

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

**NOTE LOCATION: Veteran's Hall
810 H Street, Crescent City, CA**

Regular Session Tuesday April 16, 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 dnswwa@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, Special Session, Thursday March 21, 2019. **
- 1.2 Approval of budget transfer in the amount of \$ 10,150.00 **

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 April 2019. **
- 2.2 Treasurer / Controller Reports for February 2019 **
- 2.3 Claims approved by Director & Treasurer for March 2019 **
- 2.4 Monthly Cash and Charge Reports for March 2019 **
- 2.5 Earned Revenue Comparisons between FY17/18 and FY18/19 **

DISCUSSION/ACTION ITEMS

3. GENERAL SOLID WASTE AUTHORITY MATTERS

TIMED ITEM 4:15 P.M.

- 3.1 Presentation of the 2019 Green Ribbon Awards. **

- 3.2 Discussion and possible action regarding review, comment and process for approving the draft Del Norte Solid Waste Management Authority Budget for FY 19/20. **
- 3.3 Discussion and possible action regarding request for one Authority-allocated dumpster and waiver of disposal fees for two additional dumpsters in support of the Yurok Tribe's Annual Klamath River Cleanup. **
- 3.4 Discussion and possible action regarding **RESOLUTION NO. 2019-03 OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY AUTHORIZING SUBMITTAL OF A REGIONAL APPLICATION FOR WHICH THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY IS ELIGIBLE.** **

TIMED ITEM 4:25 P.M.

- 3.5 Discussion and possible action regarding possibly changing the date of the May meeting and **RESOLUTION NO. 2019-04 OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY MODIFYING REGULAR MEETING DATE & TIME.** **

4. LANDFILL POSTCLOSURE – No Items

5. COLLECTIONS FRANCHISE – No Items

6. TRANSFER STATION

- 6.1 Discussion and possible action regarding Hambro/WSG's letter of March 11, 2019 requesting special service fee increases for brush, leaves & grass, wood, and stumps. **

TIMED ITEM: 4:30 P.M.

7. ABANDONED VEHICLE ABATEMENT SERVICE AUTHORITY

- 7.1 Discussion regarding a status report of activities of the Abandoned Vehicle Abatement Service Authority since January 2019. **
- 7.2 Discussion and possible action regarding review, comment and process for approving the draft Abandoned Vehicle Abatement Service Authority Budget for FY 19/20. **

8. ADJOURNMENT

Adjourn to the next Regular meeting the Del Norte Solid Waste Management Authority scheduled for 4:00 P.M. Tuesday May 21, 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**

Special Session Thursday March 21, 2019

4:00 PM

PRESENT: Commissioner Lori Cowan, Chair
Commissioner Jason Greenough, Vice Chair
Commissioner Chris Howard
Commissioner Blake Inscore

Authority Director Tedd Ward
Authority Clerk Kyra Seymour
Authority Treasurer/Controller Rich Taylor
Legal Counsel Martha Rice

ABSENT: Eli Naffah

ALSO PRESENT: Joel Wallen, Hambro /WSG
David Slagle CEO Hambro/ WSG
Chandra Ordway, Recology Del Norte.

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

Chair Cowan called the meeting to order in special session at 4:00 P.M.

Roll was taken with all Commissioners present as listed, apart from Commissioner Naffah.

The Pledge of Allegiance was led by Commissioner Howard.

4:01 PM PUBLIC COMMENTS:

At 4:01 P.M. Chair Cowan called for public Comments, seeing none the Chair closed public comments.

OPEN SESSION ITEMS:

1. CONSENT AGENDA

- 1.1 Approve minutes, Special Session, Tuesday February 26, 2019.
- 1.2 Payment of claim #8391 in the amount of \$7,720.00 to North Coast Laboratories for analysis of water samples.
- 1.3 Payment of claim #8393 in the amount of \$7,595.45 to Lawrence & Associates for professional services detailed in Invoice 25983.
- 1.4 Approval of budget transfer in the amount of \$ 3,000.00

On a motion by Commissioner Howard and seconded by Commissioner Inscore and unanimously carried on a polled vote with Commissioner Naffah absent, the Del Norte Solid Waste Management Authority approved and adopted consent agenda items 1.1, 1.2, 1.3, and 1.4.

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 March 2019.
- 2.2 Treasurer / Controller Reports for January 2019
- 2.3 Claims approved by Director & Treasurer for February 2019
- 2.4 Monthly Cash and Charge Reports for February 2019
- 2.5 Earned Revenue Comparisons between FY17/18 and FY18/19

The above reports were presented by Director Ward and accepted.

DISCUSSION/ACTION ITEMS

3. LANDFILL POSTCLOSURE

- 3.1 Status report regarding letter sent to Christina Reese of CalRecycle requesting a reduction to the Post-Closure Financial Assurance Multiplier for the Crescent City Landfill.

Director Ward presented the letter and reported that CalRecycle had approved a reduction of the post-closure multiplier to 18.

4. COLLECTIONS FRANCHISE

- 4.1 Status report regarding March 17th Open House at Recology Humboldt Processing Facility.

Director Ward presented a slide show depicting this Open House event.

5. TRANSFER STATION

- 5.1 Status report regarding the Free Mattress Recycling Event on Saturday May 4th, 2019.

Director Ward presented a Press Release regarding the Free Mattress Recycling Event on Saturday May 4th, 2019 provided in coordination with the Mattress Recycling Council and Hambro / WSG. From 9 AM to 4 PM on May 4th, Del Norte County households may dispose of up to four mattresses for no charge.

6. OTHER GENERAL SOLID WASTE AUTHORITY MATTERS

- 6.1 Discussion and possible action regarding **RESOLUTION NO. 2019-03 OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY MODIFYING REGULAR MEETING DATE & TIME.**

The Board discussed this item, though no action was taken.

- 6.2 Discussion and possible action regarding nominees for the 2019 Green Ribbon Awards.

Director Ward presented a list of nominees for the 2019 Green Ribbon Awards. By consensus, staff were directed to continue developing this list and to invite nominees for presentation of these awards as a timed item for the April meeting.

- 6.3 Discussion and possible support for AB 1080 (Gonzalez) / SB 54 (Allen), the California Circular economy and Plastic Pollution Reduction Act.

By consensus the Board asked that this item be placed on a future agenda for further discussion. No other action was taken.

7. ADJOURNMENT

Adjourn to the next Regular meeting the Del Norte Solid Waste Management Authority scheduled for 4:00 P.M. Tuesday April 16, 2019 at the Del Norte County Board of Supervisors' Chambers, 981 H Street, Suite 100 in Crescent City.

Lori Cowan, Chair
Del Norte Solid Waste Management Authority

Date / /

ATTEST:

Eli Naffah, Secretary
Del Norte Solid Waste Management Authority

Date / /

Submitted:

Katherine Brewer for Kyra Seymour, Clerk
Del Norte Solid Waste Management Authority

Date / /

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	Increase Expenditures or Reduce Revenue
Solid Waste	422	421	10035	Management Life Insurance		\$ 100
Solid Waste	422	421	20232	Professional Services - Well Monitoring		\$ 8,000
Solid Waste	422	421	20233	Audit	\$ 500	
Solid Waste	422	421	20239	Transfer Station Operations	\$ 9,650	
Solid Waste	422	421	20281	Household Hazardous Waste Event		\$ 2,000
Solid Waste	422	421	70910 - 123	Op Trans Out Bad Check Fee		\$ 50
Total Amounts					\$ 10,150	\$ 10,050

Department complete and send to Auditor'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

Department Head Signature _____ Date _____

Auditor's Office: Sufficient balances exist per above (Under \$100 Auditor's Office approves)	County Administrative Officer: (Under \$1000 - CAO approves)
Deputy Auditor-Controller _____ Date _____	Recommendation: Approve _____ Deny _____ Submit for Board approval _____
TR No. _____ Budget Revision No. _____	County Administrative Officer _____ Date _____
_____ Includes Revenue Appropriation _____ Requires 4/5ths Vote _____	

Passed by Board of Commissioners of the Del Norte Solid Waste Management Authority on 16 April 2019

Ayes:
Noes:
Absent:

Attest: Clerk of the Board

By: _____
Kathy Brewer for Kyra Seymour

Lori Cowan, Chair
Del Norte Solid Waste Management Authority



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

www.recycledelnorte.ca.gov

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

Director's Report

Date: 12 April 2019
To: Commissioners of the Del Norte Solid Waste Management Authority
From: Tedd Ward, M.S. – Director *Tedd*
Reporting Period: 19 March 2019 – 12 April 2019

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 a claim to pay North Coast Labs for water sample analysis. Though these are for budgeted expenses, all claims exceeding \$ 5,000.00 must be approved by the Board prior to payment.

Consent Agenda Item 1.3 is a budget transfer, increasing the amount for Professional Services – Well Monitoring, and Household Hazardous Waste. Smaller adjustments are also made for the Management Life Insurance and Bad Check Fee lines. The household hazardous waste budget line is also used for Sharps collections, and that is the reason this budget line needs to be increased. The amount budgeted for Transfer Station Operations is reduced as this budget line exceeds current projected expenses.

Outreach / Advocacy / Events: The Annual Pacific Shores Broom Bash was a big success on March 30th. Tolowa Dunes Stewards also coordinated a volunteer broom removal event at the Crescent City Landfill property on April 14th. Staff appreciate the efforts of each and every volunteer helping with these events.

Agenda Item 3.1 is a timed item to present the Green Ribbon awards for 2019, this year highlighting significant product stewardship efforts by Del Norte businesses. Eco-Hero school outreach presentations have been scheduled for May 9th at Gasquet Mountain School, and on May 10th at Redwood Elementary.

2.1

Upcoming Events / Outreach: Spring is the time to trim our yards. City staff will be conducting their Clean Sweep activity, collecting yard debris within City limits on May 28th south of 9th Street and on May 29th north of 9th Street. Hambro/WSG and the Authority waive fees to receive these materials at no cost to the City - apart from the City's significant staff efforts to continue this program.

Recology Del Norte will have their Spring Clean Up during the week of April 29th through May 3rd. Recology residential customers are to call 464-4181 to set an appointment for collection of their yard debris if they want to participate in this program which Recology makes available to their customers for no additional charge.

Agenda Item 3.3 is a request from the Klamath Tribe for one Authority-allocated dumpster and waiver of disposal fees for two additional 20 cy dumpsters to support their Annual Klamath River Cleanup event on April 20th from 9 AM until 2 PM. This continues to be among the best organized annual cleanup events in Del Norte.

The Rethinking Recycling radio program on KFUG (101.1 FM) will air on April 19th at 11 AM. Director Ward will also be a featured guest on Mike Thornton's KFUG radio program on Earth Day April 22nd at noon.

Administration: **Agenda Item 3.2** is a draft of the Authority's budget for FY 19/20.

Agenda Item 3.5 is a Resolution changing the Regular Authority meeting date and time as directed at the last meeting. This is a timed item so that Commissioner Naffah can participate in the discussion on this item by phone.

Transfer Station: **Agenda Item 6.1** is a Staff report and letter requesting an increase in fees paid to Hambro/WSG for brush, leaves and grass, and untreated wood.

Facilities: Staff worked intensively 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. The new software has been operational since March 20th, though staff continue to adapt to the new system

Staffing: Rick Morrison has been hired as a Refuse Site Attendant and is being trained.

Abandoned Vehicle Abatement Service Authority: **Agenda Item 7.1** is a status report regarding AVA activities since the Board was last briefed in January.

Agenda Item 7.2 is the proposed budget for the AVA for FY 19/20. County Code Enforcement Officer Dominic Mello will present these two items and will be available for questions from the Board.

Solid Waste
Balance Sheet
February 28, 2019

Unaudited

ASSETS

422 010 00000	Cash Solid Waste	1,097,205.70
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	<u><u>3,987,661.26</u></u>

LIABILITIES AND FUND EQUITY

422 010 05105	Sales Tax Payable	28.79
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	2,284,386.73
	Expenditure	(2,194,960.50)
	Total Liabilities and Fund Equity	<u><u>3,987,661.26</u></u>

