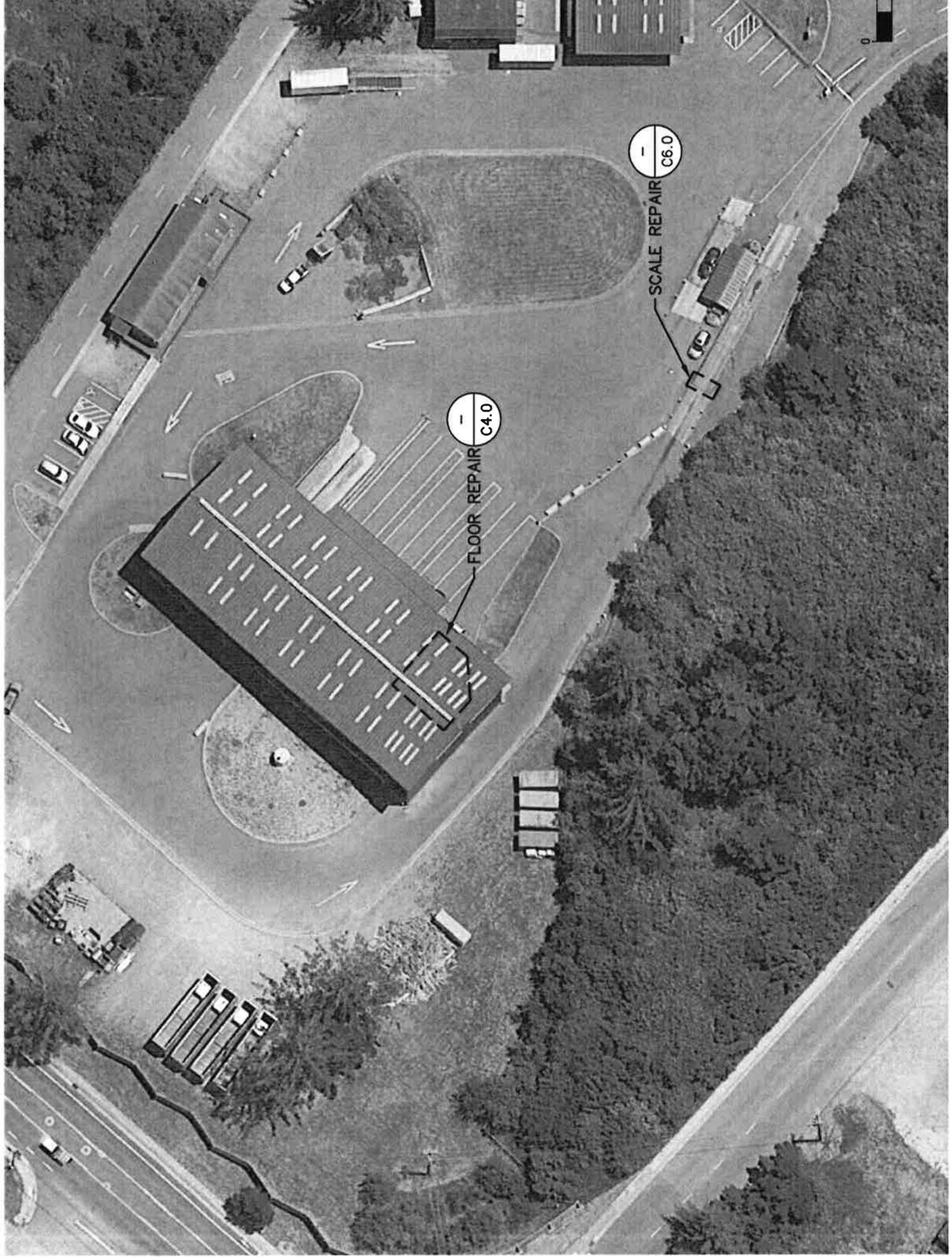
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**PERMITS**

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**SCHEDULE**

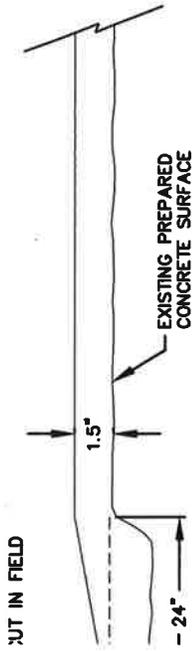
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FLOOR REPAIR  
C4.0

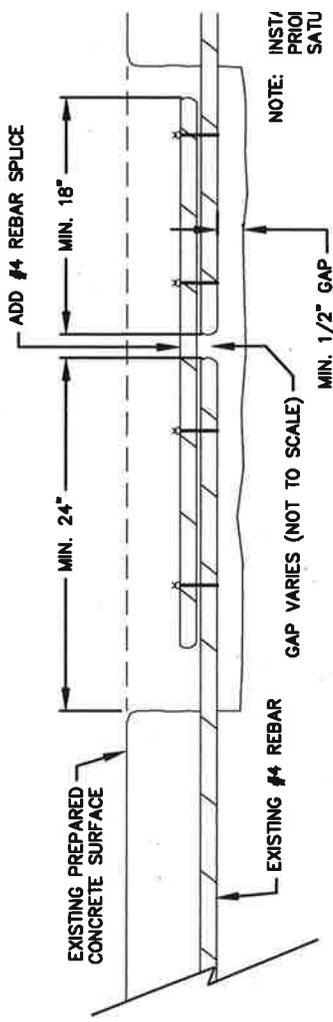
SCALE REPAIR  
C6.0





**EDGE TRANSITION**

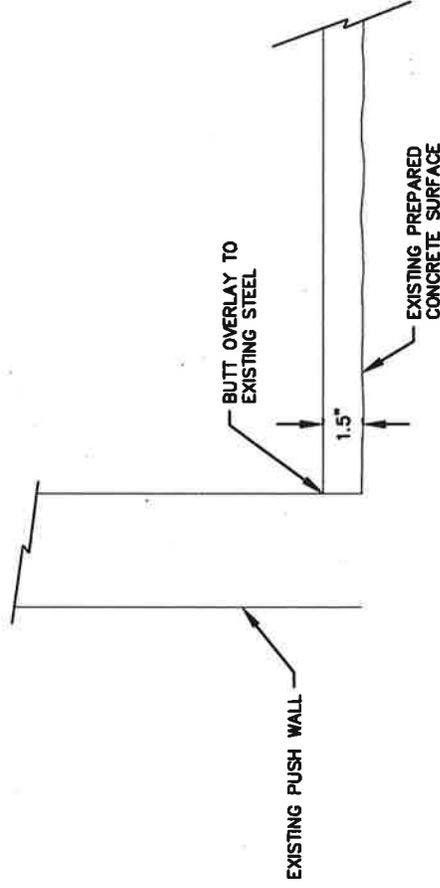
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**REPAIR OF DAMAGED REBAR**

