

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

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

**Regular Session                      Tuesday May 21, 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](http://www.recycledelnorte.ca.gov) For more information call 465-1100 or email [dnswna@recycledelnorte.ca.gov](mailto:dnswna@recycledelnorte.ca.gov)

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

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

**OPEN SESSION ITEMS:**

**1. CONSENT AGENDA**

- 1.1 Approve minutes, Regular Session, Tuesday 16 April 2019. \*\*
- 1.2 Approve minutes, Special Session, Tuesday 14 May 2019. \*\*
- 1.3 Payment of claim 8438 to Redwood Leavitt Insurance Agency for FY 19/20 insurance in the amount of \$10,592.40. \*\*
- 1.4 Payment of claim 8443 for Invoice 1623 from the Eco Hero Show for seven presentations in the amount of \$6,725.64 \*\*
- 1.5 Approve Director's vacation requests for 24 – 29 July 2019 and 22 September – 07 October 2019. \*\*
- 1.6 Approval of budget transfer in the amount of \$ 22,300.00 \*\*

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

## **DISCUSSION/ACTION ITEMS**

### **3. LANDFILL POSTCLOSURE – No Items**

### **4. COLLECTIONS FRANCHISE – No Items**

### **5. TRANSFER STATIONS**

- 5.1 Discussion and possible action regarding First Tier Assessment and Maps of potential locations for a northern transfer station prepared by Stillwater Sciences. \*\*

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

- 6.1 Hold a Public Hearing, waive full reading, read by title only and adopt Authority Ordinance 2019-01, Increasing Brush Rates and Increasing Collection Rates to Address Increased Costs to Process and Market Brush and Recyclable Materials, and Adjusting Rates for the Del Norte County Transfer Station, the Klamath Transfer Station and the Gasquet Transfer Station. \*\*
- 6.2 Hold a Public Hearing, discussion and possible approval of the Del Norte Solid Waste Management Authority Budget for FY 19/20. \*\*
- 6.3 Discussion and possible action regarding a Request for Proposals for Cleanups, Vegetation Management, Enforcement Consulting and Related Site Security Services. \*\*
- 6.4 Status report regarding rules and plans for the first Tansy Games June 22 – July 22, 2019. \*\*
- 6.5 Discussion and possible action regarding extending or renewing request for applicants to the Del Norte Solid Waste Task Force. \*\*

### **7. ADJOURNMENT**

Adjourn to the next Regular meeting the Del Norte Solid Waste Management Authority scheduled for 4:00 P.M. Tuesday June 17, 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  
Veteran's Hall  
810 H Street, Crescent City, CA  
Regular Session, Tuesday April 16, 2019, 4:00 PM**

**PRESENT:** Commissioner Lori Cowan, Chair  
Commissioner Jason Greenough, Vice Chair  
Commissioner Blake Inscore  
Commissioner Eli Naffah (*via telephone for part of meeting*)  
Authority Director Tedd Ward  
Authority Legal Counsel Martha Rice  
Authority Treasurer/Controller Rich Taylor  
Acting Authority Clerk Katherine Brewer

**ABSENT:** Commissioner Chris Howard  
Authority Clerk Kyra Seymour

**ALSO PRESENT:** Dominic Mello, Del Norte County Code Enforcement  
Randy Scott, Hambro/WSG  
David Slagle, CEO Hambro/WSG  
Joel Wallen, Hambro/WSG  
Jeremy Herber, Recology Del Norte

**4:00 PM CALL MEETING TO ORDER**

Chair Cowan called the meeting to order in regular session at 4:01 p.m. Roll was taken with Commissioners Cowan, Greenough and Inscore present.

**4:01 PM PUBLIC COMMENTS:**

Eileen Cooper, County resident, stated that Solid Waste Task Force and store participation was needed to increase waste reduction.

**OPEN SESSION ITEMS:**

**1. CONSENT AGENDA**

- 1.1 Approve minutes, Special Session, Thursday, March 21, 2019.
- 1.2 Approve budget transfer in the amount of \$10,150.00. **022101**

## **END CONSENT AGENDA**

On a motion by Commissioner Greenough, seconded by Commissioner Inscore, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted the consent agenda, consisting of items 1.1 and 1.2.

### **DISCUSSION/ACTION ITEMS**

Items were taken out of order.

### **3. GENERAL SOLID WASTE AUTHORITY MATTERS**

#### **3.1 Presentation of the 2019 Green Ribbon Awards. 071805**

Green Ribbon awards were presented to the following:

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

- Mike Schmidt, Suburban Propane
- Kendra Jones, Lucky 7 Fuel Mart
- Mike Finley, Hiouchi Hamlet

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

- Barney Wienecke, Crescent Ace Hardware
- Alex Campbell, Home Depot
- Anthony Caltabiano, Walgreens
- Brian Ridgley, Safeway
- Koiya Tuttle, Yurok Tribal Office
- Troy Pruitt, Pem-Mey Fuel Mart
- Joel Wallen, Hambro/WSG

For operating Del Norte's only recycling Buy-back center:

- David Slagle & Randy Scott, Hambro/WSG

For outstanding efforts in multi-family recycling:

- Richard Knudson, West Park Properties

For taking back mattresses under the Mattress Recycling Council's product stewardship program:

- Mike VanSteen, Humboldt Moving & Storage

At 4:12 PM, the Del Norte Solid Waste Management Authority temporarily adjourned and reconvened as the Del Norte Abandoned Vehicle Abatement Service Authority.

## **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. **010203**

Code Enforcement Officer Dominic Mello reported that there was no new activities to report, and that things were going well.

At 4:14 PM, the Del Norte Abandoned Vehicle Abatement Service Authority temporarily adjourned and reconvened as the Del Norte Solid Waste Management Authority.

## **2. TREASURER'S REPORTS**

**Agenda items 2.1 through 2.5 are provided for information only**

**2.1 Director's Report for March 2018. 231501**

**2.2 Treasurer/Controller Reports for January 2018.**

**2.3 Claims approved by Director & Treasurer for February 2018. 031202**

**2.4 Monthly Cash and Charge Reports for February 2018.**

**2.5 Earned Revenue Comparisons between FY16/17 and FY17/18.**

Director Ward presented the above-listed reports which were accepted.

### **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. 022102**

Director Ward presented the draft budget. By consensus, the Board directed staff to provide further explanation at a future meeting regarding the increase in the amount of the Interfund repayment to the County, and to present this draft to the Del Norte County Board of Supervisors and the Crescent City Council for their review and possible comment.

### **TIMED ITEM 4:25 P.M.**

*(Commissioner Naffah joins meeting via phone at 4:26 PM)*

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.**

Board members discussed changing the date of the May meeting and directed that this item should appear on a future agenda. No action was taken, so Authority Regular meetings remain scheduled for the third Tuesday at 4 PM.

*(Commissioner Naffah leaves meeting via phone at 4:34 PM)*

**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. 031205**

Hugh Campbell addressed the Board suggesting that this even have three bins. Koiya Tuttle reported that the Yurok Tribe have been planning for 3 months for this event. Eileen Cooper (of the County) suggested that small amounts of trash be disposed for free.

On a motion by Commissioner Inscore, seconded by Commissioner Greenough, the Authority unanimously approved using one Authority-allocated bin in support of the Annual Klamath River Cleanup, and waive the Authority's portion of disposal fees for three dumpsters for this purpose.

**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. 081505**

Following discussion, on a motion by Commissioner Inscore, seconded by Commissioner Cowan, the resolution was adopted by a unanimous vote, with Commissioners Howard and Naffah absent.

**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. 080104**

David Slagle of Hambro/WSG addressed the Board regarding this letter requesting increases to their payments for managing leaves & grass, brush, and untreated wood. By consensus, staff were directed 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 17 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 28 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.

At 4:54 PM, the Del Norte Solid Waste Management Authority temporarily adjourned and reconvened as the Del Norte Abandoned Vehicle Abatement Service Authority.

Timed Item: 4:30 PM

**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.**

On a motion by Commissioner Greenough seconded by Commissioner Inscore, the Abandoned Vehicle Abatement Service Authority approved of the budget for FY 19/20 as presented.

At 4:55 PM, the Del Norte Abandoned Vehicle Abatement Service Authority adjourned and reconvened as the Del Norte Solid Waste Management Authority.

There being no further business to come before the Authority, the Chair adjourned the meeting at 4:55 p.m., until a Special Meeting on May 14, 2019.

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

Date / /

ATTEST:

\_\_\_\_\_  
Eli Naffah, Secretary  
Del Norte Solid Waste Management Authority

Date / /

Submitted:

\_\_\_\_\_  
Katherine Brewer, Acting Clerk  
Del Norte Solid Waste Management Authority

Date / /

**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**

**Tuesday May 14, 2019**

**4:00 PM**

**PRESENT:** Commissioner Lori Cowan, Chair  
Commissioner Chris Howard  
Commissioner Blake Inscore  
Authority Director Tedd Ward  
Authority Clerk Kyra Seymour  
Authority Treasurer/Controller Rich Taylor

**ABSENT:** Commissioner Jason Greenough, Vice Chair  
Commissioner Eli Naffah  
Legal Counsel Martha Rice

**ALSO PRESENT:** Joel Wallen, Hambro /WSG  
David Slagle CEO Hambro/ WSG  
Jeremy Herber, 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 presented as listed above.

The Pledge of Allegiance was led by Commissioner Inscore.

**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.**

At 4:01 Chair Cowan Called for public comments. Eileen Cooper (of the County) suggested that the Authority be more creative in encouraging recycling and reduce littering, such as creating some means to reward litter abatement throughout the community, such as a lottery for free trash service.

Seeing no more public comments the Chair closed public comments.

1.2

## **OPEN SESSION ITEMS:**

### **DISCUSSION/ACTION ITEMS**

#### **1. LANDFILL POSTCLOSURE – No Items**

#### **2. TRANSFER STATION**

##### **2.1 Discussion and possible action regarding Transfer Station Operations Change Order 28 adjusting rates for brush materials and based on changes to CPI. 080104**

David Slagle and Joel Wallen answered questions and discussed reasons for requesting an increase in the brush rates.

The Chair asked for public comment. Eileen Cooper (of the County) said she wanted these brush materials and compostable resources to be used with locally.

On a motion by Commissioner Howard and seconded by Commissioner Inscore and unanimously carried on a polled vote, with Commissioner Naffah and Vice Chair Greenough absent, the Del Norte Solid Waste Management Authority approved Transfer Station Operations Change Order 28 adjusting rates for brush materials and based on changes to CPI.

#### **3. COLLECTIONS FRANCHISE**

##### **3.1 Discussion and possible action regarding Collections Change Order 17, adjusting Recology Del Norte's collection rates for changes in processing, brush, and based on changes to CPI. 180510**

On a motion by Commissioner Howard and seconded by Commissioner Inscore and unanimously carried on a polled vote with Commissioner Naffah, and Vice Chair Greenough absent the Del Norte Solid Waste Management Authority approved Collections Change Order 17, adjusting Recology Del Norte's collection rates for changes in processing, brush, and based on changes to CPI.

#### **4. GENERAL SOLID WASTE AUTHORITY MATTERS**

##### **4.1 Introduce, waive full reading, and read by title only Authority Ordinance 2019-01, Increasing Brush Rates and Increasing Collection Rates to Address Increased Costs to Process and Market Brush and Recyclable Materials, and Adjusting Rates for the Del Norte County Transfer Station, the Klamath Transfer Station and the Gasquet Transfer Station. 151801**

On a motion by Commissioner Inscore and seconded by Commissioner Howard and unanimously carried on a polled vote with Commissioner Naffah, and Vice Chair

Greenough absent the Del Norte Solid Waste Management Authority approved the introduction by reading title only of Authority Ordinance 2019-01, Increasing Brush Rates and Increasing Collection Rates to Address Increased Costs to Process and Market Brush and Recyclable Materials, and Adjusting Rates for the Del Norte County Transfer Station, the Klamath Transfer Station and the Gasquet Transfer Station.

## 5. 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.

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

Date / /

ATTEST:

\_\_\_\_\_  
Eli Naffah, Secretary  
Del Norte Solid Waste Management Authority

Date / /

Submitted:

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

Date / /

Vendor Redwood Levitt Ins. Agency  
785 E. Washington Blvd. #4

Claim ID: 8438  
Page 1 of 1

AUDITOR COPY



Crescent City CA 95531

Special  
Warrant  
Routing

Vendor ID:   
 PBSP Expense  
 Change of Address

Fund	Dept	Line	Proj	Amount	Description
422	421	20150		\$0.00	POLICY #19/20 RENEWALS
				\$1,529.22	PACKAGE RENEWAL PREMIUM
422	421	20150		\$9,063.18	PROPERTY RENEWAL PREMIUM
Total Claim:				\$10,592.40	

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

**COPY**

X

Signature of Department Head/Authorized Deputy

5/17/2019

Claim Date

1.3



**TO:** Redwoods Leavitt Insurance Agency  
**RE:** DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

**WE ARE PLEASED TO OFFER THE FOLLOWING QUOTATION:**

**LOCATION(S) OF RISK:**

- 1. 1700 STATE STREET, Crescent City, CA 95531
  - SubLoc 1 - TRANSFER STATION
  - SubLoc 2 - TRANSFER STATION
  - SubLoc 3 - WASTE TRANSFER STATION

**PROPOSED EFFECTIVE PERIOD:** 05/12/2019 AT 12:01 AM TO 05/12/2020 AT 12:01 AM STD TIME AT RISK LOCATION.

**FORM OF COVERAGE:** COMMERCIAL PROPERTY

**INSURER(S):**

Line Of Business	Supplier(s)	Participation
Commercial Property	Scottsdale Insurance Company	100.00 %

**LIMITS / DEDUCTIBLES:**

Loc	Sub	Coverage	Limit(s)	Deductible(s)	Co Ins
1	1	Building-Special-RCC	\$1,275,000	\$2,500 Per Occurrence	90%
1	1	Business Income with Extra Expense	\$400,000		80%
1	2	Building-Special-RCC	\$40,294	\$1,000 Per Occurrence	90%
1	3	Building-Special-RCC	\$161,000	\$2,500 Per Occurrence	90%

**TOTAL CHARGES:**

**TOTAL:** \$ 9,063.18

**Redwoods-Leavitt Insurance Agency, Inc.** | [www.leavitt.com/Redwoods](http://www.leavitt.com/Redwoods) | CA License #0C66788

2109 1st St  
 Eureka, CA 95501  
 Phone 707.444.8035  
 Fax 707.443.9539

785 E Washington Blvd, Suite 4  
 Crescent City, CA 95531  
 Phone 707.465.6508  
 Fax 707.465.5422

122 NE Beacon Dr  
 Grants Pass, OR 97526  
 Phone 541.479.2667  
 Fax 541.479.2669

121 Genessee Street  
 Medford, OR 97504  
 Phone 855-285-5690  
 Fax 541-479-2669



TO: Redwoods Leavitt Insurance Agency  
RE: DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY

**WE ARE PLEASED TO OFFER THE FOLLOWING QUOTATION:**

**LOCATION(S) OF RISK:**

1. 1700 STATE STREET, Crescent City, CA 95531
2. GASQUET TOLL ROAD, Gasquet, CA 95543
3. KLAMATH BEACH ROAD, Klamath, CA 95548

**PROPOSED EFFECTIVE PERIOD:** 05/16/2019 AT 12:01 AM TO 05/16/2020 AT 12:01 AM STD TIME AT RISK LOCATION

**FORM OF COVERAGE:** PACKAGE COMMERCIAL OCCURRENCE

**INSURER(S):**

Line Of Business	Supplier(s)	Participation
Commercial General Liability	Atain Specialty Insurance Company	100.00 %
Commercial Property	Atain Specialty Insurance Company	100.00 %

**LIMITS / DEDUCTIBLES:**

Loc	Sub Coverage	Limit(s)	Deductible(s)	Co Ins
1	General Aggregate	\$2,000,000		
1	Products and Completed Operations	Excluded		
1	Each Occurrence	\$1,000,000	\$500 Per Claim BI/PD	
1	Personal and Advertising Injury	\$1,000,000		
1	Medical Expense / Any One Person	\$5,000		
1	Damage to Premises Rented to You / Each Occurrence	\$100,000		
1	BPP-Special-RCC	\$75,000	\$2,500 Per Occurrence	90%

**TOTAL CHARGES:**

**TOTAL:** \$ 1,529.22

**Redwoods-Leavitt Insurance Agency, Inc.** | [www.leavitt.com/Redwoods](http://www.leavitt.com/Redwoods) | CA License #0C66788

2109 1st St  
Eureka, CA 95501  
Phone 707.444.8035  
Fax 707.443.9539

785 E Washington Blvd, Suite 4  
Crescent City, CA 95531  
Phone 707.465.6508  
Fax 707.465.5422

122 NE Beacon Dr  
Grants Pass, OR 97526  
Phone 541.479.2667  
Fax 541.479.2669

121 Genessee Street  
Medford, OR 97504  
Phone 855.285.5690  
Fax 541-479-2669



## Scottsdale Indemnity Company

**SCOTTSDALE**

SURPLUS LINES INSURANCE COMPANY

### **POLICYHOLDER DISCLOSURE**

#### **NOTICE OF TERRORISM INSURANCE COVERAGE**

##### **TERRORISM RISK INSURANCE ACT**

Under the Terrorism Risk Insurance Act of 2002, as amended pursuant to the Terrorism Risk Insurance Program Reauthorization Act of 2015, effective January 1, 2015 (the "Act"), you have a right to purchase insurance coverage for losses arising out of acts of terrorism, as defined in Section 102(1) of the Act: The term "certified acts of terrorism" means any act that is certified by the Secretary of the Treasury—in consultation with the Secretary of Homeland Security—to be an act of terrorism; to be a violent act or an act that is dangerous to human life, property, or infrastructure; to have resulted in damage within the United States, or outside the United States in the case of certain air carriers or vessels or the premises of a United States mission; to have been committed by an individual or individuals as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion.

You should know that where coverage is provided by this policy for losses resulting from "certified acts of terrorism," such losses may be partially reimbursed by the United States Government under a formula established by federal law. However, your policy may contain other exclusions which might affect your coverage, such as an exclusion for nuclear events. Under the formula, the United States Government agrees to reimburse eighty-five percent (85%) of covered terrorism losses in calendar year 2015 that exceed the statutorily established deductible paid by the insurance company providing the coverage. This percentage of United States Government reimbursement decreases by one percent (1%) every calendar year beginning in 2016 until it equals eighty percent (80%) in 2020. The premium charged for this coverage is provided below and does not include any charges for the portion of loss that may be covered by the Federal Government under the Act.

You should also know that the Act, as amended, contains a \$100 billion cap that limits United States Government reimbursement as well as insurers' liability for losses resulting from "certified acts of terrorism" when the amount of such losses in any one calendar year exceeds \$100 billion. If the aggregate insured losses for all insurers exceed \$100 billion, your coverage may be reduced.

##### **CONDITIONAL TERRORISM COVERAGE**

The federal Terrorism Risk Insurance Program Reauthorization Act of 2015 is scheduled to terminate at the end of December 31, 2020, unless renewed, extended or otherwise continued by the federal government. Should you select Terrorism Coverage provided under the Act and the Act is terminated December 31, 2020, any terrorism coverage as defined by the Act provided in the policy will also terminate.

**IN ACCORDANCE WITH THE ACT, YOU MUST CHOOSE TO SELECT OR REJECT COVERAGE FOR "CERTIFIED ACTS OF TERRORISM" BELOW:**

**The Note below applies for risks in these states:** California, Connecticut, Georgia, Hawaii, Illinois, Iowa, Maine, Missouri, New Jersey, New York, North Carolina, Oregon, Rhode Island, Virginia, Washington, West Virginia, Wisconsin.

**NOTE:** In these states, a terrorism exclusion makes an exception for (and thereby provides coverage for) fire losses resulting from an act of terrorism. Therefore, if you reject the offer of terrorism coverage, that rejection does not apply to fire losses resulting from an act of terrorism coverage for such fire losses will be provided in your policy.

**If you do not respond to our offer and do not return this notice to the Company, you will have no Terrorism Coverage under this policy.**

<input type="checkbox"/>	I hereby elect to purchase certified terrorism coverage for a premium of \$ SEE QUOTE FOR PREMIUM. I understand that the federal Terrorism Risk Insurance Program Reauthorization Act of 2015 may terminate on December 31, 2020. Should that occur my coverage for terrorism as defined by the Act will also terminate.
<input checked="" type="checkbox"/>	I hereby reject the purchase of certified terrorism coverage.

Tedd Ward  
Policyholder/Applicant's Signature

\_\_\_\_\_  
Named Insured/Firm

TEDD WARD  
Print Name

\_\_\_\_\_  
Policy Number, if available

06 MAY 2019  
Date

**ATAIN SPECIALTY/ATAIN INSURANCE COMPANY  
POLICY HOLDER DISCLOSURE**

**NOTICE OF TERRORISM INSURANCE COVERAGE**

You are hereby notified that the Terrorism Risk Insurance Act of 2002 has been extended until December 31, 2020 under the revised Act cited as "Terrorism Risk Insurance Program Reauthorization and Extension Act of 2015" (TRIPRA). Under this Act, you have a right to purchase insurance coverage for losses arising out of acts of terrorism, *as defined in Section 102(1) of the Act*. The term "act of terrorism" means any act that is certified by the Secretary of Treasury, in concurrence with the Secretary of State, and the Attorney General of the United States - to be an act of terrorism; to be a violent act or an act that is dangerous to human life; property; or infrastructure; to have resulted in damage within the United States or outside the United States in the case of an air carrier or vessel or the premises of a United States mission; and to have been committed by an individual or individuals, as part of an effort to coerce the civilian population of the United States or to influence the policy or affect the conduct of the United States Government by coercion; and that causes losses of at least \$100 million.