RECEIVED
MAR 21 2019

DNSWMA

2.2

CLAIMS APPROVED BY THE DIRECTOR

Del Norte Solid Waste Management Authority

Claims for March 2019

Date Paid	Paid to:	Budget	Amt. Paid	Description	Claim #
3/1/2019	DN Auditor	20121	\$ 119.97	02/19-03/18/19 office telephone service	Interdepartmental
3/1/2019	Efficiency Delivery	20280	\$ 30.00	INV 499454 Delivery to North Coast Labs 01/31/19	8388
3/1/2019	Crescent Ace Hardware	20239-001	\$ 49.43	INV 757535 Trufuel 50:1 Mix 110 Oz, 2	8389
	Crescent Ace Hardware	20239-001	\$ 13.96	INV 757361 Glove Lined Latex L, 1	
	Crescent Ace Hardware	20239-001	\$ 27.93	INV 757361 Glove Lined Latex XL, 2	
	Crescent Ace Hardware	20239-001	\$ 8.16	INV 757361 Glasses Safety I/O Lens, 1	
	Crescent Ace Hardware	20239-001	\$ 8.05	INV 757361 Starlitesq Silver Mirror/Gray, 1	
	Crescent Ace Hardware	20239-001	\$ 8.16	INV 757361 Glasses Safety I/O Lens, 1	
	Crescent Ace Hardware	20239-001	\$ 24.71	INV 757361 Trufuel 50:1 Mix 110 Oz, 1	
	Crescent Ace Hardware	20239-001	\$ 85.99	INV 757361 Gas String Trimmer 25CC, 1	
	Crescent Ace Hardware	20224	\$ 10.73	INV 756840 Socket Adapter 1/2" Hex, 2	
	Crescent Ace Hardware	20239-001	\$ 3.00	INV 757535 Protectr Hear Earplug4Pr, 1	
	Crescent Ace Hardware	20239-001	\$ 6.44	INV 759563 Starlite Brown/Mocha, 1	
	Crescent Ace Hardware	20239-001	\$ 2.78	INV 757739 WD40 Spray Lube 3Oz, 1	
	Crescent Ace Hardware	20239-001	\$ 19.34	INV 758012 EPA Gas Can 2+ Gal, 1	
	Crescent Ace Hardware	20239-001	\$ 20.41	INV 758012 Cable Booster10'10Ga Bag, 1	
	Crescent Ace Hardware	20140	\$ 42.99	INV 758082 Trimmer Line.105/665', 1	
	Crescent Ace Hardware	20175	\$ 118.24	INV 758294 Surge Batt Backup 750VA, 1	
	Crescent Ace Hardware	20180	\$ 6.01	INV 758343 Flapper Bullseye Super, 1	
	Crescent Ace Hardware	20239-001	\$ 24.72	INV 759563 Trufuel 50:1 Mix 110 Oz, 1	
	Crescent Ace Hardware	20239-001	\$ 7.08	INV 759563 Mini Multi-Tool 12-In-1, 1	
	Crescent Ace Hardware	20239-001	\$ 107.50	INV 757361 Trimmer String Gas 25CC, 1	
3/1/2019	Mission Linen Supply	20140	\$ 30.86	INV 509337245 Linen Service 02/26/19	8390
	Mission Linen Supply	20140	\$ 30.86	INV 509243527 Linen Service 02/12/19	
3/1/2019	DN Building Maintenance	20230	\$ 144.70	Garbage Can Pad Installation Research & Correspondence	Interdepartmental
3/1/2019	Taylor, Richard D.	20235	\$ 280.00	Treasurer/Controller Services February 2019	8392
3/1/2019	DN Information Technology	20230	\$ 34.97	Labor, Board Meeting 02/26/19	Interdepartmental
3/1/2019	Mathison, Jeffery	20110	\$ 50.00	Biennial Waterproof Footware Allowance	8394
3/4/2019	Ward, Tedd	20121	\$ 34.62	Cell Phone Allowance 03/01/19	Interdepartmental
3/4/2019	Del Norte Office Supply	20224	\$ 26.50	INV 567377 Economical No. 10 Window Envelope bx, 1	8395
3/8/2019	U S Bank Corp P S	20239-001	\$ 41.88	INV 577956 Tubing, PE, 3/8X1/2, Ft, 67	8396
	U S Bank Corp P S	20239-001	\$ 9.46	INV 577956 Ferrule Sets, SS6, 1/2", 1	
	U S Bank Corp P S	20239-001	\$ 28.50	INV 577956 Kit, Connector, SS Geosub, Cable, 1	
	U S Bank Corp P S	20239-001	\$ 271.67	INV 577956 Cable, 12/2, ETFE, SS, Geosub, 67	
	U S Bank Corp P S	20239-001	\$ 213.15	INV 577956 Labor, Repair, Electric, 2.5	
	U S Bank Corp P S	20224	\$ 10.73	TRAN 01379 Sterit-19G Tote, 1	
	U S Bank Corp P S	20224	\$ 11.58	TRAN 01379 1.3 Gal Trash Can, 1	
	U S Bank Corp P S	20170	\$ 291.84	ORD 0336025 Pro Series Rekeyable Padlocks, 12	
	U S Bank Corp P S	20239-001	\$ 27.44	ORD 7444 Silky Saw 950-02-29 File, 1	
	U S Bank Corp P S	20239-001	\$ 118.75	ORD 7444 Silky Saw 419-42 Sugowaza 420mm, 1	
	U S Bank Corp P S	20224	\$ 188.57	ORD ENV32085460 #10 Window Envelopes Custom, 1000	
	U S Bank Corp P S	20224	\$ 505.51	ORD 365-149777 3 1/8" x 3" Thermal Paper Roll case, 8	
3/8/2019	G.H. Outreach	20285	\$ 90.00	INV 304214 February 2019 Recycling Services	8397
3/8/2019	Curry Transfer Roto-Rooter	20140	\$ 173.08	INV 65968263 GTS PortaPotty February 2019	8398
	Curry Transfer Roto-Rooter	20140	\$ 173.08	INV 65968264 KTS PortaPotty February 2019	
3/8/2019	DN Auditor	20297	\$ 39.30	C. Renner Petroleum fuel charges 02/16-28/19	Interdepartmental
3/8/2019	Quill	20224	\$ 6.76	INV 5517631 Sharpie UF RT Black 3, 1	8399
	Quill	20140	\$ 30.09	INV 5517631 Recyc Pptowel 2Ply 8 Pk, 1	
	Quill	20140	\$ 9.13	INV 5584489 Glove, Exam Ntrl Pf Rbe Md100, 1	
	Quill	20140	\$ 9.13	INV 5584973 Glove, Exam Ntrl Pf Rbe Md100, 1	
	Quill	20140	\$ 4.07	INV 5584973 Purell Natural Hd Sntzr 8Oz, 1	
	Quill	20140	\$ 7.51	INV 5584973 Kleenex 3Pk Facial Tissue, 1	
	Quill	20224	\$ 48.36	INV 5584973 Brother TN630 Black Toner, 1	
3/8/2019	KFUG Radio	20240	\$ 800.00	INV 03/06/19-9 Underwriting 04-09/19	8400
3/9/2019	Recology Del Norte	20238	\$ 969.15	INV 3524 Klamath Beach Rd 02/19 bin pull	8401
	Recology Del Norte	20238	\$ 193.83	INV 3523 Old Gasquet Toll Rd 02/19 bin pull	
3/13/2019	Black Rice & Luna LLP	20234	\$ 553.50	Statement for February 2019 Legal Fees	8402
3/13/2019	DN Auditor	20237	\$ 2,065.18	Debit/Credit Mo. February 2019	Interdepartmental
3/13/2019	Hambro/Waste Solutions Group	20239	\$ 143,215.51	INV 2019-02 Material Management February 2019	8403

3/15/2019	Butcher, Andrew	20231	\$ 750.00	INV 2770 IT Services April 2019	8404
3/27/2019	Hi-Tech Security	20236	\$ 72.00	INV 19-03166 Comm Security Monitoring Apr-Jun 2019	8405
3/27/2019	United States Cellular	20121	\$ 86.03	INV 0298210655 03/04-04/03/19 Cell Service	8406
3/27/2019	Ward, Tedd	20121	\$ 34.62	Cell Phone Allowance 03/15/19	Interdepartmental
3/27/2019	Canon Financial Services, Inc.	20221	\$ 119.98	INV 19883096 Printing Charges Jan-Feb 2019	8407
	Canon Financial Services, Inc.	20250	\$ 142.02	INV 19883096 Contract Rental Charges Mar 2019	
3/27/2019	DNC Community Development	20221	\$ 0.10	Copies Jan 2019	Interdepartmental
3/27/2019	DNC Community Development	20221	\$ 5.00	Copies Feb 2019	Interdepartmental
3/30/2019	DNC Roads Division	20239-001	\$ 3,343.66	INV 18037 Landfill Project, Labor Jan-Feb 2019	Interdepartmental
3/30/2019	DNC Environmental Health	20285-063	\$ 175.00	INV 2018-329 Category III	Interdepartmental
	DNC Environmental Health	20285-063	\$ 70.00	INV 2018-329 Hazardous Waste Sm. Quan. Gen.	
	DNC Environmental Health	20285-064	\$ 5.00	INV 2018-329 Hazardous Waste Sm. Quan. Gen.	
	DNC Environmental Health	20285-064	\$ 49.00	INV 2018-329 Hazmat Surcharge	
3/30/2019	DN Auditor	20297	\$ 82.10	C. Renner Petroleum fuel charges 03/01-15/19	Interdepartmental
3/30/2019	DN Information Technology	20230	\$ 29.14	Labor, Board Meeting 03/21/19	Interdepartmental
3/30/2019	DN Auditor	20155	\$ 539.50	P.L & MM Ins. 18/19 - 3rd Qtr.	Interdepartmental
3/30/2019	DN Information Technology	20223	\$ 57.27	Postage, Jan 2019	Interdepartmental
3/30/2019	DN Information Technology	20223	\$ 64.60	Postage, Feb 2019	Interdepartmental
3/30/2019	DN Auditor	70530-199	\$ 6,229.00	Interfund Cost Plan Jan 2019	Interdepartmental
3/30/2019	DN Auditor	70530-199	\$ 6,229.00	Interfund Cost Plan Feb 2019	Interdepartmental
3/30/2019	DN Auditor	20121	\$ 119.97	Office Telephone Service 03/19-04/18/19	Interdepartmental
3/30/2019	Ward, Tedd	20121	\$ 34.62	Cell Phone Allowance 03/29/19	Interdepartmental
3/30/2019	Ward, Tedd	20290	\$ 553.10	Travel Claim ESJPA Meeting 03/13-15/19	Interdepartmental
	TOTAL		\$ 170,275.58		

DNSWMA			
GRAND TOTALS			
March 2019			
	Amount to 422-421 91003	Amount to 422-421 91004	TOTAL AMOUNT
	66.53%	33.47%	
DNCTS Cash Total	33,601.84	16,904.46	50,506.30
DNCTS Charge Total	114,253.77	57,478.94	171,732.71
DNCTS Credit/Debit	33,809.44	17,008.90	50,818.34
DNCTS Adjustment	-380.14	380.14	0.00
DNCTS Totals	181,284.91	91,772.44	273,057.35
Klamath Cash Total		6,651.82	6,651.82
Klamath Charge Total		47.89	47.89
Klamath Adjustment			
Klamath Totals		6,699.71	6,699.71
Gasquet Cash Total		3,186.13	3,186.13
Gasquet Charge Total			
Gasquet Adjustment			
Gasquet Totals		3,186.13	3,186.13
GRAND TOTALS	181,284.91	101,658.28	282,943.19

