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

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

Special Session **Wednesday January 23, 2019** **4:00 PM**

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The Solid Waste Management Authority of the City of Crescent City and the County of Del Norte, State of California, is now meeting in 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 For more information call 465-1100 or email dnswma@recycledelnorte.ca.gov

4:00 PM **CALL MEETING TO ORDER / ROLL CALL**
PLEDGE OF ALLEGIANCE

4:01 PM **PUBLIC COMMENTS:** ANY MEMBER OF THE PUBLIC MAY ADDRESS THE SOLID WASTE MANAGEMENT AUTHORITY ON ANY MATTER ON OR OFF THE AGENDA. After receiving recognition from the Chair, please give your name and address for the record. Comments will be limited to three minutes.

OPEN SESSION ITEMS:

1. CONSENT AGENDA

1.1 Approve minutes, Regular Session, Tuesday December 18, 2018. **
1.2 Approve an interdepartmental transfer to Del Norte County in the amount of $37,925.76 for sub-lease rental and interest payments. **
1.3 Approve Director's vacation request for January 24-29, 2019. **
1.4 Approve a budget transfer in the amount of $101,156. **

END CONSENT AGENDA

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

2.1 Director's Report for January 2019. **
2.2 Treasurer / Controller Reports for November 2018 **
2.3 Claims approved by Director & Treasurer for December 2018 **
2.4 Monthly Cash and Charge Reports for December 2018 **
2.5 Earned Revenue Comparisons between FY17/18 and FY18/19 **

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE

3.1 Presentation, discussion and possible action regarding a CalRecycle Illegal Disposal Site cleanup grant awarded to the County of Del Norte, including cleanup and site improvements at the Crescent City Landfill and outreach regarding managing recreational vehicles, trailers and manufactured homes at end of life. **

4. COLLECTIONS FRANCHISE – No Items

5. TRANSFER STATION – No Items

6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS

6.1 Discussion and possible action regarding election of Del Norte Solid Waste Management Authority officers for 2019. **

6.2 Discussion and possible action regarding **RESOLUTION NO. 2019-01 OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY RESOLUTION IN SUPPORT OF A STATEWIDE COMMISSION ON RECYCLING MARKETS. ****

6.3 Discussion and possible action regarding the Independent Auditor's Report from Harshwall & Associates and the Annual Financial Statements for the Del Norte Solid Waste Management Authority for the year ended June 30, 2018, and associated responses. **

6.4 Discussion and possible action supporting development of Tansy Games event as proposed by Janet Gilbert of Tolowa Dunes Stewards to promote removal of tansy ragwort, an invasive noxious weed. **

7. ABANDONED VEHICLE ABATEMENT SERVICE AUTHORITY

7.1 Discussion regarding a status report of activities of the Abandoned Vehicle Abatement Service Authority since April 2018. **

8. ADJOURNMENT

Adjourn to the next Regular meeting the Del Norte Solid Waste Management Authority scheduled for 4:00 P.M. Tuesday February 19, 2019 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

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

Regular Session **Tuesday December 18, 2018** **4:00 PM**

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

ABSENT: None

ALSO PRESENT:
Jeremy Herber, Recology Del Norte
David Slagle, CEO Hambro/WSG
Joel Wallen, Hambro /WSG
Ed Farewell, Recology Group Manager for Coast

4:01PM **CALL MEETING TO ORDER / ROLL CALL**
PLEDGE OF ALLEGIANCE

Chair Inscore called the meeting to order in special session at 4:01 P.M.

The roll was taken with all commissioners present as listed.

Commissioner Naffah led the pledge of allegiance.

4:02 PM **PUBLIC COMMENTS:**

At 4:02 Chair Inscore called for public comments.

Eileen Cooper (County) discussed self-haul pre-paid bags. Her ideas include only going through gate once at inbound to lesson wait time, and acceptance of these bags at all our satellite stations. Discounted cost of 5 dollars instead of 7 and smaller volume then Recology's pre-pay bags.

Seeing no further public comment, the Chair closed public comments.

OPEN SESSION ITEMS:

1. CONSENT AGENDA

1.1 Approve minutes, Special Session, Tuesday November 13, 2018.

1.2 Approve payment of claim to Clean Harbors, Inc. for invoice 100257469 in the amount of $28,696.17 for services related to the annual household hazardous waste event of 29 September 2018.

1.3 Approve payment of claim to Clean Harbors, Inc. for invoices 1002571475 and 1002572409 in the total amount of $3,029.40 for disposal of expired hand sanitizer on behalf of the Del Norte Office of Emergency Services **(This item was pulled, and not discussed at this meeting)**

1.4 Approve payment of claim to the State Water Resources Control Board for Invoice WD-0142160 in the amount of $30,625.00 for Annual WDR Permit Fee for the Crescent City Landfill for FY 18/19.

On a motion by Commissioner Naffah and seconded by Commissioner Cowan and unanimously carried on a polled vote the Del Norte Solid Waste Management Authority approved and adopted consent agenda items 1.1, 1.2, and 1.4 excluding item 1.3 **022101**

END CONSENT AGENDA

2. TREASURER'S REPORTS

Agenda items 2.1 through 2.5 are provided for information only

2.1 Director's Report for December 2018. **231501**
2.2 Treasurer / Controller Reports for October 2018
2.3 Claims approved by Director & Treasurer for November 2018 **031202**
2.4 Monthly Cash and Charge Reports for November 2018
2.5 Earned Revenue Comparisons between FY17/18 and FY18/19

The above listed reports were presented by Director Ward and accepted.

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE

3.1 Review receive and file "***First-half 2018 Water-Quality Monitoring Report for Crescent City Landfill***," prepared by Lawrence & Associates. **230101 A**

Director Ward presented this report. Chair Inscore suggested that staff continue to monitor down-gradient residential properties adjacent to the landfill for possible change of tenancy that could allow for well sampling.

The Chair invited public comment, and none was made. The report was accepted for submittal and filing.

4. COLLECTIONS FRANCHISE

4.1 Discussion and possible action regarding Collections Change Order 16 authorizing a 6.12% increase to trash and recycling collection rates effective 01 July 2019 due to increased costs to process and market recyclables. **180510**

Director Ward presented this item as the result of negotiations between Recology Del Norte and the Ad Hoc Collections Committee. Ed Farewell and Jeremey Herber of Recology answered questions from the Board.

Commissioner Naffah inquired about potential to lessen carbon footprint and costs. Jeremy Herber said that the recycling already takes advantage of backhauling, which does both.

Eileen Cooper (County) suggested reducing recycling pickups to every other week. Dave Slagle of Hambro/WSG also addressed the Board.

On a motion by Commissioner Howard, seconded by Commissioner Cowan and unanimously carried on a polled vote, the Del Norte Solid Waste Authority approved Collections Change Order 16 authorizing a 6.12% increase to trash and recycling collection rates effective 01 July 2019 due to increased costs to process and market recyclables.

5. TRANSFER STATION – No Items

6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS

6.1 Discussion and possible action regarding Request for Proposals for Professional Services for Site Identification, Assessment, and Environmental Review for a Small Volume Transfer Station to serve the communities of Smith River, the Tolowa Dee-ni' Nation and Fort Dick **New File 142019**

Director Ward presented and described this request for proposals, which had already been mailed or otherwise distributed to potential proposers. The Board took no action.

7. CLOSED SESSION ITEMS:

7.1 PUBLIC EMPLOYEE PERFORMANCE EVALUATION
(Gov't code 54957) Title: Director

The chairman recessed the regular meeting of the Del Norte Solid Waste management Authority and convened in closed session at 4:58 P.M. The meeting reconvened at 5:20 P.M. No action was taken during the closed session.

8. ADJOURNMENT

Adjourn to the next Special meeting the Del Norte Solid Waste Management Authority scheduled for 4:00 P.M. Wednesday January 23rd, 2019 at the Del Norte County Board of Supervisors' Chambers, 981 H Street, Suite 100 in Crescent City.

There being no further business to come before the authority the Chair adjourned the meeting at 5:20 P.M., until the Special meeting on January 23rd, 2019.

_____ Date / /

Blake Inscore, Chair
Del Norte Solid Waste Management Authority

ATTEST:

_____ Date / /

Eli Naffah, Secretary
Del Norte Solid Waste Management Authority

Submitted:

_____ Date / /

Kyra Seymour, Clerk
Del Norte Solid Waste Management Authority

2018/2019

DEL NORTE COUNTY TRANSFERS BETWEEN DEPARTMENTS

Del Norte Solid Waste Management Authority
PAYING DEPARTMENT

Del Norte County
RECEIVING DEPARTMENT

Please charge the following line items:						**Please credit the following line items:**				
DESCRIPTION	FUND #	DEPT. #	LINE ITEM #	AMOUNT		DESCRIPTION	FUND #	DEPT. #	LINE ITEM #	AMOUNT
Sub Lease 02/01/2019	422	421	70530-199	37,925.76		Sub Lease 02/01/2019	101	100	90300-025	37,925.76
Base Rental Payments						Interest				
TOTAL				$37,925.76		TOTAL				$37,925.76

COPY

DEPARTMENT HEAD SIGNATURE OF PAYING DEPT. — DATE 1/2/2019

DEPARTMENT HEAD SIGNATURE OF PAYING DEPT. — DATE 1/2/2019

If you are unsure of receiving department's account numbers, contact the department to determaine where the money should be credited.
Transfer request will be returned to department if form is not complete.

Transfers between departments should be completed monthly. The transfers should be returned to the Auditor's office by the eighth of each month following the services.

1.2

Sub Lease
Authority pays to County

COPY

EXHIBIT F

BASE RENTAL PAYMENTS

NOTE: The Base Rental Payments below shall conform to the following guidelines:

This schedule is based on an interest rate of 3.32% per annum and indicates what the Base Rental Payments will be over the course of the Facility Sublease. Base Rental Payments shall have an interest only component through July 31, 2006.

The interest component of each Base Rental Payment shall be calculated on the basis of a 360-day year of twelve 30-day months. Any installment of a principal component or an interest component of a Base Rental Payment that is not paid when due shall continue to accrue interest at the lesser of twelve percent (12%) per annum or the maximum rate permitted by law from and including the Base Rental Payment date with respect to which such principal component or interest component is payable to but not including the date of actual payment.

Payment billing statements will be mailed to the Sublessee reflecting the actual amount owed prior to each Base Rental Payment due date. With the exception of the annual fee, any Additional Rental Payments will be billed separately as the cost is incurred.

Payment Date	Principal Component	Interest Component	Base Rental Payment	Additional Rental Payment	Total Payment
1-Aug-04		$0.00	$0.00	$0.00	$0.00
1-Feb-05		$58,681.00	$58,681.00		$58,681.00
1-Aug-05		$58,681.00	$58,681.00	$10,605.00	$69,286.00
1-Feb-06		$58,681.00	$58,681.00		$58,681.00
1-Aug-06	$78,475.09	$58,681.00	$137,156.09	$10,605.00	$147,761.09
1-Feb-07		$57,378.31	$57,378.31		$57,378.31
1-Aug-07	$81,080.46	$57,378.31	$138,458.77	$10,369.57	$148,828.35
1-Feb-08		$56,032.38	$56,032.38		$56,032.38
1-Aug-08	$83,772.33	$56,032.38	$139,804.71	$10,126.33	$149,931.04
1-Feb-09		$54,641.76	$54,641.76		$54,641.76
1-Aug-09	$86,553.57	$54,641.76	$141,195.33	$9,875.02	$151,070.35
1-Feb-10		$53,204.97	$53,204.97		$53,204.97
1-Aug-10	$89,427.15	$53,204.97	$142,632.12	$9,615.36	$152,247.48
1-Feb-11		$51,720.48	$51,720.48		$51,720.48
1-Aug-11	$92,396.13	$51,720.48	$144,116.61	$9,347.07	$153,463.69
1-Feb-12		$50,186.70	$50,186.70		$50,186.70
1-Aug-12	$95,463.69	$50,186.70	$145,650.39	$9,069.89	$154,720.27
1-Feb-13		$48,602.00	$48,602.00		$48,602.00
1-Aug-13	$98,633.08	$48,602.00	$147,235.08	$8,783.49	$156,018.58
1-Feb-14		$46,964.69	$46,964.69		$46,964.69
1-Aug-14	$101,907.70	$46,964.69	$148,872.39	$8,487.60	$157,359.99
1-Feb-15		$45,273.03	$45,273.03		$45,273.03
1-Aug-15	$105,291.03	$45,273.03	$150,564.06	$8,181.87	$158,745.93
1-Feb-16		$43,525.20	$43,525.20		$43,525.20
1-Aug-16	$108,786.70	$43,525.20	$152,311.89	$7,866.00	$160,177.89
1-Feb-17		$41,719.34	$41,719.34		$41,719.34

Balance Due
5,787,469

4,171,033

COPY

1-Aug-17	$112,398.41	$41,719.34	$154,117.75	$7,539.64	$161,657.39
1-Feb-18		$39,853.52	$39,853.52		$39,853.52
1-Aug-18	$116,130.04	$39,853.52	$155,983.57	$7,202.44	$163,186.01
1-Feb-19		$37,925.76	$37,925.76		$37,925.76
1-Aug-19	$119,985.56	$37,925.76	$157,911.32	$6,854.05	$164,765.38
1-Feb-20		$35,934.00	$35,934.00		$35,934.00
1-Aug-20	$123,969.08	$35,934.00	$159,903.08	$6,494.10	$166,397.18
1-Feb-21		$33,876.12	$33,876.12		$33,876.12
1-Aug-21	$128,084.85	$33,876.12	$161,960.97	$6,122.19	$168,083.16
1-Feb-22		$31,749.91	$31,749.91		$31,749.91
1-Aug-22	$132,337.27	$31,749.91	$164,087.18	$5,737.94	$169,825.11
1-Feb-23		$29,553.11	$29,553.11		$29,553.11
1-Aug-23	$136,730.87	$29,553.11	$166,283.98	$5,340.92	$171,624.90
1-Feb-24		$27,283.38	$27,283.38		$27,283.38
1-Aug-24	$141,270.33	$27,283.38	$168,553.71	$4,930.73	$173,484.44
1-Feb-25		$24,938.29	$24,938.29		$24,938.29
1-Aug-25	$145,960.51	$24,938.29	$170,898.80	$4,506.92	$175,405.72
1-Feb-26		$22,515.35	$22,515.35		$22,515.35
1-Aug-26	$150,806.40	$22,515.35	$173,321.74	$4,069.04	$177,390.78
1-Feb-27		$20,011.96	$20,011.96		$20,011.96
1-Aug-27	$155,813.17	$20,011.96	$175,825.13	$3,616.62	$179,441.75
1-Feb-28		$17,425.46	$17,425.46		$17,425.46
1-Aug-28	$160,986.17	$17,425.46	$178,411.63	$3,149.18	$181,560.81
1-Feb-29		$14,753.09	$14,753.09		$14,753.09
1-Aug-29	$166,330.91	$14,753.09	$181,084.00	$2,666.22	$183,750.22
1-Feb-30		$11,992.00	$11,992.00		$11,992.00
1-Aug-30	$171,853.09	$11,992.00	$183,845.09	$2,167.23	$186,012.32
1-Feb-31		$9,139.24	$9,139.24		$9,139.24
1-Aug-31	$177,558.62	$9,139.24	$186,697.85	$1,651.67	$188,349.52
1-Feb-32		$6,191.76	$6,191.76		$6,191.76
1-Aug-32	$183,453.56	$6,191.76	$189,645.33	$1,118.99	$190,764.32
1-Feb-33		$3,146.43	$3,146.43		$3,146.43
1-Aug-33	$189,544.22	$3,146.43	$192,690.65	$568.63	$193,259.29
Total Payments:	$3,535,000.00	$2,065,800.48	$5,600,800.48	$186,668.72	$5,787,469.19