YOU SHOULD KNOW THAT COVERAGE PROVIDED BY THIS POLICY FOR LOSSES CAUSED BY CERTIFIED ACTS OF TERRORISM IS PARTIALLY REIMBURSED BY THE UNITED STATES UNDER A FORMULA ESTABLISHED BY FEDERAL LAW. HOWEVER, YOUR POLICY MAY CONTAIN OTHER EXCLUSIONS WHICH MIGHT AFFECT YOUR COVERAGE, SUCH AS AN EXCLUSION FOR NUCLEAR EVENTS. UNDER THIS FORMULA, THE UNITED STATES PAYS 85% THROUGH 2015; 84% BEGINNING ON JANUARY 1, 2016; 83% BEGINNING ON JANUARY 1, 2017; 82% BEGINNING ON JANUARY 1, 2018; 81% BEGINNING ON JANUARY 1, 2019 AND 80% BEGINNING ON JANUARY 1, 2020; OF COVERED TERRORISM LOSSES EXCEEDING THE STATUTORILY ESTABLISHED DEDUCTIBLE PAID BY THE INSURANCE COMPANY PROVIDING THE COVERAGE. YOU SHOULD ALSO KNOW THAT THE TERRORISM RISK INSURANCE ACT, AS AMENDED, CONTAINS A USD100 BILLION CAP THAT LIMITS U.S. GOVERNMENT REIMBURSEMENT AS WELL AS INSURERS' LIABILITY FOR LOSSES RESULTING FROM CERTIFIED ACTS OF TERRORISM WHEN THE AMOUNT OF SUCH LOSSES IN ANY ONE CALENDAR YEAR EXCEEDS USD100 BILLION. IF THE AGGREGATE INSURED LOSSES FOR ALL INSURERS EXCEED USD100 BILLION, YOUR COVERAGE MAY BE REDUCED.

If aggregate insured losses attributable to terrorist acts certified under the Terrorism Risk Insurance Act exceed \$100 billion in a Program Year (January 1 through December 31) and we have met our insurer deductible under the Terrorism Risk Insurance Act, we shall not be liable for the payment of any portion of the amount of such losses that exceeds \$100 billion, and in such case insured losses up to that amount are subject to pro rata allocation in accordance with procedures established by the Secretary of the Treasury.

TRIPRA 2015 will terminate on December 31, 2020 unless extended by the Federal Government. If your policy is in effect when the Federal program terminates, any terrorism coverage afforded by us in your policy for the Federal program will also cease as of that date.

**IN ACCORDANCE WITH THE ACT, YOU MUST CHOOSE TO SELECT OR REJECT COVERAGE FOR "CERTIFIED ACTS OF TERRORISM" BELOW:**

**The NOTE below applies for risks in these states:** California, Connecticut, Georgia, Hawaii, Illinois, Iowa, Maine, Missouri, New Jersey, New York, North Carolina, Oregon, Rhode Island, Virginia, Washington, West Virginia and Wisconsin.

**NOTE:** In these States above, a terrorism exclusion makes an exception for (and thereby provides coverage for) fire losses resulting from an act of terrorism. Therefore, if you reject the offer of terrorism coverage, that rejection does not apply to fire losses resulting from an act of terrorism coverage for such fire losses will be provided in your policy.

**SELECTION OR REJECTION OF CERTIFIED TERRORISM INSURANCE COVERAGE**

**PLEASE RETURN THIS COMPLETED FORM TO YOUR INSURANCE AGENT**

	I hereby elect to purchase the Terrorism Coverage required to be offered under the Act for a premium of \$ <b>SEE QUOTE FOR PREMIUM</b> Action: Please sign and return this form with your payment for premium to your insurance agent.
<input checked="" type="checkbox"/>	I decline to purchase the Terrorism Coverage require to be offered under the Act. Action: Please sign and return this form to your insurance agent.

*Tedd Ward*  
Policy Holder/Applicant's Signature

\_\_\_\_\_  
Named Insured/Firm

TEDD WARD  
Print Name

\_\_\_\_\_  
Policy Number, if available

Date: 06 MAY 2019

**This item  
was not  
available at  
time this  
agenda was  
published.**

**The EcoHero Show LLC**  
 2012 W. Alluvial  
 Fresno, CA 93711 US  
 888-482-3885  
 ecoheroshow@gmail.com  
 www.mreco.org



# Invoice

**BILL TO**  
 County of Del Norte

**INVOICE #** 1263  
**DATE** 05/09/2019  
**DUE DATE** 05/10/2019  
**TERMS** Due on receipt

ACTIVITY	QTY	RATE	AMOUNT
<b>Performances</b> The EcoHero Show performance at Smith River Elementary 5/7/2019	1	850.00	850.00
<b>Performances</b> The EcoHero Show performance at Crescent Elk Middle 5/7/2019	1	850.00	850.00
<b>Performances</b> The EcoHero Show performance at Joe Hamilton Elementary 5/8/2019	1	850.00	850.00
<b>Performances</b> The EcoHero Show performance at Mountain Elementary 5/9/2019	1	850.00	850.00
<b>Performances</b> The EcoHero Show performance at Pine Grove Elementary 5/9/2019	1	850.00	850.00
<b>Performances</b> The EcoHero Show performance at Redwood Elementary 5/10/2019	1	850.00	850.00
<b>Performances</b> The EcoHero Show performance at Margaret Keating Elementary 5/10/2019	1	850.00	850.00
<b>40050 Mileage Reimbursement:Mileage Reimbursement</b> CA Mileage Reimbursement for performer driving from Venice, CA to Margaret Keating Elementary. 711.6 miles x 0.545	711.60	0.545	387.82
<b>40050 Mileage Reimbursement:Mileage Reimbursement</b> CA Mileage Reimbursement for performer driving from Margaret Keating back to Venice, CA. 711.6 miles x 0.545	711.60	0.545	387.82

BALANCE DUE

**\$6,725.64**



# 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

## VACATION REQUEST FORM

Name: TEDD WARD

Beginning Day and Date of first day of vacation (i.e. Saturday 12/1/07):

Saturday 22 ~~SEPTEMBER~~ 2019

Ending Day and Date of last day of vacation (return to work the following day):

Monday 07 OCTOBER 2019

Signature: Tedd Ward

Date: 16 MAY 2019

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

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



# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

www.recycledelnorte.ca.gov

## VACATION REQUEST FORM

Name:

TEDD WARD

Beginning Day and Date of first day of vacation (i.e. Saturday 12/1/07):

Wednesday 24 JULY 2019

Ending Day and Date of last day of vacation (return to work the following day):

Monday 29 JULY 2019

Signature:

Tedd Ward

Date:

17 MAY 2019

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

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	10010	Payroll	\$ 22,300	
Solid Waste	422	421	10040	Worker's Compensation		\$ 7,400
Solid Waste	422	421	20150	Insurance - Office		\$ 150
Solid Waste	422	421	20237	Credit Card Service Fees		\$ 4,700
Solid Waste	422	421	20232	Professional Services - Well Monitoring		\$ 300
Solid Waste	422	421	10030	Employee Benefits		\$ 9,750
<b>Total Amounts</b>					\$ 22,300	\$ 22,300

Department complete and send to Auditor's Office for transfer number before sending to CAO. Round amounts up to whole dollars.

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)

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

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

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

County Administrative Officer:  
 (Under \$1000 - CAO approves)

Recommendation: Approve \_\_\_\_\_  
Deny \_\_\_\_\_  
Submit for Board approval \_\_\_\_\_

\_\_\_\_\_  
 County Administrative Officer Date

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

1.6



# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

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

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

## Director's Report

Date: 16 May 2019  
To: Commissioners of the Del Norte Solid Waste Management Authority  
From: Tedd Ward, M.S. – Director *Tedd*  
Reporting Period: 13 April 2019 – 16 May 2019  
Attachment: May 15, 2019 letter from Michael Wochnick of CalRecycle

**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.

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 claim for office insurance. **Agenda Item 1.4** is a claim from Eco Hero, who made presentations regarding the importance of litter cleanup, recycling right, and recycling used motor oil. The Authority coordinated with Eco Hero on the content of these presentations as they were being prepared. The Authority is sponsoring these presentations using funds from our beverage container and used oil block grants.

**Consent Agenda Item 1.5** is a budget transfer, increasing budget amounts for Worker's Compensation, Employee Benefits, and Credit Card Service Fees, with those increased expenses balanced by \$22,300 from the payroll line.

**Outreach / Advocacy / Events:** Tolowa Dunes Stewards also coordinated a volunteer broom removal event at the Crescent City Landfill property on April 14<sup>th</sup>. Staff appreciate the efforts of each and every volunteer helping with these events.

The mattress recycling event on May 4<sup>th</sup> collected 175 mattresses and box springs, and this event was made possible through the ongoing partnership with Hambro/WSG and the Mattress Recycling Council. The next mattress recycling event will be on a Sunday, as Humboldt Moving and Storage receives up to 5 mattresses or box springs on Saturdays between 9 AM and 1 PM.

The Rethinking Recycling radio program on KFUG (101.1 FM) continued on April 19<sup>th</sup> and

May 17th at 11 AM. Archived programs may be accessed through KFUG's Facebook page or the Authority's website.

**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 and south of 9<sup>th</sup> Street on May 28<sup>th</sup>, and north of 9<sup>th</sup> Street on May 29<sup>th</sup>. 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.

On May 25<sup>th</sup>, from 10 am until noon, Kyra Seymour will be leading a compost workshop at the Community Health Center at 500 E Washington Blvd.

At the Home Show at the Del Norte County Fairgrounds on June 1<sup>st</sup>, from 10 AM until 5 PM, Janet Gilbert will have a booth to promote the Tansy Games from June 22 through July 22. The rules and sign-up form are included under **Agenda Item 6.4**.

**Landfill Post-closure:** Attached is a letter from CalRecycle essentially requiring the Authority to procure the services of a professional engineer to review the document prepared by County Engineer Jim Barnts. As Mr. Barnts is employed by Del Norte County, who owns the landfill property, an additional review is required. As suggested in the letter, staff will take steps to secure the services of an engineer or engineering geologist to review and certify the CAP rather than prepare a new and separate document.

**Transfer Station:** On 14 May 2019, a vehicle drove off the entrance scale and was impaled on a bollard for a few hours until a tow truck could extract it. While the vehicle blocked the entrance scale, Authority staff directed traffic to weigh in and out using the exit scale causing some customer delays. During this period, a different vehicle backed into another vehicle waiting in line. No one was injured in either of these traffic incidents, which are rare events at Authority facilities.



**Staffing:** LeRoy Knopf has been hired as a Refuse Site Attendant and is being trained. Two other refuse site attendants, Bonnie Smith and Rick Morrison resigned. This leaves the Authority slightly understaffed as we head into summer.

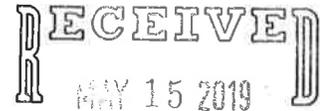


## DEPARTMENT OF RESOURCES RECYCLING AND RECOVERY

1001 I STREET, SACRAMENTO, CALIFORNIA 95814 • WWW.CALRECYCLE.CA.GOV • (916) 322-4027  
P.O. BOX 4025, SACRAMENTO, CALIFORNIA 95812

May 15, 2019

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



DNSWMA

**CRESCENT CITY LANDFILL, DEL NORTE COUNTY (08-AA-0006)  
NON-WATER RELEASE CORRECTIVE ACTION PLAN  
DISAPPROVAL**

Dear Mr. Ward:

California Department of Resources Recycling and Recovery Engineering Support Branch (ESB) Closure and Technical Support (Closure) staff has reviewed the non-water release corrective action plan (CAP) for the Crescent City Landfill. The document reviewed was:

- *Corrective Action Plan Cost Estimate for Non-Water Releases, Crescent City Landfill, Del Norte County, California*; dated October 4, 2018; prepared by Del Norte County Engineer.

Pursuant to Title 27, California Code of Regulations (27 CCR), Section 22102(c)(1), the CAP must be prepared by a third party that meets all of the following conditions:

- A. Is a registered civil engineer or certified engineering geologist;
- B. Is not employed by the current entity responsible for the design of the landfill;
- C. Is not the current professional in responsible charge of work for the design of the landfill;
- D. Is not employed by the owner and/or operator of the landfill or any subsidiary.

While the County Engineer, the prepare of the CAP, meets the first three criteria (A, B, & C), the County Engineer does not meet criterion D as Del Norte County is delineated as the owner of Crescent City Landfill on the current solid waste facility permit. (Del Norte Solid Waste Management Authority is delineated as the operator.) The County Engineer is an employee of the landfill operator. Therefore, the County Engineer may not prepare and certify the CAP.

Since CalRecycle staff did not identify any errors or omissions in the CAP, the Authority may be able to obtain a third party engineer or engineering geologist to review and certify the CAP rather than prepare a new and separate document.

Should you have any questions or comments concerning the above matter, please contact me at 916.341.6289 or michael.wochnick@calrecycle.ca.gov.

Sincerely,

Michael Wochnick, P.E., Manager  
Closure and Technical Support

Cc: Houawa Moua, Del Norte County Community Development Department  
Charles Reed, North Coast Regional Water Quality Control Board



Solid Waste  
**Balance Sheet**  
 March 31, 2019

**Unaudited**

**ASSETS**

422 010 00000	Cash Solid Waste	1,113,217.76
422 010 00300	Imprest Cash	3,500.00
422 010 00500	1 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)
	<b>Total Assets</b>	<b>4,003,673.32</b>

**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	2,545,827.34
	Expenditure	(2,440,389.05)
	<b>Total Liabilities and Fund Equity</b>	<b>4,003,673.32</b>

RECEIVED  
 APR 26 2019

DNSWMA

**Del Norte Solid Waste Management Authority**  
**A/R Aging Summary**  
 As of May 10, 2019

	Current	1 - 30	31 - 60	61 - 90	> 90	TOTAL
Abandoned Vehicle Abatement	439.26	0.00	0.00	0.00	0.00	439.26
Affordable Home & Rental Rep.	33.56	0.20	0.00	0.00	0.00	33.76
Agricultural Comm. (Solid Waste Only)	21.38	0.00	0.00	0.00	0.00	21.38
Alexandre EcoDairy Farms	0.00	1,489.31	0.00	0.00	0.00	1,489.31
Babich Construction	59.24	0.00	0.00	0.00	0.00	59.24
Bart Kast Builders	24.56	0.00	0.00	0.00	0.00	24.56
Bayside Excavation	874.46	0.00	0.00	0.00	0.00	874.46
Borges Dairy	166.59	152.96	0.00	0.00	0.00	319.55
Cal-Ore Life Flight	37.86	0.00	0.00	0.00	0.00	37.86
Cal Trans	129.68	0.00	0.00	0.00	0.00	129.68
California Auto Image	275.62	0.00	0.00	0.00	0.00	275.62
California Dept. of Fish & Wildlife	0.00	0.00	0.00	0.01	0.00	0.01
California Dept. of Parks & Rec.	690.73	463.87	0.00	0.00	0.00	1,154.60
Castlerock Countertops	337.71	0.00	0.00	0.00	0.00	337.71
City of Crescent City.	432.55	0.00	0.00	0.00	0.00	432.55
College of the Redwoods	57.50	0.00	0.00	0.00	0.00	57.50
Cornerstone Assembly of God	69.66	0.00	0.00	0.00	0.00	69.66
Crescent Ace Hardware	448.27	0.00	0.00	0.00	0.00	448.27
Crescent City KOA	252.90	0.00	0.00	0.00	0.00	252.90
Crescent Land Title Co.	15.14	0.00	0.00	0.00	0.00	15.14
Crescent Senior Estates	0.00	203.95	0.00	0.00	0.00	203.95
DDR	39.38	709.38	0.00	0.00	0.00	748.76
Del Norte Ambulance	228.68	0.00	0.00	0.00	0.00	228.68
Del Norte Health Care District	75.00	0.00	0.00	0.00	0.00	75.00
Del Norte Realty	76.69	0.00	0.00	0.00	0.00	76.69
Del Norte Senior Center	38.11	0.00	0.00	0.00	0.00	38.11
DN Unified School District	294.05	0.00	0.00	0.00	0.00	294.05
DNC Public Nuisance Abatement	707.28	0.00	370.13	0.00	0.00	1,077.41
DNSWM - USFS	82.43	0.00	59.35	0.00	0.00	141.78
Driftwood Apartments LLC	46.95	0.00	0.00	0.00	0.00	46.95
Eileen Brown	1,025.83	0.00	0.00	0.00	0.00	1,025.83
Elk Valley Casino	91.35	0.00	0.00	0.00	0.00	91.35
Elk Valley Rancheria	39.37	33.32	0.00	0.00	0.00	72.69
Elk Valley Storage	64.88	22.72	648.82	0.00	0.00	736.42
G. H. Outreach	454.01	0.00	0.00	0.00	0.00	454.01
GR Construction	287.73	0.00	0.00	0.00	0.00	287.73
Green Scapes	112.65	258.54	274.36	163.40	0.00	808.95
Griffin's Furniture Outlet	52.72	0.00	0.00	0.00	0.00	52.72
Hambro/Waste Solutions Group	16.07	0.00	0.00	0.00	0.00	16.07
Hank's Hauling	43.92	0.00	0.00	0.00	0.00	43.92
Hartley Construction	154.47	0.00	0.00	0.00	0.00	154.47
HASP / Jordan Recovery Centers	204.44	0.00	0.00	0.00	0.00	204.44
Hemmingsen Contracting Company	1,034.34	977.39	0.00	0.00	0.00	2,011.73
Hiouchi Community Fellowship	16.66	0.00	0.00	0.00	0.00	16.66
Home Network Pest Control, Inc	0.76	13.78	0.00	0.00	0.00	14.54
Humboldt Moving & Storage	77.23	0.00	0.00	0.00	0.00	77.23
Investment Realty	87.69	-19.09	0.00	0.00	0.00	68.60
John Pappas Drywall	81.78	38.04	0.00	0.00	0.00	119.82
Kays Yard Service	190.82	-127.65	0.00	0.00	0.00	63.17
Kirkland's Lawn & Yard Service	687.78	0.00	0.00	0.00	0.00	687.78
Larson Services	7.75	13.63	0.00	0.00	0.00	21.38
LNL Design and Construction	59.06	0.00	0.00	0.00	0.00	59.06
Lola Paquette Property Mgmt	349.97	0.00	0.00	0.00	0.00	349.97
Lucky 7 Casino	151.78	0.00	0.00	0.00	0.00	151.78
Malloroy Construction	45.43	0.00	0.00	0.00	0.00	45.43
Mastaloudis Homes Inc.	103.92	93.31	0.00	0.00	0.00	197.23
McMurray & Sons, Inc.	1,885.44	723.88	0.00	0.00	0.00	2,609.32
Ming Tree Real Estate	7.75	0.00	0.00	0.00	0.00	7.75
Mow Blow and Go	39.49	0.00	0.00	0.00	0.00	39.49
Murray Construction	42.41	0.00	0.00	0.00	0.00	42.41
New Dawn Support Services	509.91	0.00	0.00	0.00	0.00	509.91
North Coast Properties	9.09	0.00	0.00	0.00	0.00	9.09
North Woods Realty	65.13	53.63	0.00	0.00	0.00	118.76
Northridge Electric	196.28	0.00	0.00	0.00	0.00	196.28
PALM Industries, Inc.	1,739.48	0.00	0.00	0.00	0.00	1,739.48
Parkway Feed	84.81	0.00	0.00	0.00	0.00	84.81
Pelican Bay Evangelical Free Church	10.60	0.00	0.00	0.00	0.00	10.60

**Del Norte Solid Waste Management Authority**  
**A/R Aging Summary**  
 As of May 10, 2019

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>	<u>&gt; 90</u>	<u>TOTAL</u>
Pelican Bay Roofing Co.	1.67	0.00	0.00	0.00	0.00	1.67
Plunkett's Family Painting	24.72	0.00	0.00	0.00	0.00	24.72
Positive Solutions	944.98	0.00	0.00	0.00	0.00	944.98
Ray's Mobile Home Service	195.35	0.00	0.00	0.00	0.00	195.35
Recology Del Norte (Franchise)	121,271.32	0.00	0.00	0.00	0.00	121,271.32
Recology Del Norte (Prison)	13,814.37	0.00	0.00	0.00	0.00	13,814.37
Red Sky Roofing	8,223.33	0.00	0.00	0.00	0.00	8,223.33
Redwood National Park	1,074.95	0.00	0.00	0.00	0.00	1,074.95
Reservation Ranch *COLLECTIONS*	0.00	0.00	0.00	0.00	1,503.53	1,503.53
Richard Brown Construction	25.92	0.00	0.00	0.00	0.00	25.92
Richterich & Jones Const	334.68	364.97	0.00	0.00	0.00	699.65
Rick Parker Construction	641.84	0.00	0.00	0.00	0.00	641.84
Ron Spitzner	85.72	0.00	0.00	0.00	0.00	85.72
Roy Rook Construction	0.00	175.67	0.00	0.00	0.00	175.67
Ruiz Construction	15.14	0.00	0.00	0.00	0.00	15.14
Rumiano Cheese Company	12.91	0.00	0.00	0.00	0.00	12.91
Rural Human Services	21.38	27.26	0.00	0.00	0.00	48.64
Schnacker's *COLLECTIONS*	0.00	0.00	0.00	0.00	834.87	834.87
Seawood Village	2,978.81	0.00	0.00	0.00	0.00	2,978.81
Smith River Equipment	81.78	0.00	0.00	0.00	0.00	81.78
Sprint Courier Service	9.09	0.00	0.00	0.00	0.00	9.09
Spruce Haven Mobile Home Park	33.50	0.00	0.00	0.00	0.00	33.50
Stephen F White Gen.Cont. Inc.	94.80	0.00	0.00	0.00	0.00	94.80
Stone Roofing	6,315.41	0.00	0.00	0.00	0.00	6,315.41
Swanson, Ray C. Construction	110.55	0.00	0.00	0.00	0.00	110.55
Tab & Associates	272.46	0.00	0.00	0.00	0.00	272.46
Thomas Gavin Construction	0.78	0.00	7.75	0.00	0.00	8.53
Tim Haban Construction	72.69	0.00	0.00	0.00	0.00	72.69
Tolowa Dee-Ni' Nation	1,462.03	404.35	0.00	0.00	0.00	1,866.38
Tom & Patti Kraft	93.89	-59.06	0.00	0.00	0.00	34.83
Totem Villa Apartments	78.69	-78.69	0.00	0.00	0.00	0.00
Van Arsdale Construction	746.60	0.00	0.00	0.00	0.00	746.60
Wigley Contracting	7.75	0.00	0.00	0.00	0.00	7.75
Yurok Indian Housing Authority	565.55	215.97	0.00	0.00	0.00	781.52
Yurok Tribe	599.15	1,450.44	0.00	0.00	0.00	2,049.59
<b>TOTAL</b>	<b>176,199.85</b>	<b>7,602.08</b>	<b>1,360.41</b>	<b>163.41</b>	<b>2,338.40</b>	<b>187,664.15</b>