2.4

**MONTHLY SPLIT SHEET
DNSWMA TRANSFER STATION
MONTH: MARCH 2019**

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	\$ 1,556.27	\$ 63.65	\$ 1,619.92	\$ 697.75	\$ 245.08			\$ 942.83	\$ 6,643.48	\$ 9,206.23	\$ 1,077.73	\$ 542.19	(\$0.48)	\$ 1,619.44
2	\$ 2,139.93	\$ 124.35	\$ 2,264.28	\$ 1,874.24	\$ 158.04			\$ 2,032.28	\$ 474.87	\$ 4,771.43	\$ 1,506.43	\$ 757.85	\$1.18	\$ 2,265.46
3	\$ 2,967.51	\$ 220.12	\$ 3,187.63	\$ 2,540.57	\$ 136.65			\$ 2,677.22	\$ 1,566.66	\$ 7,431.51	\$ 2,120.73	\$ 1,066.90	\$0.02	\$ 3,187.65
4	\$ 1,477.31	\$ 214.04	\$ 1,691.35	\$ 2,271.21	\$ 603.19			\$ 2,874.40	\$ 9,478.07	\$ 14,043.82	\$ 1,125.26	\$ 566.09	\$2.17	\$ 1,693.52
5	\$ 1,585.46	\$ 88.78	\$ 1,674.24	\$ 884.92	\$ 175.69	\$ 70.49		\$ 1,131.10	\$ 10,874.75	\$ 13,680.09	\$ 1,113.87	\$ 560.37	(\$2.08)	\$ 1,672.16
6	\$ 931.28	\$ 16.66	\$ 947.94	\$ 1,614.84	\$ 45.77			\$ 1,660.61	\$ 5,358.90	\$ 7,967.45	\$ 630.66	\$ 317.28	\$0.10	\$ 948.04
7	\$ 998.33	\$ 33.49	\$ 1,031.82	\$ 1,818.48	\$ 150.57			\$ 1,969.05	\$ 8,066.54	\$ 11,067.41	\$ 686.47	\$ 345.35	(\$0.11)	\$ 1,031.71
8	\$ 1,014.93	\$ 77.45	\$ 1,092.38	\$ 1,258.97	\$ 59.06		\$ 101.46	\$ 1,419.49	\$ 8,717.92	\$ 11,229.79	\$ 726.76	\$ 365.62	(\$0.05)	\$ 1,092.33
9	\$ 2,026.53	\$ 84.55	\$ 2,111.08	\$ 1,664.91	\$ 67.29		\$ 17.26	\$ 1,749.46	\$ 630.34	\$ 4,490.88	\$ 1,404.50	\$ 706.58	(\$0.32)	\$ 2,110.76
10	\$ 2,108.60	\$ 97.28	\$ 2,205.88	\$ 1,664.42	\$ 370.47		\$ 21.20	\$ 2,056.09	\$ 843.71	\$ 5,105.68	\$ 1,467.57	\$ 738.31	(\$0.25)	\$ 2,205.63
11	\$ 1,194.93	\$ 252.56	\$ 1,447.49	\$ 1,299.54	\$ 91.40			\$ 1,390.94	\$ 6,148.65	\$ 8,987.08	\$ 963.02	\$ 484.47	(\$0.14)	\$ 1,447.35
12	\$ 956.96	\$ 16.66	\$ 973.62	\$ 1,501.56	\$ 54.27	\$ 25.74		\$ 1,581.57	\$ 11,496.31	\$ 14,051.50	\$ 647.75	\$ 325.87	\$2.10	\$ 975.72
13	\$ 1,494.53	\$ 37.44	\$ 1,528.02	\$ 1,013.98	\$ 143.84			\$ 1,157.82	\$ 6,417.05	\$ 9,102.89	\$ 1,016.59	\$ 511.43	(\$1.64)	\$ 1,526.38
14	\$ 1,255.30	\$ 272.44	\$ 1,527.74	\$ 1,428.03	\$ 257.79			\$ 1,685.82	\$ 7,736.56	\$ 10,950.12	\$ 1,016.41	\$ 511.33	\$3.30	\$ 1,531.04
15	\$ 2,264.78	\$ 153.89	\$ 2,418.67	\$ 976.64	\$ 45.61		\$ 4.25	\$ 1,026.50	\$ 6,840.32	\$ 10,285.49	\$ 1,609.14	\$ 809.53	\$0.24	\$ 2,418.91
16	\$ 2,028.10	\$ 57.43	\$ 2,085.53	\$ 1,800.77	\$ 112.24			\$ 1,913.01	\$ 791.16	\$ 4,789.70	\$ 1,387.50	\$ 698.03	\$1.05	\$ 2,086.58
17	\$ 1,887.67	\$ 24.41	\$ 1,912.08	\$ 1,796.09	\$ 49.97	\$ 34.83		\$ 1,880.89	\$ 1,279.20	\$ 5,072.17	\$ 1,272.11	\$ 639.97	\$0.04	\$ 1,912.12
18	\$ 1,736.74	\$ 56.03	\$ 1,792.77	\$ 1,152.98	\$ 186.84	\$ 8.25	\$ 45.35	\$ 1,805.42	\$ 8,736.17	\$ 12,334.36	\$ 1,192.73	\$ 600.04	(\$1.00)	\$ 1,791.77
19	\$ 1,461.11	\$ 109.04	\$ 1,570.15	\$ 1,552.43	\$ 57.11		\$ 83.29	\$ 1,692.83	\$ 8,981.94	\$ 12,244.92	\$ 1,044.62	\$ 525.53	(\$0.05)	\$ 1,570.10
20	\$ 743.14	\$ 46.98	\$ 790.12	\$ 1,131.56	\$ 84.99	\$ 17.05	\$ 44.10	\$ 1,277.70	\$ 5,110.13	\$ 7,177.95	\$ 525.67	\$ 264.45	\$1.21	\$ 791.33
21	\$ 1,353.04	\$ 55.66	\$ 1,408.70	\$ 982.26		\$ 9.09		\$ 991.35	\$ 7,434.79	\$ 9,834.84	\$ 937.21	\$ 471.49	(\$1.46)	\$ 1,407.24
22	\$ 605.70	\$ 39.73	\$ 645.43	\$ 1,223.95	\$ 7.75			\$ 1,231.70	\$ 7,122.82	\$ 8,999.95	\$ 429.40	\$ 216.03	\$0.01	\$ 645.44
23	\$ 1,523.19	\$ 144.52	\$ 1,667.71	\$ 2,579.34	\$ 76.80		\$ 34.83	\$ 2,690.97	\$ 224.15	\$ 4,582.83	\$ 1,109.53	\$ 558.18	\$0.05	\$ 1,667.71
24	\$ 1,749.68	\$ 236.92	\$ 1,986.60	\$ 1,778.72	\$ 145.57	\$ 13.63		\$ 1,937.92	\$ 1,146.70	\$ 5,071.22	\$ 1,321.68	\$ 664.92	\$0.05	\$ 1,986.65
25	\$ 577.69	\$ 71.36	\$ 649.05	\$ 592.83	\$ 137.38		\$ 39.37	\$ 769.58	\$ 6,601.16	\$ 7,948.43	\$ 384.34	\$ 193.35	\$0.05	\$ 577.74
26	\$ 1,546.16	\$ 71.36	\$ 1,617.52	\$ 1,061.78	\$ 107.33			\$ 1,169.11	\$ 8,372.79	\$ 11,159.42	\$ 1,076.14	\$ 541.38	(\$0.18)	\$ 1,617.34
27	\$ 989.53	\$ 74.21	\$ 1,063.74	\$ 769.96	\$ 116.79			\$ 886.75	\$ 8,470.91	\$ 10,421.40	\$ 707.71	\$ 356.03	\$1.10	\$ 1,064.84
28	\$ 834.69	\$ 393.63	\$ 1,228.32	\$ 640.95	\$ 104.50			\$ 745.45	\$ 6,351.25	\$ 8,325.02	\$ 817.20	\$ 411.12	(\$0.33)	\$ 1,227.99
29	\$ 1,124.86	\$ 308.04	\$ 1,432.90	\$ 1,142.57	\$ 242.84			\$ 1,385.41	\$ 7,270.46	\$ 10,088.77	\$ 953.31	\$ 479.59	\$ 5.24	\$ 1,432.90
30	\$ 2,152.02	\$ 611.84	\$ 2,763.86	\$ 2,338.11	\$ 179.77	\$ 5.31		\$ 2,523.19	\$ 956.60	\$ 6,243.65	\$ 1,838.80	\$ 925.06	\$5.24	\$ 2,769.10
31	\$ 2,079.03	\$ 162.09	\$ 2,241.12	\$ 2,443.38	\$ 64.94	\$ 31.80	\$ 21.76	\$ 2,561.88	\$ 1,588.35	\$ 6,391.35	\$ 1,491.02	\$ 750.10	\$0.66	\$ 2,241.78
TOTALS	\$ 46,365.00	\$ 4,141.30	\$ 50,506.30	\$ 45,497.74	\$ 4,279.54	\$ 216.19	\$ 824.87	\$ 50,818.34	\$ 171,732.71	\$ 273,057.35	\$ 33,601.84	\$ 16,904.46	\$ 10.43	\$ 50,516.73

03/06/19 \$10.10 received from Del Norte County Collections from closed account.

DAILY TICKET REPORT				
DNSWMA TRANSFER STATION				
MONTH: March 2019				
Date	BEGIN	END	VOIDED TICKETS	TICKET COUNT
1	1061395	1061546		152
2	1061547	1061833		287
3	1061834	1062157		324
4	1062158	1062410		253
5	1062411	1062575	1	164
6	1062576	1062694		119
7	1062695	1062853	1	158
8	1062854	1063046		193
9	1063047	1063272		226
10	1063273	1063501		229
11	1063502	1063702		201
12	1063703	1063855		153
13	1063856	1064034	2	177
14	1064035	1064211	1	176
15	1064212	1064376	1	164
16	1064377	1064601		225
17	1064602	1064818		217
18	1064819	1065029		211
19	1065030	1065213	2	182
20	1065214	1065352	2	137
21	1065353	1065537	2	183
22	1065538	1065654	3	114
23	1065655	1065884		230
24	1065885	1066107		223
25	1066108	1066207		100
26	1066208	1066392	2	183
27	1066393	1066523	2	129
28	1066524	1066651	1	127
29	1066652	1066823	1	171
30	1066824	1067091	1	267
31	1067092	1067378	1	286
TOTAL			23	5961

High

324

Low

100

Daily Ave.

192

DNSWMA											
GASQUET TRANSFER STATION - DEPOSITS											
March-2019											
Date	Cash	Checks	TOTAL Deposit	Over / Short	Sales	TOTAL Sales	Charges	Cash + Charge	Tickets	Notes	
March 2, 2019	371.07	89.89	460.96	(\$0.06)	461.02	460.96		460.96	31		
March 9, 2019	246.40	88.77	335.17	\$0.60	334.57	335.17		335.17	22		
March 16, 2019	1,085.93	156.82	1,242.75		1,242.75	1,242.75		1,242.75	39		
March 23, 2019	347.51	153.46	500.97	\$0.24	500.73	500.97		500.97	28		
March 30, 2019	394.70	251.58	646.28		646.28	646.28		646.28	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	\$ 2,445.61	\$ 740.52	\$ 3,186.13	\$0.78	\$ 3,185.35	\$ 3,186.13	\$ -	\$ 3,186.13	150		
TOTAL SALES (CASH + CHARGE)											
Date	Thursday	Saturday									
March 2, 2019		460.96									
March 9, 2019		335.17									
March 16, 2019		1,242.75									
March 23, 2019		500.97									
March 30, 2019		646.28									
TOTALS	\$0.00	\$3,186.13									
DAILY AVERAGE		\$637.23									

AUTHORITY REVENUE REPORT March 2019

Authority Service Fees

2017/18 2018/2019

Budget/Month Adjusted Annual Budget

\$ 103,734.42 \$ 1,244,813.00

	2017/18		2018/2019	
	Comparison FY17/18	Actual / Month	Over Budget / Month	
July	\$ 115,382.33	\$ (1,965.59)	\$ 113,416.74	\$ 9,682.32
August	\$ 118,024.42	\$ (2,917.81)	\$ 115,106.61	\$ 11,372.19
September	\$ 104,891.71	\$ 1,670.12	\$ 106,561.83	\$ 2,827.41
October	\$ 96,243.50	\$ 20,112.53	\$ 116,356.03	\$ 12,621.61
November	\$ 87,399.47	\$ 10,698.89	\$ 98,098.36	\$ (5,636.06)
December	\$ 89,344.86	\$ (303.87)	\$ 89,040.99	\$ (14,693.43)
January	\$ 100,555.83	\$ (2,224.06)	\$ 98,331.77	\$ (5,402.65)
February	\$ 87,672.05	\$ (10,094.91)	\$ 77,577.14	\$ (26,157.28)
March	\$ 98,856.22	\$ 2,802.06	\$ 101,658.28	\$ (2,076.14)
April	\$ 97,152.67	\$ -		\$ -
May	\$ 122,808.15	\$ -		\$ -
June	\$ 104,797.23	\$ -		\$ -
Total	\$ 1,223,128.44	\$ 17,777.36	\$ 916,147.75	\$ (17,462.00)

(Under) Budget

Over last year

AUTHORITY REVENUE REPORT March 2019

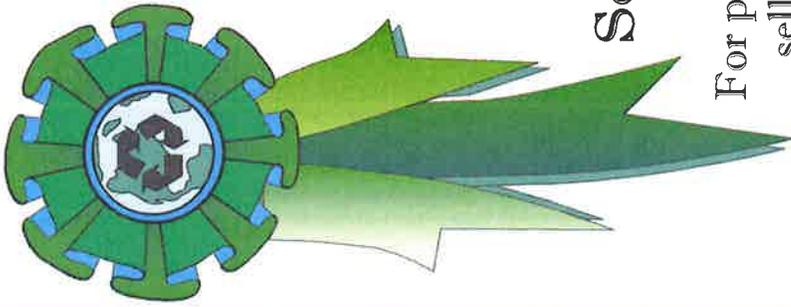
2017/2018

2018/2019

Franchise Fee		Actual Annual	Budget/Year
		2017/2018	2018/2019
		Comparison FY 18/19-FY 17/18	Over/(Under) Budget
July	\$ 24,594.00	\$ 398.00	\$ 748.50
August	\$ 22,628.00	\$ 3,686.00	\$ 2,070.50
September	\$ 24,003.00	\$ 6,668.00	\$ 6,427.50
October	\$ 22,699.00	\$ 6,002.00	\$ 4,457.50
November	\$ 21,921.00	\$ 6,074.00	\$ 3,751.50
December	\$ 22,566.00	\$ 4,556.00	\$ 2,878.50
January	\$ 20,591.00	\$ 5,141.00	\$ 1,488.50
February	\$ 22,030.00	\$ 6,111.00	\$ 3,897.50
March	\$ 21,197.00	\$ 6,202.00	\$ 3,155.50
April	\$ 22,923.00	\$ -	\$ -
May	\$ 23,040.00	\$ -	\$ -
June	\$ 23,586.00	\$ -	\$ -
Total	\$ 271,778.00	\$ 44,838.00	\$ 28,875.50

Over last year

Over Budget



2019 Green Ribbon Award

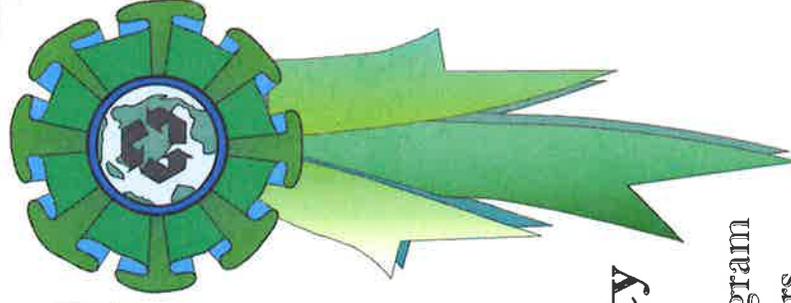
For Product Stewardship

is hereby given to

Mike Finley
of Hiouchi Hamlet

by the Del Norte

Solid Waste Management Authority



For participating in Del Norte's Refuel Your Fun program
selling and refilling reusable small propane containers.

Presented by:

_____ Lori Cowan - Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA

Printed on minimum 30% post-consumer recycled paper

2019 Green Ribbon Award

For Product Stewardship

is hereby given to

Mike Schmidt

of Suburban Propane

by the Del Norte

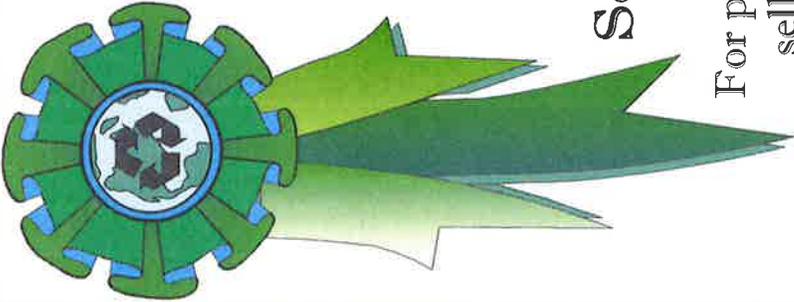
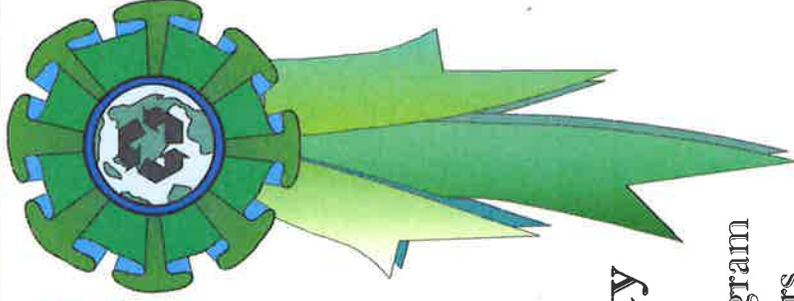
Solid Waste Management Authority

For participating in Del Norte's Refuel Your Fun program
selling and refilling reusable small propane containers.