70530-199

Del Norte County Budget Transfer Request FY 18/19

Department Name	Fund	Dept.	Line Item	Description	Budget Transfer Amount(s) Reduce Expenditures or Increase Revenue	Budget Transfer Amount(s) Increase Expenditures or Reduce Revenue
Solid Waste	422	421	10015	Part-time/Temp		$ 16,000
Solid Waste	422	421	10030	Employee benefits		$ 22,000
Solid Waste	422	421	10040	Worker's Compensation		$ 52,000
Solid Waste	422	421	20237	Credit Card Service Fees		$ 7,500
Solid Waste	422	421	20239	Transfer Station Operations	$ 97,500	
Solid Waste	422	421	20240-066	Advertising - DOC Grant 16/17	$ 140	
Solid Waste	422	421	20285-066	Spec Dept Exp - DOC Grant 16/17		$ 140
Solid Waste	422	421	20240-071	Advertising - Oil Grant 18/19		$ 16
Solid Waste	422	421	20285-071	Spec Dept Exp - Oil Grant 18/19	$ 16	
Solid Waste	422	421	20221-064	Printing - Oil Grant 17/18	$ 500	
Solid Waste	422	421	20285-064	Spec Dept Exp - Oil Grant 17/18		$ 500
Solid Waste	422	421	20285-069	Spec Dept Exp - DOC Grant 17/18		$ 3,000
Solid Waste	422	421	20221-069	Printing - DOC Grant 17/18	$ 3,000	
				Total Amounts	$ 101,156	$ 101,156

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

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

Jedd Ward
Department Head Signature

15JAN 2019
Date

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

Deputy Auditor-Controller Date

TR No. _____ Budget Revision No. _____

_____Includes Revenue Appropriation _____Requires 4/5ths Vote

County AdministrativeOfficer:
(Under $1000 - CAO approves)

Recommendation:

Approve _____
Deny _____
Submit for Board approval _____

County Administrative Officer Date

Passed by Board of Commissioners of the Del Norte Solid Waste Management Authority on 23 January 2019

Ayes:
Noes:
Absent:

Attest: Clerk of the Board

By: _____
Kyra Seymour

Blake Inscore, Chair
Del Norte Solid Waste Management Authority

1.4

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:	17 January 2019
To:	Commissioners of the Del Norte Solid Waste Management Authority
From:	Tedd Ward, M.S. – Director
Reporting Period:	15 December 2018 – 16 January 2019
Attachments:	SB 212 summary and timeline

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 other similar facilities in Humboldt and Curry Counties.

Consent Agenda Item 1.2 is the second (and smaller) of two payments made annually to the County to pay the I-Bank loans for the Del Norte County Transfer Station.

Consent Agenda Item 1.4 is a budget transfer. The amount of this transfer is larger than most because staff have not presented a budget transfer for the past two months. Small changes are being made to grant budget lines, and funds are being added to lines where expenses are outpacing the budgeted amounts. The largest change is adding $52,000 to the Worker's Compensation. Expenses on this line already exceed the amount budgeted, and this amount is anticipated to more than double the amount from the prior fiscal year.

Whitney Bruder of Del Norte County Human Resources provided this explanation:

> *"How the amounts are determined and what happened?*
> *Two factors determine Workers' Compensation premium: exposure (FTE) and loss (claim costs). Every entity covered by our WC plan saw an increase in the exposure portion of the premium because the total number of FTE covered by the plan decreased, making each entity's percentage of FTE premium higher. Your department had no change in FTE allocations from the previous year, but*

2.1

your percentage share of the exposure premium increased from 2.02% to 2.127%.

In addition to the increase in exposure premium, your loss amounts (claim costs) have increased:
New claim FY16/17 total loss at $1,405.84
FY 15/16 claim costs increased from $80.63 to $33,009.08
FY 14/15 claim costs increased from $20,485.28 to $40,505.12

How to control these costs:
Again, premium is determined by exposure and loss. The only way to control the cost is through loss prevention. i.e. no new claims.

How to budget:
I don't know that I can provide any insight here. I'm not sure how the departments/entities set their budget. I have been told that Clinton notifies each of the JPA entities and departments what the estimated cost will be in April. The premium amounts are finalized through Trindel in late June, and Clinton sends the true cost to departments and entities at that time, in late June. "

Landfill Post-Closure: During this period, staff worked with County Engineer Jim Barnts to revise and submit the Corrective Action Plan and related cost estimates for non-water related releases at the Crescent City Landfill. This was a necessary step in the 5-year permit review for this facility, and it needed to be completed by a registered civil engineer.

Agenda Item 3.1 is a summary report regarding a CalRecycle Illegal Cleanup grant awarded to Del Norte County that includes resources to cleanup some materials that have been dumped on the north end of the property and to place vehicle barriers to prevent further dumping. Staff have met with Dominic Mello, County Code Enforcement Officer as well as representatives from Pacific Power and Tolowa Dunes Stewards regarding the most effective placement of vehicle barriers. Discussions will continue and staff will report back to the Board as progress is made.

Collections Franchise: Recology Del Norte is also offering Holiday Tree Collection for trees six feet in length or shorter. These will be collected through January 31 for no additional charge from households subscribed for trash collections, and they won't count as a bulky item.

Authority and County staff are working to assess the levels of effort and possible permitting to install concrete bases beneath the streetside trash and recycling bins so they can be bolted down. When strong winds blow the cans over, the powder coating chips

and rust then accelerates and eventually destroys the cans. Before planning to replace these cans, staff intend to make sure the replacements are deployed in a manner that enables them to last as long as possible.

Administration: **Agenda Item 6.1** is for the election of Authority officers for 2019.

Outreach / Advocacy: Attached is the text of a radio ad promoting free holiday treecycling for Del Norte County households which ran on KCRE and KPOD this month. Director Ward and Program Coordinator Seymour were part of another Rethinking Recycling program on KFUG on January 18, this time on the topics of reuse and repair.

Staff have also initiated discussions with Eco-Hero to plan for presentations in all public elementary and middle schools in Del Norte County during this school year, to be funded by a combination of oil and beverage container grant resources. Both Authority and Recology staff will have input regarding the content of these approximately 1 hour presentations, which will focus on beverage container and used oil recycling messages.

Agenda Item 6.2 is a Resolution recommended by CSAC, and is explained in the letter attached to the Resolution.

Finances: **Agenda Item 6.3** is a draft of this report and staff responses to findings for the fiscal year ended June 30, 2018. Authority staff have submitted all requested information to Harshwal & Company and completed interviews related to the external audit of the Authority's finances for FY 17/18.

Highlights of this audit include:

- The Authority's cash and investments totaled $991,941, plus an additional $198,177 set aside for the final payment to the I-Bank for financing the construction of the Del Norte County Transfer Station.

- At the end of FY 17/18, the Authority had a net-deficit position of $789,969 caused by the post-closure liability of $2,284,685 associated with the Crescent City Landfill. Though still negative, the Authority's net position improved by $258,784 during FY 17/18. For comparison, at the end of FY 04/05 after the opening of the Del Norte County Transfer Station, the Authority's net-deficit position was $2,221,045. Authority activities have generally improved this net-deficit position each year.

- In FY 17/18 additional entries were added to the Statement of Net Position addressing Other Post-Employment Benefits (OPEB) and associated outflows and deferred inflows. The Authority paid substantially more to OPEB during this fiscal year, and staff anticipate that this will reduce the rate of increase in unfunded OPEB liabilities in future audit reports.

- During this past fiscal year, the Authority increased its net cash by $21,711. Net cash is the cash available in Authority accounts, whereas net position is all assets less all liabilities. Considering that in FY 17/18, the Authority accomplished both a needed repair of the floor of the Del Norte County Transfer Station and repair of the Crescent City Landfill following severe storm-related erosion damage, an increase in net cash for the agency reflected that we were able to complete these repairs and improvements, increase our OPEB funding, pay our expenses and still have cash remaining to improve our fiscal position.

In a repeat of prior findings, the auditor found that the Authority's charges for services were not sufficient to cover post-closure liability, fund OPEB obligations, and debt-service requirements. Essentially the auditors recommend that the Authority raise rates to hasten the date when this agency does not have a net-deficit position financially. In another repeated finding, Harshwall & Associates also found that DNSWMA was not yet compliant with GASB 68.

A draft 'Management Response' follows Harshwall & Associates' report.

Facilities: Hambro/WSG and the Authority are again offering Free Holiday Tree Recycling through Thursday Jan 31, 2019. No stands, tinsel or decorations. Light flocking OK.

Staff are working with Andrew Butcher of Digital Needs Services and Creative Information Systems staff to install and train staff to use an upgraded version of the Scale Management Software used at the gate of the Del Norte County Transfer Station. Staff are planning that the new software will be operational starting no later than March 1st.

Staffing: During this past month, all Authority staff, Patrick Hickey the SEIU 1021 union representative, and Authority legal counsel have all been reminded that the current Memorandum of Understanding between the Authority and Authority Employees as represented by SEIU 1021 will expire at the end of June 2019. Discussions and negotiations on this issue will continue.

SB 212 Summary

Prepared by:
Sweetser & Associates, Inc.

Covered products includes covered drug or home-generated sharps waste

"Covered drug" does not include any of the following:

- Vitamins or supplements.
- Herbal-based remedies and homeopathic drugs, products, or remedies
- Cosmetics, soap, with or without germicidal agents, laundry detergent, bleach, household cleaning products, shampoos, sunscreens, toothpaste, lip balm, antiperspirants, or any other personal care product that is regulated as both a cosmetic and a nonprescription drug under the Federal Food, Drug, and Cosmetic Act
- A drug for which a pharmaceutical product stewardship program or drug takeback program is provided in the state as part of a United States Food and Drug Administration managed risk evaluation and mitigation strategy
- Biological drug products
- A medical device, or a component part or accessory of a medical device, if it does not contain a covered drug.
- Drugs that are used for animal medicines, including, but not limited to, parasiticide products for animals.
- Dialysate drugs or other saline solutions required to perform kidney dialysis.

Home-generated sharps does not include:

- Components manufactured for use with external ambulatory insulin pump therapy systems or continuous glucose monitoring systems
- Biological product

Program Structure

- Covered entity = manufacturer of covered products that are sold in or into the state
- Stewardship program = program for collection, transportation, and disposal of covered products
- Program operator = covered entity, or stewardship organization on behalf of a group of covered entities, that is responsible for operating a stewardship program
- Authorized collector = person or entity that has entered into an agreement with a program operator. Maybe a DEA registered entity or person, law enforcement agency, retail pharmacy