NTS

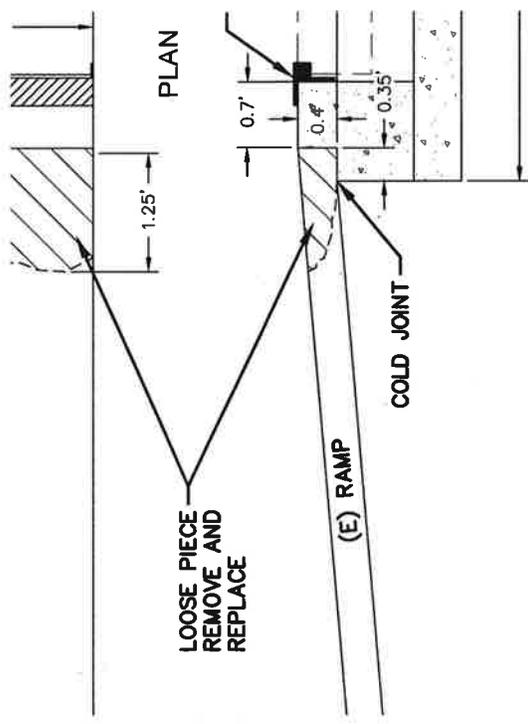
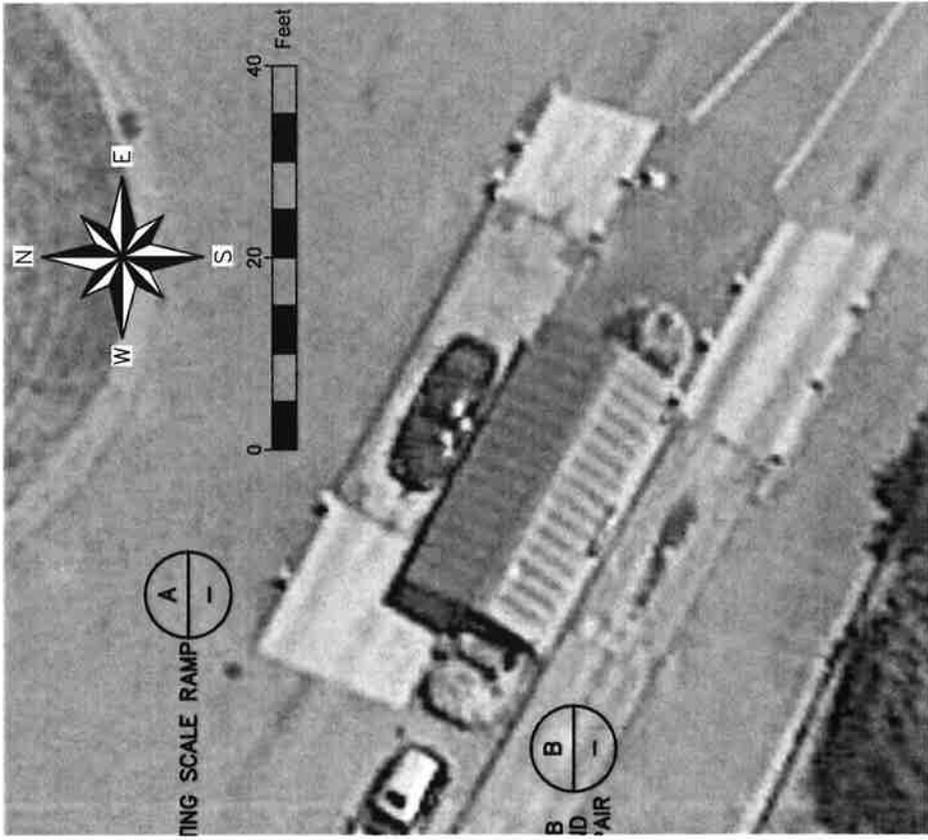
**B**  
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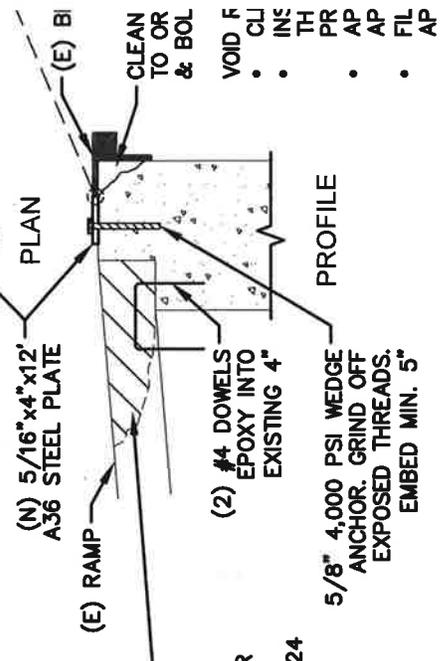
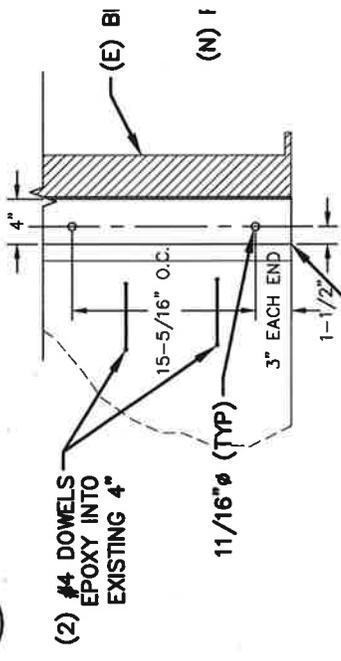
**PUSH WALL TRANSITION**

NTS

**C**  
C3.0



**PROFILE**  
**EXISTING SCALE RAMP**



- VOID REPAIR:**
- CLEAN EXISTING CONCRETE
  - INSTALL 2 DOWELS
  - APPLY SIKALIQUID WELD OR APPROVED EQUAL
  - FILL VOID w/SIKAREPAIR 224 OR APPROVED EQUAL
- 5/8" 4,000 PSI WEDGE ANCHOR. GRIND OFF EXPOSED THREADS. EMBED MIN. 5"**

**METAL RUB GUARD AND RAMP REPAIR**



# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

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

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

## Staff Report

**Date:** 14 June 2017  
**To:** Commissioners of the Del Norte Solid Waste Management Authority  
**From:** Tedd Ward, M.S. – Director *Tedd*  
Del Norte Solid Waste Management Authority  
**File Number:** 022102 – Authority Budget  
**Topic:** Final Review and Approval of the Authority Budget for FY 17/18

**Recommendation:** That the Board of the Del Norte Solid Waste Management Authority hold a public hearing after receiving public comments, adopt the attached budget proposed for Fiscal Year 2017/2018.

**Background:** The budget for the Del Norte Solid Waste Management Authority is to be 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.

In preparation for final adoption by the Authority Board, the proposed budget has been presented to the Crescent City Council and the Del Norte County Board of Supervisors for comment. Both the Crescent City Council and the Board of Supervisors had no comments.

**Analysis:** The Board may make changes to this budget at this meeting prior to final adoption.

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 2016/2017.