Presented by:

_____ Lori Cowan - Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA



2019 Green Ribbon Award

For Product Stewardship

is hereby given to

Kendra Jones
of Lucky 7 Fuel Mart

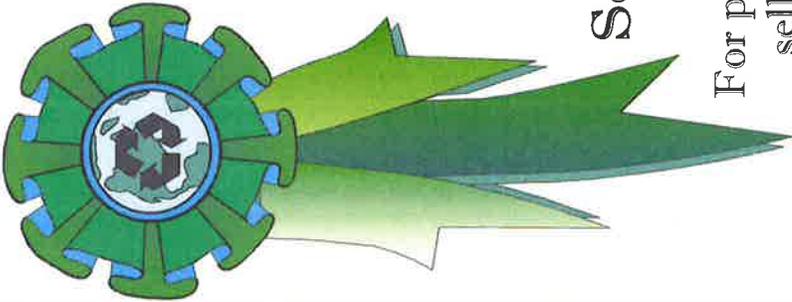
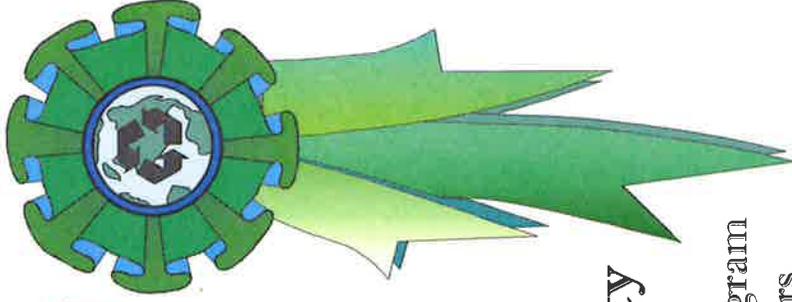
by the Del Norte
Solid Waste Management Authority

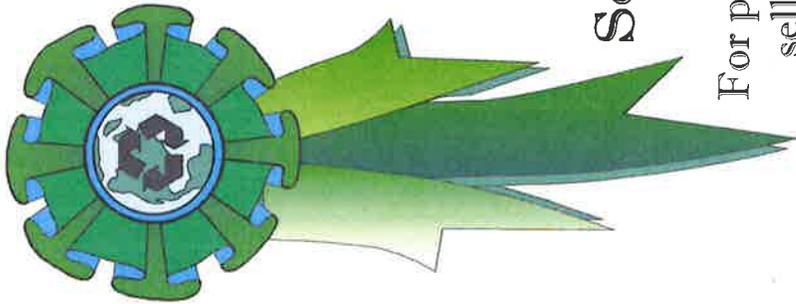
For participating in Del Norte's Refuel Your Fun program
selling and refilling reusable small propane containers.

Presented by:

Lori Cowan - Chair, DNSWMA

Tedd Ward - Director, DNSWMA





2019 Green Ribbon Award

For Product Stewardship

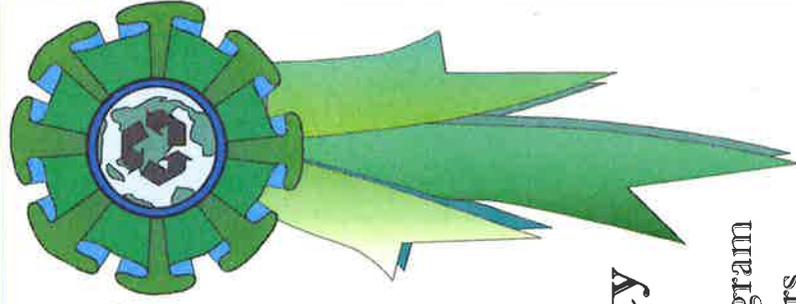
is hereby given to

Mike Schmidt

of Suburban Propane

by the Del Norte

Solid Waste Management Authority

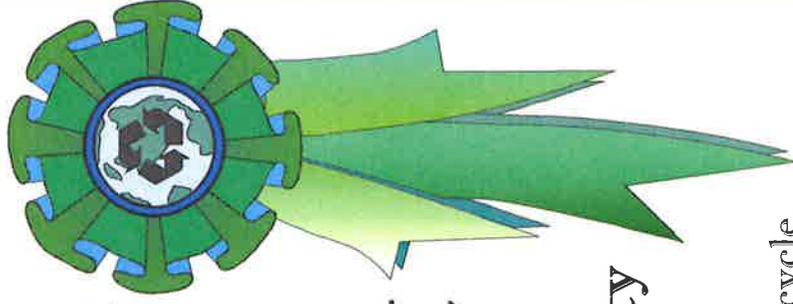
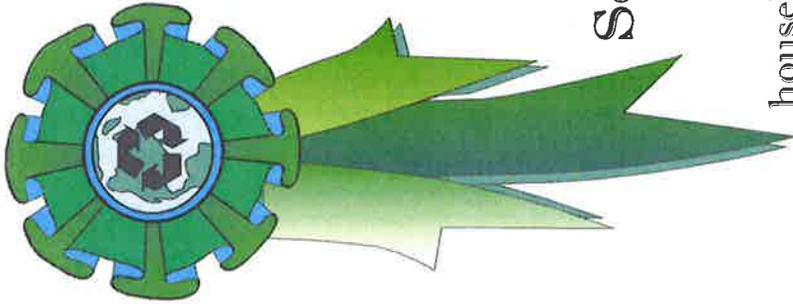


For participating in Del Norte's Refuel Your Fun program
selling and refilling reusable small propane containers.

Presented by:

_____ Lori Cowan - Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA



2019 Green Ribbon Award

For Product Stewardship

is hereby given to

Home Depot

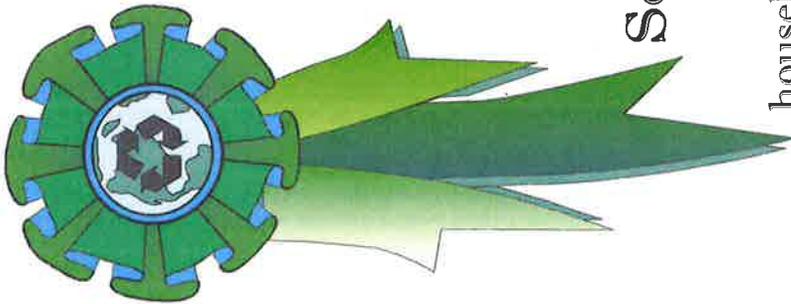
by the Del Norte
Solid Waste Management Authority

For continuing participation in Del Norte's all household battery recycling program through Call2Recycle.

Presented by:

_____ Lori Cowan - Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA



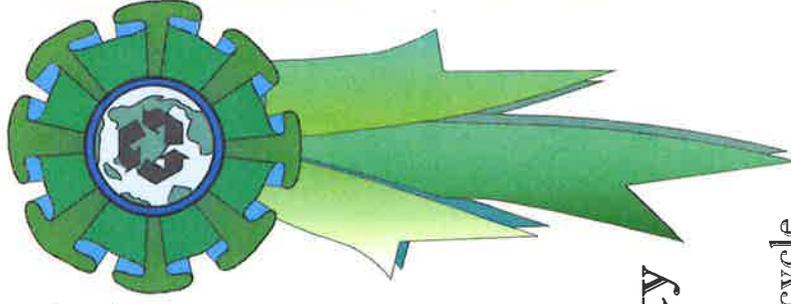
2019 Green Ribbon Award

For Product Stewardship
is hereby given to

**Crescent Ace
Hardware**

by the Del Norte
Solid Waste Management Authority

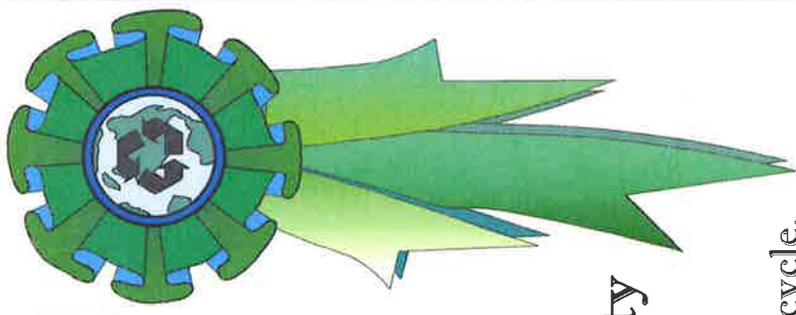
For continuing participation in Del Norte's all
household battery recycling program through Call2Recycle.



Presented by:

_____ Lori Cowan - Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA



2019 Green Ribbon Award

For Product Stewardship

is hereby given to

Walgreens

by the Del Norte

Solid Waste Management Authority

For continuing participation in Del Norte's all household battery recycling program through Call2Recycle.

Presented by:

Lori Cowan - Chair, DNSWMA

Tedd Ward - Director, DNSWMA

2019 Green Ribbon Award

For Product Stewardship

is hereby given to

Safeway

by the Del Norte
Solid Waste Management Authority

For continuing participation in Del Norte's all household battery recycling program through Call2Recycle.

Presented by:

Lori Cowan - Chair, DNSWMA

Tedd Ward - Director, DNSWMA

2019 Green Ribbon Award

For Product Stewardship

is hereby given to

Pem-Mey Fuel Mart

by the Del Norte

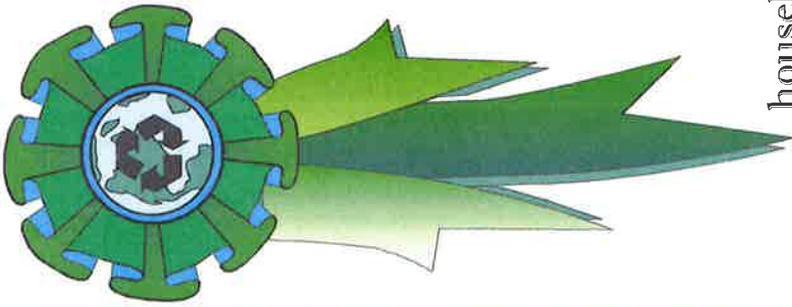
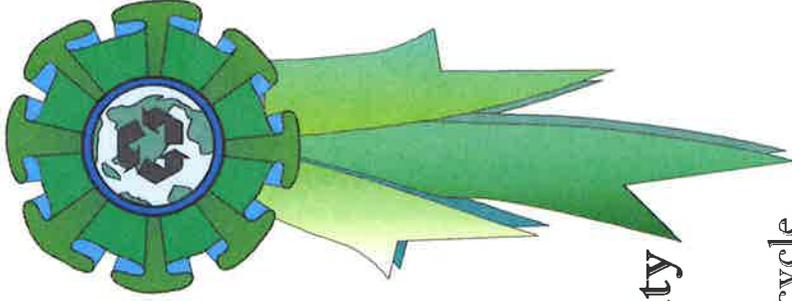
Solid Waste Management Authority

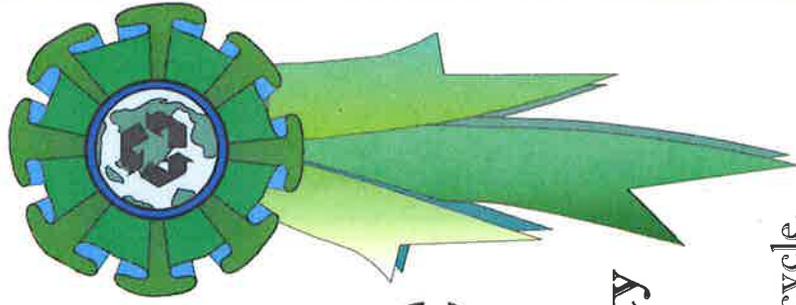
For continuing participation in Del Norte's all household battery recycling program through Call2Recycle.

Presented by:

_____ Lori Cowan - Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA





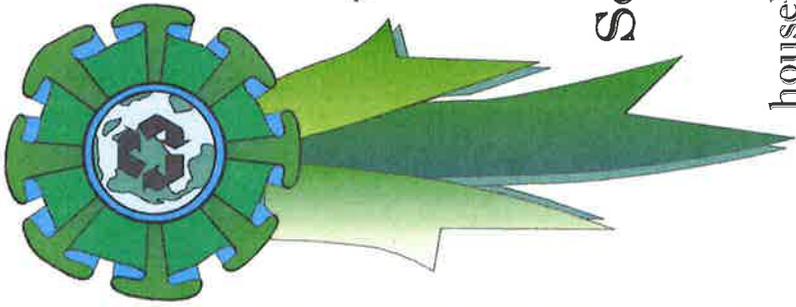
2019 Green Ribbon Award

For Product Stewardship

is hereby given to

Yurok Tribal Office

by the Del Norte
Solid Waste Management Authority

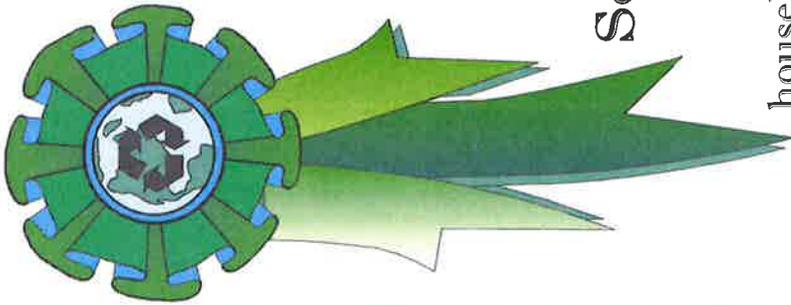


For continuing participation in Del Norte's all household battery recycling program through Call2Recycle.