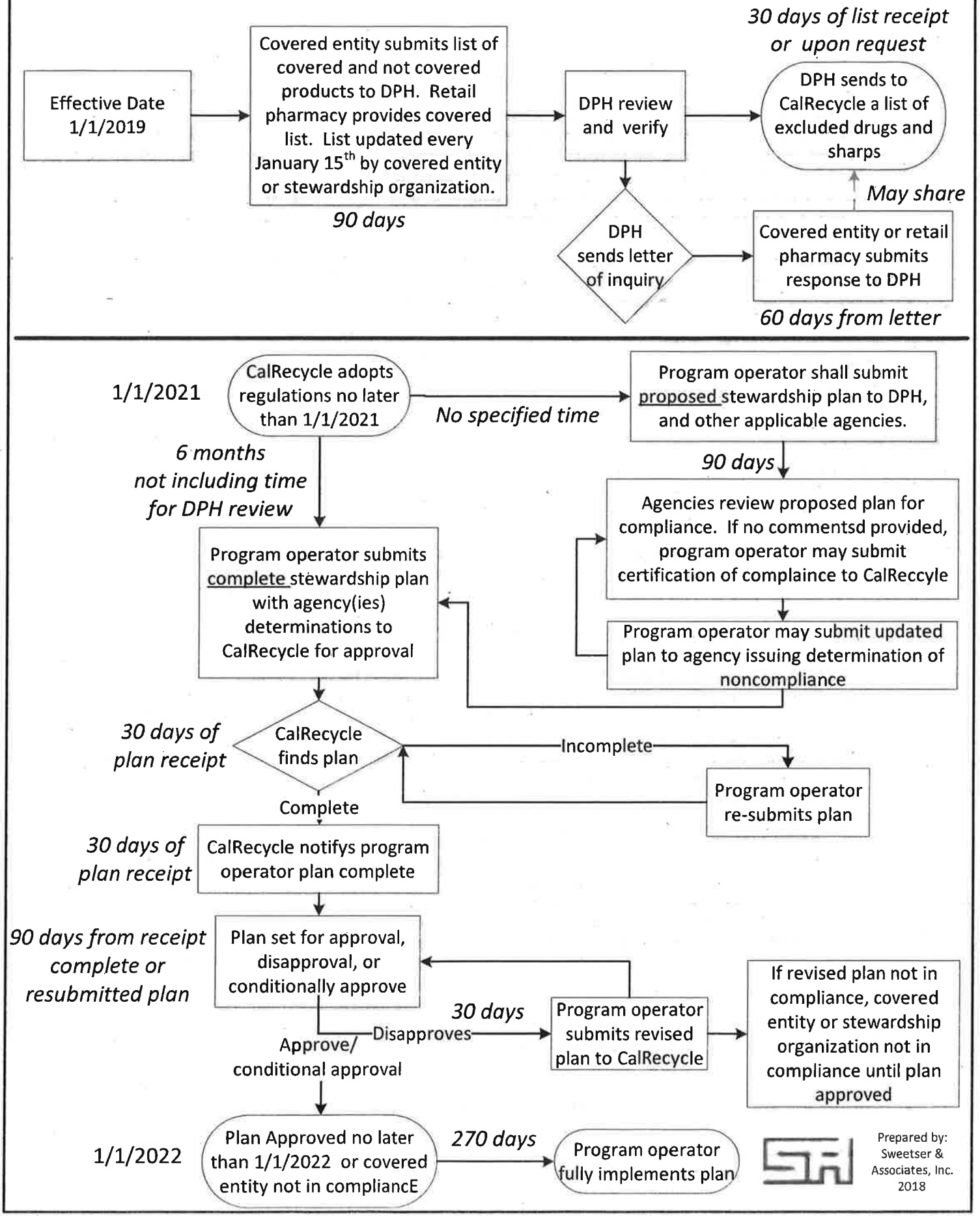
Program Features

- Program fully implemented no later than 270 days after approval of plan by CalRecycle
- Covered drugs program provides
  - Provide for a handling, transport, and disposal system, at no cost to the ultimate user,
  - Provides for a minimum of five authorized collection sites or one authorized collection site per 50,000 people, whichever is greater.
  - Provides for a reasonable geographic spread of authorized collection sites and an explanation for the spread.
  - Provides for a mail-back program covering any counties where there is not an authorized retail pharmacy operating as an authorized collection site.
  - Provide homeless, homebound, or disabled individual to request prepaid, preaddressed mailing envelopes, or an alternative form
  - Provide a service schedule that meets the needs of each authorized collection site to ensure that each secure collection receptacle is serviced as often as necessary to avoid reaching capacity and that collected covered drugs are transported to final disposal in a timely manner
  - Retail pharmacy shall make a reasonable effort to serve as an authorized collector with at least one location or 15 percent of its store locations, whichever is greater, in that county
  - After plan approval, program operator may provide mail-back or alternative collection
- Home-generated sharps program provides:
  - Mail-back program available at point of sale
  - Reimbursement to local agencies for disposal costs related to actual cost of transport and disposal of home-generated sharps waste, unless the program operator provides for the removal of the home-generated sharps waste from the local household hazardous waste facility

Enforcement

- Administrative penalty not to exceed $10,000 per day or $50,000 per day if the violations is intentional, knowing, or reckless
- Penalties into Pharmaceutical and Sharps Stewardship Penalty Account for including, but not limited to, the promotion of safe handling and disposal of covered products, grants for related purposes, and the administration and enforcement

SB 212 Time Line



Solid Waste
Balance Sheet
November 30, 2018

Unaudited

ASSETS

422 010 00000	Cash Solid Waste	1,049,102.91
422 010 00300	Imprest Cash	3,500.00
422 010 00500	I Bank Loan Deposit Held by County	198,177.17
422 010 01100	Accounts Receivable	2,755.31
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	(158,444.00)
422 010 03450	Accum Depr Bldg & Improv	(215,054.00)
422 010 03460	Accum Depr Transfer Station	(1,000,552.00)
	Total Assets	3,939,558.47

LIABILITIES AND FUND EQUITY

422 010 05105	Sales Tax Payable	58.12
422 010 05210	Sublease Payable	2,513,212.50
422 010 05300	Compensated Absences Payable	57,426.74
422 010 05400	Deferred Revenue	1,934.31
422 010 05500	Post Closure Liability	2,046,994.00
422 010 05600	Net OPEB Obligation	423,573.00
422 010 07100	Fund Balance	(1,816,777.31)
422 010 09600	Investment in Capital Assets net of related debt	671,843.00
	Revenue	1,417,110.49
	Expenditure	(1,375,816.38)
	Total Liabilities and Fund Equity	3,939,558.47

RECEIVED
DEC 26 2018
DNSWMA

2.2

Del Norte Solid Waste Management Authority
A/R Aging Summary
As of January 8, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Affordable Home & Rental Rep.	13.32	0.00	0.00	0.00	0.00	13.32
Agricultural Commission(solid waste only)	83.48	0.00	0.00	0.00	0.00	83.48
Alexandre EcoDairy Farms	476.28	639.38	0.00	0.00	0.00	1,115.66
Babich Construction	93.89	0.00	0.00	0.00	0.00	93.89
Bart Kast Builders	19.69	151.35	0.00	0.00	0.00	171.04
Bayside Excavation	440.69	0.00	0.00	0.00	0.00	440.69
Benner Mini Storage	70.54	0.00	0.00	0.00	0.00	70.54
Borges Dairy	146.90	130.23	0.00	0.00	0.00	277.13
Brown, Eileen	528.62	0.00	0.00	0.00	0.00	528.62
Cal-Trans	7.96	0.00	0.00	0.00	0.00	7.96
California Auto Image	203.58	0.00	0.00	0.00	0.00	203.58
California Dept. of Fish & Wildlife	0.00	0.00	0.00	0.01	0.00	0.01
California Dept. Parks & Rec.	407.47	553.45	66.34	0.00	0.00	1,027.26
Castlerock Countertop's	454.32	0.00	0.00	0.00	0.00	454.32
Cetnar Construction Inc.	152.02	130.44	833.60	0.00	0.00	1,116.06
City of Crescent City.	358.06	0.00	0.00	0.00	0.00	358.06
Cornerstone Assembly of God	21.20	0.00	0.00	0.00	0.00	21.20
Crescent Ace Hardware.	748.11	0.00	0.00	0.00	0.00	748.11
Crescent City KOA	63.61	0.00	0.00	0.00	0.00	63.61
Crescent Fire Protection Dist.	0.00	22.42	0.00	0.00	0.00	22.42
Crescent Senior Estates	117.49	0.00	0.00	0.00	0.00	117.49
Danco Builders	795.06	0.00	0.00	0.00	0.00	795.06
DDR	66.63	0.00	0.00	0.00	0.00	66.63
Del Norte Ambulance	97.16	49.97	0.00	0.00	0.00	147.13
Del Norte Office Supply.	24.23	0.00	0.00	0.00	0.00	24.23
Del Norte Realty	1,162.42	0.00	0.00	0.00	0.00	1,162.42
Del Norte Senior Center	48.82	132.04	0.00	0.00	0.00	180.86
DN Unified School District	626.04	0.00	0.00	0.00	0.00	626.04
DNC Abandoned Vehicle Abatement	261.24	0.00	0.00	0.00	0.00	261.24
DNC Code Enforcement - Blight	398.59	0.00	0.00	0.00	0.00	398.59
DNC Public Nuisance Abatement	976.78	1,449.94	462.07	0.00	0.00	2,888.79
Driftwood Apartments LLC	28.77	0.00	0.00	0.00	0.00	28.77
Elk Valley Casino	46.95	0.00	0.00	0.00	0.00	46.95
Elk Valley Rancheria	51.53	0.00	0.00	0.00	0.00	51.53
Fashion Blacksmith	215.21	0.00	0.00	0.00	0.00	215.21
Frank's Refrigeration	97.54	0.00	0.00	0.00	0.00	97.54
G. H. Outreach	131.17	0.00	0.00	0.00	0.00	131.17
Gasquet Mobile Home Park	36.44	0.00	0.00	0.00	0.00	36.44
GR Construction	77.23	0.00	0.00	0.00	0.00	77.23
Green Scapes	41.79	7.96	207.04	0.00	0.00	256.79
Griffin's Furniture Outlet	95.39	0.00	0.00	0.00	0.00	95.39
Hambro/Waste Solutions Group	16.87	0.00	0.00	0.00	0.00	16.87
Hartley Construction	672.54	194.02	334.68	0.00	0.00	1,201.24
HASP / Jordan Recovery Centers	92.38	0.00	0.00	0.00	0.00	92.38
Hemmingsen Contracting Company	770.83	0.00	0.00	0.00	0.00	770.83
Humboldt Moving & Storage	54.52	0.00	0.00	0.00	0.00	54.52
Investment Realty	84.70	0.00	0.00	0.00	0.00	84.70
John Pappas Drywall	213.53	0.00	0.00	0.00	0.00	213.53
Kays Yard Service	1.38	0.00	0.00	0.00	0.00	1.38
Kirkland's Lawn & Yard Service	1,917.58	0.00	0.00	0.00	0.00	1,917.58
Kraft, Tom & Patti	127.20	0.00	0.00	0.00	0.00	127.20
Larson Services	34.83	22.72	0.00	0.00	0.00	57.55
Lesina Trucking	143.87	0.00	0.00	0.00	0.00	143.87
Lola Paquette Property Mgmt	174.16	0.00	0.00	0.00	0.00	174.16
Lucky 7 Casino	75.55	0.00	0.00	0.00	0.00	75.55
Malloroy Construction	0.00	9.00	0.00	0.00	0.00	9.00
McMurray & Sons, Inc.	1,562.87	0.00	0.00	0.00	0.00	1,562.87
Miller Construction	71.18	0.00	0.00	0.00	0.00	71.18
Ming Tree Real Estate	23.25	0.00	0.00	0.00	0.00	23.25
Mow Blow and Go	30.25	0.00	0.00	0.00	0.00	30.25
Murray Construction	59.24	0.00	0.00	0.00	0.00	59.24
New Dawn Support Services	265.67	0.00	0.00	0.00	0.00	265.67
North Coast Properties	19.87	10.93	0.00	0.00	0.00	30.80
North Woods Realty	321.57	0.00	0.00	0.00	0.00	321.57
Northridge Electric	219.59	0.00	0.00	0.00	0.00	219.59
Pacific NW Physical Therapy *COLLECTIONS*	0.05	0.05	0.91	0.00	9.09	10.10

Del Norte Solid Waste Management Authority
A/R Aging Summary
As of January 8, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Pacific Ocean Park	107.43	93.31	1,074.34	0.00	0.00	1,275.08
PALM Industries, Inc.	51.49	0.00	0.00	0.00	0.00	51.49
Parkway Feed	101.46	0.00	0.00	0.00	0.00	101.46
Pelican Bay Evangelical Free Church	13.63	0.00	0.00	0.00	0.00	13.63
Pelican Bay Roofing Co.	66.64	0.00	166.59	0.00	0.00	233.23
Plunkett's Family Painting	47.12	0.00	0.00	0.00	0.00	47.12
Positive Solutions	661.78	269.92	0.00	0.00	0.00	931.70
Ray's Mobile Home Service	25.74	0.00	0.00	0.00	0.00	25.74
Recology Del Norte (Franchise)	106,680.57	0.00	0.00	0.00	0.00	106,680.57
Recology Del Norte (Prison)	14,925.93	0.00	0.00	0.00	0.00	14,925.93
Red Sky Roofing	7,647.73	0.00	0.00	0.00	0.00	7,647.73
Redwood National Park	353.78	43.92	0.00	0.00	0.00	397.70
Reservation Ranch *COLLECTIONS*	0.00	0.00	0.00	0.00	1,503.53	1,503.53
Richterich & Jones Const	604.25	0.00	0.00	0.00	0.00	604.25
Rick Parker Construction	318.02	0.00	0.00	0.00	0.00	318.02
Ritchie Homes	74.21	0.00	0.00	0.00	0.00	74.21
Ron Spitzner	127.20	0.00	0.00	0.00	0.00	127.20
Roy Rook Construction	0.00	83.29	0.00	0.00	0.00	83.29
Rural Human Services	40.89	0.00	0.00	0.00	0.00	40.89
Schnacker's *COLLECTIONS*	0.00	0.00	0.00	0.00	834.87	834.87
Seagull Apartments	48.68	0.00	0.00	0.00	0.00	48.68
Seawood Village	2,738.04	0.00	0.00	0.00	0.00	2,738.04
Smith River Equipment	36.35	0.00	0.00	0.00	0.00	36.35
Sprint Courier Service	7.75	0.00	0.00	0.00	0.00	7.75
Spruce Haven Mobile Home Park	28.96	0.00	0.00	0.00	0.00	28.96
Stephen F White Gen.Cont. Inc.	39.49	0.00	0.00	0.00	0.00	39.49
Stone Roofing	5,919.79	0.00	0.00	0.00	0.00	5,919.79
Swanson, Ray C. Construction	102.98	0.00	0.00	0.00	0.00	102.98
Tab & Associates	317.13	0.00	0.00	0.00	0.00	317.13
Tim Haban Construction	36.35	0.00	0.00	0.00	0.00	36.35
Tolowa Dee-Ni' Nation	48.29	74.38	0.00	0.00	0.00	122.67
Van Arsdale Construction	1,134.29	0.00	0.00	0.00	0.00	1,134.29
Yurok Indian Housing Authority	201.17	27.62	0.00	0.00	0.00	228.79
Yurok Tribe	296.69	376.13	1,177.21	0.00	0.00	1,850.03
TOTAL	**159,443.53**	**4,472.47**	**4,322.78**	**0.01**	**2,347.49**	**170,586.28**