## CLAIMS APPROVED BY THE DIRECTOR

Del Norte Solid Waste Management Authority					
Claims for April 2019					
Date Paid	Paid to:	Budget	Amt. Paid	Description	Claim #
4/2/2019	Recology Del Norte	20288	\$ 642.74	BILL 05522511 1001 Front St - Cultural Center	8408
	Recology Del Norte	20283	\$ 487.69	BILL 05522537 500 Cooper Ave - County Yard	
	Recology Del Norte	20288	\$ 269.09	BILL 05522545 900 Tenth St - City Yard	
4/3/2019	Mission Linen Supply	20140	\$ 30.86	INV 509526458 Linen Service 03/26/19	8409
	Mission Linen Supply	20140	\$ 30.86	INV 509436061 Linen Service 03/12/19	
4/3/2019	Crescent Ace Hardware	20239-001	\$ 4.00	INV 761270 Rental Damage Waver, 1	8410
	Crescent Ace Hardware	20224	\$ 1.27	INV 760290 Split Ring 1In., 2	
	Crescent Ace Hardware	20224	\$ 4.29	INV 760529 Sign Open/Close AL 10x14, 1	
	Crescent Ace Hardware	20224	\$ 37.61	INV 760529 Sign Slow/Stop W 10" Handle, 1	
	Crescent Ace Hardware	20239-001	\$ 5.00	INV 760798 Rental Damage Waver, 1	
	Crescent Ace Hardware	20239-001	\$ 2.42	INV 760798 Environmental Fee, 1	
	Crescent Ace Hardware	20239-001	\$ 53.75	INV 760798 Rental Pump/ Trash 2" w/1Suc 1Dis Hose	
	Crescent Ace Hardware	20239-001	\$ (0.58)	INV 760872 CR Rental Damage Waver, 1	
	Crescent Ace Hardware	20239-001	\$ (0.28)	INV 760872 CR Environmental Fee, 1	
	Crescent Ace Hardware	20224	\$ 8.58	INV 760290 Key Toyota TR47-ACE, 2	
	Crescent Ace Hardware	20224	\$ 16.11	INV 761194 Energzr Max Batt 9V CD4, 1	
	Crescent Ace Hardware	20175	\$ 21.49	INV 762233 6' SVGA Extension, 1	
	Crescent Ace Hardware	20239-001	\$ 1.94	INV 761270 Environmental Fee, 1	
	Crescent Ace Hardware	20239-001	\$ 43.00	INV 761270 Rental Chainsaw/14" w/fuel, 1	
	Crescent Ace Hardware	20239-001	\$ (1.50)	INV 761293 CR Rental Damage Waver, 1	
	Crescent Ace Hardware	20239-001	\$ (0.73)	INV 761293 CR Environmental Fee, 1	
	Crescent Ace Hardware	20239-001	\$ (16.13)	INV 761293 CR Rental Chainsaw/14" w/fuel	
	Crescent Ace Hardware	20239-001	\$ 4.50	INV 761294 Rental Damage Waver, 1	
	Crescent Ace Hardware	20239-001	\$ 2.18	INV 761294 Environmental Fee, 1	
	Crescent Ace Hardware	20239-001	\$ 48.38	INV 761294 Rental Hedge Trimmer 30" w/fuel	
	Crescent Ace Hardware	20239-001	\$ (6.25)	INV 760872 CR Rental Pump/Trash2"w/1Suc 1Dis Hose	
4/3/2019	Sharps Solutions, LLC	20281	\$ 1,542.00	INV SS29981 38-Gal Regulated Waste UN3291	8411
4/3/2019	North Coast Laboratories, Ltd.	20232	\$ 75.00	INV 145545 Turbidity, 3	8412
	North Coast Laboratories, Ltd.	20232	\$ 75.00	INV 145545 Settleable Solids, 3	
	North Coast Laboratories, Ltd.	20232	\$ 75.00	INV 145545 Nitrate and/or Nitrite, 3	
	North Coast Laboratories, Ltd.	20232	\$ 255.00	INV 145545 EPA 8260B, 3	
	North Coast Laboratories, Ltd.	20232	\$ 225.00	INV 145545 EPA 1664-Oil and Grease, 3	
	North Coast Laboratories, Ltd.	20232	\$ 675.00	INV 145545 DNSWA Groundwater Dissolved Metals, 3	
	North Coast Laboratories, Ltd.	20232	\$ 120.00	INV 145545 Chemical Oxygen Demand, 3	
4/15/2019	North Coast Laboratories, Ltd.	20232	\$ 720.00	INV 145547 Subcontracted Analysis, 6	8413
	North Coast Laboratories, Ltd.	20232	\$ 840.00	INV 145547 Subcontracted Analysis, 6	
	North Coast Laboratories, Ltd.	20232	\$ 120.00	INV 145547 Subcontract Metals, 6	
	North Coast Laboratories, Ltd.	20232	\$ 100.00	INV 145547 Geotracker Reporting, 1	
	North Coast Laboratories, Ltd.	20232	\$ 780.00	INV 145547 DNSWA Groundwater Minerals, 6	
	North Coast Laboratories, Ltd.	20232	\$ 1,230.00	INV 145547 DNSWA Groundwater Dissolved Metals, 6	
	North Coast Laboratories, Ltd.	20232	\$ 240.00	INV 145547 Chemical Oxygen Demand, 6	
4/15/2019	Efficiency Delivery	20280	\$ 30.00	INV 499456 Delivery to North Coast Labs 03/05/19	8414
	Efficiency Delivery	20280	\$ 30.00	INV 499455 Delivery to North Coast Labs 03/01/19	
4/16/2019	Taylor, Richard D.	20235	\$ 300.00	Treasurer/Controller Services March 2019	8415
4/16/2019	Hambro/Waste Solutions Group	20239	\$181,284.91	INV 2019-03 Material Management March 2019	8416
4/16/2019	Butcher, Andrew	20231	\$ 750.00	INV 2817 IT Services May 2019	8417
4/16/2019	G.H. Outreach	20285	\$ 150.00	INV 304360 March 2019 Recycling Service	8418
4/16/2019	Curry Transfer Roto-Rooter	20140	\$ 173.08	INV 65976870 KTS PortaPotty March 2019	8419
	Curry Transfer Roto-Rooter	20140	\$ 173.08	INV 65976869 GTS PortaPotty March 2019	
4/17/2019	Recology Del Norte	20238	\$ 1,356.81	INV 3573 Klamath Beach Rd 03/19 Bin Pull	8420
	Recology Del Norte	20238	\$ 1,162.98	INV 3572 Old Gasquet Toll Rd 03/19 Bin Pull	
4/17/2019	U S Bank Corp P S	20290	\$ 20.00	TRAN 026430 Parking, 03/14/19 Sacramento, CA	8421
	U S Bank Corp P S	20224	\$ 104.33	ORD 38807601 Mouth to Mask Resuscitation Shield, 12	
	U S Bank Corp P S	20224	\$ 26.82	Crescent Uniforms Masks	
	U S Bank Corp P S	20239-001	\$ 156.54	ORD 7676 Sugowaza 420mm Hand Saw & File, 1	



<b>DNSWMA</b>			
<b>GRAND TOTALS</b>			
April 2019			
	Amount to 422-421 91003	Amount to 422-421 91004	TOTAL AMOUNT
	66.53%	33.47%	
<b>DNCTS Cash Total</b>	29,684.06	14,933.50	44,617.56
<b>DNCTS Charge Total</b>	121,033.84	60,889.86	181,923.70
<b>DNCTS Credit/Debit</b>	32,755.77	16,478.82	49,234.59
<b>DNCTS Adjustment</b>	-631.60	631.60	0.00
<b>DNCTS Totals</b>	182,842.07	92,933.78	275,775.85
<b>Klamath Cash Total</b>		4,591.44	4,591.44
<b>Klamath Charge Total</b>			
<b>Klamath Adjustment</b>			
<b>Klamath Totals</b>		4,591.44	4,591.44
<b>Gasquet Cash Total</b>		1,596.52	1,596.52
<b>Gasquet Charge Total</b>			
<b>Gasquet Adjustment</b>			
<b>Gasquet Totals</b>		1,596.52	1,596.52
<b>GRAND TOTALS</b>	<b>182,842.07</b>	<b>99,121.74</b>	<b>281,963.81</b>

2.4



<b>DAILY TICKET REPORT</b>					
<b>DNSWMA TRANSFER STATION</b>					
<b>MONTH: April 2019</b>					
			<b>VOIDED</b>	<b>TICKET</b>	
<b>Date</b>	<b>BEGIN</b>	<b>END</b>	<b>TICKETS</b>	<b>COUNT</b>	
1	1067379	1067549		171	
2	1067550	1067699	1	149	
3	1067700	1067844		145	
4	1067845	1067989	1	144	
5	1067990	1068137		148	
6	1068138	1068278		141	
7	1068279	1068355		77	
8	1068356	1068427		72	
9	1068428	1068617	2	188	
10	1068618	1068804		187	
11	1068805	1068954	1	149	
12	1068955	1069139		185	
13	1069140	1069387		248	
14	1069388	1069629		242	
15	1069630	1069780		151	
16	1069781	1069978		198	
17	1069979	1070184		206	
18	1070185	1070392	1	207	
19	1070393	1070589		197	
20	1070590	1070852		263	
21	<b>CLOSED</b>				
22	1070853	1071136		284	
23	1071137	1071364		228	High
24	1071365	1071559		195	284
25	1071560	1071793	1	233	
26	1071794	1072016		223	Low
27	1072017	1072258		242	72
28	1072259	1072488		230	
29	1072489	1072707		219	Daily Ave.
30	1072708	1072896	1	188	190
<b>TOTAL</b>			<b>8</b>	<b>5510</b>	

**DNSWMA**

**KLAMATH TRANSFER STATION - DEPOSITS**

**April-2019**

Date	Cash	Checks	TOTAL			Over / Short	Sales	Charges	TOTAL	
			Deposit	Sales	Sales				Cash + Charge	Tickets
April 3, 2019	360.31	12.10	372.41	372.28	372.41	0.13	372.41	372.41	372.41	15
April 7, 2019	463.63	212.39	676.02	676.10	676.02	(0.08)	676.02	676.02	676.02	31
April 10, 2019	349.22	12.10	361.32	361.22	361.32	0.10	361.32	361.32	361.32	18
April 14, 2019	765.30		765.30	764.86	765.30	0.44	765.30	765.30	765.30	42
April 17, 2019	495.56	21.10	516.66	516.91	516.66	(0.25)	516.66	516.66	516.66	23
<b>CLOSED</b>			0.00		0.00		0.00	0.00	0.00	
April 24, 2019	656.76	120.80	777.56	777.60	777.56	(0.04)	777.56	777.56	777.56	34
April 28, 2019	1,011.17	111.00	1,122.17	1,120.66	1,122.17	1.51	1,122.17	1,122.17	1,122.17	51
			0.00		0.00		0.00	0.00	0.00	
			0.00		0.00		0.00	0.00	0.00	
<b>TOTAL</b>	<b>4,101.95</b>	<b>489.49</b>	<b>\$4,591.44</b>	<b>4,589.63</b>	<b>\$4,591.44</b>	<b>1.81</b>	<b>4,589.63</b>	<b>\$ -</b>	<b>\$4,591.44</b>	<b>214</b>

**TOTAL SALES (CASH + CHARGE)**

Date	Wednesday	Friday	Sunday
April 3, 2019	372.41		
April 7, 2019			676.02
April 10, 2019	361.32		
April 14, 2019			765.30
April 17, 2019	516.66		
<b>CLOSED</b>			
April 24, 2019	777.56		
April 28, 2019			1,122.17
<b>TOTALS</b>	<b>2,027.95</b>	<b>\$0.00</b>	<b>\$2,563.49</b>

<b>DAILY AVERAGE</b>	506.99		\$854.50
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DNSWMA									
GASQUET TRANSFER STATION - DEPOSITS									
April-2019									
Date	Cash	Checks	TOTAL Deposit	Over / Short	Sales	TOTAL Sales	Charges	TOTAL Cash + Charge	Tickets Notes
April 6, 2019	185.54	133.93	319.47		319.47	319.47		319.47	23
April 13, 2019	237.40	68.64	306.04	\$0.01	306.03	306.04		306.04	23
April 20, 2019	371.93	42.51	414.44		414.44	414.44		414.44	30
April 27, 2019	447.20	109.37	556.57	(\$3.28)	559.85	556.57		556.57	39
			0.00			0.00		0.00	
			0.00			0.00		0.00	
			0.00			0.00		0.00	
			0.00			0.00		0.00	
			0.00			0.00		0.00	
<b>TOTAL</b>	\$ 1,242.07	\$ 354.45	\$ 1,596.52	(\$3.27)	\$ 1,599.79	\$ 1,596.52	\$ -	\$ 1,596.52	115
<b>TOTAL SALES (CASH + CHARGE)</b>									
<b>Date</b>	<b>Thursday</b>	<b>Saturday</b>							
April 6, 2019		319.47							
April 13, 2019		306.04							
April 20, 2019		414.44							
April 27, 2019		556.57							
<b>TOTALS</b>	<b>\$0.00</b>	<b>\$1,596.52</b>							
<b>DAILY AVERAGE</b>		\$399.13							

**AUTHORITY      REVENUE      REPORT      April 2019**

**2017/18**

**2018/2019**

2017/18		Comparison FY17/18	2018/2019		Over Budget / Month
			Actual / Month	Budget / Month	
Authority					
Service Fees					
	July	\$ 115,382.33	\$ 113,416.74	\$ 103,734.42	\$ 9,682.32
	August	\$ 118,024.42	\$ 115,106.61		\$ 11,372.19
	September	\$ 104,891.71	\$ 106,561.83		\$ 2,827.41
	October	\$ 96,243.50	\$ 116,356.03		\$ 12,621.61
	November	\$ 87,399.47	\$ 98,098.36		\$ (5,636.06)
	December	\$ 89,344.86	\$ 89,040.99		\$ (14,693.43)
	January	\$ 100,555.83	\$ 98,331.77		\$ (5,402.65)
	February	\$ 87,672.05	\$ 77,577.14		\$ (26,157.28)
	March	\$ 98,856.22	\$ 101,658.28		\$ (2,076.14)
	April	\$ 97,152.67	\$ 99,121.74		\$ (4,612.68)
	May	\$ 122,808.15			\$ -
	June	\$ 104,797.23			\$ -
	<b>Total</b>	<b>\$ 1,223,128.44</b>	<b>\$ 1,015,269.49</b>	<b>\$ 1,244,813.00</b>	<b>\$ (22,074.68)</b>

(Under) Budget

Over last year

**AUTHORITY      REVENUE      REPORT      April 2019**

**2017/2018      2018/2019**

Franchise Fee	Actual Annual		Budget/Year	
	2017/2018	Comparison FY 18/19-FY 17/18	2018/2019	Over/(Under) Budget
	\$ 24,594.00	\$ 398.00	\$ 24,992.00	\$ 748.50
July	\$ 22,628.00	\$ 3,686.00	\$ 26,314.00	\$ 2,070.50
August	\$ 24,003.00	\$ 6,668.00	\$ 30,671.00	\$ 6,427.50
September	\$ 22,699.00	\$ 6,002.00	\$ 28,701.00	\$ 4,457.50
October	\$ 21,921.00	\$ 6,074.00	\$ 27,995.00	\$ 3,751.50
November	\$ 22,566.00	\$ 4,556.00	\$ 27,122.00	\$ 2,878.50
December	\$ 20,591.00	\$ 5,141.00	\$ 25,732.00	\$ 1,488.50
January	\$ 22,030.00	\$ 6,111.00	\$ 28,141.00	\$ 3,897.50
February	\$ 21,197.00	\$ 6,202.00	\$ 27,399.00	\$ 3,155.50
March	\$ 22,923.00	\$ 3,051.00	\$ 25,974.00	\$ 1,730.50
April	\$ 23,040.00	\$ -		\$ -
May	\$ 23,586.00	\$ -		\$ -
June	\$ 271,778.00	\$ 47,889.00	\$ 273,041.00	\$ 30,606.00
Total		Over last year		Over Budget



# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

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

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

## Staff Report

Date: 16 May 2019  
To: Commissioners of the Del Norte Solid Waste Management Authority  
From: Tedd Ward, M.S. – Director  
File Number: 142016 – Northern Transfer Station  
Attachment: Site ID and Assessment Tables and Maps from Stillwater Sciences  
Topic: First Tier Assessment of potential facility sites prepared by Stillwater Sciences

**Summary/Recommendation:** That the Authority provide any feedback they wish on the potential locations identified in the attached report.

**Background:** The attached report summarizes and maps preliminary data on twenty-eight potential sites on twenty-six properties meeting the first tier criteria, defined as:

1. North of Dr. Fine Bridge, South of Clifford Kampf Park, East of US 101 and accessible via relatively short route (<5 miles) from 101 along paved roads
2. Zoned Commercial (C-3, C-4), Manufacturing and Industrial (M), or Public Facility (PF)
3. Total land area of between 2 and 15 acres total, with at least 1.5 acres of land that can be graded for a public unloading area, with potential for grading a height difference of not less than 8 feet across the property.
4. Owner is potentially interested in selling, or the property could otherwise be acquired (e.g. through receivership or tax lien sale) for use as a Northern Transfer Station.

**Analysis:** The attached table summarizes the rationale for excluding ten of the twenty-eight potential sites, leaving eighteen sites for further assessment.

**Alternatives:** If any Commissioner wants one or more additional properties included in this assessment, or if any Commissioner feels that one or more of the properties listed should instead be excluded from further analysis, this meeting would be an appropriate time for such input.

5.1



Map ID	Consider	Zoning	Owner	Situs	Area (acres)	Approximate existing paved area (acres)*	Parcel centroid		Assessment #	Driving distance (miles)			Qualitative comparison of improvements to property**	Notes
							Latitude	Longitude		HWY 101	Smith River Post Office	Howonquet Hall		
1	yes	M	California Redwood Company	-	6.9	0.9	41.933	-124.147	102120005000	0.14	0.37	3.8	Several older buildings, cleared areas, and access roads associated with former mill site	Dominic Creek flows through middle of parcel. Little developable space.
2	yes	M	California Redwood Company	10303 HWY 101	3.0	-	41.931	-124.146	102120013000	0.25	0.35	2.5	Older building, cleared areas, and access roads associated with former mill site	Dominic Creek flows through middle of parcel. Little developable space
3a	no	AF	California Redwood Company	-	94.4	-	41.935	-124.140	102120022000	-	-	-	-	Zoned AF (ag-forestry). 3a and 3b are one assessed parcel with two zonings.
3b	yes	M	California Redwood Company	-	37.5	4.0	41.932	-124.143	102120022000	0.01	0.2	3.9	Former mill site with large cleared areas and access roads	Large parcel with suitable sites. 3a and 3b are one assessed parcel with two zonings. Encompasses Parcels 4 and 5.
4	yes	M	California Redwood Company	10295 HWY 101	1.3	1.2	41.931	-124.145	102120011000	0.13	0.35	4	Former mill site with large building foundation footprint.	Encompassed in Parcel 3b
5	yes	M	Gardner, Cody	190 Rowdy Creek Rd	3.5	-	41.932	-124.142	102120012000	0.35	0.55	4.25	Parcel is developed with single building, presumably a home.	Encompassed in Parcel 3b.
6	no	M	Tolowa Dee-Ni' Nation	140 Rowdy Creek Rd	2.6	-	41.930	-124.142	102120019000	-	-	-	-	Tolowa office
7	no	C3	-	301 N Fred Haight Dr	1.8	-	41.929	-124.145	850000004000	-	-	-	-	Former Rays Food Place
8	no	C4, C3	Tolowa Dee-Ni' Nation	255 N Fred Haight Dr	2.1	-	41.928	-124.145	103080026000	-	-	-	-	Fish hatchery
9	no	M	Tolowa Dee-Ni' Nation	10202 HWY 101 S	1.1	-	41.928	-124.144	103080043000	-	-	-	-	Fish hatchery
10	yes	M	California Redwood Company	131 Rowdy Creek Rd	1.5	0	41.929	-124.143	103080007000	0.06	0.25	4	Formerly developed with buildings and access roads, presumably associated with mill. Currently undeveloped and forested.	Adjacent to Rowdy Creek. Little developable space
11	yes	M	California Redwood Company	-	2.6	0	41.929	-124.141	103080052000	0.1	0.26	4.1	Undeveloped and forested.	Adjacent to Rowdy Creek. Little developable space
12	no	C4, C2	-	-	5.1	-	41.927	-124.145	-	-	-	-	-	Mobile home park
13	yes	M	Lelo, Richard D. Trustee	10120 HWY 101 N	9.8	0	41.927	-124.143	103080044000	0	0.28	4	Formerly used for lumber storage. Currently undeveloped and mixed forest/shrub/grass.	Adjacent to Rowdy Creek
14	yes	M	California Redwood Company	-	26.5	10.0	41.928	-124.139	103080056000	0	0.35	4.05	Former mill site with large cleared areas, building foundation footprints, and access roads.	Large parcel with suitable sites. Rowdy Creek flows through and adjacent to parcel.
15	yes	M	California Redwood Company	255 Rowdy Creek Rd	2.7	1.5	41.929	-124.137	103080032000	0.4	0.6	4.3	Formerly used for lumber storage. Currently undeveloped and mixed forest/pavement	Suitable site if combined with paved area on adjacent parcel. Rowdy Creek flows along southern edge of parcel

Map ID	Consider	Zoning	Owner	Situs	Area (acres)	Approximate existing paved area (acres)**	Parcel centroid		Assessment #	Driving distance (miles)			Qualitative comparison of improvements to property**	Notes
							Latitude	Longitude		HWY 101	Smith River Post Office	Howanquet Hall		
16	yes	TP	California Redwood Company	-	33.6	1.8	41.927	-124.133	103020062000	0.47	0.67	4.37	Formerly used for lumber storage. Currently undeveloped and mixed forest/pavement	Zoned TP, but otherwise potentially suitable
17	yes	M	First Baptist Community Church	255 Timbers Blvd	10.9	0.0	41.924	-124.143	103080041000	0.1	0.6	4.3	Formerly used for lumber storage. Currently undeveloped and mixed forest/shrub/grass	For sale (Ming Tree-Becky Warwood), \$500k, has SRCS D water and power at lot line, listed June 2018. Adjacent to Rowdy Creek.
18	no	M	TMT Research Development Inc.	-	2.1	-	41.926	-124.142	103080049000	-	-	-	-	TMT Research facility
19	no	M	Western Communications, Inc.	205 Timbers Blvd	1.3	-	41.925	-124.142	103080047000	-	-	-	-	Triplicate print office
20	no	M	TMT Research Development Inc.	105 Timbers Blvd	1.2	-	41.925	-124.141	103080048000	-	-	-	-	TMT Research facility
21	no	M	R & C Cooper Trust 1992	100 Timbers Blvd	1.3	-	41.925	-124.141	103080064000	-	-	-	-	Dollar General
22	yes	M	Tolowa Dee-Ni' Nation	-	6.2	0.0	41.924	-124.141	103080065000	0.05	0.55	4.25	Formerly used for lumber storage. Currently undeveloped and mixed forest/shrub/grass	Portion of parcel is adjacent to housing subdivision
23	yes	M	California Redwood Company	HWY 101	33.4	6.5	41.926	-124.138	103080061000	0	0.38	4.05	Former mill site with large cleared areas, building foundation footprints, and access roads	Large parcel with suitable sites
24	yes	M	PacificCorp	HWY 101	6.4	0.0	41.924	-124.139	103080060000	0.05	0.55	4.25	Former mill site. Currently has power substation and other undeveloped space	Potentially suitable site south of substation.
25	yes	M	California Redwood Company	HWY 101	2.7	0.0	41.924	-124.138	103080062000	0.2	0.7	4.4	Formerly used for lumber storage. Currently forested and undeveloped	Potentially suitable. Although forested, graded lumber/log decks are visible in historical aerial photos.
26	Yes	RR2	Mary, Bunn Yau	11501 Ocean View Dr	3.8	0.1	41.941	-124.167	102740001000	0.5	1.6	2.6	Multiple unoccupied and/or dilapidated structures and trailers.	Ritner Creek flows along western boundary of parcel. Parcel mostly creek channel and forested hillslopes, although central area potentially suitable.