6.1

## **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

Variance

4-Apr-17

Line	Project	Description	FY 16/17	FY 16/17	Proposed FY 17/18		FY 17/18
			Adopted	Revised (4/4/17)	minus Revised FY 16/17	Proposed	
<b>Salaries and Benefits</b>							
10010		Payroll	\$ 332,728.00	\$ 332,728.00	\$ 21,013.00	\$	353,741.00
10010	78	Payroll	\$ -	\$ 6,600.00	\$ -	\$	6,600.00
10012		Overtime	\$ 750.00	\$ 1,000.00	\$ (185.00)	\$	815.00
10015		Part-time/Temp	\$ 28,792.00	\$ 32,922.00	\$ (3,922.00)	\$	29,000.00
10020		Retirement	\$ 81,628.00	\$ 81,628.00	\$ 5,827.00	\$	87,455.00
10030		Employee Benefits	\$ 108,927.00	\$ 108,927.00	\$ (4,590.00)	\$	104,337.00
10032		Supp Health Insurance	\$ -	\$ -	\$ -	\$	-
10033		Employee Life Insurance	\$ 331.00	\$ 331.00	\$ 38.90	\$	369.90
10035		Management Life Insurance	\$ 501.00	\$ 501.00	\$ 9.00	\$	510.00
10040		Worker's Compensation	\$ 37,352.00	\$ 37,352.00	\$ -	\$	37,352.00
		<b>Salaries and Benefits</b>	<b>\$ 591,009.00</b>	<b>\$ 601,989.00</b>	<b>\$ 18,190.90</b>	<b>\$</b>	<b>620,179.90</b>
<b>Services &amp; Supplies</b>							
20110		Clothing	\$ 1,000.00	\$ 1,000.00	\$ (250.00)	\$	750.00
20121		Communications	\$ 3,000.00	\$ 3,550.00	\$ (350.00)	\$	3,200.00
20140		Household Expense	\$ 5,200.00	\$ 6,200.00	\$ (491.00)	\$	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	\$ 1,114.00	\$	3,200.00
20155		Liability Insurance	\$ 2,350.00	\$ 2,350.00	\$ 150.00	\$	2,500.00
20170		Maintenance-Equipment	\$ 350.00	\$ 350.00	\$ 150.00	\$	500.00
20171		Maintenance-Vehicles	\$ 1,000.00	\$ 1,300.00	\$ 700.00	\$	2,000.00
20175		Maintenance-Computers	\$ 500.00	\$ 2,000.00	\$ 1,400.00	\$	3,400.00
20180		Maint-Structures/Improvements & TS Maint	\$ 500.00	\$ 2,400.00	\$ (400.00)	\$	2,000.00
20200		Memberships	\$ 7,600.00	\$ 7,600.00	\$ 200.00	\$	7,800.00
20221		Printing	\$ 400.00	\$ 1,115.00	\$ (615.00)	\$	500.00
20221	69	Printing-DOC Grant 17/18	\$ -	\$ -	\$ 3,000.00	\$	3,000.00
20221	64	Printing - Oil Grant 17/18	\$ -	\$ -	\$ 500.00	\$	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	\$ 1,286.00	\$	6,800.00
20227		Books/Subscriptions	\$ 175.00	\$ 175.00	\$ -	\$	175.00
20230		Prof Serv-Co/City	\$ 5,970.00	\$ 5,970.00	\$ 4,030.00	\$	10,000.00
20230	70	Prof Serv-Model Contract	\$ -	\$ 20,000.00	\$ (20,000.00)	\$	-
20231		Prof Serv	\$ 5,500.00	\$ 8,400.00	\$ 62,349.81	\$	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	\$ (2,200.00)	\$	20,000.00
20232	1	Prof Svc-LEA	\$ -	\$ -	\$ -	\$	-
20232	2	Data Processing - Software	\$ 500.00	\$ 3,000.00	\$ (1,500.00)	\$	1,500.00
20233		Audit	\$ 9,000.00	\$ 12,000.00	\$ (2,000.00)	\$	10,000.00
20234		Legal Counsel	\$ 9,000.00	\$ 9,000.00	\$ 1,000.00	\$	10,000.00
20235		Treasurer	\$ 7,000.00	\$ 7,000.00	\$ 1,000.00	\$	8,000.00
20236		Security	\$ 800.00	\$ 800.00	\$ 1,200.00	\$	2,000.00
20237		Credit Card Service Fees	\$ 12,500.00	\$ 15,300.00	\$ 200.00	\$	15,500.00
20238		TS Collection	\$ 20,000.00	\$ 26,000.00	\$ (1,000.00)	\$	25,000.00
20239		Transfer Station Operations	\$ 1,891,226.90	\$ 1,891,226.90	\$ 61,309.10	\$	1,952,536.00
20239	1	Post Closure Maintenance	\$ 5,000.00	\$ 7,500.00	\$ 2,500.00	\$	10,000.00
20240		Advertising/Publications	\$ 800.00	\$ 3,800.00	\$ (800.00)	\$	3,000.00
20240	64	Advertising Oil Grant - 17/18	\$ -	\$ -	\$ 2,000.00	\$	2,000.00
20240	69	Advertising- DOC Grant 17/18	\$ -	\$ -	\$ 3,000.00	\$	3,000.00
20240	66	Advertising - DOC Grant 16/17	\$ 2,000.00	\$ 2,000.00	\$ (884.00)	\$	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	\$ (600.00)	\$	2,500.00
20250	70	Lease of Equip- USFS Grant	\$ -	\$ 1,730.00	\$ 770.00	\$	2,500.00
20251		Lease - Gasquet Transfer Station	\$ 675.00	\$ 675.00	\$ 5.00	\$	680.00
20260		Rent-Office	\$ -	\$ -	\$ -	\$	-
20270		Minor Equipment (>\$1K)	\$ 1,000.00	\$ 1,000.00	\$ 2,000.00	\$	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	\$ (420.00)	\$	400.00
20281		Household Hazardous Waste Event	\$ 32,000.00	\$ 31,000.00	\$ 1,000.00	\$	32,000.00
20283		Community Clean-up	\$ 5,500.00	\$ 5,500.00	\$ 1,500.00	\$	7,000.00
20283	70	Community Clean-up - USFS Grant	\$ -	\$ 8,000.00	\$ -	\$	8,000.00
20285		Special Dept Expense	\$ 1,500.00	\$ 2,475.00	\$ (975.00)	\$	1,500.00
20285	64	Spec Dept Exp-Oil Grant - 17/18	\$ -	\$ -	\$ 6,500.00	\$	6,500.00
20285	69	Spec Dept Exp - DOC Grant 17/18	\$ -	\$ -	\$ 4,500.00	\$	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	\$ 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	\$	2,500.00