CLAIMS APPROVED BY THE DIRECTOR

Del Norte Solid Waste Management Authority

Claims for December 2018

Date Paid	Paid to:	Budget	Amt. Paid	Description	Claim #
12/3/2018	Floyd L. Clemann	20239-001	$ 570.00	INV 988032 Vegetation Control	8332
12/3/2018	USDA Forest Service	20251	$ 697.04	BILL BF051051Y0046 Land Use Rental Fee	8333
12/4/2018	McLellan, Michael	20290	$ 281.22	Mileage reimbursement 10/06-11/25/18	8334
12/4/2018	Taylor, Richard D	20235	$ 660.00	Treasurer/Controller Services November 2018	8335
12/4/2018	Efficiency Delivery	20280	$ 30.00	INV 499453 Delivery to North Coast Labs 11/20/18	8336
12/4/2018	McLellan, Michael	20110	$ 50.00	Biennial waterproof footware allowance	8337
12/18/2018	U S Bank Corp P S	20224	$ 167.81	ORD 112-0845078-5732252 Monroe 12-Digit Calculator	8340
12/18/2018	Recology Del Norte	20238	$ 1,550.64	INV 3318 Klamath Beach Rd 11/18 bin pull	8341
	Recology Del Norte	20238	$ 775.32	INV 3317 Old Gasquet Toll Rd 11/18 bin pull	
12/18/2018	Curry Transfer Roto-Rooter	20140	$ 173.08	INV 65947054 GTS PortaPotty November 2018	8342
	Curry Transfer Roto-Rooter	20140	$ 173.08	INV 65947055 KTS PortaPotty November 2018	
12/18/2018	G.H. Outreach	20285	$ 200.00	INV 302458 November 2018 Recycling services	8343
12/18/2018	Ward, Tedd	20290	$ 525.39	Travel Claim ESJPA Meeting 12/05-07/18	Interdepartmental
12/18/2018	Ward, Tedd	20121	$ 34.62	Cell Phone Allowance 12/07/18	Interdepartmental
12/18/2018	The Triplicate	20240	$ 119.75	AD 71197839D RFP ad North TS, 2	8344
12/18/2018	Hambro/Waste Solutions Group	20239	$ 178,831.62	INV 2018-11 Material Management November 2018	8345
12/18/2018	North Coast Laboratories, Ltd.	20232	$ 75.00	INV 143601 Turbidity, 3	8346
	North Coast Laboratories, Ltd.	20232	$ 75.00	INV 143601 Settleable Solids, 3	
	North Coast Laboratories, Ltd.	20232	$ 75.00	INV 143601 Nitrate and/or Nitrite, 3	
	North Coast Laboratories, Ltd.	20232	$ 255.00	INV 143601 EPA 8260B, 3	
	North Coast Laboratories, Ltd.	20232	$ 225.00	INV 143601 EPA 1664 - Oil and Grease, 3	
	North Coast Laboratories, Ltd.	20232	$ 675.00	INV 143601 DNSWA Groundwater Dissolved Metals, 3	
	North Coast Laboratories, Ltd.	20232	$ 120.00	INV 143601 Chemical Oxygen Demand, 3	
12/18/2018	Black & Rice LLP	20234	$ 266.50	Statement for November 2018 Legal Fees	8347
12/18/2018	Butcher, Andrew	20231	$ 750.00	INV 2705 IT Services January 2019	8348
12/18/2018	SWRCB Accounting Office	20301	$ 150.00	INV SW-0164533 Annual Permit Fees 10/1/18-9/30/19	8349
12/18/2018	Canon Financial Services, Inc.	20221	$ 36.32	INV 19551141 Printing charges November 2018	8350
	Canon Financial Services, Inc.	20250	$ 142.02	INV 19551141 Contract rental charges December 2018	
12/18/2018	Hi-Tech Security	20236	$ 72.00	INV 18-12171 Comm Security Monitoring 01-03/19	8351
12/19/2018	Mission Linen Supply	20140	$ 30.86	INV 508867796 Linen service 12/18/18	8352
	Mission Linen Supply	20140	$ 30.86	INV 508774098 Linen service 12/04/18	
12/19/2018	United States Cellular	20121	$ 86.65	INV 0282537091 12/04/18-01/03/19 Cell Service	8353
12/19/2018	DN Auditor	20237	$ 2,549.73	Debit/Credit Mo. November 2018	Interdepartmental
12/19/2018	DN Auditor	20297	$ 53.45	C. Renner Petroleum fuel charges 12/01-15/18	Interdepartmental
12/20/2018	DN County Information Technology	20230	$ 29.14	INV 22880 Labor, Board Meeting 12/18/18	Interdepartmental
12/26/2018	Recology Del Norte	20288	$ 642.74	BILL 05459961 1001 Front St - Cultural Center	8354
	Recology Del Norte	20283	$ 487.69	BILL 05459987 500 Cooper Ave - County Yard	
	Recology Del Norte	20288	$ 269.09	BILL 05459995 900 Tenth St - City Yard	
12/26/2018	Crescent Ace Hardware	20180	$ 1.51	INV 750609 Screws Nuts Bolts, 4	8355
	Crescent Ace Hardware	20180	$ 1.28	INV 750223 Bit Insert #2X#2Phillips, 1	
	Crescent Ace Hardware	20180	$ 0.69	INV 750223 Screws Nuts Bolts, 4	
	Crescent Ace Hardware	20180	$ 0.51	INV 750223 Screws Nuts Bolts, 4	
	Crescent Ace Hardware	20180	$ 1.51	INV 750223 Screws Nuts Bolts, 4	
	Crescent Ace Hardware	20224	$ 4.29	INV 748782 TR-47PH Toyota PL HD (P), 1 key	
12/28/2018	DN Auditor	20121	$ 119.97	12/19/18-01/18/19 office telephone service	Interdepartmental
	TOTAL		$ 192,066.38		

2.3

DNSWMA
GRAND TOTALS
December 2018

	Amount to 422-421 91003	Amount to 422-421 91004	TOTAL AMOUNT
	66.53%	**33.47%**	
DNCTS Cash Total	27,019.07	13,592.79	*40,611.86*
DNCTS Charge Total	108,750.93	54,710.56	*163,461.49*
DNCTS Credit/Debit	26,422.12	13,292.47	*39,714.59*
DNCTS Adjustment	-1,154.54	1,154.54	*0.00*
DNCTS Totals	161,037.58	82,750.36	*243,787.94*
Klamath Cash Total		4,376.98	4,376.98
Klamath Charge Total		178.97	178.97
Klamath Adjustment			
Klamath Totals		4,555.95	*4,555.95*
Gasquet Cash Total		1,620.16	1,620.16
Gasquet Charge Total		114.52	*114.52*
Gasquet Adjustment			
Gasquet Totals		1,734.68	*1,734.68*
GRAND TOTALS	***161,037.58***	***89,040.99***	***250,078.57***

2.4

MONTHLY SPLIT SHEET
DNSWMA TRANSFER STATION
MONTH: DECEMBER 2018

Date	Cash	Checks	Cash/Check Total	Visa	Master	Discover	AmExp	Credit Card Total	Charges	Grand Total	66.53% 91003	33.47% 91004	20286	Total
1	$ 1,461.60	$ 212.09	$ 1,673.69	$ 1,408.85	$ 125.27		$ 59.06	$ 1,593.18	$ 145.70	$ 3,412.57	$ 1,113.51	$ 560.18	($5.14)	$ 1,668.55
2	$ 2,204.19	$ 148.10	$ 2,352.29	$ 1,210.48	$ 36.52			$ 1,247.00	$ 2,240.38	$ 5,839.67	$ 1,564.98	$ 787.31	($0.12)	$ 2,352.17
3	$ 1,483.19	$ 18.04	$ 1,501.23	$ 1,916.21	$ 152.95			$ 2,069.16	$ 7,874.49	$ 11,444.88	$ 998.77	$ 502.46	$0.45	$ 1,501.68
4	$ 1,680.04	$ 120.03	$ 1,800.07	$ 1,096.61	$ 19.87		$ 219.96	$ 1,336.44	$ 8,160.41	$ 11,296.92	$ 1,197.59	$ 602.48	$0.71	$ 1,800.78
5	$ 1,013.31	$ 78.08	$ 1,091.39	$ 1,486.26	$ 27.26		$ 175.68	$ 1,689.20	$ 6,125.83	$ 8,906.42	$ 726.10	$ 365.29	($0.13)	$ 1,091.26
6	$ 1,198.84	$ 72.24	$ 1,271.08	$ 1,072.35	$ 79.37			$ 1,151.72	$ 7,401.34	$ 9,824.14	$ 845.65	$ 425.43	$1.11	$ 1,272.19
7	$ 1,215.40	$ 79.68	$ 1,295.08	$ 1,602.94			$ 45.43	$ 1,648.37	$ 12,078.97	$ 15,022.42	$ 861.62	$ 433.46	($0.10)	$ 1,294.98
8	$ 1,470.89	$ 18.17	$ 1,489.06	$ 1,086.18	$ 36.74		$ 110.55	$ 1,233.47	$ 343.94	$ 3,066.47	$ 990.67	$ 498.39	$0.23	$ 1,489.29
9	$ 714.44	$ 31.98	$ 746.42	$ 753.90	$ 35.40			$ 789.30	$ 1,075.82	$ 2,611.54	$ 496.59	$ 249.83	$0.01	$ 746.43
10	$ 1,570.58	$ 7.75	$ 1,578.33	$ 1,185.69	$ 79.10	$ 31.80	$ 109.04	$ 1,405.63	$ 8,723.74	$ 11,707.70	$ 1,050.06	$ 528.27		$ 1,578.33
11	$ 950.73	$ 25.75	$ 976.48	$ 575.03	$ 87.00		$ 87.14	$ 749.17	$ 8,702.86	$ 10,428.51	$ 649.65	$ 326.83	$0.06	$ 976.54
12	$ 1,535.48	$ 83.77	$ 1,619.25	$ 816.90	$ 34.00	$ 49.91	$ 60.58	$ 961.39	$ 5,734.18	$ 8,314.82	$ 1,077.29	$ 541.96	($0.09)	$ 1,619.16
13	$ 1,055.06	$ 271.28	$ 1,326.34	$ 804.71	$ 112.42	$ 4.25	$ 21.20	$ 942.58	$ 8,470.27	$ 10,739.19	$ 882.41	$ 443.93	$0.06	$ 1,326.40
14	$ 533.56	$ 16.66	$ 550.22	$ 339.70	$ 13.00		$ 87.84	$ 440.54	$ 7,113.51	$ 8,104.27	$ 366.06	$ 184.16	($0.29)	$ 549.93
15	$ 1,607.53	$ 156.64	$ 1,764.17	$ 1,103.68	$ 61.19			$ 1,164.87	$ 306.40	$ 3,235.44	$ 1,173.70	$ 590.47	$0.13	$ 1,764.30
16	$ 527.77	$ 88.19	$ 615.96	$ 268.86	$ 7.75			$ 276.61	$ 19.19	$ 911.76	$ 409.80	$ 206.16	($0.09)	$ 615.87
17	$ 905.24	$ 46.95	$ 952.19	$ 1,193.31	$ 16.12			$ 1,209.43	$ 6,878.06	$ 9,039.68	$ 633.49	$ 318.70	$0.26	$ 952.45
18	$ 279.21	$ 33.32	$ 312.53	$ 783.57	$ 24.80		$ 165.07	$ 973.44	$ 7,418.58	$ 8,704.55	$ 207.93	$ 104.60	$0.10	$ 312.63
19	$ 1,108.37	$ 357.40	$ 1,465.77	$ 1,673.39	$ 107.70	$ 7.75	$ 56.03	$ 1,844.87	$ 4,095.85	$ 7,406.49	$ 975.18	$ 490.59	$0.26	$ 1,466.03
20	$ 570.78		$ 570.78	$ 572.09	$ 35.47		$ 34.83	$ 642.39	$ 6,956.58	$ 8,169.75	$ 379.74	$ 191.04	($0.99)	$ 569.79
21	$ 1,416.06	$ 207.31	$ 1,623.37	$ 1,754.58	$ 71.36		$ 18.17	$ 1,844.11	$ 6,993.70	$ 10,461.18	$ 1,080.03	$ 543.34	$7.68	$ 1,631.05
22	$ 1,551.06	$ 245.79	$ 1,796.85	$ 1,775.43	$ 175.62	$ 16.66		$ 1,967.71	$ 637.74	$ 4,402.30	$ 1,195.44	$ 601.41	$0.11	$ 1,796.96
23	$ 785.33	$ 35.78	$ 821.11	$ 1,191.67	$ 29.13	$ 7.75	$ 255.93	$ 1,484.48	$ 159.37	$ 2,464.96	$ 546.28	$ 274.83	$0.01	$ 821.12
24	$ 564.25	$ 165.14	$ 729.39	$ 246.83	$ 21.20			$ 268.03	$ 8,176.90	$ 9,174.32	$ 485.26	$ 244.13	($0.09)	$ 729.30
25	CLOSED		$ -					$ -		$ -	$ -	$ -		$ -
26	$ 1,519.16	$ 33.32	$ 1,552.48	$ 1,798.39	$ 18.35		$ 16.66	$ 1,833.40	$ 9,815.79	$ 13,201.67	$ 1,032.86	$ 519.62	$0.27	$ 1,552.75
27	$ 1,748.86	$ 189.85	$ 1,938.71	$ 1,192.31	$ 103.98		$ 109.04	$ 1,405.33	$ 5,705.91	$ 9,049.95	$ 1,289.82	$ 648.89	$7.08	$ 1,945.79
28	$ 1,748.46	$ 137.38	$ 1,885.84	$ 1,226.04	$ 226.89		$ 71.35	$ 1,524.28	$ 7,329.59	$ 10,739.71	$ 1,254.65	$ 631.19	($2.83)	$ 1,883.01
29	$ 1,895.84	$ 83.39	$ 1,979.23	$ 2,110.74	$ 102.97	$ 46.21		$ 2,259.92	$ 6,073.72	$ 10,312.87	$ 1,316.78	$ 662.45	($0.06)	$ 1,979.17
30	$ 1,719.75	$ 153.42	$ 1,873.17	$ 1,784.52	$ 90.87		$ 15.14	$ 1,890.53	$ 96.36	$ 3,860.06	$ 1,246.22	$ 626.95	($5.00)	$ 1,868.17
31	$ 1,336.18	$ 123.20	$ 1,459.38	$ 1,766.56	$ 69.68	$ 31.80		$ 1,868.04	$ 8,606.31	$ 11,933.73	$ 970.93	$ 488.45	$0.53	$ 1,459.91
								$ -						
TOTALS	$ 37,371.16	$ 3,240.70	$ 40,611.86	$ 35,797.78	$ 2,001.98	$ 196.13	$ 1,718.70	$ 39,714.59	$ 163,461.49	$ 243,787.94	$ 27,019.07	$ 13,592.79	$ 4.13	$ 40,615.99

DAILY TICKET REPORT						
DNSWMA TRANSFER STATION						
MONTH: December 2018						
Date	BEGIN	END	VOIDED TICKETS	TICKET COUNT		
1	1046903	1047076	1	**173**		
2	1047077	1047278		**202**		
3	1047279	1047461		**183**		
4	1047462	1047611		**150**		
5	1047612	1047789	1	**177**		
6	1047790	1047948		**159**		
7	1047949	1048122		**174**		
8	1048123	1048287	1	**164**		
9	1048288	1048405		**118**		
10	1048406	1048601		**196**		
11	1048602	1048712		**111**		
12	1048713	1048899	2	**185**		
13	1048900	1049086		**187**		
14	1049087	1049186		**100**		
15	1049187	1049387		**201**		
16	1049388	1049462		**75**		
17	1049463	1049620		**158**		
18	1049621	1049699		**79**		
19	1049700	1049878		**179**		
20	1049879	1049959		**81**		
21	1049960	1050190	2	**229**		
22	1050191	1050435		**245**		
23	1050436	1050587		**152**		High
24	1050588	1050663		**76**		281
25	**CLOSED**					
26	1050664	1050914		**251**		Low
27	1050915	1051156	2	**240**		75
28	1051157	1051411		**255**		
29	1051412	1051692		**281**		Daily Ave.
30	1051693	1051895	2	**201**		174
31	1051896	1052132		**237**		
TOTAL			**11**	**5219**		