\* Difficult to differentiate between paved and graded areas at historical mill sites, with the exception of Parcel 15. All areas are approximate and based on aerial photo analysis.

\*\* Qualitative comparisons are based on aerial photo analysis and are subject to revision during Tier-2 assessments.

Gray shaded cells are preliminarily excluded from consideration based on current development, parcel use, zoning, or other conditions.

**DNSWMA SITE ID & ASSESSMENT**



**Project Area**

-  Point of interest
-  Parcel of interest (> 1 acre)
-  Project Area
-  California Coastal Zone

Map Sources:  
 Coastal Zone: Coastal Commission  
 Parcels: Del Norte County  
 Imagery: NAIP 2019  
 Cities, roads, states: ESRI 2016

**Map Location**



Stillwater Sciences

DNSWMA SITE ID & ASSESSMENT



Zoning

Parcel of interest (> 1 acre)

- M
- TP
- Not considered

- Point of interest
- Project Area
- California Coastal Zone

Map Sources:  
 Coastal Zone: Coastal Commission  
 Parcels: Del Norte County  
 Imagery: NAIP 2016  
 Cities, roads, states: ESRI 2016

Map Location



Stillwater Sciences

**ORDINANCE NO. 2019-01**

**AN ORDINANCE OF THE BOARD OF COMMISSIONERS  
OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY  
INCREASING MAXIMUM COLLECTION RATES, TRANSFER STATION RATES AND  
TRANSFER STATION DISPOSAL FEES**

**WHEREAS**, the Del Norte Solid Waste Management Authority is a Joint Powers Authority of the City of Crescent City and the County of Del Norte formed in part to manage the disposition of solid waste and other discards; and

**WHEREAS**, the Board of Commissioners of the Del Norte Solid Waste Management Authority has adopted Transfer Station Operations Change Order 28 to the Transfer Station Operations Agreement with Hambro / WSG. Change Order 28 increases the fees for managing leaves and grass, brush, untreated wood and stumps as the location where these materials are processed has changed, and adjusts transfer station operations fees based on changes to the Consumer Price Index (CPI-U); and

**WHEREAS**, the Board of Commissioners of the Del Norte Solid Waste Management Authority has adopted Collections Change Orders 16 and 17 to the Collections Franchise Agreement with Recology Del Norte, adjusting the disposal/recovery components of brush collection rates considering the changes to brush rates at the Del Norte County Transfer Station, adjusting rates per Change Order 16, increasing all collection rates by 6.12% in consideration of the increased costs to process and market recyclable materials, and adjusting collection rates per Change Order 17 based on changes to brush rates at the Del Norte County Transfer Station and based on changes to the Consumer Price Index (CPI-U); and

**WHEREAS**, external audits have recommended for seven consecutive years that the Authority increase revenues to offset the liabilities associated with the Crescent City Landfill and the debt obligations associated with the construction of the Del Norte County Transfer Station.

**NOW, THEREFORE**, the Board of Commissioners of the Del Norte Solid Waste Management Authority, Del Norte County, California hereby ordains as follows:

**SECTION 1. Findings.** The Board of Commissioners of the Del Norte Solid Waste Management Authority adopts the recitals stated herein and finds them to be true.

**SECTION 2. Increases to Existing Fees.** The following increases in existing fees will take effect on July 1, 2019.

**2.01 Increases to fees at Authority facilities for leaves & grass, brush, untreated wood and stumps due to changes in the locations and facilities used to process these materials.** As Hambro/WSG has had to significantly change the methods and facilities used to process these materials, Change Order

6.1

28 approved adjustments to Effective Day Fees and CPI-adjusted Fees for these services.

**2.01.1 Increase effective July 1, 2019.** The brush rate as set forth herein on Schedule B will be effective July 1, 2019. This rate takes into account both the increased cost to process the materials and the CPI adjustment.

**2.01.2 Increase effective July 1, 2020.** The brush rate as set forth herein on Schedule B will increase by \$5.00 per ton over the rate in effect on June 30, 2019 plus the CPI adjustment on the June 30, 2019 rate.

**2.01.3 Increase effective July 1, 2021.** The brush rate as established under paragraph 2.01.2 will increase by \$5.00 per ton over the rate in effect on June 30, 2020 plus the CPI adjustment on the June 30, 2020 rate.

**2.02 Increase to minimum charge for solid wastes at the Del Norte County Transfer Station.** The minimum charge for self-haulers at the Del Norte County Transfer Station is raised to \$8.00. This is being done in response to repeated recommendations from external auditors.

**2.03 Increase to all rates at the Del Norte County Transfer Station based on changes to the Consumer Price Index.** Transfer station operations fees established by this ordinance will be adjusted annually by 80% of the change to the consumer price index (CPI-U) per the Transfer Stations Operations Agreement.

**2.04 Increase to collection rates for brush.** Franchise collection rates for brush are adjusted based on changes to the tipping fee for brush at the Del Norte County Transfer Station since these rates were last adjusted in July 2017.

**2.05 Increase to all collection rates based on Collections Change Order 16.** All collection rates are increased by 6.12% in consideration of the increased costs to process and market recyclable materials.

**2.06 Increase to all collection rates based on changes to the Consumer Price Index.** Maximum collection rates for all customers as established by this ordinance will be adjusted annually by 85% of the change to the consumer price index (CPI-U) per the Collections Franchise Agreement.

**SECTION 3. Rate Schedules Effective July 1, 2019.** The rate schedules attached hereto as Schedule A, Schedule B, and Schedule C are hereby adopted, made a part hereof, and made effective July 1, 2019.

**SECTION 4. Publication.** The Clerk of the Board shall cause this Ordinance, or a summary thereof, along with the names of the commissioners voting for and against said ordinance, to be published once within fifteen (15) days after its passage in a

newspaper of general circulation in the County of Del Norte in accordance with Govt. Code Section 36933.

**SECTION 6. Effective Date.** This Ordinance will take effect on the 31<sup>st</sup> day after its final adoption.

**SECTION 7. Severability.** If any section, subsection, subdivision, sentence, clause, phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision will not affect the validity of the remaining portions of this Ordinance. The Authority hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof, are declared invalid or unconstitutional.

**SECTION 8. CEQA Findings.** The Board of Commissioners finds that this Ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b)(3), Review for Exemption, because it can be seen with certainty that it will not have a significant effect on the environment and therefore is not subject to CEQA.

**INTRODUCED** by the Board of Commissioners of the Del Norte Solid Waste Management Authority on the \_\_\_\_ day of May, 2019.

**PASSED AND ADOPTED** by the Board of Commissioners of the Del Norte Solid Waste Management Authority on the \_\_\_\_\_ day of May, 2019 by the following polled vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

\_\_\_\_\_  
Lori Cowan, Chair

**ATTEST:**

\_\_\_\_\_  
Kyra Seymour, Clerk

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Martha D. Rice, General Counsel  
Del Norte Solid Waste Management Authority

## Schedule A: Recology Del Norte Collection Rates, starting July 2019

### Monthly Rates for Weekly Residential & Multi-Family Collections

#### Residential collection service fee

	Trash + Recycling	Brush Only	Recycling Only
20 Gallon Mini-cart on curb **	\$ 29.34		
20 Gallon Mini-cart off-curb **	\$ 36.68		
32 Gallon Cart on curb	\$ 29.34	\$ 12.92	\$ 21.61
32 Gallon Cart off-curb	\$ 36.68	\$ 16.15	\$ 27.01
64 Gallon Cart on curb	\$ 42.76	\$ 19.09	\$ 31.49
64 Gallon Cart off-curb	\$ 53.45	\$ 23.86	\$ 39.36
96 Gallon Cart on curb	\$ 61.96	\$ 28.94	\$ 45.61
96 Gallon Cart off-curb	\$ 77.44	\$ 36.18	\$ 57.02

\*\* These cart sizes are being phased out, and are not available for new customers.

#### Temporary Cart and Bin Collection Services, Collection One week after Delivery

	Trash	Brush Only	Recycling Only
64 Gallon Cart (Paired w/ 64 Gallon recycling)	\$ 41.78	\$ 14.77	
96 Gallon Cart (Paired with 96 Gallon recycling)	\$ 73.13	\$ 22.41	
2 cubic yard bin	\$ 81.67	\$ 59.05	\$ 45.36
3 cubic yard bin	\$ 127.89	\$ 92.45	\$ 71.04
4 cubic yard bin	\$ 168.75	\$ 121.99	\$ 93.74
6 cubic yard bin	\$ 223.32	\$ 161.44	\$ 124.05
10 cubic yard bin	\$ 732.68	\$ 529.69	\$ 407.00
20 cubic yard bin	\$ 939.67	\$ 630.33	\$ 484.33
30 cubic yard bin	\$ 1,146.39	\$ 769.00	\$ 590.89
40 cubic yard bin	\$ 1,556.81	\$ 1,044.31	\$ 802.42

#### Additional Available Services and Potential Extra Fixed-fee Charges

For customers requesting a larger recycling cart than trash	\$ 0.00	Additional per month
Charge for re-locating Temp bin	\$ 56.56	per relocation < 5 miles
Unscheduled Collection	\$ 5.66	per unscheduled collection
Locking bin charge	\$ 5.66	additional per locking bin per month
Bear-proof Bin	\$ 113.11	Additional per bin per month
Special Service Fee	\$ 56.56	per half hour of extra labor
Pass-through charges for bulky item or tires placed in bin	\$ 0.00	* DNC Transfer Station per item charge

#### Percentage Surcharges for Additional Services

Roll-out or off-curb charge	25%	Additional
Off-road surcharge, only on approved list of addresses	56.25%	Additional
Secondary Franchise Area	65%	Additional
Extra time for Temporary Bins	25%	of Rate for Temp. Bin for each additional week
Medical waste	85%	Additional
More than Weekly Collection	100%	Additional x (Coll/wk -1) x Rate
Weekend collection	50%	Additional

Rates Effective Starting July 2019

### Monthly Rates for Weekly Commercial Collections

	Trash (including Recycling for +0.9 cy if Multi-family)	Brush Only	Recycling Only
32 Gallon Commercial Cart *	\$ 45.78	\$ 13.63	\$ 26.00
64 Gallon Commercial Cart *	\$ 91.55	\$ 27.63	\$ 52.00
96 Gallon Commercial Cart *	\$ 160.23	\$ 50.62	\$ 91.01
1 cubic yard bin	\$ 161.78	\$ 121.25	\$ 89.87
1.5 cubic yard bin	\$ 232.98	\$ 172.63	\$ 129.41
2 cubic yard bin	\$ 290.17	\$ 210.68	\$ 161.19
3 cubic yard bin	\$ 420.16	\$ 301.66	\$ 233.40
4 cubic yard bin	\$ 525.88	\$ 369.51	\$ 292.12
6 cubic yard bin	\$ 761.61	\$ 528.35	\$ 423.07
10 cubic yard bin	\$ 2,572.82	\$ 1,714.82	\$ 1,429.18
20 cubic yard bin	\$ 3,604.65	\$ 2,229.25	\$ 1,857.93
30 cubic yard bin	\$ 4,504.75	\$ 2,785.91	\$ 2,321.86
40 cubic yard bin	\$ 5,404.83	\$ 3,342.54	\$ 2,785.78

\* Trash service in these sizes includes a weekly recycling cart collection at no additional charge.

#### Other Collection Services, per collection

Commercial Compactors	\$ 82.75	per cubic yard per collection
Pre-paid single-family residential bags	\$ 8.67	per bag
Extra residential bulky item collection	\$ 74.21	per extra bulky item

#### Municipal Collection and Transport Services

Treatment Plant Sludge, screenings, slimmings and grit	\$ 200.77	per ton, incl. transport and disposal
Collection, hauling and unloading bins as directed	\$ 209.01	per haul

#### Maximum Allowed Weights by Container Volume

	Maximum Allowed Weight	
Pre-paid single-family residential bags	40	pounds
20 Gallon Cart	40	pounds
32 Gallon Cart	60	pounds
64 Gallon Cart	120	pounds
96 Gallon Cart	160	pounds
2 cubic yards	560	pounds
3 cubic yards	840	pounds
4 cubic yards	1100	pounds
6 cubic yards	1660	pounds
10 cubic yards	3,000	tons
20 cubic yards	4,250	tons
30 cubic yards	5,500	tons
40 cubic yards	6,250	tons

Bags, carts, and bins closed for collection with more than the allowed weight may not be collected. If Recology Del Norte collects an overweight container, they may charge for the amount over the allowed weight for that size container, at the appropriate rate charged by the Del Norte County Transfer Station.

Schedule B: Transfer Station Rates

Effective starting July 2019

Except as provided below, the rate for disposal of refuse shall be as follows:

	INCOMING	Rate	
<b>Municipal Solid Waste</b>			
Commercial, Franchise or Self-haul wastes	SW	\$ 153.80	per ton
Minimum Charge for wastes	SW	\$ 8.00	for up to 100 lbs
<b>Separated Recyclable Items</b>			
Non-waxed corrugated cardboard	CCIN	\$ 20.15	per ton
Ferrous metals	METFE	\$ 29.78	per ton
Non-ferrous metals	METNF	\$ 19.85	per ton
Mixed metals	METMX	\$ 29.78	per ton
Textiles: Clean, dry and bagged. Shoes bagged separately.	TEXT	\$ 80.14	per ton
<b>Bulky Items:</b>			
Appliance, Large and metal	APPIN	\$ 32.34	each
Bulky Furniture Handling Fee	FURN	\$ 5.24	each + weight charge
Mattresses or box spring Handling Fee	MATBX	\$ 10.33	each + weight charge
Refrigerators	REFR	\$ 41.71	each
<b>Tires:</b>			
Auto, pickup, motorcycle each no rims	TIR_A	\$ 7.12	each
Small, wheel barrow, scooter, small trailer, pneumatic <10" no rim	TIR_S	\$ 6.56	each
Truck, no rim	TIR_T	\$ 14.18	each
Auto, pickup, motorcycle each with rims	TIRAR	\$ 10.07	each
Small, wheel barrow, scooter, small trailer, pneumatic <10" with rim	TIRSR	\$ 8.08	each
Truck with rims	TIRTR	\$ 26.19	each
Oversize tires (>60" in diameter), no rim	TIROS	\$ 151.78	each
<b>Separated food &amp; meat waste</b>			
Dead Animals	ANIML	\$ 153.80	per ton
Fish Waste	FISH	\$ 153.80	per ton
Mixed food and compostable paper	SW	\$ 153.80	per ton
<b>Separated Compostable Materials (no invasive weeds)</b>			
Disposal of contained sewage sludge, screenings, grit or skimmings	SLUDG	\$ 153.80	per ton
Brush (no tansy, scotch broom, english ivy, or pampas grass)	BRUSH	\$ 73.95	per ton
Grass or leaves	GRASS	\$ 73.95	per ton
Untreated wood or lumber	WOOD	\$ 73.95	per ton
Stumps	STUMP	\$ 73.95	per ton
<b>Separated 'Inert' Rocks &amp; Soils</b>			
Asphalt	ASPH	\$ 50.49	per ton
Concrete, <18" in longest dimension, no steel *	CONC	\$ 55.53	per ton
Clean soil or sand	SOIL	\$ 50.49	per ton
Street sweepings	SWEEP	\$ 153.80	per ton
<b>Special Wastes</b>			
Autoclaved and containerized medical wastes	MEDI	\$ 153.80	per ton
Non-friable asbestos	ASBES	\$ 195.90	per ton
Minimum Charge for household electronics	CED	\$ 4.00	for up to 40 pounds
Electronic appliances w/o CRT's	CED	\$ 153.80	per ton
<b>Construction Debris</b>			
Trailers, modular homes	MHOM	\$ 252.06	per ton
Asphalt roofing	CONST	\$ 153.80	per ton
Gypsum sheetrock	CONST	\$ 153.80	per ton
Carpet, Clean and Rolled	CARPT	\$ 59.49	per ton
<b>Volume - Based Rates (available only when weighing is not possible)</b>			
Loose Refuse per cubic yard	SW_CY	\$ 16.92	per cubic yard
Loose Brush per cubic yard	BRUCY	\$ 9.24	per cubic yard
Loose Mixed Metals per cubic yard	METCY	\$ 18.54	per cubic yard
Loose Construction Debris per cubic yard	CONCY	\$ 38.45	per cubic yard
<b>Household hazardous wastes (available only at the Del Norte County Transfer Station)</b>			
Used motor oil	OILIN	\$ 0	qt
Used oil filters	OILFT	\$ 0	each
Ethylene glycol antifreeze	ANTIF	\$ 0	gal
Non-aerosol paints, stains, lacquers & varnishes	PAINT	\$ 0	gal
Lead acid batteries	BATT	\$ 0	each
Stored Batteries	SBATT	\$ 0	ton
Cathode ray tube devices (CRT's), televisions, computer monitors	CRT	\$ 0	each
Residential fluorescent tubes	FLOTB	\$ 0	each
Used Oil Paid	OILPD	\$ 0.10	per quart, paid to custo
<b>Commercial Hazardous Wastes</b>			
Commercial Oil Pumping (15-55 gallon container)	OILPUMP	\$ 16.02	per container pumped
Commercial Compact Fluorescent Tubes, each	FLOCC	\$ 1.88	each
Commercial Fluorescent Tubes, each 4'	FLOC4	\$ 3.71	each
Commercial Fluorescent Tubes, each 8'	FLOC8	\$ 7.37	each

\* Note: Liquids are not acceptable as solid waste

Revised July 2019

**Schedule C**

<b>DISPOSAL FEES AT THE GASQUET AND KLAMATH TRANSFER STATION SITES</b>		<b>Rate</b>
<i>Effective Starting July 2019</i>		
STANDARD FEE FOR WASTE ( 0.44 cubic yard, 3 x 30 gal, 2 x 45 gal, or 1 x 55 gal)	minimum for mixed wastes	\$ 9.00
MINIMUM FEE FOR ELECTRONICS (up to 4.8 cubic feet or 0.18 cubic yards)	minimum for electronics	\$ 4.00
Each additional 30 gallon can over three	each additional can	\$ 3.15
Each additional 45 gallon can over two	each additional can	\$ 4.70
Each additional 55 gallon can	each additional can	\$ 5.75
Improper Disposal Fee if Customer places Bulky Items or Trash in wrong bin.	per occurrence	\$ 13.00
Appliance, Large and metal	each	\$ 32.34
Furniture, Bulky (incl. \$5.15 Handling Fee + \$13.60 for weight)	each (measured avg. weight 180 lbs)	\$ 18.75
Mattress or box spring (incl. \$10.15 for Handling + \$6.05 for weight)	each (measured avg. weight 80 lbs)	\$ 16.20
Refrigerators	each	\$ 41.71
Tires: Small wheel barrow, scooter, small trailer, pneumatic <10"	each	\$ 6.56
Tires: Small wheel barrow, scooter, small trailer, pneumatic <10" with rim	each	\$ 8.08
Tires: Auto, pickup, motorcycle each	each	\$ 7.12
Tires: Auto, pickup, motorcycle each with rims	each	\$ 10.07
Tires: Truck	each	\$ 14.18
Tires: Truck with rims	each	\$ 26.19
Oversize tires (>60" in diameter), no rim	each	\$ 151.78
Loose Refuse per cubic yard	per cubic yard	\$ 21.15
Loose Brush per cubic yard (small quantities from self-haulers - GASQUET ONLY)	per cubic yard	\$ 9.24

Updated July 2019

# Comparison of Rates Charged for Solid Waste Services in the Del Norte Region

## TRANSFER STATION SELF-HAUL RATES

Location	Del Norte County		Humboldt County				Curry County (CTR) FY 18/19			
	2019/20		FY 18/19		FY 18/19		"Light" CY Equivalent	"Heavy" CY Equivalent		
<b>COMPARING TRASH RATES</b>	Del Norte Solid Waste Management Authority									
	Minimum Charge	Crescent City	Klamath	Gasquet	Recology Eel River	Fortuna	McKinleyville	Humboldt San.	Humboldt San.	
	1x 30 gal can	\$ 8.00	\$ 9.00	\$ 9.00	\$ 12.00	\$ 12.00	\$ 12.00	\$ 8.95	\$ 10.35	
	2x 30 gal can		\$ 9.00	\$ 9.00				\$ 8.95	\$ 10.35	
	3x 30 gal can		\$ 9.00	\$ 9.00				\$ 17.90	\$ 15.55	
	4 x 30 gal can (up to 140 lbs)		\$ 12.15	\$ 12.15				\$ 26.85	\$ 20.75	
	"Light" per cubic yard *	\$ 16.92	\$ 21.15	\$ 21.15	\$ 19.91	\$ 22.80	\$ 26.40	\$ 35.80	\$ 25.95	
	"Heavy" per cubic yard *	\$ 16.92	\$ 21.15	\$ 21.15	\$ 40.73	\$ 46.63	\$ 54.00	\$ 59.80	\$ 27.90	
	<b>Cost per Ton Waste</b>		<b>\$ 153.80</b>		<b>\$ 181.00</b>	<b>\$ 207.25</b>	<b>\$ 155.82</b>	<b>\$ 434.91</b>	<b>\$ 253.64</b>	<b>\$ 167.40</b>
	Minimum Charge \$ More than DNSWMA				\$ 3.00	\$ 3.00	\$ -	\$ 3.00	\$ (0.05)	\$ 2.20
\$ More per Ton than DNSWMA				\$ 27.20	\$ 53.45	\$ 2.02	\$ 86.20	\$ 281.11	\$ 99.83	
% More than DNSWMA				18%	35%	1.3%	56%	183%	65%	

## COMPARING BRUSH RATES

Brush minimum charge	\$ -	Not Available	\$ -	\$ 12.00	\$ 12.00	\$ 7.00	\$ 6.00	\$ 6.00	\$ 10.75
Brush per ton	\$ 73.95			\$ 125.00	\$ 125.00	\$ 90.00	\$ 140.00	\$ 140.00	
Brush per cubic yard			\$ 9.24						\$ 14.00
Minimum Charge \$ More than DNSWMA				\$ 12.00	\$ 12.00	\$ 7.00	\$ 6.00	\$ 6.00	\$ 10.75
\$ More per Ton than DNSWMA				\$ 51.05	\$ 51.05	\$ 16.05	\$ 66.05	\$ 66.05	\$ 4.76
% More than DNSWMA				69%	69%	22%	89%	89%	51%

\* These are rates are reported to be charged by Curry Transfer and Recycling. For comparison, roughly equivalent rates were calculated from the per-ton rate for other facilities. Similarly, the CTR 'Cost per ton' was derived from their per cubic yard rates, though CTR has no scale in their system for public use.