Presented by:

_____ Lori Cowan - Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA



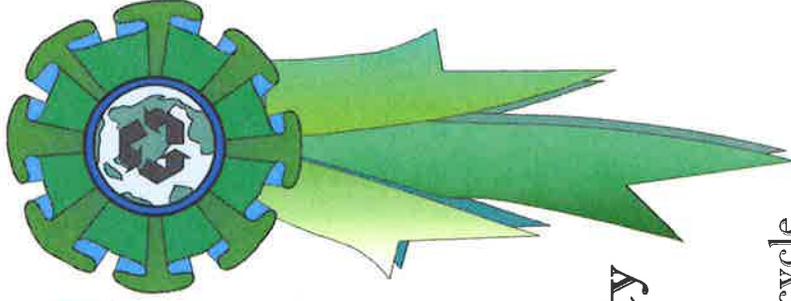
2019 Green Ribbon Award

For Product Stewardship

is hereby given to

Hiouchi Hamlet

by the Del Norte
Solid Waste Management Authority



For continuing participation in Del Norte's all household battery recycling program through Call2Recycle.

Presented by:

_____ Lori Cowan - Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA

2019 Green Ribbon Award

For Product Stewardship

is hereby given to

Gasquet Market

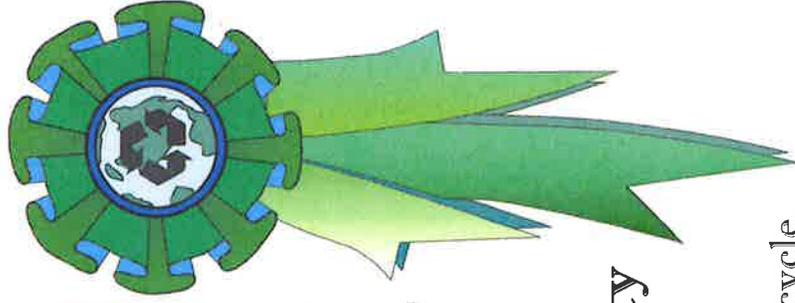
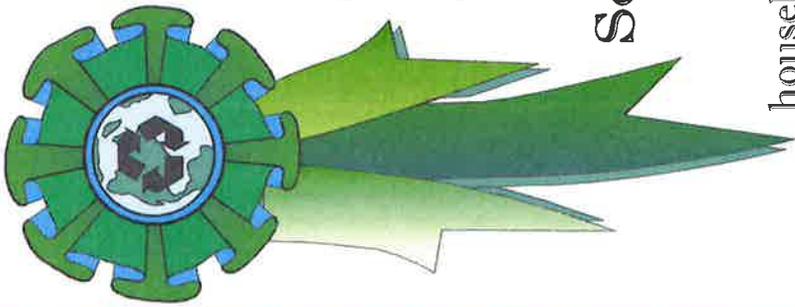
by the Del Norte
Solid Waste Management Authority

For continuing participation in Del Norte's all household battery recycling program through Call2Recycle.

Presented by:

_____ Lori Cowan - Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA



2019 Green Ribbon Award

For Product Stewardship

is hereby given to

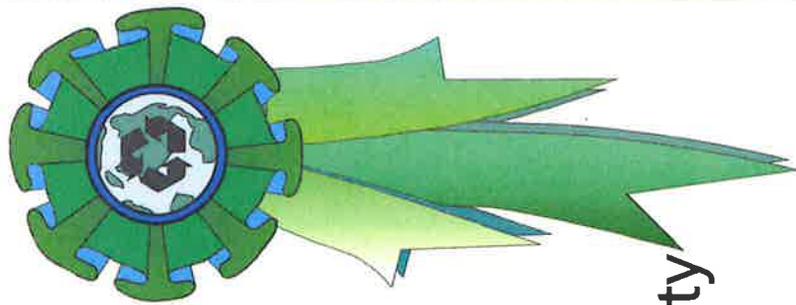
Hambro / WSG

by the Del Norte
Solid Waste Management Authority

For continuing participation in Del Norte's all household battery recycling program through Call2Recycle.

Presented by:

_____	Lori Cowan - Chair, DNSWMA
_____	Tedd Ward - Director, DNSWMA



2018 Green Ribbon Award

For Outstanding Commitment to Recycling

is hereby given to

Hambro Recycling

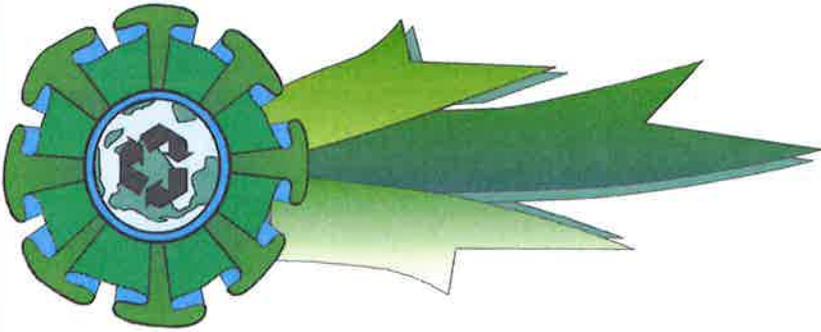
By the Del Norte
Solid Waste Management Authority

For operating the only buy-back recycling center
in Del Norte County, and for promoting responsible recycling.

Presented by:

Lori Cowan - Chair, DNSWMA

Tedd Ward - Director, DNSWMA



2019 Green Ribbon Award

For Outstanding Commitment to Recycling

is hereby given to

**Richard Knutson &
West Park Properties**

**By the Del Norte
Solid Waste Management Authority**

For outstanding efforts to improve recycling behaviors of their tenants at their multifamily properties.

Presented by:

_____ **Lori Cowan - Chair, DNSWMA**

_____ **Tedd Ward - Director, DNSWMA**

2019 Green Ribbon Award

For Product Stewardship
is hereby given to

**Humboldt Moving
& Storage**

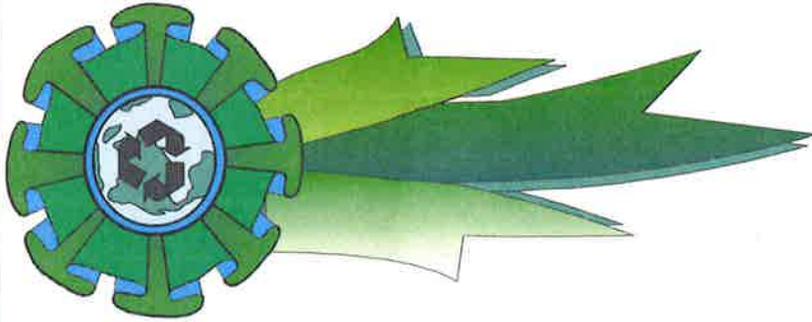
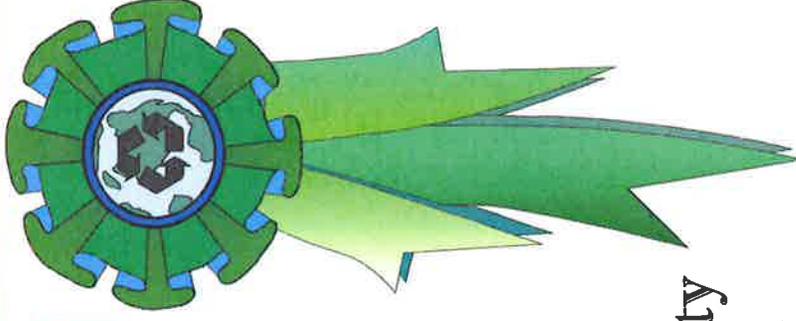
**By the Del Norte
Solid Waste Management Authority**

For being taking back mattresses two days each week
under the Mattress Recycling Council product stewardship program.

Presented by:

_____ Lori Cowan - Chair, DNSWMA

_____ Tedd Ward - Director, DNSWMA





Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

www.recycledelnorte.ca.gov

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

Staff Report

Date: 12 April 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: 022102 – Authority Budget
Topic: Review of Draft Budget and Approval Process for the Authority Budget for FY 19/20

Recommendation: That the Authority Board take the following actions:

1. Review and provide comments on the proposed budget for Fiscal Year 2019/2020.
2. Direct staff to transmit the proposed budget to the Del Norte County Board of Supervisors and the Crescent City Council as required under the Second Amended Joint Powers Agreement and return with any written comments that are adopted by either of these boards.

Background: In order to provide context for preparing a draft budget for Fiscal Year 2019/2020, staff have included a summary of the status of the current (FY 18/19) year budget, including budget transfers. The budget for the Del Norte Solid Waste Management Authority is approved ahead of and separately from the County budget. The Authority budget is approved before June 30, whereas the final County budget is usually not approved until September or October.

Prior to final adoption by the Authority in June, the proposed budget will be presented to the Crescent City Council and the Del Norte County Board of Supervisors for comment. Any written comments approved by the City or the County will be brought to the Authority Board for consideration before adopting the final budget. The Authority will also provide public notice for and hold a public hearing prior to adopting this budget. likely at the June Authority meeting.



Analysis: The proposed balanced budget for Fiscal Year 2019/2020 is attached. If approved by the Authority Board, staff will follow up with a presentation to the City Council possibly on May 6th the Board of Supervisors possibly on May 14th, and. Any approved written comments provided by the City or County will be brought back to the Authority Board for consideration prior to adopting the final budget at the June 18th Authority Board meeting.

This staff report is intended to give an overview of the assumptions and projections to be used in the preparation of the Authority budget for Fiscal Year 2019/2020.

Projected Expenses

Each year since the opening of the Del Norte County Transfer Station in 2005, the Authority's largest single expense has been payment to Hambro/WSG for their transfer station operation services, and this amount comprises over 49.5% of the expenses anticipated for the coming fiscal year.

This proposed budget includes Salaries and Benefits that are comparable to equivalent pay scales for Del Norte County which are above those paid to Authority employees in anticipation of negotiations with SEIU Local 1021 representing employees of the Del Norte Solid Waste Management Authority, and using spreadsheets from the County Auditor's office. This includes additional payments for Unfunded PERS liabilities in the amount of 13.537% of each employee's pay, and a health insurance cost of \$13,000 per employee as recommended by the County Auditor. Though staff anticipate that the amount of unfunded PERS liability will be reduced following the actuarial report by Bickmore, that information is not yet available.

Several of these amounts are projected by the Del Norte County Auditor's office, including depreciation and the "Interfund Cost Plan", which is the charge for our share of County services including use of the Board of Supervisor's Chambers, IT services for streaming and recording meetings, services of the County Human Resources and Auditor. The amount for the Interfund Cost Plan has increased by nearly \$16,000 compared to last year.

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

Staff anticipate increased need for assistance from the County for landfill monitoring and maintenance as the Facilities and Programs Coordinator is hired and trained. For the past six years, the Authority's annual audits have included findings and recommendations to adjust rates to increase the pace at which the Authority reduces the outstanding liability associated with the landfill, most recently assessed as (\$1,961,782).

This budget has a placeholder for the as-yet uncalculated amount of the Annual Required Contribution to address liabilities associated with Other Post Employment Benefits (OPEB). This placeholder amount is somewhat less than the Annual Required Contribution paid in FY 17/18, as calculated in "The Del Norte Solid Waste Management Authority Actuarial Valuation of Other Post-employment Benefits Programs as of July 1, 2015."

Several upcoming projects are projected to increase professional services expenses. We have hired a computer and information technology contractor who is providing essential ongoing support. This coming fiscal year, there are also likely to be professional services contracted to assist with the siting, permitting, and development of a small-volume transfer station to serve the northern portion of the County.

This proposed budget does not include adequate funding for any property purchase or construction expenses associated with developing a northern transfer station. Those additional budget expenses will be added when all costs are projected and financing details secured. Similarly, projecting the costs for purchasing property and constructing a northern transfer station are very dependent on which site is ultimately selected. Thus, only preliminary costs associated with development of the northern transfer station have been included in this proposed budget.

Revenue Projections

The two main sources of revenue for Authority operations are the Franchise Fees (90153) and Authority Service Fees (91004), about 1/3 of the transfer station tipping fees. The Consumer Price Index (CPI-U) for March 2019 was just released, and staff project that disposal rates will increase by approximately 2%.

Proposed Franchise Fees are based on revenues received this year. As indicated in the Authority Earned Revenue comparisons (agenda item 2.5), franchise fee revenues for FY 18/19 are about 14% above the budgeted amount for this year.

Authority Service Fees are accruing as expected in the FY 18/19 budget currently, so the amount budgeted for budget lines 20239, 91003, and 91004 are all based on the projected revenue for this fiscal year

The largest revenue line is TS Gate Fees (91003), about 2/3 of the transfer station tipping fees. This is the main source of revenue to pay Hambro/WSG. We intend to budget the amount to pay Hambro/WSG from the Transfer Station Operations line (20239), paid from line (91003). Approximately \$40,000 of this amount will be paid from Authority Service Fees (91004), which are collected at the Gasquet and Klamath Transfer Stations.