DNSWMA PROPOSED BUDGET for Fiscal Year 2017 / 2018

Variance

4-Apr-17

Line	Project	Description	FY 16/17				FY 17/18	
			Adopted	Revised (4/4/17)	Proposed FY 17/18	Proposed	minus Revised FY 16/17	
20290	69	Travel - DOC Grant 17/18	\$ -	\$ -	\$ 4,500.00	\$ 4,500.00		
20290	66	Travel - DOC Grant 16/17	\$ 4,500.00	\$ 4,500.00	\$ -	\$ -		
20290	63	Travel - Oil Grant 16/17	\$ 2,500.00	\$ 2,500.00	\$ -	\$ -		
20291		Commissioner Expense	\$ -	\$ -	\$ -	\$ -		
20297		Vehicle Fuel	\$ 1,500.00	\$ 1,500.00	\$ (300.00)	\$ 1,200.00		
20300		Utilities	\$ -	\$ -	\$ -	\$ -		
20301		State Fees	\$ 57,191.00	\$ 30,828.00	\$ 172.00	\$ 31,000.00		
		<b>Services &amp; Supplies</b>	<b>\$ 2,204,053.42</b>	<b>\$ 2,221,184.90</b>	<b>\$ 138,250.91</b>	<b>\$ 2,359,435.81</b>		
		<b>Other Charges</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
30420		Interest Payments	\$ -	\$ -	\$ -	\$ -		
30440		Transfer Station Loan Pyrmts-Interest	\$ -	\$ -	\$ -	\$ -		
30490		Depreciation Expense	\$ 96,500.00	\$ 96,500.00	\$ (4,785.00)	\$ 91,715.00		
30500		Department Allotment	\$ -	\$ -	\$ -	\$ -		
		<b>Other Charges</b>	<b>\$ 96,500.00</b>	<b>\$ 96,500.00</b>	<b>\$ (4,785.00)</b>	<b>\$ 91,715.00</b>		
		<b>Fixed Assets</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
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	\$ -	\$ -	\$ -	\$ -		
		<b>Fixed Assets</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
		<b>Intra / Inter Fund Transfers</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
70530	25	Interfund-Repayment to County	\$ 202,272.00	\$ 202,272.00	\$ (757.00)	\$ 201,515.00		
70530	199	Interfund-Cost Plan	\$ 63,835.00	\$ 63,835.00	\$ 13,071.00	\$ 76,906.00		
70800		ARC Payment OPEB	\$ 11,125.00	\$ 11,125.00	\$ 152,331.00	\$ 163,456.00		
70910		Op. Transfer Out	\$ -	\$ -	\$ -	\$ -		
70910	123	Op Trans Out Bad Check Fee	\$ -	\$ -	\$ -	\$ -		
		<b>Intra / Inter Fund Transfers</b>	<b>\$ 277,232.00</b>	<b>\$ 277,232.00</b>	<b>\$ 164,645.00</b>	<b>\$ 441,877.00</b>		
		<b>Other Charges</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
81000		Contingency	\$ 3,000.00	\$ 3,000.00	\$ 7,000.00	\$ 10,000.00		
		<b>Other Charges</b>	<b>\$ 3,000.00</b>	<b>\$ 3,000.00</b>	<b>\$ 7,000.00</b>	<b>\$ 10,000.00</b>		
		<b>TOTAL EXPENDITURES</b>	<b>\$ 3,171,794.42</b>	<b>\$ 3,199,905.90</b>	<b>\$ 323,301.81</b>	<b>\$ 3,523,207.71</b>		

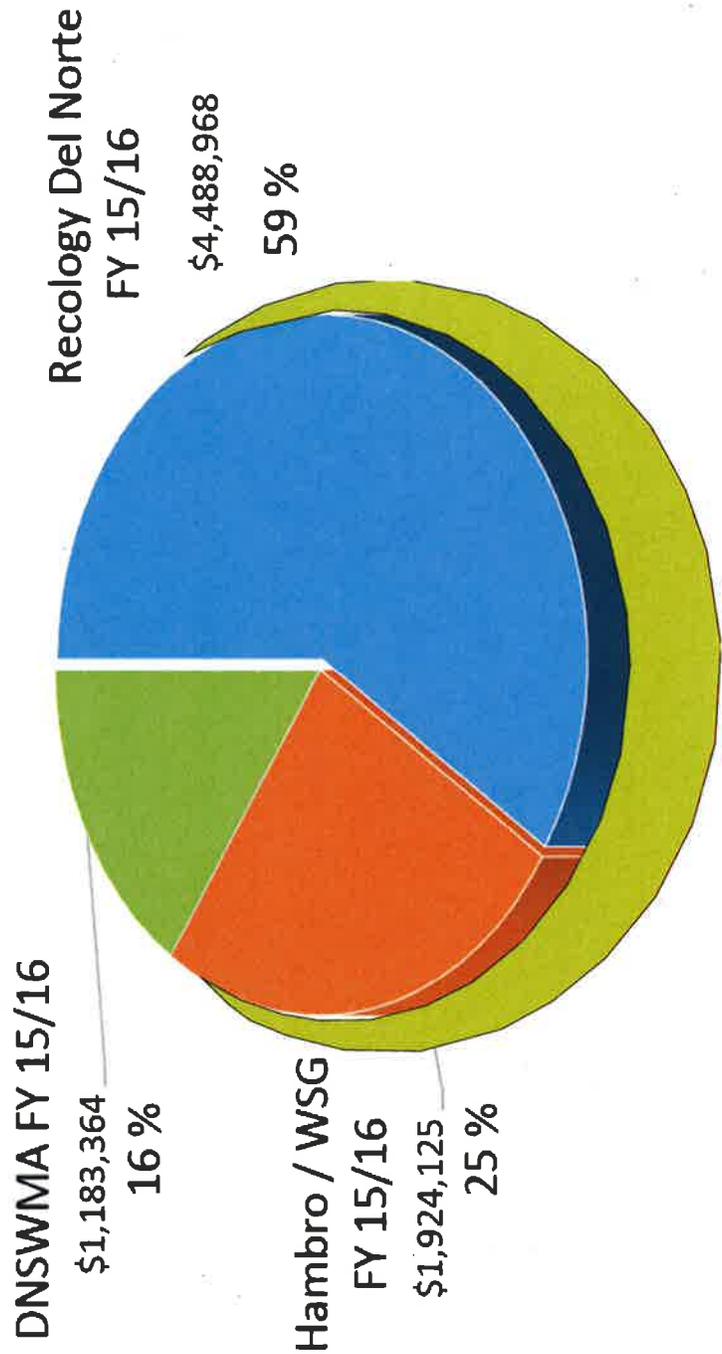
DNSWMA PROPOSED BUDGET for Fiscal Year 2017 / 2018