DNSWMA
KLAMATH TRANSFER STATION - DEPOSITS
December-2018

Date	Cash	Checks	TOTAL Deposit	Over / Short	Sales	TOTAL Sales	Charges	TOTAL Cash + Charge	Tickets
December 2, 2018	684.64	82.36	767.00		737.00	737.00		737.00	37
December 5, 2018	178.96	62.47	241.43		241.43	241.43	178.97	420.40	13
December 9, 2018	468.66		468.66	(0.71)	469.37	468.66		468.66	21
December 12, 2018	183.78		183.78	0.04	183.74	183.78		183.78	16
December 16, 2018	773.29	24.21	797.50		797.50	797.50		797.50	30
December 19, 2018	333.45	55.23	388.68		388.68	388.68		388.68	16
December 23, 2018	628.58	150.96	779.54	0.92	778.62	779.54		779.54	32
December 26, 2018	274.60	39.72	314.32	1.01	313.31	314.32		314.32	16
December 30, 2018	409.64	56.43	466.07	(0.01)	466.08	466.07		466.07	28
			0.00			0.00		0.00	
TOTAL	$ 3,935.60	471.38	**$4,406.98**	1.25	4,375.73	**$4,376.98**	$ 178.97	**$4,555.95**	**209**

	TOTAL SALES (CASH + CHARGE)		
Date	Wednesday	Friday	Sunday
December 2, 2018			737.00
December 5, 2018	420.4		
December 9, 2018			468.66
December 12, 2018	183.78		
December 16, 2018			797.50
December 19, 2018	388.68		
December 23, 2018			779.54
December 26, 2018	314.32		
December 30, 2018			466.07
TOTALS	***$1,307.18***	***$0.00***	***$3,248.77***
DAILY AVERAGE	$326.80		$649.75

DNSWMA
GASQUET TRANSFER STATION - DEPOSITS
December-2018

Date	Cash	Checks	TOTAL Deposit	Over / Short	Sales	TOTAL Sales	Charges	TOTAL Cash + Charge	Tickets	Notes
December 1, 2018	194.37	116.94	311.31	($0.10)	311.41	311.31		311.31	26	
December 8, 2018	253.16	54.02	307.18		307.18	307.18	57.26	364.44	27	
December 15, 2018	226.44	93.72	320.16	$0.25	319.91	320.16		320.16	28	
December 22, 2018	218.08		218.08		218.08	218.08		218.08	22	
December 29, 2018	373.29	90.14	463.43		463.43	463.43	57.26	520.69	30	
			0.00			0.00		0.00		
			0.00			0.00		0.00		
			0.00			0.00		0.00		
			0.00			0.00		0.00		
TOTAL	$ 1,265.34	$ 354.82	**$ 1,620.16**	$ 0.15	$ 1,620.01	**$ 1,620.16**	$ 114.52	**$1,734.68**	**133**	

	TOTAL SALES (CASH + CHARGE)	
Date	**Thursday**	**Saturday**
December 1, 2018		311.31
December 8, 2018		364.44
December 15, 2018		320.16
December 22, 2018		218.08
December 29, 2018		520.69
TOTALS	***$0.00***	***$1,734.68***
DAILY AVERAGE		$346.94

GASQUET TRANSFER STATION
2017 / 2018 Monthly Totals

Month	Cash	Checks	TOTAL Deposit	Over / Short	Sales	TOTAL Sales	Charges	TOTAL Cash + Charge	Tickets
July	$ 1,985.13	$ 858.67	$ 2,843.80	1.55	$ 2,842.25	$ 2,843.80		$ 2,843.80	206
August	$ 1,827.06	$ 435.39	$ 2,262.45	(1.00)	$ 2,263.45	$ 2,262.45		$ 2,262.45	159
September	$ 1,660.73	$ 394.66	$ 2,055.39	0.18	$ 2,055.21	$ 2,055.39		$ 2,055.39	139
October	$ 917.26	$ 299.55	$ 1,216.81	36.76	$ 1,180.05	$ 1,216.81		$ 1,216.81	104
November	$ 907.45	$ 264.31	$ 1,171.76	18.13	$ 1,153.63	$ 1,171.76		$ 1,171.76	94
December	$ 1,048.53	$ 288.08	$ 1,336.61	3.36	$ 1,333.25	$ 1,336.61		$ 1,336.61	111
January	$ 843.47	$ 234.90	$ 1,078.37	3.85	$ 1,074.52	$ 1,078.37		$ 1,078.37	93
February	$ 996.95	$ 204.22	$ 1,201.17	0.82	$ 1,200.35	$ 1,201.17		$ 1,201.17	93
March	$ 1,273.16	$ 328.26	$ 1,601.42	11.58	$ 1,589.84	$ 1,601.42	$76.57	$ 1,677.99	124
April	$ 850.39	$ 223.67	$ 1,074.06	(2.16)	$ 1,075.22	$ 1,073.06	$299.33	$ 1,372.39	86
May	$ 1,144.68	$ 382.46	$ 1,527.14	(3.02)	$ 1,530.16	$ 1,527.14	$49.84	$ 1,576.98	129
June	$ 1,141.90	$ 744.68	$ 1,886.58	6.65	$ 1,879.93	$ 1,886.58	$178.33	$ 2,064.91	160
Total	$ 14,596.71	$ 4,658.85	**$ 19,255.56**	76.70	$ 19,177.86	**$ 19,254.56**	$604.07	**$ 19,858.63**	**1498**

TOTAL SALES (CASH + CHARGE)

Month	Thursday	Saturday	TOTALS
July	$657.97	$2,185.83	$2,843.80
August	$751.66	$1,510.79	$2,262.45
September	$493.86	$1,561.53	$2,055.39
October		$1,216.81	$1,216.81
November		$1,171.76	$1,171.76
December		$1,336.61	$1,336.61
January		$1,078.37	$1,078.37
February		$1,201.17	$1,201.17
March		$1,677.99	$1,677.99
April		$1,372.39	$1,372.39
May		$1,576.98	$1,576.98
June		$2,064.91	$2,064.91
Total	***$1,903.49***	***$17,955.14***	***$19,858.63***
MONTHLY AVERAGE	$634.50	$1,496.26	

DNSWMA
KLAMATH TRANSFER STATION
2017 / 2018 Monthly Totals

Month	Cash	Checks	TOTAL Deposit	Over / Short	Sales	TOTAL Sales	Charges	TOTAL Cash + Charge	Tickets
July	$ 5,513.05	$ 571.54	**$ 6,084.59**	$4.96	$ 6,079.63	**$ 6,084.59**	$ 355.23	$ 6,439.82	330
August	$ 5,460.32	$ 579.39	**$ 6,039.71**	$10.42	$ 6,029.29	**$ 6,039.71**	$ 188.82	$ 6,228.53	305
September	$ 3,630.04	$ 558.41	**$ 4,188.45**	$0.17	$ 4,188.28	**$ 4,188.45**	$ 86.12	$ 4,274.57	229
October	$ 4,846.74	$ 623.92	**$ 5,470.66**	$7.23	$ 5,463.43	**$ 5,470.66**	$ 178.30	$ 5,648.96	274
November	$ 3,877.49	$ 767.01	**$ 4,644.50**	$0.55	$ 4,643.95	**$ 4,644.50**	$ 820.15	$ 5,464.65	250
December	$ 3,630.11	$ 680.76	**$ 4,310.87**	$0.36	$ 4,310.51	**$ 4,310.87**	$ 398.19	$ 4,709.06	242
January	$ 3,639.23	$ 596.01	**$ 4,235.24**	$13.10	$ 4,222.14	**$ 4,235.24**	$ 134.10	$ 4,369.34	236
February	$ 3,112.77	$ 503.19	**$ 3,615.96**	$15.04	$ 3,600.92	**$ 3,615.96**	$ 398.23	$ 4,014.19	207
March	$ 3,706.43	$ 736.22	**$ 4,442.65**	($21.26)	$ 4,463.91	**$ 4,442.65**	$ 306.41	$ 4,749.06	216
April	$ 3,316.30	$ 813.74	**$ 4,130.04**	$19.69	$ 4,110.35	**$ 4,130.04**	$ 75.98	$ 4,206.02	237
May	$ 3,599.97	$ 695.92	**$ 4,295.89**	($9.98)	$ 4,305.87	**$ 4,295.89**	$ 206.81	$ 4,502.70	242
June	$ 3,579.31	$ 674.85	**$ 4,254.16**	$0.44	$ 4,253.72	**$ 4,254.16**	$ 391.67	$ 4,645.83	232
Total	$ 47,911.76	$ 7,800.96	**$ 55,712.72**	$40.72	$ 55,672.00	**$ 55,712.72**	$ 3,540.01	**$ 59,252.73**	**3000**

TOTAL SALES (CASH + CHARGE)

Month	Wednesday	Friday	Sunday	Total
July	$2,047.75	$1,241.96	$3,150.11	$6,439.82
August	$2,638.90	$784.94	$2,804.69	$6,228.53
September	$2,239.61	$241.19	$1,793.77	$4,274.57
October	$1,887.31		$3,761.65	$5,648.96
November	$2,625.82		$2,838.83	$5,464.65
December	$2,043.17		$2,665.89	$4,709.06
January	$1,574.31		$2,795.03	$4,369.34
February	$1,808.13		$2,206.06	$4,014.19
March	$1,938.84		$2,810.22	$4,749.06
April	$1,506.94		$2,699.08	$4,206.02
May	$2,009.34		$2,493.36	$4,502.70
June	$1,981.44		$2,664.39	$4,645.83
TOTALS	***$24,301.56***	***$2,268.09***	***$32,683.08***	***$59,252.73***
MONTHLY AVERAGE	$2,025.13	$756.03	$2,723.59	

AUTHORITY REVENUE REPORT December 2018

Authority Service Fees

	2017/18	Comparison FY17/18		2018/2019 Actual/Month	Over Budget
				Budget/Month $ 103,734.42	Adjusted Annual Budget $ 1,244,813.00
July	$ 115,382.33	$ (1,965.59)	July	**$ 113,416.74**	$ 9,682.32
August	$ 118,024.42	$ (2,917.81)	August	**$ 115,106.61**	$ 11,372.19
September	$ 104,891.71	$ 1,670.12	September	**$ 106,561.83**	$ 2,827.41
October	$ 96,243.50	$ 20,112.53	October	**$ 116,356.03**	$ 12,621.61
November	$ 87,399.47	$ 10,698.89	November	**$ 98,098.36**	$ (5,636.06)
December	$ 89,344.86	$ (303.87)	December	**$ 89,040.99**	$ (14,693.43)
January	$ 100,555.83	$ -	January		$ -
February	$ 87,672.05	$ -	February		$ -
March	$ 98,856.22	$ -	March		$ -
April	$ 97,152.67	$ -	April		$ -
May	$ 122,808.15	$ -	May		$ -
June	$ 104,797.23	$ -	June		$ -
Total	$ 1,223,128.44	$ 27,294.27	Total	**$ 638,580.56**	$ 16,174.06
		Over last year			Over Budget

2.5

AUTHORITY REVENUE REPORT **December 2018**

Franchise Fee

	2017/2018 Actual Annual	Comparison FY 18/19-FY 17/18		2018/2019 Budget/Month	Budget/Year
				$ 24,243.50	$ 290,922.00
	2017/2018			**2018/2019**	Over/(Under) Budget
July	**$ 24,594.00**	$ 398.00	July	**$ 24,992.00**	$ 748.50
August	**$ 22,628.00**	$ 3,686.00	August	**$ 26,314.00**	$ 2,070.50
September	**$ 24,003.00**	$ 6,668.00	September	**$ 30,671.00**	$ 6,427.50
October	**$ 22,699.00**	$ 6,002.00	October	**$ 28,701.00**	$ 4,457.50
November	**$ 21,921.00**	$ 6,074.00	November	**$ 27,995.00**	$ 3,751.50
December	**$ 22,566.00**	$ 4,556.00	December	**$ 27,122.00**	$ 2,878.50
January	**$ 20,591.00**	$ -	January		$ -
February	**$ 22,030.00**	$ -	February		$ -
March	**$ 21,197.00**	$ -	March		$ -
April	**$ 22,923.00**	$ -	April		$ -
May	**$ 23,040.00**	$ -	May		$ -
June	**$ 23,586.00**	$ -	June		$ -
Total	**$ 271,778.00**	$ 27,384.00	Total	**$ 165,795.00**	$ 20,334.00
		Over/(Under) last year			Over/ (Under) Budget

Project 7: Abandoned Motorhome and Recreational Vehicle Cleanup on Private Property and Public Right-of-Way

A. Project Description &History

The Del Norte Abandoned Vehicle Abatement Service Authority (Service Authority) operates under a Joint Powers Agreement between the County of Del Norte and the City of Crescent City. The Service Authority has a Service Plan that outlines the process in which funds allocated to the Service Authority are distributed. The Service Plan calls for alternating request for Service Authority between members. Around $22,500 is transmitted annually to the Service Authority from the State Controller's Office via the Department of Motor Vehicles. In fiscal year 2016-2017, that amount lowered by $11,500 as the Service Authority was required to pay for the cost of requesting a 10-year renewal to be a participant in the State Abandoned Vehicle Abatement Program. This was an unexpected expense and taxed an already limited budget. Consequently, a backlog of reported abandoned vehicles exists. All staff time associated with operating the Service Authority is funded at no cost to the Service Authority Fund so with the exception of $600 allocated to software to track cases, the funds are allocated to the direct costs of abating vehicles.

Vehicle tows are relatively reasonable and do not create a burden on the Service Authority's funds. For the past four years, we have experienced countywide an increased in abandoned motorhome and travel trailers. The abandoned vehicles are left within public right-of-ways and on private property against the will of the property owners. An abandoned motorhome may cost up to $2,000 to abate. Typical cost includes the primary tow to the Service Authority's contracted vehicle yard, secondary tow to Curry Transfer in Brookings, Oregon, pumping of the wastewater system and disposal of the motorhome. Motorhomes are not accepted by the Del Norte Transfer Station and the closes location that will accept them is 27.9 miles away in Brookings.

An abandoned travel trailer cost on average of $1,000 to abate. Typical cost includes primary to the County's contracted vehicle yards, secondary tow to the Del Norte Transfer Station and disposal. Often times the motorhomes and travel trailers are filled with solid waste which adds to the costs of abatement.