DNSWMA PROPOSED BUDGET for Fiscal Year 2019 / 2020

12-Apr-19

Line	Project	Description	FY 18/19	FY 18/19	FY 19/20
			Adopted	Revised as of 3/1/19	Proposed
Salaries and Benefits					
10010		Payroll	\$ 339,373	\$ 339,373	\$ 358,462.00
10010	70	Payroll	\$ 6,600	\$ 6,600	\$ 6,600.00
10012		Overtime	\$ 900	\$ 900	\$ 2,000.00
10015		Part-time/Temp	\$ 32,000	\$ 48,000	\$ 45,000.00
10020		Retirement	\$ 96,535	\$ 96,535	\$ 54,000.00
10022		Retirement - CalPERS Unfunded Liability	\$ 37,287	\$ 37,287	\$ 48,525.00
10030		Employee Benefits	\$ 100,994	\$ 122,994	\$ 138,000.00
10032		Supp Health Insurance			
10033		Employee Life Insurance	\$ 206	\$ 206	\$ 140.00
10035		Management Life Insurance	\$ 419	\$ 419	\$ 550.00
10040		Worker's Compensation	\$ 37,352	\$ 89,352	\$ 100,000.00
		Salaries and Benefits	\$ 651,666	\$ 741,666	\$ 753,277.00
Services & Supplies					
20110		Clothing	\$ 750	\$ 750	\$ 750.00
20121		Communications	\$ 3,400	\$ 3,400	\$ 3,500.00
20140		Household Expense	\$ 5,800	\$ 5,800	\$ 5,243.00
20150		Insurance-Office	\$ 10,450	\$ 10,450	\$ 10,450.00
20151		Liability Insurance			
20152		Vehicle Insurance	\$ 3,200	\$ 3,200	\$ 4,200.00
20155		Liability Insurance	\$ 2,500	\$ 2,500	\$ 2,400.00
20170		Maintenance-Equipment	\$ 500	\$ 500	\$ 500.00
20171		Maintenance-Vehicles	\$ 3,000	\$ 3,000	\$ 3,000.00
20175		Maintenance-Computers	\$ 3,400	\$ 3,400	\$ 3,400.00
20180		Maint-Structures/Improvements & TS Maint	\$ 2,000	\$ 2,000	\$ 2,500.00
20200		Memberships	\$ 8,500	\$ 8,500	\$ 8,500.00
20221		Printing	\$ 700	\$ 700	\$ 700.00
20221	72	Printing - DOC Grant 18/19	\$ 3,000.00		
20221	71	Printing - Oil Grant 18/19	\$ 500.00		
20221	69	Printing - DOC Grant 17/18			
20221	64	Printing - Oil Grant 17/18			
20221	91	Printing - DOC Grant 19/20			\$ 300.00
20221	92	Printing - Oil Grant 19/20			\$ 500.00
20223		Postage	\$ 1,000	\$ 1,000	\$ 900.00
20224		Office Supplies	\$ 6,800	\$ 6,800	\$ 4,600.00
20227		Books/Subscriptions	\$ 256	\$ 256	\$ 250.00
20230		Prof Serv-Co/City	\$ 10,000	\$ 10,000	\$ 10,000.00
20230	70	Prof Serv-Model Contract			
20231		Prof Serv	\$ 40,000	\$ 40,000	\$ 38,000.00
20231	70	Prof Services - USFS Grant	\$ 8,400	\$ 8,400	\$ 8,400.00
20232		Prof Serv-Well Monitoring	\$ 21,000	\$ 21,000	\$ 35,000.00
20232	2	Data Processing - Software	\$ 4,000	\$ 4,000	\$ 4,000.00
20233		Audit	\$ 11,000	\$ 11,000	\$ 11,000.00
20234		Legal Counsel	\$ 15,000	\$ 15,000	\$ 15,000.00
20235		Treasurer	\$ 8,000	\$ 8,000	\$ 8,000.00
20236		Security	\$ 1,500	\$ 1,500	\$ 1,500.00
20237		Credit Card Service Fees	\$ 20,000	\$ 27,500	\$ 33,000.00
20238		TS Collection	\$ 28,000	\$ 28,000	\$ 28,000.00
20239		Transfer Station Operations	\$ 2,138,482	\$ 2,040,982	\$ 1,651,015.47
20239	1	Post Closure Maintenance	\$ 10,000	\$ 10,000	\$ 10,000.00
20240		Advertising/Publications	\$ 10,000	\$ 10,000	\$ 10,000.00
20240	72	Advertising - DOC Grant 18/19	\$ 3,000.00		
20240	71	Advertising - Oil Grant 18/19	\$ 2,000.00		
20240	64	Advertising Oil Grant - 17/18			
20240	69	Advertising- DOC Grant 17/18			
20240	91	Advertising - DOC Grant 19/20			\$ 3,000.00
20240	92	Advertising - Oil Grant 19/20			\$ 2,000.00
20250		Lease of Equipment	\$ 2,500	\$ 2,500	\$ 2,500.00
20250	70	Lease of Equip- USFS Grant	\$ 2,500	\$ 2,500	\$ 2,500.00
20251		Lease - Gasquet Transfer Station	\$ 700	\$ 700	\$ 700.00
20260		Rent-Office			
20269		Lease Payment - Card Machine			
20270		Minor Equipment (>\$1K)	\$ 3,000	\$ 3,000	\$ 2,000.00
20275		Small Tools (<\$1K)	\$ 1,000	\$ 1,000	\$ 800.00

DNSWMA PROPOSED BUDGET for Fiscal Year 2019 / 2020

12-Apr-19

Line	Project	Description	FY 18/19	FY 18/19	FY 19/20
			Adopted	Revised as of 3/1/19	Draft
20270	70	Small Tools - USFS Grant	\$ 2,395	\$ 2,395	\$ 2,395.00
20280		Delivery Service	\$ 400	\$ 400	\$ 400.00
20281		Household Hazardous Waste Event	\$ 33,000	\$ 33,000	\$ 35,000.00
20283		Community Clean-up	\$ 7,500	\$ 7,500	\$ 7,500.00
20283	70	Community Clean-up - USFS Gran	\$ 8,000	\$ 8,000	\$ 8,000.00
20285		Special Dept Expense	\$ 5,800	\$ 5,800	\$ 4,500.00
20285	72	Spec Dept Exp - DOC Grant 18/19	\$ 4,500.00		
20285	71	Spec Dept Exp - Oil Grant 18/19	\$ 6,500.00		
20285	64	Spec Dept Exp-Oil Grant - 17/18			
20285	69	Spec Dept Exp - DOC Grant 17/18			
20285	91	Spec Dept Exp - DOC Grant 19/20			\$ 4,500.00
20285	92	Spec Dept Exp - Oil Grant 19/20			\$ 6,500.00
20286		Cash Over/Under	\$ 250	\$ 250	\$ 250.00
20287		DNDI Other Pickups -			
20287	70	DNDI Pickups - USFS Grant	\$ 4,000	\$ 4,000	\$ 4,000.00
20288		City Collections	\$ 17,000	\$ 17,000	\$ 11,000.00
20290		Travel	\$ 8,500	\$ 8,500	\$ 6,000.00
20290	70	Travel - USFS Grant	\$ 400	\$ 400	\$ 400.00
20290	72	Travel - DOC Grant 18/19	\$ 4,500.00		
20290	71	Travel - Oil Grant 18/19	\$ 2,500.00		
20290	64	Travel-Oil Grant - 17/18			
20290	69	Travel - DOC Grant 17/18			
20290	91	Travel - DOC Grant 19/20			\$ 4,500.00
20290	92	Travel - Oil Grant 19/20			\$ 2,500.00
20291		Commissioner Expense			
20297		Vehicle Fuel	\$ 1,200	\$ 1,200	\$ 1,000.00
20300		Utilities			
20301		State Fees	\$ 31,000	\$ 31,000	\$ 32,000.00
		Services & Supplies	\$ 2,533,283	\$ 2,416,783	\$ 2,058,553
Other Charges					
30420		Interest Payments			
30440		Transfer Station Loan Pymts-Interest			
30490		Depreciation Expense	\$ 90,056	\$ 90,056	\$ 81,678.00
30500		Department Allotment			
Fixed Assets					
40610		Property	\$ 212,000	\$ 212,000	\$ 2,683.00
40620		Equipment			
Intra / Inter Fund Transfers					
70530	25	Interfund-Repayment to County	\$ 201,112	\$ 201,112	\$ 200,700.00
70530	199	Interfund-Cost Plan	\$ 74,744	\$ 74,744	\$ 90,717.00
70800		ARC Payment OPEB	\$ 163,456	\$ 163,456	\$ 140,000.00
70910		Op. Transfer Out			
70910	123	Op Trans Out Bad Check Fee			
Other Charges					
81000		Contingency			\$ 3,000.00
		Other Charges	\$ 741,368.00	\$ 741,368.00	\$ 518,778.00
TOTAL EXPENDITURES			\$ 3,926,317.00	\$ 3,899,817.00	\$ 3,330,608.47

DNSWMA PROPOSED BUDGET for Fiscal Year 2019 / 2020

12-Apr-19

Line	Project	Description	FY 18/19	FY 18/19	FY 19/20
			Adopted	Revised as of 3/1/19	Proposed
Revenues					
90153		Franchise Fees	\$ (290,922)	\$ (290,922)	\$ (332,000.00)
90210		Code Enforcement			
90300		Interest - Solid Waste	\$ (5,000)	\$ (5,000)	\$ (11,000.00)
90301		Late Payment Fee			
90650	72	DOC Grant 18/19	\$ (15,000.00)		
90650	71	Oil Grant 18/19	\$ (15,000.00)		
90650	69	DOC Grant 17/18			
90650	64	Oil Grant 17/18			
90650	91	DOC Grant 19/20			\$ (15,000.00)
90650	92	Oil Grant 19/20			\$ (15,000.00)
90650	70	USFS Cleanup Grant	\$ (31,639.0)	\$ (31,639.0)	\$ (31,639.00)
90830		Closure/Post Closure Fee			
91001		Tipping Fees			
91002		Resource Recovery Infrastructure Fee			
91003		Gate Tipping Fees	\$ (2,323,343.0)	\$ (2,337,755.0)	\$ (1,891,084.62)
91003		Gate Tipping Fees			\$ (500.00)
91003	99	Gate Tipping Fees - Prior Yr			\$ (1,033,484.84)
91004		Authority Service Fees	\$ (1,244,813.0)	\$ (1,244,813.0)	\$ (300.00)
91004	99	DNSWMA Tipping Fees - Prior Yr			\$ (300.00)
91070		Operating Transfer In (from 608)			
91070	25	Op Tran in from County (Loan)			
91075	25	Op Transfer in from County			
91121		Misc Reimbursements	\$ (500.0)	\$ (500.0)	\$ (500.00)
91121	123	Bad Check Fee Reimb	\$ (100.0)	\$ (100.0)	\$ (100.00)
91122		Insurance Recovery			
91124		Misc Revenue			
91130		Construction Loan			
TOTAL REVENUES			\$ (3,926,317)	\$ (3,910,729)	\$ (3,330,608)
Net Cost (Prior Year Grant Expenses)			\$ -	\$ (10,912)	\$ 0

Tedd Ward

From: Koiya Tuttle <ktuttle@yuroktribe.nsn.us>
Sent: Tuesday, April 9, 2019 9:14 AM
To: tedd@recycledelnorte.ca.gov
Subject: A request for donation for the Klamath River Cleanup.
Attachments: KRCU 2019 Poster Final Reduced Size File.pdf

Tedd,

Hello, here is the request for donation for the Klamath River Cleanup. I highlighted the requested donated to make it easier to delineate. I don't have Jeremy's or Hambro's email otherwise I would have included them. I hope this request finds you well.

Kindly,

Koiya Tuttle

Hello Recology, Del Norte Solid Waste Management Authority and Recology,
The Yurok Tribe will be hosting the 18th annual Klamath River Clean Up on Saturday, April 20, 2019. The event's mission is to remove trash, litter, and invasive plants from the banks of the river, reduce water contamination, improve aquatic habitat, enhance the river's beauty, and bring the regional community together. The Klamath River Clean Up has been very successful in past years bringing in over 200 + volunteers to participate from Humboldt and Del Norte Counties. Volunteers will receive a complementary t-shirt, breakfast, and lunch consisting of locally caught Klamath salmon, and a large spread of other delicious food. In addition, there will be a free raffle of goods and services from donations.

We would like to thank you for donating to our event last year and we ask, with appreciation, that you consider donating one 40 yard bin and a waiver for the tipping fees for our 2-20 yard bins again to this year's event. To show appreciation and recognize our community partners, we will be including all of the donor names on a poster on the day of the event, listed on the back of the complementary t-shirts, on our Facebook page, and in a follow-up outreach piece in local media.

Please see attached donation request letter and KRCU 2019 Poster for more information.

Thank you,

t

Koiya Tuttle
Division Manager
Pollution Prevention Division
Yurok Tribe Environmental Program
(707) 482.1822 ex 1001 Office
(707) 954.1865 Cell
(707) 482.1722 Fax
ktuttle@yuroktribe.nsn.us

18th Annual

Klamath River Cleanup

Saturday

April 20, 2019

9 A.M. - 2 P.M.

Volunteers will help remove litter and invasive plants from the banks of the beautiful Klamath River.

Free T-shirt ~ Free Breakfast and Lunch ~ Chance to win raffle prizes!

Where:

Downriver

Yurok Tribe Main Office
190 Klamath Blvd
Klamath, CA 95548

Upriver

Yurok Tribe Weitchpec Office
Hwy 96, Weitchpec, CA 95546

Bring:

Closed-toe shoes, sunscreen,
and work clothes.

Water, snacks, gloves will
be provided!

*Art by Margaret Keating
1st Start*

Downriver, Klamath Information: Haymar Lim (hlim@yuroktribe.nsn.us) or

Kaitlyn Woolling (kwoolling@yuroktribe.nsn.us)

Office:(707) 482-1822 Ext.1008 Cell:(707) 954-0462

Koia Tuttle (ktuttle@yuroktribe.nsn.us) Office:(707) 482-1822 ext.1001

Upriver, Weitchpec Information: Richard Myers (rmyers@yuroktribe.nsn.us) Cell:(707)572-0526

Keeping Our Rivers Clean
Also Keeps our Oceans Clean

Rain or shine!



**DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
RESOLUTION NO. 2019-03**

**RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE DEL NORTE
SOLID WASTE MANAGEMENT AUTHORITY
AUTHORIZING SUBMITTAL OF A REGIONAL APPLICATION
FOR WHICH THE DEL NORTE SOLID WASTE MANAGEMENT IS ELIGIBLE**

WHEREAS, Public Resources Code sections 48000 et seq. authorize the Department of Resources Recycling and Recovery (CalRecycle) to administer various grant programs (grants) in furtherance of the State of California's (state) efforts to reduce, recycle, and reuse solid waste generated in the state thereby preserving landfill capacity and protecting public health and safety and the environment; and

WHEREAS, Household Hazardous Waste Grant Program allows regional grant projects; and

WHEREAS, CalRecycle grant application procedures require, among other things, a regional applicant's governing body to declare by resolution certain authorizations related to the administration of CalRecycle grants.

NOW, THEREFORE, BE IT RESOLVED that the Commissioners of the Del Norte Solid Waste Management Authority Board authorizes the Del Norte Solid Waste Management to submit a Household Hazardous Waste Grant Program regional application on behalf of itself as Lead Agency and the participating jurisdictions as shown by the documentation attached. County of Del Norte and City of Crescent City.

BE IT FURTHER RESOLVED that the Facilities and Programs Coordinator, or his/her designee, is hereby authorized and empowered to execute on behalf of the Del Norte Solid Waste Management Authority all grant-related documents, including, but not limited to, applications, payment requests, agreements, and amendments necessary to secure grant funds and to implement the approved grant project; and

BE IT FURTHER RESOLVED that these authorizations are effective for five (5) years from the date of adoption of this resolution

Date Adopted _____

AYES:

NOES:

ABSTAIN:

ABSENT:

3.4

Lori Cowan, Chair

Del Norte Solid Waste Management Authority

ATTEST:

Eli Naffah, Secretary of the Board

Del Norte Solid Waste Management Authority

NARRATIVE PROPOSAL

Household Hazardous Waste Grant Program Cycle 33, Small Projects - Fiscal Year 2019–20

DEADLINE: Wednesday, April 3, 2019 by 11:59 PM

This is a required application document. The Narrative Proposal document is used to describe the details of your proposed project. The character limit for each response is limited to 2,500 and cannot be expanded. Utilizing a document form other than the official CalRecycle version, tampering with the CalRecycle version or otherwise circumventing imposed character limits will subject the applicant to disqualification from the grant program.

Each section of this form must have a response. Ensure your narrative responses are concise, detailed, and most importantly, address each of the criteria below. After you complete this document, use the “save as” command and save the file in the following format: **NP_name of your organization_HD33.pdf** (ex: NP_CityofCalifornia_HD33.pdf) then upload it within the Documents Tab.

After the close of the application period, CalRecycle staff will review the applications for completeness and eligibility. **Only complete applications will be considered for award.**

For more information, see the Application Guidelines and Instructions and Resources documents in the Grants Management System. These can be found on the Summary Tab of your application in the Resources List.

I. APPLICANT NAME	II. REQUESTED GRANT AMOUNT
County of Del Norte (Joint Power Authority; JPA)	\$100,000

III. PRIORITY	
<input checked="" type="checkbox"/>	Applicant did not receive an Household Hazardous Waste (HHW) small projects grant award during the FY 2016–17 (cycle 27), FY 2017–18 (cycle 29) and FY 2018–19 (cycle 31) grant cycles.
	(Grant award information is available by accessing CalRecycle's Grant and Payment Reports [https://www2.calrecycle.ca.gov/Funding].)

IV. PROJECT ELIGIBILITY, DESCRIPTION, & NEED
Your project must meet one or more of the eligible activities listed within this section. Check all that apply to your proposed project. Under each checked box, provide the following: <ul style="list-style-type: none">• Detailed description of the proposed project• Why it is needed



1. HHW public education and outreach for general audiences (may include Extended Producer Responsibility [EPR] information)

Promote via educational campaign reusable 1 lb. propane gas cylinders (RPGC), retailers that sell/exchange/refill RPGC, & retailers that sell LED marine flares (LEDMF). Promote events where RPGC are collected/exchanged. Education campaign will utilize tools including web, print, and other media. We will utilize existing ReFuel Your Fun (RFYF) campaign materials developed through CalRecycle grants and customize for this project. We will partner with Coast Guard as public education partner.



2. Implementation of sustainable EPR collection opportunities (e.g., retail take back or collection events of batteries or fluorescent lamps)

Recruit retailers to legally sell, refill, and exchange RPGC and sell LEDMF. We will hold events at retailers and community events.



3. Implementation of a project: (e.g.) safe and cost effective propane gas cylinders and/or marine flare collection methods, or education programs and incentives that reduce HHW disposal

The goal is to expand sales, refill services, and exchange infrastructure for RPGC by recruiting retailers to offer these services; another goal is to expand sales of LEDMF. We will establish 1-day collection events with cylinder transportation & recycling costs covered by the grant. We will customize existing RFYF campaign materials and develop new materials to encourage proper disposal of RPGC, use of RPGC, and to promote those who sell, refill, or exchange RPGC. We will promote LEDMF within the boating community and will promote retailers that sell LEDMF. CPSC will implement an education program utilizing a tools such as the web and other media to increase proper disposal of RPGC.



4. Set-up and operation of temporary or mobile collection program for one-day or multi-day collection events

We will conduct exchange events at retailers and community events during which RPGC are collected for recycling and free RPGC are given to participants. At community and retailer events, we will distribute coupons for purchase of LEDMF. We will work with JPA staff to determine event time & locations.



5. New or expanded curbside and/or door-to-door collection programs to allow for the collection of new and eligible HHW materials

N/A

California Product Stewardship Council
 HHW Grant Del Norte County (JPA) Budget

Obj. 1 - Recruit Retailers to Sell Refillables (Refill & Exchange); Recruit Retailers to Sell LED Marine Flares
 NOTE: Two recruitment trips, recruitment calls, etc.

Obj. 2 - Public Education

NOTE: Radio, newspaper, billboards, truck signs, etc.; meetings with Coast Guard and other groups;

Obj. 3 - Seasonal Collections/Exchanges at One Day Events, 6 total

NOTE: booths/events at mix of community events and retailers; Sr Associate will staff all events, Program Manager will staff 1 events

Obj. 4 - Reporting collection data and program results

ED	Special PM 2	Asst Dir	Sp Proj Mgr I	Prog Mgr	Sr. Assoc	Associate	Proj Coord	Intern	Total
\$270,000	\$150,000	\$239,000	\$151,000	\$152,000	\$109,000	\$95,000	\$112,000	\$58,000	
5	2	2	5	30	30	30	3	3	110
\$1,350	\$300	\$478	\$755	\$4,560	\$3,270	\$2,850	\$336	\$174	\$14,073
4	2	2	2	10	20	10	3	3	56
\$1,080	\$300	\$478	\$302	\$1,520	\$2,180	\$950	\$336	\$174	\$7,320
5	2	2	7	50	250	4	3	3	326
\$1,350	\$300	\$478	\$1,057	\$7,600	\$27,250	\$380	\$336	\$174	\$38,925
4	3	2	3	5	5	5	3	3	33
\$1,080	\$450	\$478	\$453	\$760	\$545	\$475	\$336	\$174	\$4,751
18	9	8	17	95	305	49	12	12	525
\$4,860	\$1,350	\$1,912	\$2,567	\$14,440	\$53,245	\$4,655	\$1,344	\$696	\$65,069
\$5,500									\$5,500
\$4,031									\$4,031
\$8,600									\$8,600
\$4,000									\$4,000
\$12,800									\$12,800
									\$34,931
									\$100,000.00

Total Labor Hours

Total Labor \$

Expenses

- a. Travel (8 trips, \$90/night, \$41 food/day, \$500/RT)
- b. Media Buys & Printing
- c. Reusable Cylinder Purchases (up to 800 units, \$10.65/pc)
- d. Coupons for LED marine flares (up to \$20 in value/each)
- e. Disposal costs of cylinders (\$8/unit; up to 1600 units)

Total Travel and Expenses

Grand Total

Key:

- ED = Executive Director
- Asst Dir = Assistant Director
- Prog Mgr = Program Manager
- Sp Proj Mgr I = Special Project Manager I
- Sp Proj Mgr II = Special Project Manager II
- Proj Coord = Project Coordinator
- Acct = Accountant

6. Minor improvements to an existing HHW facility (Examples include but are not limited to: storage bins, signage, painting, paving, shelving, etc.)

N/A

7. Purchase of personal protection equipment

N/A

8. 8-hour refresher Hazardous Waste Operations and Emergency Response Standards (HAZWOPER) training

N/A

V. PERFORMANCE MEASURES

Describe how you will measure the results or success of the project(s).

We will measure success using these criteria. We will establish baseline data number of RPGC coming into the HHW facility; retailers selling, refilling, and/or exchanging RPGC; and retailers selling LEDMF. We'll analyze data related to:

- Number of RPGC collected per event per reporting period.
- Number of retailers recruited to sell, refill, and/or exchange RPGC and sell LEDMF.
- Qualitative analysis of sales of LEDMF and RPGC.
- Number of coupons given out and used and number of RPGC given out at exchange events.
- Number of people reached via events and media promotions.

We will prepare two progress reports & a final report, including baseline measurement vs. results at end of grant period and supporting documents to submit with payment requests to CalRecycle (including invoices & supporting documents).

WORK PLAN**Household Hazardous Waste Grant Program
Cycle 33, Small Projects - Fiscal Year (FY) 2019–20****Application DEADLINE: Wednesday, April 3, 2019 by 11:59PM**

This is a required document. List the major activities, milestones, steps and tasks necessary to implement and complete your project within the grant term. Provide a logical timeframe in chronological order for all proposed grant activities. Please contact CalRecycle if you need additional rows.

After you complete this document, use the "save as" command and save the file in the following format:

WP_name of your organization_HD33.doc (ex: WP_CityofCalifornia_HD33.doc). You may convert to PDF format before you upload it to the Documents Tab, if necessary.

I. APPLICANT NAME	II. REQUESTED GRANT AMOUNT
County of Del Norte (JPA)	\$100,000

III. DESCRIPTION OF PROJECT ACTIVITY	START DATE	END DATE
Obtain collection data baseline for single-use 1 lb propane cylinders	NTP	May 1, 2020
Recruit retailers to sell LED marine flares and sell/refill/exchange reusable 1 lb propane gas cylinders	NTP	Sep 1, 2022
Conduct up to five, 1 lb. propane cylinder collection/exchange events, and LED marine flares and reusable 1 lb. propane cylinder promotional events	NTP	Sep 1, 2020
Begin public education campaign and promotion of reusable 1 lb propane cylinder collection/exchange events, and promotion of reusable 1 lb propane cylinders, LED marine flares, and the retailers carrying them	NTP	Sep 1, 2020
Prepare and submit Progress Report #1	NTP	Sep 1, 2020
Progress Report #1 Due September 30, 2020 (Covering activities from the Notice to Proceed (NTP) to September 1, 2020)	September 1, 2020	September 30, 2020
Continue public education campaign and promotion of reusable 1 lb propane cylinder collection/exchange events, and promotion of reusable 1 lb propane cylinders, LED marine flares, and the retailers carrying them	Sep 1, 2020	Sep 1, 2021
Conduct up to five, 1 lb. propane cylinder collection/exchange events, and LED marine flares and reusable 1 lb. propane cylinder promotional events	Sep 1, 2020	Sep 1, 2021
Prepare and submit Progress Report #2	Sep 1, 2021	Sep 30, 2021
Progress Report #2 Due September 30, 2021 (if	September 1,	September 30,

GRANT CYCLE OVERVIEW

The Department of Resources Recycling and Recovery (CalRecycle) offers the Household Hazardous Waste (HHW) Grant Program pursuant to Section 47200(a) of the Public Resources Code. The purpose of the grant is to assist local governments in implementing safe HHW programs, which may include public education, source reduction, reuse, recycling, load checking and collection components.

This resource document provides applicants with instructions to access and complete the application online and information about grant administration. The web-based application is in CalRecycle's [Grant Management System \(GMS\)](https://www.calrecycle.ca.gov/Funding/GMS/) (<https://www.calrecycle.ca.gov/Funding/GMS/>). You will need to sign in to GMS to complete and submit an application.

TIMELINE

Date	Activity
March 20, 2019	Question and Answer Period <ul style="list-style-type: none"> • Questions may be submitted from application release date to this date • Questions must be submitted by email
March 27, 2019	<ul style="list-style-type: none"> • All answers will be posted (tentative)
April 3, 2019	Application Due Date <ul style="list-style-type: none"> • Applications must be submitted in GMS by 11:59 p.m. on this date • Customer service will be available until 4:00 p.m. on this date
May 8, 2019	Secondary Due Date <ul style="list-style-type: none"> • Approved Resolution must be uploaded in GMS by this date if it was not submitted with the application • Applicant must have an Environmentally Preferable Purchasing and Practices (EPPP) Policy by this date
July 2019	Grants Awarded CalRecycle considers funding recommendations, and if approved, conditionally awards grants during this month (tentative)
September 30, 2022	Grant Term Notice to Proceed to this date
September 30, 2022	Final Report and final Payment Request Deadline

ELIGIBLE APPLICANTS

California Labor Code section 1782 prohibits a charter city from receiving state funding or financial assistance for construction projects if that charter city does not comply with Labor Code sections 1770-1782. If any applicants or participating jurisdictions are charter cities or joint powers authorities that include charter cities, the lead participating jurisdiction must certify on the Detail tab of the application that Labor Code section 1782 does not prohibit any included charter city from receiving state funds for the project described in this application. If it is determined after award that an applicant or participating jurisdiction is a charter city prohibited from receiving state funds for this

**DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
RESOLUTION NO. 2019-04**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF
THE DEL NORTE SOLID WASTE MANAGEMENT
AUTHORITY MODIFYING REGULAR MEETING DATE & TIME**

WHEREAS, the Del Norte Solid Waste Management Authority has been created by a Joint Powers Agreement executed by the City of Crescent City and the County of Del Norte; and

WHEREAS, the Governing Board of Commissioners under section 3.2 of the First Amended By-Laws of the Del Norte Solid Waste Management Authority is authorized to adopt a Resolution to modify its regular meeting date and time; and

WHEREAS, the Board of Commissioners convenes monthly to conduct business of the Del Norte Solid Waste Management Authority and for the convenience of its members and the public wishes to modify the time and date for its regular meetings.