Yellow shaded cells indicate rates which were calculated for comparison, but which are not charged as such within that jurisdiction.

Cost per Ton Waste for DNSWMA are projected rates, to start on 01 July 2019

Conversions adapted from Tchobanoglous et al., Integrated Solid Waste Management: Engineering Principles and Management Issues, Table 4-1

Recology Eel River & Curry Counties

are for Fiscal Year 2018/19

Last updated April 2019

Humboldt Sanitation  
Eel River Disposal  
Curry Transfer & Recycling  
Arcata Garbage  
Eureka City Garbage  
Humboldt Waste Management Authority

**Schedule B: Transfer Station Rates**

**Effective Starting July 2019**

Except as provided below, the rate for disposal of refuse shall be as follows:

	INCOMING	Rate	2018	Difference	% change
<b>Municipal Solid Waste</b>					
Commercial, Franchise or Self-haul wastes	SW	\$ 153.80 per ton	\$ 151.44	\$2.37	1.56%
Minimum Charge for wastes	SW	\$ 8.00 for up to 100 lbs	\$ 7.75	\$0.25	3.23%
Textiles: Clean, dry and bagged. Shoes bagged separately.	TEXT	\$ 80.14 per ton	\$ 78.90	\$1.24	1.57%
<b>Bulky Items:</b>					
Appliance, Large and metal	APPIN	\$ 32.34 each	\$ 31.84	\$0.50	1.57%
Bulky Furniture Handling Fee	FURN	\$ 5.24 each + weight charge	\$ 5.16	\$0.08	1.56%
Mattresses or box spring Handling Fee	MATBX	\$ 10.33 each + weight charge	\$ 10.17	\$0.16	1.57%
Refrigerators	REFR	\$ 41.71 each	\$ 41.06	\$0.66	1.60%
<b>Tires:</b>					
Auto, pickup, motorcycle each no rims	TIR_A	\$ 7.12 each	\$ 7.01	\$0.11	1.56%
Small, wheel barrow, scooter, small trailer, pneumatic <10" no rim	TIR_S	\$ 6.56 each	\$ 6.46	\$0.10	1.57%
Truck, no rim	TIR_T	\$ 14.18 each	\$ 13.96	\$0.22	1.57%
Auto, pickup, motorcycle each with rims	TIRAR	\$ 10.07 each	\$ 9.91	\$0.16	1.57%
Small, wheel barrow, scooter, small trailer, pneumatic <10" with rim	TIRSR	\$ 8.08 each	\$ 7.96	\$0.12	1.57%
Truck with rims	TIRTR	\$ 26.19 each	\$ 25.79	\$0.41	1.57%
Oversize tires (>60" in diameter), no rim	TIROS	\$ 151.78 each	\$ 149.44	\$2.34	1.57%
<b>Separated food &amp; meat waste</b>					
Dead Animals	ANIML	\$ 153.80 per ton	\$ 151.44	\$2.37	1.56%
<b>Separated Compostable Materials</b>					
Disposal of contained sewage sludge, screenings, grit or skimmings	SLUDG	\$ 153.80 per ton	\$ 151.44	\$2.37	1.56%
Brush (no tansy, scotch broom, english ivy, or pampas grass)	BRUSH	\$ 73.95 per ton	\$ 53.07	\$20.88	39.36%
Grass and Leaves	GRASS	\$ 73.95 per ton	\$ 53.07	\$20.88	39.36%
Untreated Wood	WOOD	\$ 73.95 per ton	\$ 53.07	\$20.88	39.36%
Stumps	STUMP	\$ 73.95 per ton	\$ 68.95	\$5.00	7.25%
<b>Separated 'Inert' Rocks &amp; Soils</b>					
Asphalt	ASPH	\$ 50.49 per ton	\$ 49.71	\$0.78	1.57%
Concrete, no steel, <18"	CONC	\$ 55.53 per ton	\$ 54.67	\$0.86	1.57%
Clean soil or sand	SOIL	\$ 50.49 per ton	\$ 49.71	\$0.78	1.57%
Street sweepings	SWEEP	\$ 153.80 per ton	\$ 151.44	\$2.37	1.56%
<b>Special Wastes</b>					
Autoclaved and containerized medical wastes	MEDI	\$ 153.80 per ton	\$ 151.44	\$2.37	1.56%
non-friable asbestos	ASBES	\$ 195.90 per ton	\$ 192.88	\$3.02	1.57%
Minimum Charge for household electronics	CED	\$ 4.00 for up to 40 pounds	\$ 3.90	\$0.11	2.70%
Electronic appliances w/o CRT's	CED	\$ 153.80 per ton	\$ 151.44	\$2.37	1.56%
<b>Construction Debris</b>					
Mixed Construction Debris *	CONST	\$ 153.80 per ton	\$ 151.44	\$2.37	1.56%
Trailers, modular homes	MHOM	\$ 252.06 per ton	\$ 248.17	\$3.89	1.57%
Carpet, Clean and Rolled	CARPT	\$ 59.49 per ton	\$ 58.57	\$0.92	1.57%
<b>Household hazardous wastes (available only at the Del Norte County Transfer Station)</b>					
Used motor oil	OILIN	\$ 0.00 per quart	\$ 0.00	\$0.00	
Oil Filters	OILFT	\$ 0.00 each	\$ 0.00	\$0.00	
Used antifreeze	ANTIF	\$ 0.00 per quart	\$ 0.00	\$0.00	
Lead Acid or Household Batteries	BATT	\$ 0.00 each	\$ 0.00	\$0.00	
Non-aerosol paints, stains, lacquers & varnishes	PAINT	\$ 0.00 quart	\$ 0.00	\$0.00	
Cathode ray tube devices (CRT's), televisions, computer monitors	CRT	\$ 0.00 each	\$ 0.00	\$0.00	
Residential fluorescent tubes	FLOTB	\$ 0.00 each	\$ 0.00	\$0.00	
Used Oil Paid, on request	OILPD	\$ 0.10 paid per quart	\$ 0.10	\$0.00	
<b>Commercial Hazardous Wastes (available only at the Del Norte County Transfer Station)</b>					
Commercial Oil Pumping (15-55 gallon container)	OILPUMP	\$ 16.02 per container pumped	\$ 15.77	\$0.25	1.57%
Commercial Compact Fluorescent Tubes, each	FLOCC	\$ 1.88 each	\$ 1.85	\$0.03	1.57%
Commercial Fluorescent Tubes, each 4'	FLOC4	\$ 3.71 each	\$ 3.65	\$0.06	1.57%
Commercial Fluorescent Tubes, each 8'	FLOC8	\$ 7.37 each	\$ 7.26	\$0.11	1.57%

\* Concrete chunks < 4' x 6' accepted only if all steel protrusions <3"

# Comparison of Selected Collection Rates 2019 to 2018

## Schedule A: Recology Del Norte Collection Rates, starting July 2019

Monthly Rates for Weekly Residential & Multi-Family Collections

	Trash + Recycling	FY 18/19	\$ Change	% Change
20 Gallon Mini-cart on curb **	\$ 29.34	\$ 21.75	\$ 7.59	34.88%
20 Gallon Mini-cart off-curb **	\$ 36.68	\$ 27.19	\$ 9.48	34.88%
32 Gallon Cart on curb	\$ 29.34	\$ 27.21	\$ 2.13	7.83%
32 Gallon Cart off-curb	\$ 36.68	\$ 34.01	\$ 2.66	7.83%
64 Gallon Cart on curb	\$ 42.76	\$ 39.65	\$ 3.11	7.83%
64 Gallon Cart off-curb	\$ 53.45	\$ 49.57	\$ 3.88	7.83%
96 Gallon Cart on curb	\$ 61.96	\$ 57.46	\$ 4.50	7.83%
96 Gallon Cart off-curb	\$ 77.44	\$ 71.82	\$ 5.62	7.83%

\*\* These cart sizes are being phased out, and are not available for new customers.

Temporary Cart and Bin Collection Services, Collection One week after Delivery

	FY 19/20	FY 18/19	\$ Change	% Change
64 Gallon Cart (Paired w/ 64 Gallon recycling)	\$ 41.78	\$ 38.75	\$ 3.03	7.83%
96 Gallon Cart (Paired with 96 Gallon recycling)	\$ 73.13	\$ 67.82	\$ 5.31	7.83%
2 cubic yard bin	\$ 81.67	\$ 75.74	\$ 5.93	7.83%
3 cubic yard bin	\$ 127.89	\$ 118.60	\$ 9.29	7.83%
4 cubic yard bin	\$ 168.75	\$ 156.49	\$ 12.26	7.83%
6 cubic yard bin	\$ 223.32	\$ 207.10	\$ 16.22	7.83%
10 cubic yard bin	\$ 732.68	\$ 679.47	\$ 53.21	7.83%
20 cubic yard bin	\$ 939.67	\$ 871.41	\$ 68.26	7.83%
30 cubic yard bin	\$ 1,146.39	\$ 1,063.12	\$ 83.28	7.83%
40 cubic yard bin	\$ 1,556.81	\$ 1,443.72	\$ 113.09	7.83%

Monthly Rates for Weekly Commercial Collections

	Trash (including Recycling for >0.9 cy if Multi-family)	FY 18/19	\$ Change	% Change
32 Gallon Commercial Cart *	\$ 45.78	\$ 42.45	\$ 3.32	7.83%
64 Gallon Commercial Cart *	\$ 91.55	\$ 84.90	\$ 6.65	7.83%
96 Gallon Commercial Cart *	\$ 160.23	\$ 148.59	\$ 11.64	7.83%
1 cubic yard bin	\$ 161.78	\$ 150.03	\$ 11.75	7.83%
1.5 cubic yard bin	\$ 232.98	\$ 216.06	\$ 16.92	7.83%
2 cubic yard bin	\$ 290.17	\$ 269.09	\$ 21.07	7.83%
3 cubic yard bin	\$ 420.16	\$ 389.65	\$ 30.52	7.83%
4 cubic yard bin	\$ 525.88	\$ 487.69	\$ 38.19	7.83%
6 cubic yard bin	\$ 761.61	\$ 706.30	\$ 55.32	7.83%
10 cubic yard bin	\$ 2,572.82	\$ 2,385.96	\$ 186.86	7.83%
20 cubic yard bin	\$ 3,604.65	\$ 3,342.81	\$ 261.85	7.83%
30 cubic yard bin	\$ 4,504.75	\$ 4,177.52	\$ 327.23	7.83%
40 cubic yard bin	\$ 5,404.83	\$ 5,012.22	\$ 392.61	7.83%

\* Trash service in these sizes includes a weekly recycling cart collection at no additional charge.

Other Collection Services, per collection

	FY 18/19	\$ Change	% Change
Commercial Compactors	\$ 82.75	\$ 76.74	7.83%
Pre-paid single-family residential bags	\$ 8.67	\$ 8.04	7.83%
Extra residential bulky item collection	\$ 74.21	\$ 68.82	7.83%

per cubic yard per collection  
per bag  
per extra bulky item

**Schedule C**

2018 Rate \$ Difference

<b>DISPOSAL FEES AT THE GASQUET AND KLAMATH TRANSFER STATION SITES</b>					
<i>Effective Starting July 2019</i>			<b>Rate</b>		
STANDARD FEE FOR WASTE ( 0.44 cubic yard, 3 x 30 gal, 2 x 45 gal, or 1 x 55 gal)	minimum for mixed wastes	\$ 9.00	\$ 9.00	\$0.00	
MINIMUM FEE FOR ELECTRONICS (up to 4.8 cubic feet or 0.18 cubic yards)	minimum for electronics	\$ 4.00	\$ 3.90	\$0.11	
Each additional 30 gallon can over three	each additional can	\$ 3.15	\$3.10	\$0.05	
Each additional 45 gallon can over two	each additional can	\$ 4.70	\$4.65	\$0.05	
Each additional 55 gallon can	each additional can	\$ 5.75	\$5.70	\$0.05	
Improper Disposal Fee if Customer places Bulky Items or Trash in wrong bin.	per occurrence	\$ 13.00	\$13.00	\$0.00	
Appliance, Large and metal	each	\$ 32.34	\$31.84	\$0.50	
Furniture, Bulky (Incl. \$5.15 Handling Fee + \$13.60 for weight)	each (measured avg. weight 180 lbs)	\$ 18.75	\$18.75	\$0.00	
Mattress or box spring (incl. \$10.15 for Handling + \$6.05 for weight)	each (measured avg. weight 80 lbs)	\$ 16.20	\$16.20	\$0.00	
Refrigerators	each	\$ 41.71	\$41.06	\$0.66	
Tires: Small wheel barrow, scooter, small trailer, pneumatic <10"	each	\$ 6.56	\$6.46	\$0.10	
Tires: Small wheel barrow, scooter, small trailer, pneumatic <10" with rim	each	\$ 8.08	\$7.96	\$0.12	
Tires: Auto, pickup, motorcycle each	each	\$ 7.12	\$7.01	\$0.11	
Tires: Auto, pickup, motorcycle each with rims	each	\$ 10.07	\$9.91	\$0.16	
Tires: Truck	each	\$ 14.18	\$13.96	\$0.22	
Tires: Truck with rims	each	\$ 26.19	\$25.79	\$0.41	
Oversize tires (>60" in diameter), no rim	each	\$ 151.78	\$149.44	\$2.34	
Loose Refuse per cubic yard	per cubic yard	\$ 21.15	\$20.82	\$0.33	
Loose Brush per cubic yard (small quantities from self-haulers - GASQUET ONLY)	per cubic yard	\$ 9.24	\$6.63	\$2.61	

Updated July 2019

Gasquet Transfer Station Hours (July - September):

Thursday & Saturday 10 AM - 4 PM

Gasquet Transfer Station Hours (October - June):

Saturdays 10 AM - 4 PM

Klamath Transfer Station Hours (July - September):

**Sunday, Wednesday & Friday 10 AM - 4 PM**

Klamath Transfer Station Hours (October - June):

**Wednesday & Sunday 10 AM - 4 PM**



# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

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

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

## Staff Report

Date: 17 May 2019  
To: Commissioners of the Del Norte Solid Waste Management Authority  
From: Tedd Ward, M.S. – Director *Tedd*  
Del Norte Solid Waste Management Authority  
File Number: 022102 – Authority Budget  
Topic: Final Approval and Adoption of the Del Norte Solid Waste Management Authority Budget for Fiscal Year 19/20

**Recommendation:** That the Board of the Del Norte Solid Waste Management Authority hold a public hearing regarding the attached budget. After receiving and considering public comments, staff recommend that the Board adopt the attached budget proposed for Fiscal Year 2019/2020.

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

In preparation for final adoption by the Authority Board, the proposed budget has been presented to the Crescent City Council and the Del Norte County Board of Supervisors for comment. Neither the Crescent City Council nor the Board of Supervisors had comments on the draft budget. The public hearing for the budget was noticed in the Del Norte Triplicate last week.

**Analysis:** The proposed balanced budget for Fiscal Year 2019/2020 is attached.

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

6.2

## 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
<b>Salaries and Benefits</b>					
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
		<b>Salaries and Benefits</b>	<b>\$ 651,666</b>	<b>\$ 741,666</b>	<b>\$ 753,277.00</b>
<b>Services &amp; Supplies</b>					
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 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
		<b>Services &amp; Supplies</b>	<b>\$ 2,533,283</b>	<b>\$</b>	<b>2,416,783</b>	<b>\$ 2,058,553</b>
<b>Other Charges</b>						
30420		Interest Payments				
30440		Transfer Station Loan Pymts-Interest				
30490		Depreciation Expense	\$ 90,056	\$	90,056	\$ 81,678.00
30500		Department Allotment				
<b>Fixed Assets</b>						
40610		Property	\$ 212,000	\$	212,000	\$ 2,683.00
40620		Equipment				
<b>Intra / Inter Fund Transfers</b>						
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				
<b>Other Charges</b>						
81000		Contingency				\$ 3,000.00
		<b>Other Charges</b>	<b>\$ 741,368.00</b>	<b>\$</b>	<b>741,368.00</b>	<b>\$ 518,778.00</b>
<b>TOTAL EXPENDITURES</b>			<b>\$ 3,926,317.00</b>	<b>\$</b>	<b>3,899,817.00</b>	<b>\$ 3,330,608.47</b>

**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
<b>Revenues</b>					
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	99	Gate Tipping Fees - Prior Yr			\$ (500.00)
91004		Authority Service Fees	\$ (1,244,813.0)	\$ (1,244,813.0)	\$ (1,033,484.84)
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			
<b>TOTAL REVENUES</b>			\$ (3,926,317)	\$ (3,910,729)	\$ (3,330,608)
Net Cost (Prior Year Grant Expenses)			\$ -	\$ (10,912)	\$ 0

**REQUEST FOR PROPOSALS FOR CLEANUPS,  
ENFORCEMENT CONSULTING, VEGETATION  
MANAGEMENT & RELATED SITE SECURITY  
SERVICES**



**DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY  
DEL NORTE COUNTY, CALIFORNIA**

**(707) 465-1100**

**(707) 465-1300 FAX**

**E-MAIL: KYRA@RECYCLEDELNORTE.CA.GOV**

**1700 STATE STREET  
CRESCENT CITY, CA 95531**

**PROPOSALS DUE: JUNE 12, 2019**

6.3

**REQUEST FOR PROPOSALS FOR  
ASSESSMENT, CLEANUP, VEGETATION MANAGEMENT  
AND CONSULTING SERVICES**

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**REQUEST FOR PROPOSALS FOR  
ASSESSMENT, CLEANUP, VEGETATION MANAGEMENT  
AND CONSULTING SERVICES**

**I. PROJECT OVERVIEW**

The Del Norte Solid Waste Management Authority (hereinafter referred to as the “Authority”) requests proposals to provide cleanup services including labor and equipment in support of a funded partnership with the National Forest Service to conduct forest and river cleanups in the Six Rivers National Forest. The Authority also regularly engages in cleanups on properties managed by the Authority, including the Crescent City Landfill, Del Norte County Transfer Station, Klamath Transfer Station and the Gasquet Transfer Station. Following cleanup of a site the Authority often aspires to impede or prevent vehicular access so further dumping is less likely, and is seeking a consultant capable of making site-specific recommendations for cost-effective site security. The Authority is also in the process of drafting an Ordinance for enhanced penalties for illegal dumping or vandalism on properties or facilities under Authority management. The Authority also has need for seasonal vegetation control at the landfill property, and would appreciate having a contractor with capacity to complete projects involving cutting and removal of vegetation on Authority properties or cleanup sites.

As much of the needed expertise for these tasks overlap, the Authority is requesting proposals from one or more Contractors capable of completing these different tasks on demand. Proposals may include suggestions to modify the scope and/or structuring of tasks. Proposers who suggest such modifications are encouraged to also include explanations about how a modified scope might more effectively or efficiently complete project tasks.

Proposals must be received at the Del Norte Solid Waste Management Authority office at 1700 State Street, Crescent City, CA 95531, Attention: Director, by 4:30 P.M. on 12 June 2019.

*In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age, or disability (Not all prohibited bases apply to all programs)*

To file a complaint of discrimination, write USDA, Director, Office of Civil rights, 1400 Independence Avenue SW, Washington, DC 20250-9410 or call toll free voice (866) 632-9992, TDD (800) 877-8339, or voice relay (866) 377-8642. USDA is an equal opportunity provider and employer.

**II. PROPOSAL PROCESS**

**A. Contact Person**

All requests for information regarding this RFP should be directed to:

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

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

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

***B. Distribution List for RFP***

The initial RFP mailing list is attached as Exhibit A.

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

All questions shall be directed to the Authority's contact persons identified in section II.A. of this RFP.

***D. Proposal Rules***

The following rules shall apply:

1. All proposals shall be submitted in writing and be in accordance with the requirements of this Request for Proposals.
2. Four **copies** of the proposal shall be mailed or delivered in a sealed package, to the above noted address. **The package must be received at the Authority's offices by 4:30 p.m. on Wednesday, 12 June 2019.** The package must be clearly labeled on the outside and inside with the name of the firm submitting the proposal and the address in section II.A (with the words: "Assessment, Cleanup, Vegetation Control & Consulting Services Proposal" on the package). One of the copies of the proposal shall be unbound and

single sided to ease further copying, and this copy shall be labeled 'Original.' This 'Original' copy shall govern in the event of any inconsistency among copies of the proposal.