The Service Plan and state law outlines the priorities in which the funds must be spent with the highest priority being allocated to abandoned vehicles located within the public road system that create safety hazards to the travelling public. Lower priority is given to abandoned vehicles on surface streets and lowest priority given to abandoned vehicles on private property. As demonstrated in the budgets for Projects 1, 2, and 5, the costs for abating abandoned vehicles on just three identified project areas exceeds the annual budget for the entire Service Authority.

The County proposes to allocated grant funds to supplement those available from the Service Authority. The funds would allow us to reduce the backlog and proactively abate abandoned vehicles in a timely manner. Based on our experience, the longer an abandoned travel trailer or motorhome sits at a site, the more likely it is to vandalized and used as a dumping ground. We estimate that we can abate up to 30 motorhomes and travel trailers over the duration of the grant period.

3.1

B. Task List

Task		Description	Eligible (E) or Ineligible (I)
1	Complaint Receipt	Code Enforcement Officer becomes aware of abandoned vehicle either through Investigation Request Form, phone call, counter visit, email or referral from member of the Board of Supervisors.	I
2	Field Investigation	Code Enforcement Officer visits site and determines whether complaint is valid.	I
3	Tag Vehicle	Code Enforcement Officer places tag on vehicle.	I
4	Tow Vehicle to Storage Yard	The vehicle has not been removed within the legal period given to the registered owner and is subsequently towed to the contracted storage yard.	E
5	Tow Vehicle to Disposal Site	The registered owner fails to retrieve the vehicles during the legal period and subsequently the vehicles is released to be given a junk title and disposed.	E
6	Complete Paperwork	Document for records to annually report to State Controller's Office and Department of Motor Vehicles.	I
7	Preparation of Final Project Documents	Code Enforcement Officer prepares summary documentation of project for final report to CalRecycle.	I

C. Project Goals, Objectives & Remediation

Project Goal:

To keep the County's public roads clear of abandoned motorhomes and recreational vehicles for public safety and protection of the environment.

Objectives:

1) Respond in a timely manner to reports of abandoned motorhomes and recreational vehicles.

2) By taking timely action, prevent accumulation of new trash and debris near abandoned motorhomes and recreational vehicles as well as vandalism.

Remediation: No remediation is proposed.

D. Cost Recovery

The County's experience in seeking cost recovery for the abatement of abandoned vehicles has not had much success. In most cases there is no address or contact information for the last registered owner in which to pursue the cost of the recovery. If we have an address, we will send a letter requesting payment. The letters usually come back return to sender or are ignored. Unlike the nuisance abatement process on real property, the mechanism to recover the costs is difficult as there is no real property in which to lien or special assess. Lacking County policy on costs recoveries of this nature, the Department will make reasonable efforts to recover cost.

E. *Site Access*

According to the Code Enforcement Officer, the majority of the abandoned motorhomes and recreational vehicles are located within public right-of-ways or on public owned property. In these cases, no special permission is required to remove the abandoned motorhomes and recreational vehicles other than following the process outlined by state law.

If an abandoned motorhomes and recreational vehicles is located on a property where the Hearing Officer directs the Code Enforcement to abate, the Code Enforcement will follow the process outlined by state law and the County's nuisance ordinance in order to legally remove the abandoned motorhomes and recreational vehicles.

F. Regulatory Approvals & Environmental Review of the California Environmental Quality Act

No permits or other regulatory approvals outside of those already described are required to remove abandoned motorhomes and recreational vehicles.

The removal of abandoned motorhomes and recreational vehicles is not considered a project under CEQA as it does not have the potential for causing a significant effect on the environment (Public Resources Code Section 15061(b)(3) (i.e. the General Rule)).

G. *Project Schedule – Abandoned Motorhome and Recreational Vehicle Cleanup*

Task Name		2017	2018				2019				2020	
		Qtr. 3	Qtr. 1	Qtr. 2	Qtr.3	Qtr. 4	Qtr. 1	Qtr. 2	Qtr. 3	Qtr. 4	Qtr. 1	Qtr. 2
1. Receipt of Complaint												
1.1	Code Enforcement Officer becomes aware of abandoned vehicle either through Investigation Request Form, phone call, counter visit, email or referral from member of the Board of Supervisors.											
2. Field Investigation												
2.1	Code Enforcement Officer visits site and determines whether complaint is valid.											
3. Processing Valid Complaint												
3.1	Code Enforcement Officer tags vehicle.											
3.2	Code Enforcement Authorizes tow company to tow vehicle to storage yard.											
3.3	If vehicle not retrieved, authorize secondary tow to appropriate authorized facility.											
4. Reporting												
4.1	Prepare documentation required for reporting under the Del Norte Abandoned Vehicle Abatement Service Authority Plan and annual reporting to State Controller's Office											
4.1	Prepare summary documentation of project for final report to CalRecycle.											

EXHIBIT 2, PAGE 4 OF 4

Project 5: Hights Access Road Cleanup and Protection

Task Name		Labor (paid)	Labor (volunteer)	Labor (in-kind)	Equipment	Materials	Contract	Disposal Costs	Total Costs	Total Eligible Cost
1. Access to Site										
1.1	Notify the Board of Supervisors and Administrative Office and Del Norte Solid Waste Management Authority.			$100					$100	
2. Abatement of Property										
2.1	Collection of all larger solid waste. Solid waste will be placed into bins that will be collected by Recology Del Norte.	$2,000(E)						$1,000(E)	$3,000	$3,000
2.2	Removal of any remaining small solid waste into the bins.	$300(E)						$200(E)	$500	$500
2.3	Placement of boulders.	$1,000(E)			$1,040(E)				$2,040	$2,040
2.4	Project oversight.	$225(E)		$300*					$525	$225
3. Final Inspection										
3.1	Code Enforcement Officer field visits site to determine whether the abatement is complete.			$100					$100	
4. Reporting										
4.1	Prepares summary documentation of project for final report to CalRecycle.			$900					$900	
	Total Cost by Category	$3,525		$1,400	$1,040			$1,200	$7,165	**$5,765**

*Donated time from the Executive Director of the Del Norte Solid Waste Management Authority.

Legend

(E) Activity eligible for grant reimbursement
(I) Activity ineligible for grant reimbursement

Grant Funds Requested: $5,765

Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300
www.recycledelnorte.ca.gov

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

Staff Report

Date:	15 January 2019
To:	Commissioners of the Del Norte Solid Waste Management Authority
From:	Tedd Ward, M.S. – Director Del Norte Solid Waste Management Authority
File Number:	**012104 – Authority Officers**
Topic:	**Elections of Authority Officers**

Summary / Recommendation: That the Board nominate and elect Authority officers of Vice-Chair, Secretary, and Treasurer / Controller to serve during calendar year 2019.

Background: Under Section 2 of the Authority's By-laws, the Authority Board of Commissioners is to elect officers annually to serve one-year terms. Authority officers include the following:

Chair: Presides at all meetings of the Governing Board and shall sign all contracts and other instruments for and on behalf of the Authority.

Vice-Chair: Performs all duties of the Chair in the absence or incapacity of the Chair. Traditionally, the Chair and Vice-Chair have been from different member agencies.

Secretary: The Commissioner who serves as Secretary signs all minutes and other documents reporting and acknowledging specific votes of the Authority Commissioners, including Resolutions and Ordinances. Other clerking functions of the Authority Secretary are being fulfilled by Authority staff.

Treasurer / Controller: This non-voting officer is elected by the Authority Board of Commissioners shall be a Certified Public Accountant, shall perform all duties specified in Government Code 6505.5 as well as cause a bi-annual audit of Authority funds according to legal requirements. On 16 January 2018, the Authority Board approved an agreement with Richard D. Taylor, who has served as the Authority's Treasurer / Controller since August 1993. Either the Authority Board or Mr. Taylor can

6.1

terminate this agreement with 30 days' notice. Should the Authority Board opt to appoint a different Treasurer / Controller, the Board should also provide direction to staff regarding how to transition from the existing contract to a new contract for these services.

Analysis: Under section 2.2 of the Authority By-laws, the Chair and Vice-Chair "... shall be elected by the Governing Board from the Authority Commissioners appointed by the Charter Members..." meaning that the Chair and Vice Chair must also be members of the City Council or Board of Supervisors. Staff work with the Chair and Vice-Chair to set the agenda for each Authority meeting, and staff would like to continue working with an appropriately elected chair to set the agenda for upcoming Authority meetings.

As the Authority's member agencies include the County of Del Norte and the City of Crescent City, the Chair and Vice-Chair generally include one City Councilperson and one County Supervisor. Typically, the Vice-Chair has often been elected as Chair the following year. In this way, the Chair of the Authority Board generally has alternated between City and County representatives. Departing form this tradition, since September 2016 the Authority Board has elected Crescent City Councilperson Blake Inscore as Authority Chair and County Supervisor Chris Howard as Vice-Chair.

This is also an appropriate time to express appreciation for the Officers of the Del Norte Solid Waste Management who served in 2018:

Chair:	Blake Inscore
Vice-Chair:	Chris Howard
Secretary:	Eli Naffah
Treasurer / Controller:	Richard D. Taylor

DEL NORTE SOLID WATE MANAGEMENT AUTHORITY RESOLUTION 2019-01

IN SUPPORT OF A STATEWIDE COMMISSION ON RECYCLING MARKETS

WHEREAS Counties are leaders and critical partners in California's leading sustainability efforts; and

WHEREAS China recently enacted strict mixed paper and plastic contamination limits and import bans which are collectively referred to as National Sword; and

WHEREAS China has declared their intent to ban all recyclable material imports by 2020; and

WHEREAS Exporting recyclable materials to foreign markets is a key component of California's recycling infrastructure; and

WHEREAS National Sword policy changes in China has led to the decline of other international markets for recyclables, and subsequent stockpiles of unsold materials at California solid waste and recycling facilities; and

WHEREAS California recycling policy relies on robust international markets to purchase and process the millions of tons of recyclable waste it produces each year; and

WHEREAS Stockpiled paper and plastic materials in California's solid waste and recycling facilities is causing slowdowns in processing of other waste materials and is creating significant public health risks; and

WHEREAS Local governments across California will soon have to comply with additional state regulations for organic waste diversion and processing. SB 1383 (Chapters 395, 2016) establishes targets to achieve a 50 percent reduction in the level of the statewide disposal of organic waste from the 2014 level by 2020 and a 75 percent reduction by 2025. Infrastructure required to implement these regulations is expected to cost billions; and

WHEREAS These increased diversion requirement added to recent changes to international policies and a declining global market value for recyclables, has resulted in an issue of statewide concern for the resource recovery industry, local governments, and Californians; and now

THEREFORE BE IT RESOLVED the Del Norte Solid Waste Management Authority, a Joint Powers Authority of the City of Crescent City and the County of Del Norte, calls for the Governor to establish a statewide Commission to address these significant challenges to our recycling markets. The Commission should be comprised of state, local and industry representatives with the task of making recommendations for solutions to our declining markets for recyclable materials, while continuing to emphasize the need to divert

materials from our landfills. The Commission should examine potential solutions including, but not limited to, the development of international and domestic markets, updated compliance standards in this new economic environment, ways to increase source reduction, and any other means that will alleviate the growing public health and environmental crisis while still allowing California to meet its goals for a sustainable future.

PASSED AND ADOPTED by the Board of Commissioners of the Del Norte Solid Waste Management Authority this 23rd of January, 2019.

AYES:

NOES:

ABSTAIN:

ABSENT:

_____

Blake Inscore, Chair

Del Norte Solid Waste Management Authority

ATTEST:

_____

Eli Naffah, Secretary of the Board

Del Norte Solid Waste Management Authority

1100 K Street
Suite 101
Sacramento
California
95814

Telephone
916.327.7500
Facsimile
916.441.5507

January 11, 2019

The Honorable Gavin Newsom
Governor, State of California
State Capitol Building
Sacramento, CA 95814

RE: Statewide Commission on Recycling Markets

Dear Governor Newsom,

Recent changes in China's trade import policies have significantly disrupted California's solid waste and recycling industry by restricting foreign imports of recyclable materials, and requiring reduced contamination levels in recycling streams. These changes are collectively referred to as "National Sword" and will ultimately close off Chinese and Asian markets to California's scrap imports completely by 2020. These markets have served as the foundation for California's recycling system as the export of recyclable materials is a key component of California's recycling infrastructure.

Significant market disruptions for recyclable materials have a direct impact on California's local governments and our ability to meet state-mandated recycling goals. Since China's change in policy, materials are piling up in local waste facilities across state with no place to go. This has caused slowdowns in waste processing of other materials, significant public health risks, and the increased potential for fines and penalties.

In addition, local governments across California will soon have to comply with new state regulations for organic waste diversion and processing. SB 1383 (Chapters 395, 2016) establishes targets to achieve a 50 percent reduction in the level of the statewide disposal of organic waste from 2014 levels by 2020 and a 75 percent reduction by 2025. Infrastructure required to implement this law is expected to cost billions. As a result, local government resource recovery and waste management operations are facing several significant and complex infrastructure challenges at the same time.

California counties respectfully request that your Administration establish a statewide Commission to address these significant challenges to our recycling markets. We request that the Commission be comprised of state, local and industry representatives with the task of making recommendations for solutions to our declining markets for recyclable materials, while continuing to emphasize the need to divert materials from our landfills. The Commission should examine potential solutions including, the development of international and domestic markets, updated compliance standards in this new economic environment, ways to increase source reduction, and any other means that will alleviate this growing public health and environmental crisis.

Counties stand ready to work with your Administration and our industry partners to develop solutions to this significant issue. If you have any questions, please contact my staff, Cara Martinson, Senior Legislative Representative and Federal Affairs Manager at Cmartinson@counties.org or 916-327-7500, ext. 504.