Variance

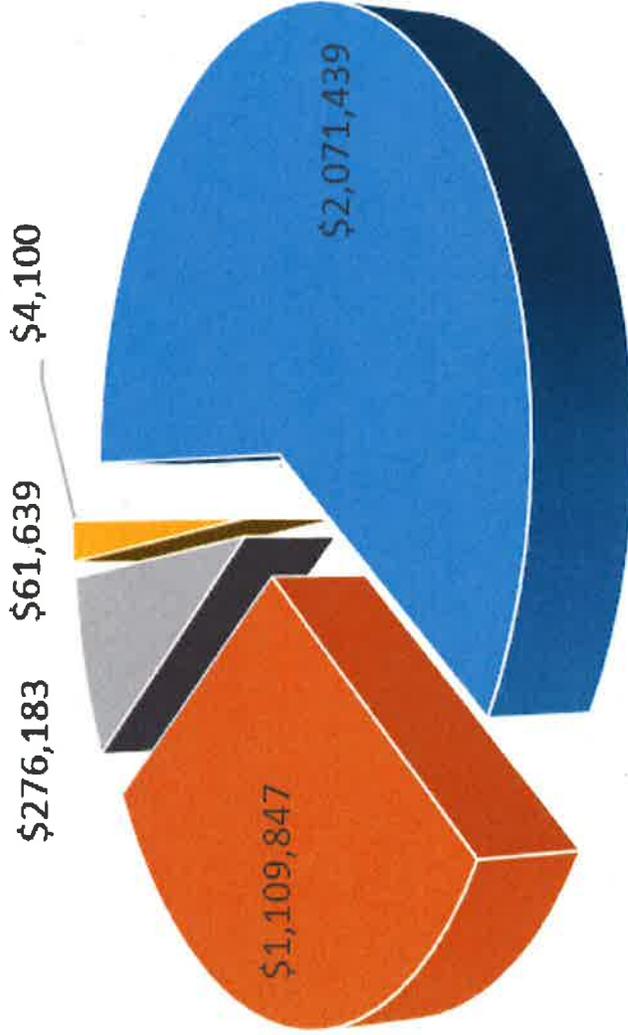
4-Apr-17

Line	Project	Description	FY 16/17	FY 16/17	Proposed FY 17/18		FY 17/18
			Adopted	Revised (4/4/17)	minus Revised FY 16/17	Proposed	
<b>Revenues</b>			\$ -				
90153		Franchise Fees	\$ (273,559.50)	\$ (256,520.00)	\$ (19,663.00)	\$ (276,183.00)	
90210		Code Enforcement	\$ -	\$ -	\$ -	\$ -	
90300		Interest - Solid Waste	\$ (1,850.00)	\$ (2,272.00)	\$ (1,228.00)	\$ (3,500.00)	
90301		Late Payment Fee	\$ -	\$ -	\$ -	\$ -	
90650		DOC Grant 15/16	\$ (13,524.00)	\$ (13,524.00)	\$ 13,524.00	\$ -	
90650	69	DOC Grant 17/18	\$ -	\$ -	\$ (15,000.00)	\$ (15,000.00)	
90650	64	Oil Grant 17/18	\$ -	\$ -	\$ (15,000.00)	\$ (15,000.00)	
90650	66	DOC Grant 16/17	\$ (15,000.00)	\$ (15,000.00)	\$ 15,000.00	\$ -	
90650	63	Oil Grant 16/17	\$ (15,000.00)	\$ (15,000.00)	\$ 15,000.00	\$ -	
90650	70	USFS Cleanup Grant	\$ -	\$ -	\$ (31,639.00)	\$ (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)	\$ (221,061.12)	\$ (2,071,439.21)	
91003	99	Gate Tipping Fees - Prior Yr	\$ -	\$ -	\$ -	\$ -	
91004		Authority Service Fees	\$ (1,020,178.20)	\$ (1,020,746.80)	\$ (89,099.70)	\$ (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)	\$ 6,694.00	\$ (500.00)	
91121	123	Bad Check Fee Reimb	\$ (100.00)	\$ (100.00)	\$ -	\$ (100.00)	
91122		Insurance Recovery	\$ -	\$ -	\$ -	\$ -	
91124		Misc Revenue	\$ -	\$ -	\$ -	\$ -	
91130		Construction Loan	\$ -	\$ -	\$ -	\$ -	
<b>TOTAL REVENUES</b>			\$ (3,171,794.42)	\$ (3,180,734.89)	\$ (342,472.82)	\$ (3,523,207.71)	
Net Cost (Prior Year Grant Expenses)			\$ -	\$ 19,171.01	NA	\$ (0.00)	

# Del Norte Solid Waste System Revenues

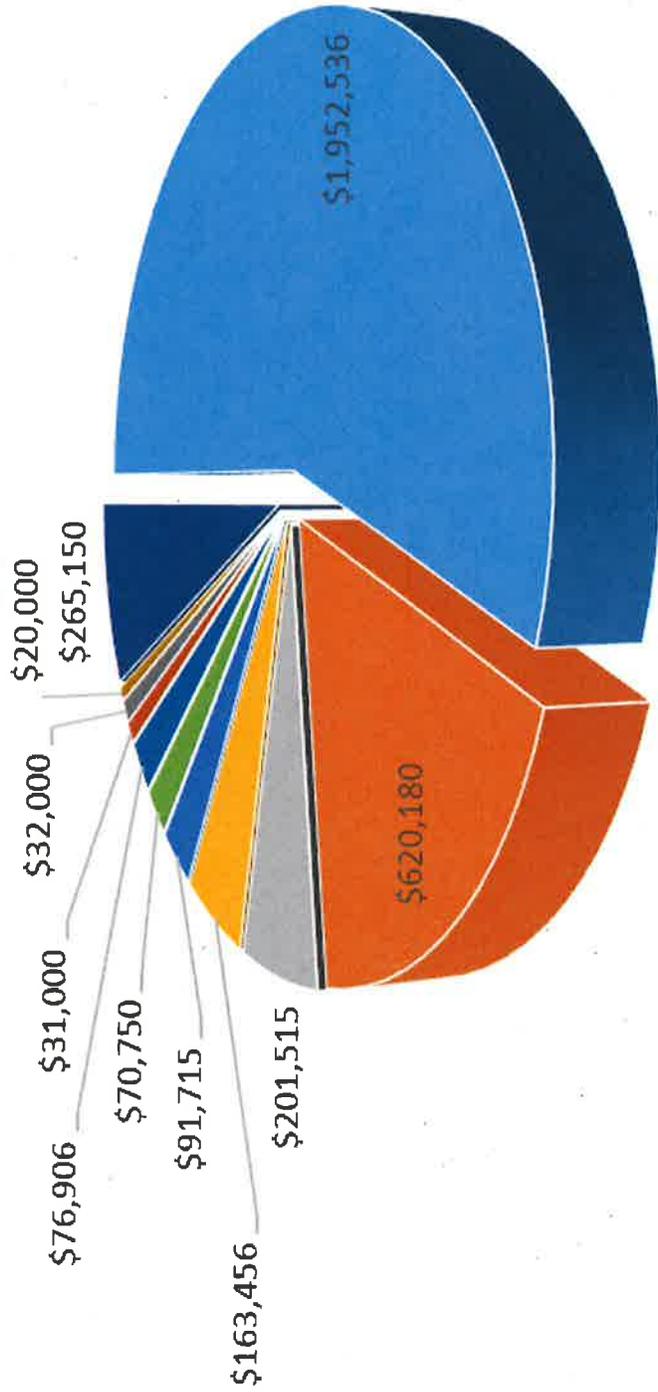


# DNSWMA Budget FY 17/18 - Revenues



- Hambro / WSG
- Authority Service Fees
- Franchise Fees
- Grants
- Other

# DNSWMA Budget FY 17/18 - Expenses



- Transfer Station Operations
- Salaries & Benefits
- TS Loan Payments
- OPEB
- Depreciation
- Professional Services
- Interfund Costs to DNC
- Permit Fees
- HHW Event
- Landfill Well Monitoring
- Other