3. Each proposal shall be typed or printed on 8 1/2" by 11" paper, double-sided, (except as noted above) or if larger paper is required, it must be folded to 8 1/2" by 11". Paper should be at least 30% post-consumer recycled content. Each page shall be fully legible and numbered (preferably sequentially numbered rather than new numbers for each section).
4. Each proposal shall include all information required by the RFP and any addenda. Addenda may be issued prior to the opening of proposals for the purpose of changing or clarifying the intent of the RFP. All addenda shall be binding in the same way as if originally written in this RFP. Any interpretation, affecting all Proposers, made prior to the bid due date will be issued in the form of an addendum. The Authority will not be bound by, or responsible for, any other explanations or interpretations of the RFP package other than those given in writing as set forth in this paragraph. Oral instructions, interpretations, or representations will not be binding upon Authority or Authority's representative. If the Authority issues addenda to this RFP, each Proposal will include a signed Receipt of Addenda form, which will be issued with the addenda.
5. Proposals may not be changed, modified, or withdrawn after the time and date specified for submittal. Partial or incomplete proposals may be unacceptable. Any misrepresentation or falsehood contained within a proposal may be grounds for disqualification. All requests to change, modify, or withdraw prior to the proposal due date must be in writing and bear the same name appearing on the proposal.
6. Proposals received after the required submittal date and time will be rejected and returned unopened. The Authority shall not in any manner be liable or responsible for any late delivery of proposals. Unless specifically requested by the Authority for clarification, the Authority will not accept any clarifications, revisions or addenda to submitted proposals after the submission deadline. No telegraph, facsimile or telephone proposals or addenda to proposals shall be acceptable.
7. Proposals must be in U.S. dollars inclusive of all costs such as, but not limited to: insurance, equipment, supervision, site investigation, mobilization/demobilization, profit, overhead, and taxes. All other direct and indirect costs associated with the work including, but not limited to, allowances for weather, phasing of work in an operating plant, lost time, absenteeism, holidays, equipment failure, travel time and any other applicable costs shall also be included in proposal.
8. Prior to contract award for work described herein, the Authority will conduct investigations as necessary to determine the performance record and ability of each Proposer to perform the work included herein at the least cost. Upon request, the Proposer shall submit additional information deemed necessary by the Authority to evaluate the Proposer's qualifications.

***E. Confidential Information***

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

***F. Evaluation Process***

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

The objective of the Authority is to determine the most cost-effective option for safe and prompt removal of debris, tires, appliances, vehicles, and other waste materials from Del Norte County properties and watercourses managed by the US Forest Service, and adjacent properties for the tasks described in each section of the scope of services. Toward this end, the Authority shall consider all relevant factors, including, but not limited to:

- Billing Rates
- Qualifications & experience
- Technical competence for the variety of services sought
- Availability and reliability
- References from existing or prior clients

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

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

The final selection will be made by the Authority Board at a scheduled and noticed public meeting, anticipated to be on 21 June 2019.

### **III. PROJECT BACKGROUND**

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

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

The Del Norte Solid Waste Management Authority is a joint powers authority of the County of Del Norte and the city of Crescent City for the purposes of administering and managing all solid waste, recycling, composting, and household hazardous waste facilities, services, and programs throughout Del Norte County, California.

The Authority has a contractual agreement with the United States Department of Agriculture Forest Service Six Rivers National Forest to create local capacity through hiring and training a dumpsite abatement team, community partners and volunteers to identify and cleanup illegal dumpsites and abandoned vehicles from U.S. Forest Service properties.

The Goals and Objectives for this US Forest Service partnership project are:

- a) Assess and prioritize cleanup project sites on Del Norte County lands of the U.S. Forest Service;
- b) Enhance regional capacity to assess and cleanup illegal dumpsites;
- c) Improve site security at the Gasquet Transfer Station to reduce associated litter;
- d) Remove abandoned and improperly disposed vehicles and debris from Six Rivers National Forest lands and watercourses;
- e) Support river and forest cleanups initiated by non-profit groups;
- f) Restore cleanup sites to natural conditions, while impeding further dumping to the extent practical; and
- g) Document and forward evidence of illegal dumping to law enforcement for citation and prosecution.

The Authority seeks to establish contractual arrangements with a qualified firm to assist Authority staff in the management of this partnership to remove and dispose of debris on Six Rivers National Forest lands and watercourses. The Authority also may engage the selected Contractor for similar services on properties not controlled by the U.S. Forest Service.

The Authority also seeks a Contractor to provide the following additional services:

- h) Assist Authority staff as requested to execute seasonal vegetation control at the landfill property, and/or cutting and removal of vegetation on Authority properties or cleanup sites.

For the services described above, Federal wage provision may apply. As Federal funding will be used for this service contract in an amount over \$2,500, the Service Contract Act applies.

The Authority welcomes proposals from Contractors also capable of providing the following additional services:

- i) Provide site and location-specific recommendations for cost-effective improvements to site security, evaluating potential costs to deploy k-rails, rock barriers, excavated topographical barriers, security cameras, signage, fences and gates;
- j) Assist Authority staff in gathering and reviewing ordinances from other communities and assist in structuring and drafting an Authority Ordinance for enhanced penalties for illegal trespassing, dumping, camping, or vandalism on properties or facilities under Authority management.

Though the Authority will use the hourly rates in the Price Proposal to compare and evaluate proposals, the hours needed to complete any task may vary considerably. The Authority makes no representation regarding the number of hours needed to complete any tasks or the amount the selected Contractor will ultimately be paid for any task.

The initial term shall be for a two (2) year period, with options for renewals up to a total maximum term of up to seven (7) years. All work performed by Contractor and its employees pursuant to this Agreement will be performed promptly and diligently and, in a manner, consistent with the standards of care, diligence and skill exercised by recognized firms for similar services, and in accordance with all regulatory and good management standards, and in a good, safe and workmanlike manner. Contractor will be responsible to ensure that all work performed by its employees or any contractors is performed to the standards set forth in this Request for Proposals and that such work complies with requirements of appropriate governmental agencies and applicable law.

#### **IV. SCOPE OF SERVICES**

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

Generally, Contractor's work under this Agreement will include:

- Meeting with Authority staff to Identify, Describe and Prioritize Partnership-related activities and future Work Order Requests
- Management of all documentation, invoicing, and progress reports related to the Authority's USFS Partnership.

- Coordination with Authority staff to complete vegetation control and maintenance as described in a Work Order Request.
- Assess Equipment & Staff needs and submitting a Cost Estimate to Complete as a Proposed Work Order.
- Respond to modifications or suggestions (if any) from Authority staff on each Proposed Work Order.
- Once signed by the Authority Director, Contractor will mobilize and complete all tasks for each approved Work Order.
- Coordinate as needed with Authority staff and others regarding additional resources and activities associated with each Work Order
- Document and Invoice for Work Completed.

Each of these responsibilities are described in the following sections.

#### **A. Meeting with Authority Staff to Identify, Describe and Prioritize**

At the start of the contract and periodically as-needed thereafter, Contractor's primary representative will meet with the Authority Director to discuss which sites have been proposed for cleanup, the nature of the work, deadlines and related considerations and the relative priorities for all outstanding tasks or future Work Orders under this Agreement.

At such meetings, the Contractor's primary representative may be asked to conduct further investigations on one of more of these sites, such as photography, making sketches of the limits and estimated quantity of debris, identifying safety concerns, or identifying vegetation that may need to be removed.

On occasion when the Authority has cleanup projects that are outside the areas covered by the USFS partnership, the Authority Director will meet with the Contractor's primary representative will be asked to conduct Initial Site Assessments as described in the following section.

#### **B. Management associated with the Authority's USFS Partnership**

The selected Contractor will act as the Authority's agent to complete the activities described and approved under this partnership, including drafting progress reports for signature and submittal by Authority staff. The USFS Partnership Agreement is attached as Exhibit D.

#### **C. Work Orders**

All Contractor services except the initial meeting and those related to the USFS partnership will be administered through Work Orders. Authority staff would prepare

a Work Order Request and transmit it to Contractor. Contractor will then assess the equipment and staffing needs and submit a Proposed Work Order including a cost estimate to complete the Proposed Work Order to Authority staff. Authority staff will then either sign and approve the Work Order or suggest modifications or suggestions additional changes. Until any Work Order is approved, Contractor will be paid at the hourly rate for the Contractor's primary contact to complete estimates and conduct necessary site investigations.

After a Work Order is signed and approved, Contractor's main contact will notify Authority staff under any of the following circumstances:

- a) any new significant risk, danger or previously unknown site condition is discovered, especially if such may impact projected costs or completion date,
- b) approximately 60% of the estimated costs for that Work Order have been spent or committed,
- c) any of Contractor's crew are injured requiring medical attention in association with these tasks, or
- c) completion of that Work Order is projected to extend beyond the anticipated completion date.

Ten percent (10%) of the approved amount for each Work Order will be withheld until Authority staff have been able to inspect and confirm completion of the work specified.

When the Contractor determines that it has completed the Work required herein, Contractor shall so notify Authority in writing and shall furnish all labor and material releases required by the Contract. Authority staff shall thereupon inspect the Work. If the Work is not acceptable to the Authority, the Authority shall indicate to Contractor in writing the specific portions or items of Work which are unsatisfactory or incomplete. Once Contractor determines that it has completed the incomplete or unsatisfactory Work, Contractor may request a re-inspection by the Authority. Once the Work is acceptable to Authority, Authority shall pay to Contractor the Total Work Order Price remaining to be paid, less any amount which Authority may be authorized or directed by law to retain. Payment of retention proceeds due to Contractor shall be made in accordance with Section 7107 of the California Public Contract Code.

#### **i. Work Orders for Vegetation Control**

Periodically the Authority is responsible for controlling vegetative growth at the Crescent City Landfill and other Authority-managed facilities. The nature and extent of work and performance expectations will be described in a Work Order Request. Vegetation control services can include use of mowers, weed whips, pole saws, hand clippers, and rakes. Vegetation control at the landfill generally is focused on the 22 acres of the landfill mound, and includes mowing of the top deck, trimming back trees

encroaching on the perimeter access road, weed whipping around gas vents and over drainage berms, and clearing surface drainage structures.

In past years, Authority staff have contracted for mowing of the top deck using a combine, and have worked with the Alder Camp crews to do the saw and weed whip work, using a combination of equipment borrowed from the Del Norte Fire Safe Council and rented equipment. Extended fire seasons have reduced the reliability of the Alder Camp crews during summer. Thus, the selected Contractor will likely have a Work Order request this year to complete some or all of these tasks.

**ii. Work Orders for Cleanups not covered under the USFS partnership**

The Authority anticipates Work Order Requests for Contractor to provide additional cleanup and other services that will not be covered by the USFS partnership. Work Order Requests for cleanup services will specify, to the extent possible, the information for the Initial Site Assessment. The Proposed Work Order will include any Initial Site Assessment information omitted from the Work Order Request. The Initial Site Assessment will include the following information for each cleanup location:

1. Site Identification (By name, APN number, GPS coordinates, or proximity to nearest road)
2. General location and estimate of area needing cleanup in square feet.
3. Estimate of cubic yards of material to be cleaned up.
4. Identification of any hazardous materials or other potential safety hazards.
5. Number and description of vehicles requiring removal. Vehicle removal may be accomplished by a separate contractor.
6. Estimate number of tires, appliances, mattresses, and furniture to be removed.
7. Identification of any vegetation that would need to be removed to complete the cleanup.
8. Indication if materials would be most effectively disposed if hauled by Contractor or by placement of a Recology Del Norte temporary bin.
9. Identification of any special equipment needs (winches, ropes, pullies, rappelling equipment, cutting torches, chainsaws, weed whips, etc.)
10. Identification of any additional site-specific needs for personal protective equipment, safety equipment, fire prevention, or traffic control.
11. Estimate of labor hours and total labor costs.
12. Estimated number of work days to required complete cleanup activities.
13. Projected completion date.

**iii. Work Orders for Consulting Services**

The Authority also welcomes proposals from Contractors qualified and capable to provide consultation on the development and implementation of additional legal and physical impediments and barriers for Authority-managed properties. Consulting services related to Ordinance development could include gathering model ordinances from other communities, assessing the potential effectiveness or appropriateness of such enforcement tools, or producing drafts of Ordinances as requested by Authority staff.

The Authority may also have Work Order Requests for the selected Contractor related to consulting advice regarding assessment and possible cost evaluation of options to discourage, impede or prevent vehicular access to Authority-managed properties. Options to be considered could include signage, fencing, topographical barriers, rock barriers, k-rails, and gates. The Authority does not anticipate requesting the selected Contractor to lead any engineering, permitting, or design tasks.

## **V. GENERAL REQUIREMENTS**

Contractor shall provide any necessary training to its employees, volunteers, and program participants to ensure that such personnel are capable of performing the tasks to be completed.

The selected Proposer shall be required to enter into a contract with the Authority to complete the Scope of Services.

## **VI. INSURANCE**

Prior to the beginning of and throughout the duration of the Work, Contractor will maintain insurance in conformance with the requirements set forth below. Contractor will use existing coverage to comply with these requirements. If that existing coverage does not meet the requirements set forth here, Contractor agrees to amend, supplement or endorse the existing coverage to do so. Contractor acknowledges that the insurance coverage and policy limits set forth in this section constitute the minimum amount of coverage required. Any insurance proceeds in excess of the limits and coverage required in this Agreement and which are applicable to a given loss, will be available to the Authority. Contractor shall provide the following types and amounts of insurance:

- A. Commercial General Liability Insurance using Insurance Services Office “Commercial General Liability” policy form CG 00 01 or the exact equivalent. Defense costs must be paid in addition to limits. There shall be no cross liability exclusion for claims or suits by one insured against another. Limits are subject to

review but in no event less than \$1,000,000 per occurrence for all covered losses and no less than \$2,000,000 general aggregate.

B. Business Auto Coverage on ISO Business Auto Coverage form CA 00 01 including symbol 1 (Any Auto) or the exact equivalent. Limits are subject to review, but in no event to be less than \$1,000,000 per accident. If Contractor owns no vehicles, this requirement may be satisfied by a non-owned auto endorsement to the general liability policy described above. If Contractor or Contractor's employees will use personal autos in any way on this project, Contractor shall provide evidence of personal auto liability coverage for each such person.

C. Workers Compensation on a state-approved policy form providing statutory benefits as required by law with employer's liability limits no less than \$1,000,000 per accident or disease. The certification by Contractor of agreement and compliance with the provisions of Section 3700 et seq. of the Labor Code is attached as Exhibit "A".

D. Excess or Umbrella Liability Insurance (Over Primary) if used to meet limit requirements, shall provide coverage at least as broad as specified for the underlying coverages. Any such coverage provided under an umbrella liability policy shall include a drop down provision providing primary coverage above a maximum \$25,000 self-insured retention for liability not covered by primary but covered by the umbrella. Coverage shall be provided on a "pay on behalf" basis, with defense costs payable in addition to policy limits. Policy shall contain a provision obligating insurer at the time insured's liability is determined, not requiring actual payment by the insured first. There shall be no cross liability exclusion precluding coverage for claims or suits by one insured against another. Coverage shall be applicable to Authority for injury to employees of Contractor, subcontractors or others involved in the Work. The scope of coverage provided is subject to approval of Authority following receipt of proof of insurance as required herein. Insurance procured pursuant to these requirements shall be written by insurers that are admitted carriers in the State of California and with an A.M. Best rating of A or better and a minimum financial size VII.

E. General conditions pertaining to provision of insurance coverage by Contractor. Contractor and Authority agree to the following with respect to insurance provided by Contractor:

- (1) Contractor agrees to have its insurer endorse the third party general liability coverage required herein to include as additional insureds Authority, its officials, employees and agents, using standard ISO endorsement No. CG 2010 with an edition prior to 1992. Contractor also agrees to require all contractors, and subcontractors to do so likewise.
- (2) No liability insurance coverage provided to comply with this Agreement shall prohibit Contractor, or Consultant's employees, or agents, from waiving the right of subrogation prior to a loss. Contractor agrees to waive subrogation rights against Authority regardless of the applicability of any insurance proceeds, and to require all contractors and subcontractors to do likewise.

- (3) All insurance coverage and limits provided by Contractor and available or applicable to this Agreement are intended to apply to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the Authority or its operations limits the application of such insurance coverage.
- (4) None of the coverages required herein will be in compliance with these requirements if they include any limiting endorsement of any kind that has not been first submitted to Authority and approved in writing.
- (5) No liability policy shall contain any provision or definition that would serve to eliminate so-called "third party action over" claims, including any exclusion for bodily injury to an employee of the insured or any contractor or subcontractor.
- (6) All coverage types and limits required are subject to approval, modification and additional requirements by the Authority, as the need arises. Contractor shall not make any reductions in scope of coverage (e.g. elimination of contractual liability or reduction of discovery period) that may affect Authority's protection without Authority's prior written consent.
- (7) Proof of compliance with these insurance requirements, consisting of certificates of insurance evidencing all of the coverages required and an additional insured endorsement to Contractor's general liability policy, shall be delivered to Authority at or prior to the execution of this Agreement. In the event such proof of any insurance is not delivered as required, or in the event such insurance is canceled at any time and no replacement coverage is provided, Authority has the right, but not the duty, to obtain any insurance it deems necessary to protect its interests under this or any other agreement and to pay the premium. Any premium so paid by Authority shall be charged to and promptly paid by Contractor or deducted from sums due Contractor, at Authority option.
- (8) Certificate(s) are to reflect that the insurer will provide 30 days notice to Authority of any cancellation of coverage. Contractor agrees to require its insurer to modify such certificates to delete any exculpatory wording stating that failure of the insurer to mail written notice of cancellation imposes no obligation, or that any party will "endeavor" (as opposed to being required) to comply with the requirements of the certificate.
- (9) It is acknowledged by the parties of this Agreement that all insurance coverage required to be provided by Contractor or any subcontractor, is intended to apply first and on a primary, non-contributing basis in relation to any other insurance or self-insurance available to Authority.
- (10) Contractor agrees to ensure that subcontractors, and any other party involved with the project who is brought onto or involved in the project by Contractor, provide the same minimum insurance coverage required of Contractor. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Contractor agrees

that upon request, all agreements with subcontractors and others engaged in the project will be submitted to Authority for review.

- (11) Contractor agrees not to self-insure or to use any self-insured retention's or deductibles on any portion of the insurance required herein except as disclosed to and approved by the Authority and further agrees that it will not allow any contractor, subcontractor, Architect, Engineer or other entity or person in any way involved in the performance of work on the project contemplated by this Agreement to self-insure its obligations to Authority. Authority expressly approves maintenance by the Contractor of a \$100,000 deductible on its current Professional Liability insurance policy.
- (12) The Authority reserves the right at any time during the term of the contract to change the amounts and types of insurance required by giving the Contractor ninety (90) days advance written notice of such change. If such change results in substantial additional cost to the Contractor, the Authority will negotiate additional compensation proportional to the increased benefit to Authority.
- (13) For purposes of applying insurance coverage only, this Agreement will be deemed to have been executed immediately upon any party hereto taking any steps that can be deemed to be in furtherance of or towards performance of this Agreement.
- (14) Contractor acknowledges and agrees that any actual or alleged failure on the part of Authority to inform Contractor of non-compliance with any insurance requirement in no way imposes any additional obligations on Authority nor does it waive any rights hereunder in this or any other regard.
- (15) Contractor will renew the required coverage annually as long as Authority, or its employees or agents face an exposure from operations of any type pursuant to this Agreement. This obligation applies whether or not the Agreement is canceled or terminated for any reason. Termination of this obligation is not effective until Authority executes a written statement to that effect.
- (16) Contractor shall provide proof that policies of insurance required herein expiring during the term of this Agreement have been renewed or replaced with other policies providing at least the same coverage. Proof that such coverage has been ordered shall be submitted prior to expiration. A coverage binder or letter from Contractor's insurance agent to this effect is acceptable. A certificate of insurance and/or additional insured endorsement as required in these specifications applicable to the renewing or new coverage must be provided to Authority within five days of the expiration of the coverages.
- (17) The provisions of any workers' compensation or similar act will not limit the obligations of Contractor under this Agreement. Contractor expressly agrees not to use any statutory immunity defenses under such laws with respect to Authority, its employees, officials and agents.

- (18) Requirements of specific coverage features or limits contained in this section are not intended as limitations on coverage, limits or other requirements nor as a waiver of any coverage normally provided by any given policy. Specific reference to a given coverage feature is for purposes of clarification only as it pertains to a given issue, and is not intended by any party or insured to be limiting or all-inclusive.
- (19) These insurance requirements are intended to be separate and distinct from any other provision in this Agreement and are intended by the parties here to be interpreted as such.
- (20) The requirements in this Section supersede all other sections and provisions of this Agreement, except Exhibit "B" "Modifications to Contract Documents", to the extent that any other section or provision conflicts with or impairs the provisions of this Section.
- (21) Contractor agrees to be responsible for ensuring that no contract used by any party involved in any way with the project reserves the right to charge Authority or Contractor for the cost of additional insurance coverage required by this Agreement. Any such provisions are to be deleted with reference to Authority. It is not the intent of Authority to reimburse any third party for the cost of complying with these requirements. There shall be no recourse against Authority for payment of premiums or other amounts with respect thereto.
- (22) Contractor agrees to provide immediate notice to Authority of any claim or loss against Contractor arising out of the work performed under this Agreement. Authority assumes no obligation or liability by such notice, but has the right (but not the duty) to monitor the handling of any such claim or claims if they are likely to involve Authority.

## **PREVAILING WAGES**

**Contractor is aware that California State Prevailing Wage Rates and Federal Davis Bacon Wage Rates apply. The Contractor shall comply with the higher or more stringent of the two labor rates and conditions of employment.**

Applicable Federal Davis Bacon Wage Rates are physically attached hereto as Exhibit "C" and are hereby made a part of the contract. Contractor is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 1600, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects. If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is \$1,000 or more, Contractor agrees to fully comply with such Prevailing Wage Laws. County shall provide

Contractor with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Contractor shall make copies of the prevailing rates of per diem wages for each craft; classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Contractor's principal place of business and at the project site. Contractor shall defend, indemnify and hold the County, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

### **HOURS OF WORK**

Contractor is advised that eight (8) hours labor constitutes a legal day's work. Pursuant to Section 1813 of the Labor Code, Contractor shall forfeit a penalty of \$25.00 per worker for each day that each worker is permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week, except when payment for overtime is made at not less than one and one-half (1-1/2) times the basic rate for that worker.

### **PAYROLL RECORDS**

In accordance with the requirements of Labor Code Section 1776, Contractor shall keep accurate payroll records which are either on forms provided by the Division of Labor Standards Enforcement or which contain the same information required by such forms. Responsibility for compliance with Labor Code Section 1776 shall rest solely with Contractor, and Contractor shall make all such records available for inspection at all reasonable hours.