Sincerely,

Graham Knaus
Executive Director

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
ANNUAL FINANCIAL REPORT
JUNE 30, 2013

Draft

HARSHWAL & COMPANY, LLP
Certified Public Accountants
7677 Oakport Street, Suite 460
Oakland, California 94621
(510) 452-5051

6.3

INTRODUCTORY SECTION

Draft

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
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Draft

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

OFFICIAL ROSTER
JUNE 30, 2018

Name	Title
Blake Inscore	Chair
Chris Howard	Vice Chair
Lori Cowan	Commissioner
Jason Greenough	Commissioner
Eli Naffah	Commissioner

Draft

FINANCIAL SECTION

Draft

HARSHWAL® & COMPANY LLP
CERTIFIED PUBLIC ACCOUNTANTS

7677 Oakport Street, Suite 460, Oakland, CA 94621
510.452.5051
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INDEPENDENT AUDITOR'S REPORT

The Board of Commissioners
Del Norte Solid Waste Management Authority
Crescent City, California

Report on the Financial Statements

We have audited the accompanying financial statements of the proprietary fund of Del Norte Solid Waste Management Authority, Crescent City, California (Authority), as of and for the year ended June 30, 2018, and the related notes to the financial statements which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

Draft

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the proprietary fund of the Authority as of June 30, 2018, and the changes in financial position and, cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Schedule of Funding Progress as listed in the table of contents be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Management has omitted the Management's Discussion and Analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Authority's basic financial statements. The introductory section is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The introductory section has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Draft

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 07, 2019 on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

Harshwal & Company, LLP
Certified Public Accountants

Harshwal & Company LLP

Oakland, California
January 07, 2019

Draft

BASIC FINANCIAL STATEMENTS

Draft

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

STATEMENT OF NET POSITION
JUNE 30, 2018

ASSETS	
Current Assets:	
Cash and investments	$ 991,941
Accounts receivable	237,706
Deposit with Del Norte County	198,177
Total Current Assets	1,427,824
Non-Current Assets:	
Capital assets:	
Non-depreciable	493,000
Depreciable, net	2,202,544
Total Noncurrent Assets	2,695,544
Total Assets	4,123,368
Deferred Outflows of Resources	
Deferred outflows of resources - OPEB	212,752
Total Deferred Outflows of Resources	212,752
Total Assets and Deferred Outflows of Resource	4,336,120
LIABILITIES AND NET POSITION	
LIABILITIES	
Current Liabilities:	
Accounts payable	214,753
Compensated absences	65,511
Sublease payable	116,130
Deferred Revenue	2,823
Total Current Liabilities	399,217
Noncurrent Liabilities	
Sublease payable	2,284,685
Post-closure	1,961,782
Net OPEB Liability	575,889
Total Noncurrent Liabilities	4,822,356
Total Liabilities	5,221,573

Draft

The accompanying notes are an integral part of these financial statements.

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

STATEMENT OF NET POSITION
JUNE 30, 2018

Deferred Inflows of Resources	
Deferred inflows of resources - OPEB	4,014
Total Deferred Inflows of Resources	4,014
Total Liabilities and Deferred Inflows of Resources	5,225,587
NET POSITION	
Net investment in capital assets	294,729
Unrestricted	(1,184,196)
Total Net Position	(889,467)
Total Liabilities, Deferred Inflows of Resources and Net Position	$ 4,336,120

Draft

The accompanying notes are an integral part of these financial statements.

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN NET POSITION
FOR THE YEAR ENDED JUNE 30, 2018

	Solid Waste
OPERATING REVENUES:	
Grants & Contribution	$ 125,845
Charges for services	3,381,596
Other revenue	87,640
Total Operating Revenues	3,595,081
OPERATING EXPENSES:	
Salaries and benefits	545,336
Professional services	55,466
Audit & Legal Counsel	22,039
Printing	662
Postage	915
Advertising	10,955
Travel	13,606
Office supplies	15,271
Insurance	15,908
Special department expense	19,318
Telephone and utilities	3,381
Maintenance and repairs	168,356
Subscriptions and memberships	7,773
Rent	2,526
Landfill post-closure	128,105
Hazardous waste clean-up	30,205
Transfer station fees	2,243,102
State fees	39,282
Clothing	600
Waste collection fees	30,965
County Overhead/ Other Expenses	76,931
Other expenses	29,857
Depreciation	90,734
Total Operating Expenses	3,551,293
Operating Income (Loss)	43,788

Draft

The accompanying notes are an integral part of these financial statements.

DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN NET POSITION
FOR THE YEAR ENDED JUNE 30, 2018

NON-OPERATING REVENUES (EXPENSES):	
Interest income	12,309
Franchise fees	291,800
Interest expense	(89,113)
Total Non-Operating Revenues (Expenses)	214,996
Change in Net Position	258,784
Total Net Position - Beginning	(1,048,753)
Restatement	(99,498)
Total Net Position - Beginning, Restatement	(1,148,251)
Total Net Position - Ending	$ (889,467)

Draft

The accompanying notes are an integral part of these financial statements.

SECTION II - AUDIT FINDING IN RELATION TO FINANCIAL STATEMENTS

2018-001 Deficit Net Position (Significant Deficiency) -Repeated (PY Finding 2017-001)

Condition:

The charges for services were not sufficient to cover post-closure liability and debt service requirements which resulted in the Authority having a net position deficit of $(889,467).

Criteria:

Prudent management of Authority resources requires that charges for services be adequate to cover the cost of providing the service.

Effect:

The Authority had inadequate reserves to settle the estimated accrued liabilities.

Cause:

The Authority's rates charged to customers were not adequate to cover post-closure costs and debt service requirements.

Auditor's Recommendations:

We recommend that the Authority consider all expenses including depreciation and post-closure costs when setting rates and adopting the annual budget. We further recommend that the Authority review options to manage this deficit and begin a program to fund the liability.

Management's Response:

SECTION II- AUDIT FINDING IN RELATION TO FINANCIAL STATEMENTS (CONTINUED)

2018-002 GASB 68 Implementation (Significant Deficiency)-Repeated (PY Finding 2017-002)

Condition:

During our audit, we noted that Authority employees are reported to CalPERS under the County of Del Norte pension plan.

Criteria:

Governmental Accounting Standards Board Statement No. 68, which is effective for the Authority for periods beginning after June 15, 2014, addresses accounting and financial reporting for pensions that are provided to employees of local governments.

Effect:

The Authority may not have information for compliance with GASB 68.

Cause:

The Authority employees are treated as County of Del Norte employees for purposes of pension reporting.

Auditor's Recommendations:

We recommend that the Authority review the requirements of GASB 68 and take steps necessary to ensure compliance with GASB 68.

Management's Response:

Del Norte Solid Waste Management Authority **AD-1651**

Year End: June 30, 2018

Passed Adjusting Journal Entries

Date: 7/1/2017 To 6/30/2018

Number	Date	Name	Account No	Debit	Credit
1	6/30/2018	Sublease Payable	422-010-05210 422	112,398.41	
1	6/30/2018	Interfund - Repayment to County	422-421-70530-025 422		-112,398.41
		To record the principal payment of sublease payable.			
2	6/30/2018	Post Closure Liability	422-010-05500 422	85,212.00	
2	6/30/2018	Change in post closure liability	422-421-91125 422		-85,212.00
		To record current year reduction in post closure liability.			
3	6/30/2018	Equipment	422-010-03400 422	9,880.00	
3	6/30/2018	Accum Depr - Equipment	422-010-03440 422		-360.00
3	6/30/2018	Security	422-421-20236 422		-9,880.00
3	6/30/2018	Depreciation Expense	422-421-30490 422	360.00	
		To record current year addition in capital assets and to charge depreciation expense for current year additions in capital assets.			
4	6/30/2018	Compensated Absences Payable	422-010-05300 422		-8,084.29
4	6/30/2018	Payroll	422-421-10010 422	8,084.29	
		To record current year change in compensated absences during the year.			
5	6/30/2018	Deferred Outflow of Resources	422-010-04000 422	36,425.00	
5	6/30/2018	Net OPEB Obligation	422-010-05600 422	423,573.00	
5	6/30/2018	Net OPEB Liability	422-010-05700 422		-559,496.00
5	6/30/2018	Fund Balance	422-010-07100 422	99,498.00	
		To record beginning OPEB related amount for implementing GASB 75.			
6	6/30/2018	Deferred Outflow of Resources	422-010-04000 422	176,327.00	
6	6/30/2018	Net OPEB Liability	422-010-05700 422		-16,393.00
6	6/30/2018	Deferred Inflow of Resources	422-010-06000 422		-4,014.00
6	6/30/2018	OPEB Expense	422-421-91126 422		-155,920.00
		To record ending OPEB related amount for implementing GASB 75.			
				951,757.70	**-951,757.70**

Net Income (Loss) 258,784.61

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.

CORRECTIVE ACTION PLAN PROPOSED BY THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

Date:	15 January 2019
To:	Albert Hwu, Harshwall & Associates, LLP
From:	Tedd Ward, M.S. – Director
	Richard D. Taylor – Treasurer / Controller
	Del Norte Solid Waste Management Authority
cc:	Clinton Schaad, Del Norte County Auditor
File Number:	012101 – DNSWMA Audit for FY 17/18

The following are staff responses and Draft Annual Financial Statement for the year ended June 30, 2018, and proposed corrective actions to the audit, findings and recommendations presented by Harshwall & Associates pertaining to the Del Norte Solid Waste Management Authority (Authority).

Management Responses:

The following responses are specific to the numbered findings presented in that report.

2018-001 Deficit Net Position (Page 29)

The annual financial the Solid Waste fund had a net deficit position for the agency of ($889,467) at the end of FY 17/18, caused by the postclosure liability associated with the Crescent City Landfill. The Authority has met its requirements to address the financial liabilities and potential need for corrective actions associated with the Crescent City Landfill through a Pledge of Revenue under Resolution 2018-02.

This is a repeat of a prior finding, noting that the rates as set by the Authority were not sufficient to cover post-closure liability and debt service requirements. The audit report recommends that the Authority consider all expenses, including depreciation and postclosure costs when adopting the annual budget, and that the Authority review options to manage this deficit and begin a program to fund the liability.

2018-001 Authority Staff Response & Plan for Action

When the Del Norte Solid Waste Management Authority was formed in 1992 the adopted Joint Powers Agreement transferred all debt and liability related to solid waste, recycling and the County-owned, Crescent City Landfill to the Authority, and these debts and liabilities still impact the financial position of this agency.

Because historical landfill operations and oversight did not set rates sufficiently high in the past to provide funds for closure and post-closure, the Authority must pledge revenue from the operational transfer station to pay for post-closure maintenance costs. This means that current customers are paying for expenses that accrued in the past.

While the Authority's continuing obligations with respect to the post-closure maintenance of the Crescent City Landfill will continue to keep the Authority in a net deficit position for the short and medium term, raising rates is not the only way to address this fiscal responsibility. Specifically, the California Department of Resources Recycling and Recovery (CalRecycle) requires that the Authority demonstrate that mechanisms are in place to address any potential urgent needs associated with this closed landfill.

CalRecycle requires under California Public Resources Code (PRC) sections 43500 through 43610.1 and Title 27 of the California Code of Regulations ("Regulations"), Division 2, Subdivision 1, Chapter 6, Article 2, that operators of solid waste landfills to demonstrate the availability of financial resources to conduct postclosure maintenance and corrective action activities, and sections 22228 and 22245 of the Regulations specify a Pledge of Revenue as an acceptable mechanism to demonstrate financial responsibility for financing postclosure maintenance and corrective action costs of a solid waste landfill. Towards that end, the Authority has used a Pledge of Revenue, approved by CalRecycle and provided to Patel & Associates, to address these requirements.

Furthermore, the Authority Board has standing direction that Authority staff annually request that CalRecycle review and approve a reduced multiplier for the approved annual postclosure maintenance cost estimate. This cost estimate of post-closure liability is determined by multiplying the annual post-closure maintenance cost estimate times 30. CalRecycle has repeatedly approved the Authority's application to reduce this multiplier from 30 to 19, reducing the Authority's post-closure liability by $1,365,168. It is worth noting that the projected annual post-closure maintenance costs increased in 2018 as the Authority submitted information as part of the permit review for the Crescent City Landfill, and the amount of the landfill liability is expected to increase next fiscal year, though the programmatic responsibilities have changed little.

Compared to the prior fiscal year, the Authority's net position improved by $258,754 from ($1,048,753) to ($789,969). Factors that impacted this calculation included estimates for annual landfill post-closure liability, increased recognition of retirement and other post-employment benefits as liabilities, and increases in County interfund payments (for accounting, payroll, human resources, and information technology services).

This is the seventh consecutive audit that has identified the Authority's deficit net position as a significant deficiency. It is also worth noting that though the Authority Board has raised rates as recommended by prior audits, it will still be many years before revenues accrue to adequately address the calculated liabilities associated with the Crescent City Landfill.

As a partial response to this repeated finding, the rates adopted by the Del Norte Solid Waste Management Authority Board which went into effect 01 July 2018 did consider all expenses, including depreciation and postclosure costs when adopting the annual budget, and increased customer rates to address both this comment and the outstanding OPEB liabilities and obligations. These rate adjustments became effective after the close of the audit period, and so did not impact the assets of liabilities as assessed in this audit.

Considered together, the Authority's Pledge of Revenue addresses the potential financial obligations associated with the Crescent City Landfill, regardless of the specific amount, while the annual application to reduce the multiplier represents the Authority's ongoing efforts to reduce those calculated liabilities.

Despite these rate increases, Authority managed facilities continue to have the lowest per ton disposal fees in the region. The Authority will again consider this finding during the setting of rates in 2019.

2018-002 GASB 68 Implementation (Significant Deficiency) - Repeated

The audit report indicates that Authority employees are reported to CalPERS under the County of Del Norte pension plan, and treated as County of Del Norte employees for the purposes of pension reporting. This same comment was made as part of the audits for the past five fiscal years.

2018-002 Authority Staff Response & Plan for Action

Authority implementation of GASB 68 requirements are similar to the level of

implementation of these requirements achieved by other Del Norte County departments.

In conversation County Auditor Clinton Schaad has confirmed that until Del Norte County separates the pension records for Authority employees from other employees of Del Norte County and other entities for which it keeps accounts, Authority staff will not have the information necessary to comply with GASB 68. Authority staff have requested that the County Auditor separate Authority employees for pension reporting under CalPERS.

The Authority Treasurer/Controller and Authority staff will review the requirements of Governmental Accounting Standards Board Statement number 68, addressing accounting and financial reporting requirements for pensions provided to local government employees, and take steps in coordination with the Del Norte County Auditor and Del Norte County Personnel Departments to ensure compliance with GASB 68.

Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

www.recycledelnorte.ca.gov

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

Staff Report

Date:	16 January 29019
To:	Commissioners of the Del Norte Solid Waste Management Authority
From:	Tedd Ward, M.S. - Director
File Number:	**031205 – Community Cleanup**
Subject:	**The Tansy Games**

Summary: Janet Gilbert of Tolowa Dunes Stewards has begun organizing to create a new 'Tansy Games' event – a competition to remove tansy ragwort, and invasive noxious weed that is dangerous to cattle and livestock. Staff anticipate that Ms. Gilbert will present the initial concepts to the Authority Board. Staff recommend that the Board direct staff to work with Tolowa Dunes Stewards and others to support development of the Tansy Games event as a continuation of this agency's support for efforts to remove tansy ragwort.