# Del Norte Solid Waste Management Authority

## Work Priorities Fiscal Year 2016 – 2017

File: 231501



**Mission Statement (Sept. 2014): 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.**

### **Purposes of the Authority (2012):**

1. Planning, siting, permitting, developing, constructing, maintaining, managing and providing gate attendants for public disposal sites, transfer stations, and/or sanitary landfills, and planning for and securing the services of necessary non-disposal processing facilities or other options related to recovering discarded resources and processing those materials to increase their value;
2. Preparing, implementing, and providing related monitoring, reporting, updates and revisions for programs of a Regional Agency Integrated Waste Management Plan as required under the California Integrated Waste Management Act of 1989 as amended (California Public Resources Code commencing with section 40050), including programs related to used motor oil, oil filters, and household hazardous wastes and other materials and products banned from mixed waste disposal;
3. Defining and monitoring the service standards for collections of discards in the incorporated and unincorporated area of County and the ability to grant franchises for waste hauling and/or collection and processing of mixed recyclable materials, in its discretion; (*Recology Del Norte provides services under the Collections Franchise Agreement with the Authority*)
4. Exercising all setting and controls on maximum rates to be charged to the public for discard collections services, and solid waste and recycling services in Del Norte County, and other appropriate powers reasonably necessary to carry out the purpose of this Agreement, including securing disposal capacity for Del Norte County residents, agencies, and businesses as required under Public Resources Code sections 41701 and 41703;
5. Developing, adopting, and implementing Ordinances and programs to control and prosecute illegal dumping and blight in Del Norte County associated with solid waste accumulation and storage; and
6. Post-closure maintenance, monitoring, reporting and remediation related to the Crescent City Landfill as required by relevant Orders from the Regional Water Quality Control Board, North Coast Region, the California Department of Resources Recycling and Recovery (CalRecycle) the North Coast Air Quality Management District.

6.2

# Del Norte Solid Waste Management Authority Work Priorities Fiscal Year 2016 – 2017

## Table of Contents

### Mandated or Obligatory Ongoing or Future Activities:

1.	Del Norte County Transfer Station (TS) Facilities and Operations.....	3
2.	Crescent City Landfill Post-Closure Maintenance.....	4
3.	Collections Franchise and Collections System Management.....	6
4.	Reuse, Recycling, and Composting.....	6
5.	Community Cleanup.....	7
6.	Education and Public Outreach.....	7
7.	Local Regulations, Ordinances, Plans and Enforcement.....	8
8.	Public Meetings, Budgets, Funding and Fiscal Oversight.....	8
9.	Personnel and Staffing.....	9
10.	Other Responsibilities and Activities.....	9
11.	Annual Testing and Reporting Calendar.....	11
	<u>Deferred Discretionary Activities.....</u>	<u>12</u>

### Legend for symbols used:

-  = Activity to be completed during FY 2017-2018
-  = Authority-adopted plan, contract or grant to comply with law
-  = Fiscal responsibility under guidance of Authority Treasurer
-  = Draft submitted, awaiting agency response
-  = Lower priority activity or only addressed as time and capacity allows
-  = Activity deferred by Authority Board action
-  = Activity completed for FY 2017-2018

*This Work Priorities list is a living document. Items may be added as needed due to further direction from the Authority Board, new legislation, regulation or agency action.*

Last Updated: **June 2017**

## **Mandated or Obligatory Ongoing or Future Activities:**

### **1. Del Norte County Transfer Station (TS) Facilities and Operations**

-  Schedule appropriate staff to operate and maintain scale and gatehouse operations at the Del Norte County, Klamath and Gasquet transfer stations, including the daily accounting of receipts and transactions at each facility. (Ongoing)
-  Prepare plans and specifications, financing, construction quality assurance, and conduct a competitive process to select a contractor to repair worn areas of the Del Norte County Transfer Station floor and to repair the ramps for the outbound scale with minimal disruption to Transfer Station operations. (Repairs to be done before the end of FY 17/18)
-  Use the permanent HHW Facility at the Transfer Station for annual HHW Collection Event, as well as daily recycling of used motor oil, oil filters, antifreeze, lead acid batteries, paints stains and varnishes, televisions and computer monitors, household batteries, household fats oils & greases, home generated sharps, and residential and commercial fluorescent tubes. (Annual and Daily)
-  Submit necessary forms related to hazardous waste management to the California Department of Toxic Substances Control (DTSC), including form 303 and generator copies of hazardous waste manifests. (Annual)
-  Prepare and submit hazardous waste business plan to the CERS database. (Annual)
-  Submit reports as required by the California Department of Resources Recycling and Recovery (CalRecycle), including quarterly disposal reports, electronic annual reports, and reporting related to management of consumer electronic wastes, appliances, etc. (Annual)
-  Maintain and improve facilities for disposal and recycling facilities at the Klamath and Gasquet transfer stations. Both these facilities are without water or power and have security issues. (Ongoing).
-  Initiate process to develop a small-volume transfer station to provide drop-off recycling and disposal services for the communities in the northern portions of the County, including the Tolowa Dee-ni' Nation, Smith River, and Fort Dick. (Ongoing)
-  Coordinate with the County Department of weights and measures to calibrate and certify the accuracy of the scales used at the Del Norte County Transfer Station. Repair scales as necessary. (Annual)

-  Resubmit Non-Exposure Certification approved for Del Norte County Transfer Station to reduce the level of effort required to comply with the Industrial Stormwater Permit (Annual).
-  Negotiate changes to how Hambro/WSG is paid for transfer station operations services as directed by the Board. (to be completed before end of 2017)
-  Prepare and submit the PCI compliance report to assure that measures are in place to protect customer credit and debit card information. (Annual, this deferral is costing ~\$60/month)