As a portion of the work under this agreement is associated with a partnership from the U.S. Department of Agriculture and the U.S. Forest Service, and so Contractor will also need to meet the following requirements:

1. Neither the Contractor nor any of its employees shall be Federal employees for any purposes including Chapter 171 of Title 28, United States Code (Federal Tort Claims Act) and Chapter 81 of Title 5 United States Code (OWCP).
2. Contractor is prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity.
3. Contractor shall ensure that all employees complete the I-9 form to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 USC 1324a). Contractor shall comply with regulations regarding certification and retention of completed forms.
4. Contractor shall retain records pertinent to this work for a period of no less than 3 years from the expiration or termination date.

5. Neither the Contractor nor any of its employees shall use text messaging while driving any vehicle on business related to this Agreement.
6. Contractor may not require its employees seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department of agency authorized to receive such information.

## **VI. PROPOSAL REQUIREMENTS**

The Authority invites proposals from companies qualified to provide the requested services described in the preceding sections. The contents and pricing structure of the selected Proposal, this Request for Proposals, and opinions from relevant legal counsels will form the initial basis for negotiating an Agreement for the selected Contractor. The contents of each proposal should address each of the topics from the headings within this Section of the RFP.

### ***A. Project Schedule***

Proposer shall comment on the following schedule and identify any reasons for proposing any adjustments.

RFP Issued	21 May 2019
Proposals Due	12 June 2019
Anticipated Selection	18 June 2019
Agreement Signed on or before	02 July 2019
Anticipated First Coordination Meeting	05 July 2019
Cleanups (As scheduled)	July 2019-March 2021

### ***B. Qualifications***

#### **1. Experience**

Proposals will demonstrate the capacity for the Proposer to complete the Scope of Services. Minimally, this will include demonstrating the Proposer's work experience providing similar or related services.

Proposers should particularly highlight experiences related to providing labor and cleanup services in similar situations, and provide copies of any relevant contractor's licenses and certifications demonstrating their ability to complete the work described. Only a licensed contractor shall be hired for all work associated with this project for which a license is required by local, state, or federal statute, ordinance, or regulation.

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

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

## **3. References**

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

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

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

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

Proposers must provide a Billing Rate Sheet describing the hourly rates for all project personnel and services, which will be the basis for invoices submitted for the duration of this project. Proposers should also closely examine Exhibit B to see how labor rates will be considered during the evaluation of all proposals. Under approved Work Orders,

Contractor will have one employee billing at Management Rate, and the other labor rate will entered in the Price Proposal form will be an average hourly wage per laborer, so the hourly rate for a four person work crew is four times the average hourly wage per laborer. Labor rates are to include all expenses as outlined in the Scope of Services. Payments for supplies or equipment will be based on receipts provided with each invoice from Contractor.

Additional resources for equipment necessary to perform the selected cleanups will be considered under the partnership allocations for equipment rental.

## **VII. EXHIBITS AND FORMS**

All documents of this RFP, including Exhibits, are included with this RFP.

- Exhibit A: Initial Mailing List for this RFP
- Exhibit B: Price Proposal Form
- Exhibit C: Proposal Evaluation Form
- Exhibit D: Participating Agreement with the US Forest Service
- Exhibit E: Staff Report re. Authority Property Ordinance Development
- Exhibit F: Description of vegetative maintenance at the Crescent City Landfill

## **EXHIBIT A: Initial RFP Distribution List**

California Conservation Corp.  
1500 Patrick J Murphy Mem Dr.  
Klamath, CA 95548  
707-482-2941

DDR Cleaning and Hauling  
PO Box 489  
Crescent City, CA 95531  
707-954-0504

GH Outreach  
700 E. Washington Blvd  
Crescent City, CA. 95531  
Attn: Jeffrey Walters  
707-464-5089

Hambro/WSG  
P.O. Box 159  
Crescent City, CA. 95531  
Attn: Joel Wallen  
707-465-4656

Smith River Alliance  
P.O. Box 2129  
Crescent City, CA. 95531  
Attn: Grant Werschull  
916-715-9898

# Exhibit B: Price Proposal Form

Task	Description	Hourly Rate
A	Meeting to Identify, Describe & Prioritize	per hour
B.	Management of USFS Partnership	per hour per person-hour labor
C.	Work Orders	per hour management per person-hour labor
	i. for Vegetation Control	
	ii. for Cleanups outside USFS Partnership	per hour management per person-hour labor
	iii. for Consulting Services	per hour management

# Price Proposal Evaluation Sample

Task	Description	Hourly Rate	Evaluation Hours	Rate x Hours
A	Meeting to Identify, Describe & Prioritize	\$ 30.00 per hour	40	\$ 1,200
B.	Management of USFS Partnership	\$ 45.00 per hour \$ 15.00 per person-hour labor	40 120	\$ 1,800 \$ 1,800
C.	Work Orders	\$ 30.00 per hour management \$ 15.00 per person-hour labor	20 120	\$ 600 \$ 1,800
	i. for Vegetation Control			
	ii. for Cleanups outside USFS Partnership	\$ 30.00 per hour management \$ 15.00 per person-hour labor	35 150	\$ 1,050 \$ 2,250
	iii. for Consulting Services	\$ 45.00 per hour management	60	\$ 2,700
<b>LABOR PRICE EVALUATION</b>				<b>\$ 13,200</b>

## Exhibit C: Proposal Evaluation Example

	Proposal 1		Proposal 2		Proposal 3	
	Raw score	Weighted	Raw score	Weighted	Raw score	Weighted
Qualifications / Experience	7	1.4	6	1.2	9	1.8
Proposal	10	2	7	1.4	10	2
Price Proposal *	\$ 13,200	4.11	\$ 11,500	4.72	\$ 16,000	3.39
References	10	2	8	1.6	10	2
<b>Evaluation</b>		<b>9.51</b>		<b>8.92</b>		<b>9.19</b>

Recommended Proposal

\* Price Proposal Evaluation = (Average of all price proposals/price proposal) \* 10 \* Eval %

FS Agreement No. 16-PA-11051000-055

Cooperator Agreement No. \_\_\_\_\_

**PARTICIPATING AGREEMENT**  
**Between The**  
**DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY**  
**And The**  
**UNITED STATES DEPARTMENT OF AGRICULTURE**  
**FOREST SERVICE**  
**SIX RIVERS NATIONAL FOREST**

This PARTICIPATING AGREEMENT is hereby entered into by and between the Del Norte Waste Management Authority, hereinafter referred to as "Cooperator," and the United States Department of Agriculture (USDA), Forest Service, Six Rivers National Forest, hereinafter referred to as the "U.S. Forest Service," under the authority: Secure Rural Schools and Community Self-Determination Act of 2000, Public Law 106-393, 16 U.S.C. 500, as reauthorized and amended.

Title: Forest and River Cleanup Partnership

**I. PURPOSE:**

The purpose of this agreement is to document the cooperation between the parties to create local capacity through hiring and training an illegal dumpsite abatement team, community partners and volunteers to identify and cleanup illegal dumpsites and abandoned vehicles from U.S. Forest Service properties in accordance with the following provisions and the hereby incorporated RAC Proposal (Attachment A) and Financial Plan (Attachment B).

**II. STATEMENT OF MUTUAL BENEFIT AND INTERESTS:**

The purpose of the Del Norte Waste Management Authority is to administer and manage all solid waste, recycling, composting, and household hazardous waste facilities, services, and programs throughout Del Norte County, California.

The mission of the Forest Service is to sustain the health, diversity, and productivity of the Nation's forests and grasslands to meet the needs of present and future generations.

Identification and cleanup of illegal dumpsites on National Forest lands within Del Norte County meets the purpose and mission of both parties. Illegal dumpsites jeopardize the health of terrestrial and aquatic ecosystems in addition to degrading the public's visual experience and enjoyment of Smith River National Recreation Area.

In consideration of the above premises, the parties agree as follows:



### III. COOPERATOR SHALL:

- A. LEGAL AUTHORITY. Cooperator shall have the legal authority to enter into this agreement, and the institutional, managerial, and financial capability to ensure proper planning, management, and completion of the project, which includes funds sufficient to pay the non-Federal share of project costs, when applicable.
- B. Assess and prioritize cleanup project sites on Del Norte County lands of the U.S. Forest Service.
- C. Enhance regional capacity to assess and cleanup illegal dumpsites.
- D. Improve site security at the Gasquet Transfer Station to reduce associated litter.
- E. Remove abandoned and improperly disposed vehicles and debris from Six River National Forest lands and watercourses. Document removal with before and after photos. Provide an estimate of tonnage or yards of vehicles and debris removed.
- F. Support river and forest cleanups initiated by non-profit groups.
- G. Restore cleanup sites to natural conditions, while impeding further dumping to the extent practical.
- H. Document and forward evidence of illegal dumping to law enforcement for citation and prosecution.
- I. Perform tasks as outlined and detailed in the Resource Advisory Committee approved proposal (Attachment A).

### IV. THE U.S. FOREST SERVICE SHALL:

- A. PAYMENT/REIMBURSEMENT. The U.S. Forest Service shall reimburse Cooperator for the U.S. Forest Service's share of actual expenses incurred, not to exceed \$32,295, as shown in the Financial Plan. In order to approve a Request for Reimbursement, the U.S. Forest Service shall review such requests to ensure payments for reimbursement are in compliance and otherwise consistent with the terms of the agreement. The U.S. Forest Service shall make payment upon receipt of Cooperator's monthly invoice. Each invoice from Cooperator shall display the total project costs for the billing period, separated by U.S. Forest Service and Cooperator's share. In-kind contributions must be displayed as a separate line item and must not be included in the total project costs available for reimbursement. The final invoice must display Cooperator's full match towards the project, as shown in the financial plan, and be submitted no later than 90 days from the expiration date.

Each invoice must include, at a minimum:



1. Cooperator's name, address, and telephone number
2. U.S. Forest Service agreement number
3. Invoice date
4. Performance dates of the work completed (start & end)
5. Total invoice amount for the billing period, separated by the U.S. Forest Service and Cooperator share with in-kind contributions displayed as a separate line item.
6. Display all costs, both cumulative and for the billing period, by separate cost element as shown on the financial plan.
7. Cumulative amount of U.S. Forest Service payments to date.
8. Statement that the invoice is a request for payment by "reimbursement"
9. If using SF-270, a signature is required.
10. Invoice Number, if applicable

The invoice must be forwarded to:

EMAIL: [asc\\_ga@fs.fed.us](mailto:asc_ga@fs.fed.us)

FAX: 877-687-4894

POSTAL: USDA Forest Service  
Albuquerque Service Center  
Payments – Grants & Agreements  
101B Sun Ave NE  
Albuquerque, NM 87109

- B. Assist in the identification of illegal dumpsites on the Gasquet Ranger District that will be included in the cleanup activities.
- C. Assess the list of cleanup sites provided by the Cooperator to ensure they are appropriate under this agreement.
- D. Perform cultural and environmental assessments as deemed appropriate by the District Ranger.

**V. IT IS MUTUALLY UNDERSTOOD AND AGREED BY AND BETWEEN THE PARTIES THAT:**

- A. PRINCIPAL CONTACTS. Individuals listed below are authorized to act in their respective areas for matters related to this agreement.



**Principal Cooperator Contacts:**

<b>Cooperator Project Contact</b>	<b>Cooperator Financial Contact</b>
Tedd Ward 1700 State Street Crescent City, CA 95531 Telephone: 707-465-1100 or 954-0953 FAX: 707-465-1300 Email: <a href="mailto:tedd@recycledelnorte.ca.gov">tedd@recycledelnorte.ca.gov</a>	Lisa Babcock 1700 State Street Crescent City, CA 95531 Telephone: 707-465-1100 FAX: 707-465-1300 Email: <a href="mailto:lisa@recycledelnorte.ca.gov">lisa@recycledelnorte.ca.gov</a>

**Principal U.S. Forest Service Contacts:**

<b>U.S. Forest Service Program Manager Contact</b>	<b>U.S. Forest Service Administrative Contact</b>
Lynn Wright 1330 Bayshore way Eureka, CA 95501 Telephone: 707-441-3562 FAX: 707-445-8677 Email: <a href="mailto:hwright02@fs.fed.us">hwright02@fs.fed.us</a>	Janet Boomgarden 1330 Bayshore way Eureka, CA 95501 Telephone: 707-441-3556 FAX: 707-445-8677 Email: <a href="mailto:jboomgarden@fs.fed.us">jboomgarden@fs.fed.us</a>

B. **NOTICES.** Any communications affecting the operations covered by this agreement given by the U.S. Forest Service or Cooperator are sufficient only if in writing and delivered in person, mailed, or transmitted electronically by e-mail or fax, as follows:

To the U.S. Forest Service Program Manager, at the address specified in the agreement.

To Cooperator, at the address shown in the agreement or such other address designated within the agreement.

Notices are effective when delivered in accordance with this provision, or on the effective date of the notice, whichever is later.

C. **PARTICIPATION IN SIMILAR ACTIVITIES.** This agreement in no way restricts the U.S. Forest Service or Cooperator from participating in similar activities with other public or private agencies, organizations, and individuals.

D. **ENDORSEMENT.** Any of Cooperator's contributions made under this agreement do not by direct reference or implication convey U.S. Forest Service endorsement of Cooperator's products or activities.



- E. USE OF U.S. FOREST SERVICE INSIGNIA. In order for Cooperator to use the U.S. Forest Service Insignia on any published media, such as a Web page, printed publication, or audiovisual production, permission must be granted from the U.S. Forest Service's Office of Communications (Washington Office). A written request will be submitted by the U.S. Forest Service to the Office of Communications Assistant Director, Visual Information and Publishing Services, prior to use of the insignia. The U.S. Forest Service will notify the Cooperator when permission is granted.
- F. NON-FEDERAL STATUS FOR COOPERATOR PARTICIPANT. Cooperator agree(s) that any of Cooperator's employees, volunteers, and program participants shall not be deemed to be Federal employees for any purposes including Chapter 171 of Title 28, United States Code (Federal Tort Claims Act) and Chapter 81 of Title 5, United States Code (OWCP), as Cooperator hereby willingly agree(s) to assume these responsibilities.

Further, Cooperator shall provide any necessary training to Cooperator's employees, volunteers, and program participants to ensure that such personnel are capable of performing tasks to be completed. Cooperator shall also supervise and direct the work of its employees, volunteers, and participants performing under this agreement.

- G. MEMBERS OF CONGRESS. Pursuant to 41 U.S.C. 22, no member of, or delegate to, Congress shall be admitted to any share or part of this agreement, or benefits that may arise therefrom, either directly or indirectly.
- H. NONDISCRIMINATION. In accordance with Federal civil rights law and U.S. Department of Agriculture (USDA) civil rights regulations and policies, the USDA, its Agencies, offices, and employees, and institutions participating in or administering USDA programs are prohibited from discriminating based on race, color, national origin, religion, sex, gender identity (including gender expression), sexual orientation, disability, age, marital status, family/parental status, income derived from a public assistance program, political beliefs, or reprisal or retaliation for prior civil rights activity, in any program or activity conducted or funded by USDA (not all bases apply to all programs). Remedies and complaint filing deadlines vary by program or incident.

Persons with disabilities who require alternative means of communication for program information (e.g., Braille, large print, audiotape, American Sign Language, etc.) should contact the responsible Agency or USDA's TARGET Center at (202) 720-2600 (voice and TTY) or contact USDA through the Federal Relay Service at (800) 877-8339. Additionally, program information may be made available in languages other than English.

To file a program discrimination complaint, complete the USDA Program Discrimination Complaint Form, AD-3027, found online at [How to File a Program Discrimination Complaint](#) and at any USDA office or write a letter addressed to USDA and provide in the letter all of the information requested in the form. To request a copy of the complaint form, call (866) 632-9992. Submit your completed form or letter to



USDA by: (1) mail: U.S. Department of Agriculture, Office of the Assistant Secretary for Civil Rights, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410; (2) fax: (202) 690-7442; or (3) email: [program.intake@usda.gov](mailto:program.intake@usda.gov). USDA is an equal opportunity provider, employer, and lender.

- I. **ELIGIBLE WORKERS**. Cooperator shall ensure that all employees complete the I-9 form to certify that they are eligible for lawful employment under the Immigration and Nationality Act (8 USC 1324a). Cooperator shall comply with regulations regarding certification and retention of the completed forms. These requirements also apply to any contract awarded under this agreement.
- J. **SYSTEM FOR AWARD MANAGEMENT REGISTRATION REQUIREMENT (SAM)**. Cooperator shall maintain current information in the System for Award Management (SAM) until receipt of final payment. This requires review and update to the information at least annually after the initial registration, and more frequently if required by changes in information or agreement term(s). For purposes of this agreement, System for Award Management (SAM) means the Federal repository into which an entity must provide information required for the conduct of business as a Cooperative. Additional information about registration procedures may be found at the SAM Internet site at [www.sam.gov](http://www.sam.gov).
- K. **STANDARDS FOR FINANCIAL MANAGEMENT**.
- 1. Financial Reporting**
- Cooperator shall provide complete, accurate, and current financial disclosures of the project or program in accordance with any financial reporting requirements, as set forth in the financial provisions.
- 2. Accounting Records**
- Cooperator shall continuously maintain and update records identifying the source and use of funds. The records shall contain information pertaining to the agreement, authorizations, obligations, unobligated balances, assets, outlays, and income.
- 3. Internal Control**
- Cooperator shall maintain effective control over and accountability for all U.S. Forest Service funds, real property, and personal property assets. Cooperator shall keep effective internal controls to ensure that all United States Federal funds received are separately and properly allocated to the activities described in the agreement and used solely for authorized purposes.



#### 4. Source Documentation

Cooperator shall support all accounting records with source documentation. These documentations include, but are not limited to, cancelled checks, paid bills, payrolls, contract and contract documents. These documents must be made available to the U.S. Forest Service upon request.

- L. **LIMITATION OF FUNDS.** U.S. Forest Service funds in the amount of \$32,295 are currently available for performance of this agreement through August 31, 2021. The U.S. Forest Service's obligation for performance of this agreement beyond this date is contingent upon the availability of appropriated funds from which payment can be made. There is no legal liability on the part of the U.S. Forest Service for any payment may arise for performance under this agreement beyond this amount until Cooperator receive(s) notice of availability to be confirmed in a written modification by the U.S. Forest Service.
- M. **OVERPAYMENT.** Any funds paid to Cooperator in excess of the amount entitled under the terms and conditions of this agreement constitute a debt to the Federal Government. The following must also be considered as a debt or debts owed by Cooperator to the U.S. Forest Service:

- Any interest or other investment income earned on advances of agreement funds; or
- Any royalties or other special classes of program income which, under the provisions of the agreement, are required to be returned;

If this debt is not paid according to the terms of the bill for collection issued for the overpayment, the U.S. Forest Service may reduce the debt by:

1. Making an administrative offset against other requests for reimbursement.
2. Withholding advance payments otherwise due to Cooperator.
3. Taking other action permitted by statute (31 U.S.C. 3716 and 7 CFR, Part 3, Subpart B).

Except as otherwise provided by law, the U.S. Forest Service may charge interest on an overdue debt.

- N. **AGREEMENT CLOSE-OUT.** Within 90 days after expiration or notice of termination Cooperator shall close out the agreement.

Any unobligated balance of cash advanced to Cooperator must be immediately refunded to the U.S. Forest Service, including any interest earned in accordance with 7CFR3016.21/2CFR 215.22.



Within a maximum of 90 days following the date of expiration or termination of this agreement, all financial performance and related reports required by the terms of the agreement must be submitted to the U.S. Forest Service by Cooperator.

If this agreement is closed out without audit, the U.S. Forest Service reserves the right to disallow and recover an appropriate amount after fully considering any recommended disallowances resulting from an audit which may be conducted later.

O. PROGRAM MONITORING AND PROGRAM PERFORMANCE REPORTS.

The parties to this agreement shall monitor the performance of the agreement activities to ensure that performance goals are being achieved.

Performance reports must contain information on the following:

- A comparison of actual accomplishments to the goals established for the period. Wherever the output of the project can be readily expressed in numbers, a computation of the cost per unit of output, if applicable.
- Reason(s) for delay if established goals were not met.
- Additional pertinent information.

Cooperator shall submit annual performance reports to the U.S. Forest Service Program Manager. These reports are due 90 days after the reporting period. The final performance report must be submitted either with Cooperator's final payment request, or separately, but not later than 90 days from the expiration date of the agreement.

- P. RETENTION AND ACCESS REQUIREMENTS FOR RECORDS. Cooperator shall retain all records pertinent to this agreement for a period of no less than 3 years from the expiration or termination date. As used in this provision, records includes books, documents, accounting procedures and practice, and other data, regardless of the type or format. Cooperator shall provide access and the right to examine all records related to this agreement to the U.S. Forest Service, Inspector General, or Comptroller General or their authorized representative. The rights of access in this section must not be limited to the required retention period but must last as long as the records are kept.

If any litigation, claim, negotiation, audit, or other action involving the records has been started before the end of the 3-year period, the records must be kept until all issues are resolved, or until the end of the regular 3-year period, whichever is later.

Records for nonexpendable property acquired in whole or in part, with Federal funds must be retained for 3 years after its final disposition.



- Q. **FREEDOM OF INFORMATION ACT (FOIA)**. Public access to grant or agreement records must not be limited, except when such records must be kept confidential and would have been exempted from disclosure pursuant to Freedom of Information regulations (5 U.S.C. 552). Requests for research data are subject to 2 CFR 215.36.

Public access to culturally sensitive data and information of Federally-recognized Tribes may also be explicitly limited by P.L. 110-234, Title VIII Subtitle B §8106 (2008 Farm Bill).

- R. **TEXT MESSAGING WHILE DRIVING**. In accordance with Executive Order (EO) 13513, "Federal Leadership on Reducing Text Messaging While Driving," any and all text messaging by Federal employees is banned: a) while driving a Government owned vehicle (GOV) or driving a privately owned vehicle (POV) while on official Government business; or b) using any electronic equipment supplied by the Government when driving any vehicle at any time. All Cooperatives, their Employees, Volunteers, and Contractors are encouraged to adopt and enforce policies that ban text messaging when driving company owned, leased or rented vehicles, POVs or GOVs when driving while on official Government business or when performing any work for or on behalf of the Government.

- S. **PUBLIC NOTICES**. It is The U.S. Forest Service's policy to inform the public as fully as possible of its programs and activities. Cooperator is/are encouraged to give public notice of the receipt of this agreement and, from time to time, to announce progress and accomplishments.

It is the responsibility of the Six Rivers National Forest, specifically the Public Affairs Officer, to communicate these messages to the public, elected officials, or to any member of the media. The Public Affairs Officer will work cooperatively with the Cooperator to develop an appropriate communication strategy for any public notices or communications associated with the operations covered by this agreement.