Background: Tansy Ragwort (*senecia jacobaea*) is a noxious weed which can be lethal to cattle, horses, and sheep. Each plant can grow to as tall as 6 or 7 feet, and in spring and early summer, Tansy is easily identified by its bright yellow flowers. Though Tansy is poisonous, animals are known to acquire a taste for it, nibbling a little and then searching for more. After the leaves have browned, they lose their bitter taste, and animals will eat these with even less hesitation.

County Ordinance Number 77-48, the 'Tansy Control Ordinance,' essentially requires people to remove Tansy Ragwort from their property. For more information regarding identification and/or removal of Tansy, or for enforcement of this ordinance, you can direct people to call the County Agriculture Department at 464-7235.

On July 7, 2005, the Authority Board confirmed their support for eradication of Tansy, and we have established a material type on the gatehouse computer, 'TANSY' for use when customers bring in a load of Tansy weeds. The Authority has accepted tansy ragwort at the Del Norte County Transfer Station for no charge since the Board action of July 2005.

6.4

According to County Agricultural Commissioner Justin Riggs, the County is required to have an eradication program for 'A-rated' weeds, including skeleton weed, dalmation toad flax, meadow knapweed, diffuse knapweed, and square rose knapweed. Though tansy ragwort is not an 'A-rated' weed, the County has concluded that it is a great enough concern that property owners with tansy can be ordered to remove it from their property. There is not a similar policy or ordinance for these 'A-rated weeds, and relatively few loads of these materials are delivered to the Transfer Station each year for disposal.

Other agencies and groups have organized eradication efforts for other invasive weeds including english ivy, pampas grass, european beach grass, and scotch broom, and they have been brought to the Del Norte County Transfer Station though these are neither A-rated weeds nor are subject to Ordinance 77-48.

<u>The following are written instructions to customers who inquire about Tansy disposal:</u>

Thank you for doing your part to reduce the threat of Tansy Ragwort to our County's horses and livestock. Before bringing Tansy Ragwort to the Del Norte County Transfer Station, please do all of the following to reduce the spread of this noxious weed:

1. Clip all flowers or seed heads and place them in a plastic bag.
2. Bag, tarp, or wrap all tansy plants to prevent the spread of seeds and leaves during transport.
3. When you arrive at the Del Norte County Transfer Station, tell the gate attendant that you have Tansy. They will tell you where to unload.
4. The gate attendant will waive the fees for the tansy ragwort you deliver to the Del Norte County Transfer Station *only if the tansy is not mixed with any other waste material.*

Analysis: To provide an incentive to remove tansy, the Authority Board has previously directed that customers not be charged for disposal of their tansy. Though most other leaves and grassy materials are placed in the yard debris pile for processing as soil amendment or hog fuel, to avoid the potential for contaminating their soil amendment product with tansy seeds, Hambro/WSG has asked that such materials be unloaded on the main transfer station floor for landfilling. Also for reasons of not wanting their finished soil amendment product to contain unwelcome weed seeds, Hambro/WSG has also asked that other invasive weeds such as english ivy, pampas grass, european beach grass, and scotch broom also be disposed as waste material for landfill rather than including such materials in the yard debris pile. The County has not adopted a policy for the eradication of these other invasive weeds.

Fiscal Impact: The Authority pays Hambro/WSG for the disposal of tansy materials. In 2107, customers disposed of 83,520 pounds of tansy at the Del Norte County Transfer Station, representing an Authority expense of approximately $6,300. If the Tansy Games were successful, expenses to pay for disposal of tansy would increase.

How to Dispose Tansy Ragwort in Del Norte County

Thank you for doing your part to reduce the threat of tansy ragwort to Del Norte county's horses and livestock. Before bringing tansy ragwort to the Del Norte County Transfer Station, please do all of the following to reduce the spread of this noxious weed:

1. Clip all flowers or seed heads (if any) and place them in a plastic bag.

2. Bag, tarp, or wrap all tansy plants to prevent the spread of seeds and leaves during transport.

3. When you arrive at the Del Norte County Transfer Station, tell the gate attendant that you have tansy. They will tell you where to unload.

4. The gate attendant will waive the fees for the tansy ragwort you deliver to the Del Norte County Transfer Station only if the tansy is not mixed with any other waste material.

Please note that tansy and other invasive plants such as english ivy, pampas grass and scotch broom are disposed as wastes to prevent their seeds from contaminating compost produced from grass, leaves and brush delivered to the Del Norte County Transfer Station.

ORDINANCE NO. 77-48

TANSY CONTROL ORDINANCE

The Board of Supervisors, County of Del Norte, State of California does ordain as follows:

Section I: Title: This Ordinance shall be entitled and may be referred to as the "Tansy Control Ordinance".

Section II: Purpose: The purpose of this Ordinance is to:

A. Curtail the spread of tansy, an introduced noxious weed, from an infested property to non-infested property or property where the owner is actively controlling tansy.

B. Confine and consolidate the tansy infestations to areas one hundred-fifty (150) feet inward from the property owners fence line or boundary.

C. Promote and encourage the control of tansy on all public and private property.

D. Prevent the spread of tansy from properties with a "scattered" or "light" infestation and inhibit the development of these infestations into "medium" or "heavy" infestations.

E. Provide a reasonable and feasible control program within the financial ability of both public and private land owners to establish, maintain and operate while at the same time imposing the minimum mandatory obligations on the owners of property infested with tansy.

F. To protect and enhance scenic and real property values of the county by curtailing the spread of tansy, an introduced noxious weed.

G. To protect and promote the agricultural cropland area of the county and the livestock industry of the county which is adversly affected by tansy through competition for pasturage and poisoning of cattle and horses.

H. To promote and protect the air quality by control of tansy which causes problems among persons suffering asthma and hay fever.

Section III: Definitions.

A. Person means any person, firm, company, association, corporation, district, agency service or public or governmental entity.

B. Tansy means Senecio Jacobaea L. and is commonly known as Tansy, Ragwort, Tansy Ragwort and Stinking Willie and which is an introduced (non-native) noxious weed containing an alkaloid (jacobine) and which is known to poison cattle and horses.

C. Owner means any person in control of property with an infestation of tansy.

D. Flower is defined as the opening of buds and exhibition of petals and color on a single floret.

E. Neighbor means an adjoining property or any property within one hundred fifty (150) feet including public roads.

F. Actively Controlling is defined as eradicating scattered tansy plants which are maturing seed and actively procuring steps to prevent infestation of one's property.

H. Heavy means in excess of fifty (50) tansy plants per estimated acre of land involved. Medium means eleven (11) to fifty (50) tansy plants per estimated acre of land involved. Light means five (5) to ten (10) tansy plants per estimated acre of land involved. Scattered means four (4) or less tansy plants per estimated acre of land involved.

I. Eradicate means the permanent and continuing removal or destruction of tansy.

J. Mature Seed means the tansy seed has set and appears to be mature, ripe and capable of leaving the plant and germinating. Seed is considered "set" when flower petals commence to turn brown.

Section IV: Public Entities.

A. All public entities or agencies owning, controlling or responsible for land within Del Norte County are requested to, and all public entities or agencies subject to the laws of the State of California or to the control of the Board of Supervisors shall develop and maintain a tansy control program on property under their control and said program shall be directed toward eradication of tansy.

B. Control programs shall be developed in cooperation with and after consultation with the Farm Advisor and Agricultural Commissioner.

Section V: Spread of Tansy. It is an infraction:

A. For any person to permit tansy to mature seed within one hundred fifty (150) feet of another person's property who:
   (1) Is controlling tansy on his property or,
   (2) Is free of tansy.

B. To sell or transport hay containing tansy that has reached the flowering stage from the property where produced except under permit from the Agricultural Commissioner setting forth safeguards to be taken to prevent the dissemination and spread of tansy to non-infested property.

C. To move vehicles, machinery or animals from a field, pasture or area containing flowering or mature plants to property of another ownership or along any public road unless and until the vehicles, machinery or animals have been cleaned or washed free of tansy seed and tansy plant parts.

D. To transport flowering or mature tansy plants rogued or otherwise removed, in whole or part, from a field to property of another ownership or along any public road unless the load is protected in such a manner as to exclued the possible spread of seed.

E. To deposit flowering or mature tansy plants or plant parts on top of the soil within one hundred fifty (150) feet of a neighbor's property.

F. For any person or owner to fail to eradicate scattered tansy plants that are maturing seed on his property within seventy-two (72) hours after service of a written notice to eradicate by enforcement officers.

G. Each neighbor affected constitutes a separate offense and each day the violation continues is a separate offense.

Section VI: Enforcement.

A. Enforcement of this Ordinance shall be by "Citation" or "Notice to Appear" if the owner or person served has not completed and maintained action to eradicate the tansy plants with maturing seed within seventy-two (72) hours after service of a written notice to eradicate by enforcement officers.

B. Service of the citation or notice to appear may be made by :

(1) Personal service on the owner or

(2) By certified mail to his address of record.

C. Enforcement officers are required to give only one (1) written notice to eradicate in any calendar year for any specified property, field or pasture.

D. Enforcement of this Ordinance shall be by the County Agricultural Commissioner, his deputies, Agricultural Biologists, and/or agents.

BOOK 6 PAGE 12

E. The Agricultural Commissioner shall take steps to eliminate scattered tansy plants from lands within Del Norte County and may:

(1) Utilize any available manpower and equipment within his department to accomplish this objective.

(2) Annually map the tansy infestations for the purpose of control operations and records that will illustrate progress or lack of progress in eradication and control of infestations.

Section VII: Summary Action.

A. Enforcement officers may cause scattered tansy plants to be pulled or otherwise treated in a summary manner where citation action against the owner would entail a greater expenditure of man-hours or expense to the county, or where the seeds form said plants might spread and germinate before the citation process could be completed.

B. Enforcement officers may enter any property to carry out summary action.

Section VIII: Other Remedies.

A. Enforcement officers may utilize the pest abatement provisions of the California Food and Agricultural Code whenever or wherever a property owner refuses or neglects to control or eradicate tansy within one hundred fifty

(150) feet of another persons property and the citation procedure has not or will not obtain compliance within a period of time deemed necessary to prevent spread of tansy seed.

B. Enforcement officers may cause the owner of any property to be billed for tansy control costs expended upon his property after notice as provided in Section VI.

C. Enforcement officers may utilize the services of the Small Claims Court or any other lawful collection means in collection of monies due the County.

PASSED AND ADOPTED by the Board of Supervisors, County of Del Norte, State of California, this 23rd day of December, 1977 by the following polled vote:

AYES: Supervisors Justus, Fraser, Smedley, McClendon and Chairman Cochran.

NOES: None.

ABSENT: None.

Thomas C. Cochran

CHAIRMAN, BOARD OF SUPERVISORS

ATTEST:

MABEL HURD
County Clerk-Recorder and ex-officio
Clerk of the Board of Supervisors,
County of Del Norte, State of
California

By Mary J. Adams

Deputy Clerk of the Board

COUNTY OF DEL NORTE
COMMUNITY DEVELOPMENT DEPARTMENT

981 "H" Street, Suite 110
Crescent City, California 95531

Fax (707) 465-0340

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

DATE: 1/09/2019 AGENDA DATE: 1/23/2019

TO: Del Norte County Abandoned Vehicle Abatement Service Authority

FROM: Dominic Mello, Code Enforcement Officer

SUBJECT: Report for 3rd/4th Quarter Abatement Activities.

RECOMMENDATION FOR BOARD ACTION: Approve and Accept the Quarterly Reports

SUMMARY/DISCUSSION

See attached Exhibit A for 3rd/4th quarter report for the AVA Service Authority.

Cost figures are expenses paid during the quarters specified. The number of vehicles represents actual number of vehicles abated by means of tow or voluntary abatement during specified quarter.

Third Quarter

Number of automobiles/trailers/RV's voluntary abatement in third quarter: 25

Number of automobiles towed in third quarter: 5

Number of trailers/recreational vehicles towed in third quarter: 8

Fourth Quarter

Number of automobiles/trailers/RV's voluntary abatement in fourth quarter: 10

Number of automobiles towed in fourth quarter: 12

Number of trailers/recreational vehicles towed in third quarter: 5

Abatement funds available at the end of the fourth quarter: $ 12,525.06

INFORMATION OF INTEREST

Del Norte County Community Development Department applied for and was awarded a Cal Recycle Illegal Disposal Site Abatement Grant. Project 7 of the grant application: Abandoned Motorhome and Recreational Vehicle Cleanup on Private Property and Public Right-of-Way. $39,575.00 was awarded to conduct abate of up to 30 abandoned RV's/Trailers within the County. Funds will be available for use through 2019. Code Enforcement has already begun utilizing grants funds to address abandoned RV's and Trailers in the Community.

See attached Exhibit B for grant project description.

EXHIBIT A
Del Norte County Service Authority
Abandoned Vehicle Abatement Program Quarterly Status Report
2017/2018

Financing					
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Year-To-Date
Revenues					
Registration Fees	$5,449.22	$5,412.17	$6,319.55	$6,378.54	$23,559.48
Cost					
1) Towing	$2,585.00	$190.00	$460.00	$2,945.00	$6,180.00
2) Disposal/Dismantling	$1,925.04	$3,180.80	$390.82	$6,394.28	$11,890.94
3) Pumping	$285.00	$95.00	$98.00	$585.00	$1,063.00
Total Costs	$4,795.04	$3,465.80	$948.82	$9,924.28	$19,133.94
Abatement by Jurisdiction					
# of Vehicles Abated					
1)Del Norte County	5	6	36	18	65
2)Crescent City	1	0	2	9	12
Total	6	6	38	27	77
% of Vehicles Abated					
1)Del Norte County	83%	100%	95%	67%	84%
2)Crescent City	17%	0%	5%	33%	16%
Total	100%	100%	100%	100%	100%

Vehicles Abated															
Voluntary Abatements	Pub 2	Priv. 0	Tot. 2	Pub 3	Priv. 1	Tot 4	Pub. 23	Priv. 2	Tot. 25	Pub. 10	Priv. 0	Tot. 10	Pub. 38	Priv. 3	Tot. 41
Tows (Abatements)	4	0	4	1	1	2	13	0	13	17	0	17	25	1	26
Total Abatements	6	0	6	4	2	6	36	2	38	27	0	27	73	4	77