## 2. Crescent City Landfill Post-Closure Maintenance

-  Continue working with County staff to monitor gas wells, groundwater wells, surface water sampling points. Authority staff will continue to compile, summarize and analyze data as well as prepare and submit reports to the North Coast Regional Water Quality Control Board (RWQCB) as required under Order 97-90, and as directed by RWQCB staff. (Ongoing through 2035)
-  Continue landfill facility maintenance. Erosion repairs for erosion resulting from storms from winter 2016/17 may be reimbursable by the California Office of Emergency Services. This includes semi-annual removal of deep-rooting plants and mowing of surface drainage structures, as well as fence, gate and well repair. Activities will also periodically include regrading, repair to slopes and drainage structures to reduce ponding, as well as revegetating graded areas. (Ongoing through 2035)
-  Apply for reduction in the post-closure multiplier and prepare and submit annual estimate of the post-closure financial liability associated with the Crescent City Landfill to CalRecycle (Annual; ongoing through 2035)
-  Work with RWQCB in the development and revision of Waste Discharge Requirements and Monitoring and Reporting Program to analyze water historical quality monitoring information with the intent of reducing the expense of water quality monitoring during the post-closure maintenance period, which extends until February 2036 (Ongoing until new Monitoring and Reporting Program is approved).
-  Conduct and submit aerial survey of the landfill every five years to document any differential settlement. (Next due in 2021; Ongoing through 2035)
-  Collect and analyze water samples from two new wells (E-4 Shallow and E-4 Deep) installed at the landfill to possibly demonstrate groundwater flow directions are such that water quality impacts associated with the landfill are unlikely to pose a threat to adjacent residential properties. (Ongoing until new Monitoring and Reporting Program is approved).

-  Submit and/or update the Pledge of Revenue Agreement and associated Resolutions affirming that post-closure liabilities associated with the Crescent City Landfill are addressed through a Pledge of Revenue from the Del Norte County Transfer Station. (Ongoing)
-  Work with County and Parks representatives to facilitate transfer of a portion of the south end of the landfill property to State Parks in exchange for a portion of Parks property adjacent to the airport. Secure the landfill by repairing fences, gates, barriers, posting 'no trespassing' signs and working with law enforcement and State parks to prevent non-authorized vehicle access to the landfill property. (Ongoing)
-  Work with County staff and contractors to explore compatible and beneficial uses of the landfill property for mitigation activities that could offset impacts of specified County projects. (Ongoing)
-  Conduct and report on constituent of concern monitoring of landfill groundwater every five years. (Next due in August 2019; ongoing through 2035)
- ✓  Prepare and submit landfill gas heat capacity report and other documentation required by the North Coast Air Quality Management District (NCAQMD). The NCAQMD may impose additional requirements based on this report. (Submitted in 2013; ongoing through 2035)
-  Monitor development of laws and regulations pertaining to control of greenhouse and other landfill gas emissions. Research possible actions and funding sources as necessary and appropriate. (Ongoing)

### 3. Collections Franchise and Collections System Management

-  Develop strategies, plans, Change Orders and contracts as needed to establish and support capacity for sorting, processing and baling recyclable materials collected by Recology Del Norte or an appropriate subcontractor. (ASAP in FY 17/18)
-  Negotiate changes to Recology's recycling collection and/or outreach services to reduce the proportion of non-recyclable trash contaminating Del Norte's recycling programs. (ASAP in FY 17/18)
-  Manage Franchise Collections contract with Recology Del Norte to ensure compliance with contract provisions and Service Standards, including drafting annual CPI-based rate adjustments and negotiating and drafting Change Orders for contractual changes. Coordinate with Recology Del Norte as needed. (Ongoing)
-  Continue to promote workplace recyclables collections with Recology Del Norte,

recycling coordinators, the recyclables collection contractor (currently GH Outreach) and processors like Julindra Recycling, including the requirements of the California Commercial Recycling Mandate (AB341). (Ongoing, special report requested by CalRecycle in 2016)

#### **4. Reuse, Recycling, and Composting**

-  Continue, as a rural regional agency, planning, monitoring and reporting programs, activities, and progress on per capita and per employee waste reduction targets under California Integrated Waste Management Act of 1989, as amended, and as administered by the California Department of Resources, Recovery and Recycling (CalRecycle), including the California's Mandatory Commercial Recycling Law (AB341). (Ongoing)
-  Analyze, enhance, expand, develop and support one or more facilities capable of processing locally-generated organic materials for compost or energy production, in Del Norte or one of our adjacent counties in compliance with the Organics Management Infrastructure Planning (AB 1826 and AB 876). (Ongoing)
-  Continue to coordinate, enhance, and promote recycling of used oil, oil filters and antifreeze using grants from the State agency responsible for oil recycling. (Annual and ongoing)
-  Continue to coordinate, enhance, and promote recycling of beverage containers using grants from the State agency responsible for beverage container recycling. (Annual and ongoing)
-  Plan, coordinate, monitor and report on implementation of product stewardship collection programs for carpeting, thermostats, household batteries, paints and stains, and mattresses. (Ongoing)
-  Provide material support for County recycling collections through GH Outreach. (Ongoing)
-  Provide backyard composting workshops periodically throughout the year. (Ongoing)
-  Complete the five year review of the Regional Agency Integrated Waste Management Plan in coordination with the Del Norte Solid Waste Task Force. (submitted in 2014, next due by January 2020)

## 5. Community Cleanup

-  Coordinate fundable cleanup activities under the grant from the US Forest Service. (Ongoing through Aug 31, 2021)
-  Coordinate collection events for Christmas trees, yard debris, household hazardous wastes and other items or materials as opportunities arise (Ongoing)
-  Coordinate and support beach, river and neighborhood cleanup activities. (Ongoing)
-  Manage and direct use of the twenty-one Authority-directed bin pulls to support community cleanup activities. (Annual)

## 6. Education and Public Outreach

-  Prepare outreach materials to promote program activities, events and services including print ads, radio ads, posters, public service announcements, handouts and flyers as well as collections billing inserts promoting waste reduction, reuse, repair, composting, hazard reduction, and proper disposal. (Ongoing)
-  Promote waste prevention, reuse, composting and recycling through the Del Norte County Fair and other community events. (Annual)
-  Provide support to the Del Norte Solid Waste Task Force to promote outreach and education, waste reduction, reuse, composting, recycling and related activities. (Quarterly and Ongoing)
-  Continue to provide presentations to community groups and classrooms as requested. (Ongoing)
-  Respond to telephone, fax, and e-mail requests for information and/or complaints regarding services and rates for Authority facilities, programs, and those of its contractors. Such inquiries may address materials such as hazardous materials, what materials are recyclable or acceptable as brush, outdated medicines, asbestos, and other materials requiring special handling. (Ongoing)
-  Update website as needed and upload meeting agenda and minutes. (Monthly & Ongoing)
-  Advocate for legislative and regulatory initiatives extending producer responsibilities for end of life product management to reduce Authority costs for managing discards - especially hazardous materials, products or materials banned from disposal, as well

as products or materials requiring special handling including marine flares, sharps, fluorescent tubes and household batteries. (Ongoing)

 Work with the California Product Stewardship Council (CPSC) to promote and establish Extended Producer Responsibility and Take Back programs, such as the Refuel Your Fun campaign promoting refillable propane cannisters. (Ongoing)

 Work with the Crescent City Harbor District, US Coast Guard, Del Norte County Sheriff's office, other local representatives and related state agencies to develop strategies to safely manage expired marine flares. (Ongoing)