NOW THEREFORE BE IT RESOLVED that the Governing Board of Commissioners of the Del Norte Solid Waste Management Authority does hereby modify the second paragraph of Section 3.2 of the By-laws to read as follows:

“The Governing Board’s regular meeting shall be held at 4:00 P.M. on the third Thursday of each month.”

PASSED AND ADOPTED by the Board of Commissioners of the Del Norte Solid Waste Management Authority this 16th day of April, 2019.

AYES:
NOES:
ABSTAIN:
ABSENT:

Lori Cowan, Chair
Del Norte Solid Waste Management Authority

ATTEST:

Eli Naffah, Secretary of the Board
Del Norte Solid Waste Management Authority



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

www.recycledelnorte.ca.gov

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

Staff Report

Date: 11 April 2019
To: Del Norte Solid Waste Management Authority Commissioners
From: Tedd Ward, M.S. - Director *Tedd*
File Number: 080104 – Transfer Station Operations & Change Orders
Attachments: Letter of March 11, 2019 from David Slagle of Hambro/WSG
Letter of February 19, 2019 from Garry Penning of Rogue Compost

Topic: Hambro/WSG's request for adjustment of brush rates

Recommendation: That the Board direct staff to:

1. Request a letter from Hambro/WSG and/or Rouge Compost providing assurance that Rogue Compost will continue to receive all yard debris delivered by Hambro/WSG through June 30, 2022 for the pricing described in the Rogue Compost letter of February 19, 2019.
2. Incorporate changes to the fees for leaves & grass, brush and untreated wood (often referred to as 'brush materials' or 'yard debris') as requested by Hambro/WSG into Change Order 28 implementing fee adjustments based on changes to the Consumer Price Index (CPI-U).
3. Draft and present this Transfer Station Operations Change Order 28 at the May Authority meeting.
4. Draft the Change Order ¹⁷28 for CPI-based changes to rates for Recology Del Norte to incorporate the changes for brush fees at the Del Norte County Transfer Station, also to be presented at the May Authority meeting.
5. Draft a Rate Ordinance if needed to implement these changes, or an appropriate Rate Resolution if that will suffice.

Background: Since the opening of the Del Norte County Transfer Station in 2005, the rates for receiving brush have only been adjusted based on changes to the Consumer Price Index.

During this same period, Hambro/WSG's methods, procedures and facilities associated with processing yard debris have changed substantially. In 2005, the Hambro pressboard plant was operating, and wood waste was sometimes used as a feedstock or fuel for that manufacturing process. At other times, yard debris was stockpiled on the Hambro property and occasionally ground and composted. Composted materials were sold or blended with fish wastes and sold as a soil amendment. The finished product was sold as 'dirty fines.'

The attached letter from Hambro/WSG requests an increase to their fees for leaves and grass, brush, and untreated wood. Hambro/WSG has not found any



business interested in receiving and processing stumps, and those are being disposed as solid wastes. Hambro/WSG is not requesting a fee adjustment on stumps.

Analysis: According to Joel Wallen of Hambro/WSG, demand for wood materials for co-generation has declined and the demand for compost products also declined significantly following the legalization of marijuana in Oregon and California.

Increased production of compost products and decreasing demand for finished compost have resulted in a glut of compost, which is challenging to all parties associated with composting municipal yard debris. Though the compost markets have been volatile or declining for over two years, this is the first special rate adjustment Hambro/WSG has requested for these materials.

The Agreement between Hambro/WSG and the Authority did not anticipate such dramatic changes to operational procedures and does not have any provisions which require such a fee adjustment. Staff have engaged and continue these negotiations with Hambro/WSG on the presumption that the Authority Board does not intend to force our contractor to provide these brush-related services at a loss.

Under the Agreement with the Authority, each of Hambro/WSG fees have three components: Operations, Transport, and Disposal/Recovery. Hambro/WSG is proposing that these fees be adjusted for the costs to load, deliver and unload these materials at Rogue Compost, who is willing to assure Hambro/WSG that these clean materials will continue to be accepted and composted regardless of changes to the demand for finished compost. No other company was willing to offer such assurance.

Alternatives: In negotiations, Hambro/WSG presented to staff analysis of the costs to deliver and unload brush materials at nine possible facilities within 500 miles. Not all facilities would accept all brush materials – bio mass facilities were not interested in any materials other than clean untreated wood, for example. No facility other than Rogue Compost was willing to agree to keep the doors open to receive brush materials from Del Norte for the next three years.

Fiscal Impacts: In FY 18/19 customers have paid \$53.07/ton to dispose of brush materials. If approved, customer fees for brush materials will increase by approximately 39%, to a little less than \$74 per ton. This rate will still be a little less than half the cost to dispose of mixed wastes. Having brush rates significantly lower than rates for mixed waste disposal would continue to provide an ongoing financial incentive for customers to separate brush materials for recovery.

Related Issues: Increasing rates for brush materials at the Del Norte County Transfer Station will also significantly increase the rates for Recology Del Norte's customers who subscribe for brush collections.



P.O. Box 159 445 Elk Valley Road
Crescent City, CA 95531
(707)464-6131
Fax (707)464-9375

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

March 11, 2019

Dear Mr. Ward,

The Agreement between Hambro WSG and the DNSWMA in Division I, Section 4, Paragraph Q, allows the Arranger the right to apply for consideration of a payment review as a result of increased costs to the Arranger. As was mentioned at the February 25, 2019, DNSWMA Board Meeting, Rogue Compost, a Division of Rogue Disposal and Recycling, Inc. would be increasing our costs to dispose of green waste material \$10 per ton commencing July 1, 2019. An additional \$5 per ton increase will occur July 1, 2020 and an additional \$5 on July 1, 2021 (letter attached).

Hambro WSG has done its due diligence and has not come up with a favorable alternative to continue to handle and transport green waste at the current level of funding. The green waste recycling division lost \$8,000 in 2018 at that level. Inquiries were made at eight other processing facilities (worksheet attached). Hambro continues to pursue other recycling activities and may have a local solution in the future.

We appreciate your consideration and look forward to continuing the excellent relations with the Authority and staff.

A handwritten signature in blue ink that reads "D. Slagle".

David Slagle

President/CEO Hambro WSG

RECEIVED
MAR 11 2019

DNSWMA

6.1



roguecompost.com

February 19, 2019

David Slagle
Hambro/WSG
445 Elk Valley Road
Crescent City, CA 95531

RE: Green Waste Composting

Hi David,

I wanted to inform you of some changes in the cost of composting and market conditions that have occurred over the last several years that are influencing our operations.

- Compliance with stricter storm water regulations required the installation of an impervious barrier to catch and treat any water that drains from our compost facility.
- Lower demand for finished compost material.
- Required food waste composting in the urban areas of Oregon have led to significant increases in compost production while no additional market demand has developed in that region. We're seeing finished compost trucked into the Southern Oregon from the Portland/Eugene area driving the price of finished material lower.
- Increased operational costs for fuel, maintenance, trucking, wages and benefits, etc.

The above cost escalators and market economics now require Rogue Compost to raise prices to companies delivering green waste material for processing and composting. It may not be too far in the future that the cost to compost will exceed that of landfilling.

We want to work with Hambro/WSG through this volatile time in the composting industry by suggesting rate increases over several years. Here is the pricing we propose for clean material delivered to our White City facility:

1. Starting on July 1, 2019 the price will be \$10 per ton.
2. On July 1, 2020 the price will increase to \$15 per ton.
3. On July 1, 2021 the price will increase to \$20 per ton.
4. Price increases after July 2022 will be negotiated depending on market conditions and operating expenses.

I look forward to your review and response to this proposal.

Sincerely,

Garry L. Penning

Director of Governmental Relations and Marketing



COUNTY OF DEL NORTE
COMMUNITY DEVELOPMENT DEPARTMENT

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

Fax (707) 465-0340

Planning (707) 464-7254	Engineering & Surveying (707) 464-7229	Roads (707) 464-7238	Building Inspection (707) 464-7253	Code Enforcement (707) 464-7254	Environmental Health (707) 465-0426
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DATE: 4/09/2019 **AGENDA DATE:** 4/16/2019
TO: Del Norte County Abandoned Vehicle Abatement Service Authority
FROM: Dominic Mello, Code Enforcement Officer 
SUBJECT: Report for 1st/2nd Quarter Abatement Activities.

RECOMMENDATION FOR BOARD ACTION: Approve and Accept the Quarterly Reports

SUMMARY/DISCUSSION

See attached Exhibit A for 1st/2nd 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.

First Quarter

Number of automobiles/trailers/RV's voluntary abatement in first quarter: 5

Number of automobiles towed in first quarter: 8

Number of trailers/recreational vehicles towed in first quarter: 2

Second Quarter

Number of automobiles/trailers/RV's voluntary abatement in second quarter: 7

Number of automobiles towed in second quarter: 12

Number of trailers/recreational vehicles towed in second quarter: 1

Abatement funds available as of 4/5/2019: \$ 17,759.74

7.1

EXHIBIT A
Del Norte County Service Authority
Abandoned Vehicle Abatement Program Quarterly Status Report
2018/2019

Financing						
	First Quarter	Second Quarter	Third Quarter	Fourth Quarter	Year-To-Date	
Revenues						
Registration Fees	\$5,960.28	\$5,470.85				
Cost						
1) Towing	\$1,290.00	\$2,535.00				
2) Disposal/Dismantling	\$4,424.23	\$2,653.41				
3) Pumping	\$384.00	\$185.18				
Total Costs	\$6,098.23	\$5,373.59				
Abatement by Jurisdiction						
# of Vehicles Abated						
1) Del Norte County	15	20				
2) Crescent City	0	0				
Total	15	20				
% of Vehicles Abated						
1) Del Norte County	100%	100%				
2) Crescent City	0%	0%				
Total	100%	100%	100%	100%	100%	100%
Vehicles Abated						
Voluntary Abatements	Pub	Priv.	Tot.	Pub	Priv.	Tot.
	5	0	5	7	0	7
Tows (Abatements)	10	0	10	10	3	13
Total Abatements	15	0	15	17	3	20



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

Planning (707) 464-7254	Engineering & Surveying (707) 464-7229	Roads (707) 464-7238	Building Inspection (707) 464-7253	Environmental Health (707) 465-0426	Code Enforcement (707) 464-7254
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DATE: April 8, 2019

AGENDA DATE: April 16, 2019

TO: Del Norte County Abandoned Vehicle Abatement Service Authority

FROM: Heidi Kunstal, Director of Community Development

SUBJECT: Proposed Abandoned Vehicle Abatement Program Budget - Fiscal Year 19/20

RECOMMENDATION FOR AUTHORITY ACTION: Review and provide comment to staff for the draft Fiscal Year 19/20 Abandoned Vehicle Abatement Program budget.

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

Staff prepared the attached draft budget and seeks feedback from the AVA Service Authority.

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

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

OTHER AGENCY INVOLVEMENT: Department of Motor Vehicles

ENCLOSURE: Draft Abandoned Vehicle Abatement Budget (Budget Unit 127-127)

Fund: 127 Abandoned Vehicles
 Dept: 127 Abandoned Vehicles

PROPOSED

19/20 Dept

Line	Proj	Description	2 FY Ago	Prev FY Actual	Adopted	Revised	YTD Exp	Balance	%
Services & Supplies									
20221		Printing	0.00	0.00	25.00	25.00	0.00	25.00	0
20223		Postage	188.91	88.12	180.00	180.00	22.58	157.42	12.5
20224		Office Supplies	0.00	0.00	0.00	0.00	0.00	0.00	0
20230		Professional Services	12,638.40	19,088.94	35,562.00	35,429.00	8,254.95	27,174.05	23.3
20231		Professional Services - P/Y	0.00	0.00	0.00	0.00	0.00	0.00	0
20232		Data Processing	494.90	632.15	650.00	650.00	650.00	0.00	100
			13,322.21	19,809.21	36,417.00	36,284.00	8,927.53	27,356.47	22,500.00

Intra/Inter Fund Transfers

70530		Interfund Transfers	0.00	383.18	0.00	133.00	132.26	0.74	99.4
70530	918	Oper Trans Out - Public Nuisance	0.00	0.00	0.00	0.00	0.00	0.00	0
			0.00	383.18	0.00	133.00	132.26	0.74	0.00
		Total Expenditures	13,322.21	20,192.39	36,417.00	36,417.00	9,059.79	27,357.21	22,500.00

Revenues

90210		Vehicle Abatement Fines	0.00	0.00	0.00	0.00	0.00	0.00	0
90300		Interest - Abandoned Vehicles	-92.97	-107.05	0.00	0.00	-78.61	78.61	0
90410		Abandoned Vehicle	-13,449.40	-23,559.48	-22,500.00	-22,500.00	-11,431.13	-11,068.87	50.8
			-13,542.37	-23,666.53	-22,500.00	-11,509.74	-10,990.26	-22,500.00	0.00
		Net Cost	-220.16	-3,474.14	13,917.00	13,917.00	-2,449.95	16,366.95	0.00