## **7. Local Regulations, Ordinances, Plans and Enforcement**

 Work with County and City Building and Planning Departments regarding review of Materials Management Plans associated with construction and demolition permits in Del Norte County. (Ongoing)

 Administer Code Enforcement and related Blight Abatement and Cleanup activities through the County's Code Enforcement Officer until such time as these functions are incorporated into relevant City and County Ordinances. (Ongoing)

## **8. Public Meetings, Budgets, Funding and Fiscal Oversight**

 Develop annual budgets, tracking and reporting expenditures and revenues accordingly. (Annual and ongoing)

 Prepare and distribute agendas, public hearing notices, minutes, resolutions, ordinances, and related staff reports using the Authority website and other means in compliance with public meeting laws and related agreements and by-laws. (Ongoing)

  Prepare and submit necessary reports and payments related to post-employment retirement (OPEB) benefits and funding. (Annual)

  Prepare and submit necessary reports related to General Accounting Board Standards Board Statements Numbers 45 and 68. (Annual)

  Work with contractor to complete the annual agency audit report and respond according to recommendations and Board direction. (Annual)

 Track charge customer accounts and payments, send out monthly statements, assess late charges, and refer past-due accounts to collections under adopted policies. (Ongoing)

 Solicit, negotiate and administer Del Norte Solid Waste Management Authority and

Abandoned Vehicle Abatement Service Authority contracts as necessary. (Ongoing)  
(The Waste Authority Board also serves as Abandoned Vehicle Abatement Authority.)

-  Establish a written agreement with a person or company to provide Treasurer / Controller services. (2018)

## 9. Personnel and Staffing

-  Work with employees and union representatives as needed to address issues covered under the Memorandum of Understanding with the Del Norte Solid Waste Management Authority Employees Association. (Current agreement expires on June 30, 2019)
-  Recruiting and hiring a full complement of staff according to the adopted staffing chart, including hiring and training refuse site attendants and relief workers for the Del Norte County Transfer Station, as well as the Gasquet and Klamath container sites. (Ongoing)
-  Training staff through regular meetings, workshops, in-service training, annual HAZWOPER (Hazardous Waste Operations) refreshers, educational and/or on-line courses and conferences. (Monthly staff safety meetings and Ongoing)
-  Develop and maintain partnerships with Del Norte County and City departments to efficiently deliver services, including payments to the Interfund Cost Plan to pay for County personnel, auditing, and information technology services. (Ongoing)

## 10. Other Responsibilities and Activities

-  Provide collection and consolidation services as needed for public home-generated sharps drop-off points. (Ongoing)
-  Continue participation in the North Coast Recycling Market Development Zone (including Humboldt and Del Norte Counties), an enterprise zone promoting recycling market development and development of recovery-based enterprises through technical assistance services and financing opportunities. (Ongoing)
-  Obtain and maintain equipment, signage, supplies and software for monitoring, reporting, scale management, servicing, outreach and collection event activities. (Ongoing)
-  Provide timely analysis and/or recommendations for Board actions or letters regarding legislation and/or regulations which pertain to Authority activities or programs,

including coordination with statewide groups such as the Environmental Services JPA of the Regional Council of Rural Counties or the California Resource Recovery Association. (Ongoing)

- ✉ Providing professional assessment and analysis of how other jurisdictions have addressed the issues and concerns identified by the Authority Board, including obtaining model requests for proposals, agreements and/or ordinances. (As needed)

### **Deferred Discretionary Activities:**

- ⊗ Submit application, fees, print forms and conduct training necessary to provide public scale services at the Del Norte County Transfer Station. (Pending, deferred at present)
- ⊗ Work cooperatively with the Humboldt Waste Management Authority for regional promotion of waste prevention, reuse, repair, composting and recycling. (Ongoing)
- ⊗ Apply for and administer additional competitive grants to support local and/or regional programs as opportunities arise. (Deferred)
- ⊗ Monitor and report on Authority and County implementation of procurement policies promoting the procurement and use of reusable, recyclable, and recycled-content products.(Ongoing)

### **Deferred Activities associated with Resource Recovery Infrastructure and Recycling Market Development:**

- ✍⊗ Through the North Coast Cooperative for Recycling Infrastructure Development (Coop), support expansion of reuse, recycling, and compost processors and manufacturers in Del Norte and Humboldt counties to bolster regional markets for recovered materials. (Ongoing)
- ✍⊗ Use the Coop as a forum for reducing overall program costs by sharing resources and personnel, or storing and consolidating recovered materials at public facilities as opportunities arise. (Ongoing)
- ⊗ Develop a plan for the Resource Recovery Park property adjacent to the Del Norte County Transfer Station.





**COUNTY OF DEL NORTE**  
COMMUNITY DEVELOPMENT DEPARTMENT  
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**DATE:** June 13, 2017

**AGENDA DATE:** June 20, 2018

**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 AUTHORITY ACTION:** Approve Fiscal Year 17/18 budget for the Abandoned Vehicle Abatement Program as recommended by staff.

**SUMMARY:** At your April meeting, County staff provided a recommended budget for the Abandoned Vehicle Abatement Program ("AVA Program") as required by the Joint Powers Agreement for the Del Norte County Abandoned Vehicle Abatement Service Authority ("AVA Service Authority"). No recommendations were made to the draft budget and staff recommends the draft budget, as previously submitted, be approved at a public hearing.

**DISCUSSION:** 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.

**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

**ENCLOSURE:** Recommended Abandoned Vehicle Abatement Budget (Budget Unit 127-127)



Department Budget Report

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
<b>Services &amp; Supplies</b>										
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	159.16	20.84	88.4	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	11,005.59	20,812.41	34.6	21,645.00
20231		Professional Services - PY	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
			<b>23,146.41</b>	<b>17,735.62</b>	<b>32,723.00</b>	<b>32,723.00</b>	<b>11,659.65</b>	<b>21,063.35</b>		<b>22,500.00</b>

Intra/Inter Fund Transfers

70530	918	Oper Trans Out - Public Nuisance	0.00	0.00	0.00	0.00	0.00	0.00	0	0.00
			<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>		<b>0.00</b>
<b>Total Expenditures</b>			<b>23,146.41</b>	<b>17,735.62</b>	<b>32,723.00</b>	<b>32,723.00</b>	<b>11,659.65</b>	<b>21,063.35</b>		<b>22,500.00</b>

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	-64.56	64.56	0	0.00
90410		Abandoned Vehicle	-22,970.21	-24,443.90	-22,500.00	-22,500.00	-13,394.40	-9,105.60	59.5	-22,500.00
			<b>-27,209.14</b>	<b>-24,469.55</b>	<b>-22,500.00</b>	<b>-22,500.00</b>	<b>-13,458.96</b>	<b>-9,041.04</b>		<b>-22,500.00</b>
<b>Net Cost</b>			<b>-4,062.73</b>	<b>-6,733.93</b>	<b>10,223.00</b>	<b>10,223.00</b>	<b>-1,799.31</b>	<b>12,022.31</b>		<b>0.00</b>