- T. **FUNDING EQUIPMENT**. Federal funding under this agreement is not available for reimbursement of Cooperator's purchase of Equipment. Equipment is defined as having a fair market value of \$5,000 or more per unit and a useful life of over one year.
- U. **CONTRACT REQUIREMENTS**. Any contract under this agreement must be awarded following the Cooperator's established procurement procedures, to ensure free and open competition, and avoid any conflict of interest (or appearance of conflict). Cooperator shall maintain cost and price analysis documentation for potential U.S. Forest Service review. Cooperator is/are encouraged to utilize small businesses, minority-owned firms, and women's business enterprises.
- V. **GOVERNMENT-FURNISHED PROPERTY**. Cooperator may only use U.S. Forest Service property furnished under this agreement for performing tasks assigned in this agreement. Cooperator shall not modify, cannibalize, or make alterations to U.S.



Forest Service property. A separate document, Form AD-107, must be completed to document the loan of U.S. Forest Service property. The U.S. Forest Service shall retain title to all U.S. Forest Service-furnished property. Title to U.S. Forest Service property must not be affected by its incorporation into or attachment to any property not owned by the U.S. Forest Service, nor must the property become a fixture or lose its identity as personal property by being attached to any real property.

*Liability for Government Property.*

1. Unless otherwise provided for in the agreement, Cooperator shall not be liable for loss, damage, destruction, or theft to the Government property furnished or acquired under this contract, except when any one of the following applies:
  - a. The risk is covered by insurance or Cooperator is/are otherwise reimbursed (to the extent of such insurance or reimbursement).
  - b. The loss, damage, destruction, or theft is the result of willful misconduct or lack of good faith on the part of Cooperator's managerial personnel. Cooperator's managerial personnel, in this provision, means Cooperator's directors, officers, managers, superintendents, or equivalent representatives who have supervision or direction of all or substantially all of Cooperator's business; all or substantially all of Cooperator's operation at any one plant or separate location; or a separate and complete major industrial operation.
2. Cooperator shall take all reasonable actions necessary to protect the Government property from further loss, damage, destruction, or theft. Cooperator shall separate the damaged and undamaged Government property, place all the affected Government property in the best possible order, and take such other action as the Property Administrator directs.
3. Cooperator shall do nothing to prejudice the Government's rights to recover against third parties for any loss, damage, destruction, or theft of Government property.
4. Upon the request of the Grants Management Specialist, Cooperator shall, at the Government's expense, furnish to the Government all reasonable assistance and cooperation, including the prosecution of suit and the execution of agreements of assignment in favor of the Government in obtaining recovery.

W. U.S. FOREST SERVICE ACKNOWLEDGED IN PUBLICATIONS, AUDIOVISUALS AND ELECTRONIC MEDIA. Cooperator shall acknowledge U.S. Forest Service support in any publications, audiovisuals, and electronic media developed as a result of this agreement.

X. NONDISCRIMINATION STATEMENT – PRINTED, ELECTRONIC, OR AUDIOVISUAL MATERIAL. Cooperator shall include the following statement, in full, in any printed, audiovisual material, or electronic media for public distribution developed or printed with any Federal funding.

*In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of*



*race, color, national origin, sex, age, or disability. (Not all prohibited bases apply to all programs.)*

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free voice (866) 632-9992, TDD (800) 877-8339, or voice relay (866) 377-8642. USDA is an equal opportunity provider and employer.

If the material is too small to permit the full statement to be included, the material must, at minimum, include the following statement, in print size no smaller than the text:

***"This institution is an equal opportunity provider."***

Y. REMEDIES FOR COMPLIANCE RELATED ISSUES. If Cooperator materially fail(s) to comply with any term of the agreement, whether stated in a Federal statute or regulation, an assurance, or the agreement, the U.S. Forest Service may take one or more of the following actions:

1. Temporarily withhold cash payments pending correction of the deficiency by Cooperator or more severe enforcement action by the U.S. Forest Service;
2. Disallow (that is, deny both use of funds and matching credit for) all or part of the cost of the activity or action not in compliance;
3. Wholly or partly suspend or terminate the current agreement for Cooperator's program;
4. Withhold further awards for the program, or
5. Take other remedies that may be legally available, including debarment procedures under 2 CFR part 417.

Z. TERMINATION BY MUTUAL AGREEMENT. This agreement may be terminated, in whole or part, as follows:

1. When the U.S. Forest Service and Cooperator agree upon the termination conditions, including the effective date and, in the case of partial termination, the portion to be terminated.
2. By 30 days written notification by Cooperator to the U.S. Forest Service setting forth the reasons for termination, effective date, and in the case of partial termination, the portion to be terminated. If the U.S. Forest Service decides that the remaining portion of the agreement will not accomplish the purposes for which the agreement was made, the U.S. Forest Service may terminate the agreement in its entirety.



Upon termination of an agreement, Cooperator shall not incur any new obligations for the terminated portion of the agreement after the effective date, and shall cancel as many outstanding obligations as possible. The U.S. Forest Service shall allow full credit to Cooperator for the U.S. Forest Service share of obligations that cannot be cancelled and were properly incurred by Cooperator up to the effective date of the termination. Excess funds must be refunded within 60 days after the effective date of termination.

- AA. ALTERNATE DISPUTE RESOLUTION – PARTNERSHIP AGREEMENT. In the event of any issue of controversy under this agreement, the parties may pursue Alternate Dispute Resolution procedures to voluntarily resolve those issues. These procedures may include, but are not limited to conciliation, facilitation, mediation, and fact finding.
- BB. DEBARMENT AND SUSPENSION. Cooperator shall immediately inform the U.S. Forest Service if they or any of their principals are presently excluded, debarred, or suspended from entering into covered transactions with the Federal Government according to the terms of 2 CFR Part 180. Additionally, should Cooperator or any of their principals receive a transmittal letter or other official Federal notice of debarment or suspension, then they shall notify the U.S. Forest Service without undue delay. This applies whether the exclusion, debarment, or suspension is voluntary or involuntary.
- CC. PROHIBITION AGAINST INTERNAL CONFIDENTIAL AGREEMENTS:  
All non federal government entities working on this agreement will adhere to the below provisions found in the Consolidated Appropriations Act, 2016, Pub. L. 114-113, relating to reporting fraud, waste and abuse to authorities:
- (a) The recipient may not require its employees, contractors, or subrecipients seeking to report fraud, waste, or abuse to sign or comply with internal confidentiality agreements or statements prohibiting or otherwise restricting them from lawfully reporting that waste, fraud, or abuse to a designated investigative or law enforcement representative of a Federal department or agency authorized to receive such information.
  - (b) The recipient must notify its employees, contractors, or subrecipients that the prohibitions and restrictions of any internal confidentiality agreements inconsistent with paragraph (a) of this award provision are no longer in effect.
  - (c) The prohibition in paragraph (a) of this award provision does not contravene requirements applicable to any other form issued by a Federal department or agency governing the nondisclosure of classified information.



(d) If the Government determines that the recipient is not in compliance with this award provision, it:

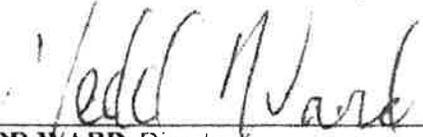
(1) Will prohibit the recipient's use of funds under this award, in accordance with sections 743, 744 of Division E of the Consolidated Appropriations Act, 2016, (Pub. L. 114-113) or any successor provision of law; and

(2) May pursue other remedies available for the recipient's material failure to comply with award terms and conditions.

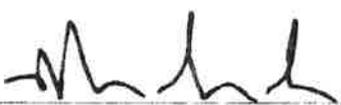
DD. MODIFICATIONS. Modifications within the scope of this agreement must be made by mutual consent of the parties, by the issuance of a written modification signed and dated by all properly authorized, signatory officials, prior to any changes being performed. Requests for modification should be made, in writing, at least 30 days prior to implementation of the requested change. The U.S. Forest Service is not obligated to fund any changes not properly approved in advance.

EE. COMMENCEMENT/EXPIRATION DATE. This agreement is executed as of the date of the last signature and is effective through **August 31, 2021** at which time it will expire. The expiration date is the final date for completion of all work activities under this agreement.

FF. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In Witness Whereof, the parties hereto have executed this agreement as of the last date written below.

  
\_\_\_\_\_  
**TEDD WARD**, Director  
Del Norte Solid Waste Management Authority

18 AUG 2016  
Date

  
\_\_\_\_\_  
**MERV GEORGE, JR.**, Forest Supervisor  
U.S. Forest Service, Six Rivers National Forest

8-23-16  
Date



The authority and format of this agreement have been reviewed and approved for signature.

  
JANET BOOMGARDEN

8/8/2016  
Date

U.S. Forest Service Grants Management Specialist

Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

**2008 - 2011 SECURE RURAL SCHOOLS AUTHORIZATION  
TWO-YEAR EXTENSION  
PUBLIC LAW 114-10  
SIX RIVERS NATIONAL FOREST  
TITLE II PROJECT SUBMISSION FORM  
USDA FOREST SERVICE**

**Name of Resource Advisory Committee: Del Norte**  
**Project Number** (Assigned by Designated Federal Official):  
**Funding Fiscal Year(s): FY 15/16 – FY 20/21**

<b>2. Project Name:</b> Forest & River Cleanup Partnership	<b>3a. State:</b> California
	<b>3b. County(s):</b> Del Norte
<b>4. Project Submitted By:</b> Del Norte Solid Waste Management Authority (Authority)	<b>5. Date:</b> June 15, 2016
<b>6. Contact Phone Number:</b> 707-465-1100	<b>7. Contact E-mail:</b> <a href="mailto:tedd@recycledelnorte.ca.gov">tedd@recycledelnorte.ca.gov</a>

<b>8. Project Location:</b>	
a. National Forest(s): Six Rivers	b. Forest Service District: Gasquet Ranger District
c. Location (Township-Range-Section)	

<b>9. Project Goals and Objectives:</b>
<ul style="list-style-type: none"> <li>a. Assess and prioritize cleanup project sites on Del Norte County lands of the US Forest Service.</li> <li>b. Enhance regional capacity to assess and cleanup illegal dumpsites.</li> <li>c. Improve site security at the Gasquet Transfer Station to reduce associated litter.</li> <li>d. Remove abandoned and improperly disposed vehicles and debris from Six River National Forest lands and watercourses.</li> <li>e. Support river and forest cleanups initiated by non-profit groups.</li> <li>f. Restore cleanup sites to natural conditions, while impeding further dumping to the extent practical.</li> <li>g. Document and forward evidence of illegal dumping to law enforcement for citation and prosecution</li> </ul>

<b>10. Project Description:</b>
<ul style="list-style-type: none"> <li>a. Brief: Create local capacity through hiring and training an illegal dumpsite abatement team, community partners and volunteers to identify and cleanup illegal dumpsites and abandoned vehicles from US Forest Service properties.</li> <li>b. Detailed: <ul style="list-style-type: none"> <li><b>1. Assess illegal dumpsites and prioritize with Six Rivers National Forest Service staff in partnership with Del Norte County Code Enforcement and other community partners.</b> Given the extent of illegal dumpsites in Six Rivers National Forest, Authority staff will engage USFS staff and the Authority Board in identifying, prioritizing and scheduling cleanup activities. Authority and USFS staff will establish a system to document additional sites for cleanup in the Gasquet Ranger</li> </ul> </li> </ul>

District as they are identified during and after the grant term. Authority and USFS staff will also develop a form and checklist to help document and clarify the relative urgency for remediating each cleanup location as it is identified. Cleanup activities may include private properties only with USFS staff approval and only when the materials from such dumpsites have the potential to adversely impact adjacent USFS lands, watercourses, and properties.

**2. Create ongoing local capacity to effectively combat illegal dumpsites.** This project will enhance local capacity to identify, report and respond quickly to identified sites and assist with gathering evidence in a sustainable manner. This capacity will be expanded by competitively procuring and contracting one or more groups to provide labor for cleanups, training these groups, their staff and volunteers. Site assessment will include assessment of potential cultural resources through USFS, and identification of hazardous materials (if present) or potentially dangerous situations prior to initiating any cleanup activities. Note that sites with valuable cultural resources or a high likelihood of hazardous materials (such as a meth lab) will not be cleanup sites targeted by this project.

**3. Improve site security at the Gasquet Transfer Station to reduce associated litter.** The Authority leases the property of the Gasquet Transfer Station from the USFS. This property is regularly accessed and degraded by off-road-vehicles that drive around the existing gates and fences. An ongoing litter issue at this facility is associated with people who open the lids of the disposal containers to (illegally) dump trash when this facility is closed. With the lids left open, animals such as bears and raccoons will drag trash into the surrounding forest. Through additional rock and fencing placement, improving site security at this facility will inhibit similar litter issues in future.

**4. Remove illegal dumpsites and abandoned vehicles and materials from US Forest Service lands and watercourses.** Utilizing staff, contracted crews and volunteers, this project will remove debris, appliances, tires, mattresses, abandoned vehicles and other materials from illegal dumpsites on USFS property. The Authority intends to use its existing collection contractor, Recology Del Norte for container and disposal services, and the towing contractor for the Abandoned Vehicle Abatement Service Authority to remove abandoned vehicles. Materials will be disposed at the Del Norte County Transfer Station, which is operated by Hambro/WSG under a contract with the Authority. In addition, the Authority intends to procure a cleanup service contractor through a competitive process for additional labor associated with these cleanup activities. Some invasive vegetation may also be removed as part of cleanup efforts, depending on location and degree of infestation. Native vegetation will only be removed as needed to access discarded materials. Furthermore trees of over 6 inches in diameter will be removed only with USFS staff pre-approval. When feasible the collected materials will be recycled or recovered. Budget for this project includes resources for renting equipment (trailer, winch, cutting torches, equipment to safely access sites, etc.) and fuel as needed.

**5. Support river and forest cleanups by non-profit groups.** Grant resources will also be used to cover cleanup and disposal expenses for Smith River cleanups and cleanups of USFS lands as conducted by non-profit groups and volunteers or USFS staff. These cleanup activities will also be documented by before and after pictures to the extent practical.

**6. Restore cleanup sites to natural conditions, while impeding further dumping to the extent practical.** Sites will be assessed for restoration needs and when feasible crews will conduct immediate mitigation (items such as shovel grading, filling of holes, etc). Long term site enhancements (replanting, trail work, etc) may be suggested to park staff, but are not part of this project. Where practical following cleanup, rocks or other materials may be placed to impede future dumping at sites.

**7. Document and forward evidence of illegal dumping to law enforcement for citation and prosecution.** County Code Enforcement will gather evidence to aid in prosecution of illegal dumpers, to the extent such evidence is found.

**11. Types of Lands Involved?**

State/Private/Other lands involved?  Yes  No, but maybe (see below)

**Land Status:**

If Yes, specify: No specific private properties are targeted for cleanup, though if a dumpsite straddles or potentially impacts adjacent USFS property or watercourses, some cleanups may include portions of private lands.

**12. How does the proposed project meet purposes of the Legislation?** (Check at least 1)

- Improves maintenance of existing infrastructure.
- Implements stewardship objectives that enhance forest ecosystems.
- Restores and improves land health.
- Restores water quality

**13. Project Type**

a. Check all that apply: (check at least 1)

- |   |   |
|---|---|
| <input type="checkbox"/> Road Maintenance                               | <input type="checkbox"/> Trail Maintenance  |
| <input type="checkbox"/> Road Decommission/Obliteration                 | <input type="checkbox"/> Trail Obliteration                                       |
| <input type="checkbox"/> Other Infrastructure Maintenance (specify):    |   |
| <input checked="" type="checkbox"/> Soil Productivity Improvement       | <input checked="" type="checkbox"/> Forest Health Improvement                     |
| <input checked="" type="checkbox"/> Watershed Restoration & Maintenance | <input checked="" type="checkbox"/> Wildlife Habitat Restoration                  |
| <input checked="" type="checkbox"/> Fish Habitat Restoration            | <input checked="" type="checkbox"/> Control of Noxious Weeds (minor)              |
| <input type="checkbox"/> Reestablish Native Species                     | <input checked="" type="checkbox"/> Fuels Management/Fire Prevention (incidental) |
| <input type="checkbox"/> Implement CWPP Project                         | <input type="checkbox"/> Other Project Type (specify):                            |

b. Primary Purpose (select only 1): Forest Health Improvement

**14. Identify What the Project Will Accomplish**

- Miles of road maintained:
- Miles of road decommissioned/obliterated:
- Number of structures maintained/improved:
- Acres of soil productivity improved:
- Miles of stream/river restored/improved: To be determined (TBD)
- Miles of fish habitat restored/improved: TBD

Acres of native species reestablished:
Acres of hazardous fuel treatment:
Miles of trail maintained:
Miles of trail obliterated:
Acres of forest health improved (including fuels reduction): TBD
Acres of rangeland improved:
Acres of wildlife habitat restored/improved: TBD
Acres of noxious weeds controlled: TBD
Timber volume generated (mbf):
<b>Jobs generated in full time equivalents (FTE) to nearest tenth.</b> Approximately 1 FTE will be generated over the duration of this project. As project activities may extend over 61 months, this will be approximately 0.2 FTE/year.
<b>People reached (for environmental education projects/fire prevention):</b> This will depend on how many groups and volunteers engage in cleanup activities, and attendance at Authority meetings where these issues will be discussed. Estimate: 100
<b>Direct economic activity benefit:</b> This project will employ Del Norte County residents in its activities and expand the capacity of existing agencies to deal with illegal dumpsites in remote locations. Clean and safe forests create benefits through enhanced recreational experiences for visitors, reduced fire hazards, improved water quality, improved habitat, and increased safety. When possible, equipment will be purchased from vendors in Del Norte County. Skills learned by participants will increase employability in the local job market.
<b>Other:</b> Removal of garbage, abandoned vehicles, plastics and other unnatural materials from National Forest land. Create capacity to monitor, restore and monitor dumpsites to measure success. Work with law enforcement to aid in prosecution of dumpers by collecting, documenting and forwarding evidence. Educate policy makers on the extent of the issue and work to create dialogue on long-term solutions.

<b>15. Estimated Project Start Date:</b> June 1, 2016	<b>16. Estimated Project Completion Date:</b> June 30, 2021
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**17. List known partnerships or collaborative opportunities.** The project team will be led by the Del Norte Solid Waste Management Authority. Team members will include Six Rivers National Park staff, Del Norte County Code Enforcement, the Del Norte County Abandoned Vehicle Service Authority, the hired cleanup contractor(s), and local non-profits working on forest, river and fisheries protection and enhancement. Additional potential partners include the Del Norte Fire Safe Council, Del Norte Search and Rescue, the Del Norte County Sheriff's Dive Team, the Smith River Alliance, and off-road vehicle groups engaged in cleanup activities.

**18. Identify benefits to communities.**

- Improve ecosystems and habitat
- Reduce threats to water quality
- Build long-term relationships between agencies and citizens
- Increase community awareness of issues and concerns related to illegal dumping
- Local employment opportunities

- Rewarding and challenging volunteer and job skills
- Reduce fire danger
- Enhance natural beauty of area, supporting better tourism experiences and increased visitation

**19. How does the project benefit federal lands/resources?**

- Improve ecosystems and habitat
- Reduce threats to water quality
- Reduce fire danger
- Enhance natural beauty of area, supporting better tourism experiences and increased visitation

<b>20. What is the Proposed Method(s) of Accomplishment?</b> (check at least 1)	
<input checked="" type="checkbox"/> Contract	<input checked="" type="checkbox"/> Federal Workforce
<input checked="" type="checkbox"/> County Workforce	<input checked="" type="checkbox"/> Volunteers
<input type="checkbox"/> Grant	<input checked="" type="checkbox"/> Agreement
<input type="checkbox"/> Americorps	<input checked="" type="checkbox"/> YCC/CCC Crews
<input type="checkbox"/> Job Corps	<input type="checkbox"/> Stewardship Contract
<input type="checkbox"/> Merchantable Timber Pilot	<input type="checkbox"/> Other (specify):td

**21. Will the Project Generate Merchantable Timber?**     Yes     No

<b>22. Anticipated Project Costs</b>
a. Title II Funds Requested: \$32,295
b. Is this a multi-year funding request? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

**23. Identify Source(s) of Other Funding:**

We are matching this request for funds by contributing staff time and overhead in the amount of: \$4,600

**24. Monitoring Plan (provide as attachment)**

- a. **Provide a plan that describes your process for tracking and explaining the effects of this project on your environmental and community goals outlined above.**

Quantitative data will be gathered on the number of cleanups, tons collected, types of materials collected, pounds recycled, number of staff hours used in implementing the project, number of volunteer hours. The report on each cleanup site will include before and after photographs.

- b. **Identify who will conduct the monitoring:** Del Norte Solid Waste Management Authority staff will conduct the monitoring and reporting.
- c. **Identify total funding needed to carry out specified monitoring tasks \$1,000.**

**25. Identify remedies for failure to comply with the terms of the agreement.**

If project cannot be completed under the terms of this agreement:

Unused funds will be returned to the RAC account.

Other, please explain:

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**Project Recommended By:**



**Clark Moore, Chairperson**  
Del Norte Resource Advisory Committee

6/9/16

**Project Approved By:**



**Merv George, Jr., Forest Supervisor**  
Six Rivers National Forest

6-10-16

# Project Cost Analysis Worksheet

## Worksheet 1

Please submit this worksheet with your proposal

Item	Column A Fed. Agency Appropriated Contribution	Column B Requested Title II Contribution	Column C Other Contributions	Column D Total Available Funds
a. Field Work & Site Surveys		\$1,000		\$1,000
b. NEPA/CEQA				
c. ESA Consultation				
d. Permit Acquisition				
e. Project Design & Engineering			\$500	\$500
f. Contract/Grant Preparation			\$250	\$250
g. Contract/Grant Administration			\$250	\$250
h. Contract/Grant Cost		\$8,400	\$3,600	\$12,000
i. Salaries		\$5,000		\$5,000
j. Materials & Supplies		\$2,395		\$2,395
k. Monitoring		\$1,000		\$1,000
l. Other				\$14,500
1. Equipment		\$0		
2. Hauling / Towing / Disposal under existing contracts		\$12,000		
3. Equipment Rental		\$2,500		
m. Project Sub-Total		\$32,295	\$4,600	\$36,895
n. FS Indirect Costs				
<b>Total Cost Estimate</b>		\$32,295	\$4,600	\$36,895

### NOTES :

**Col. A:** FS costs incurred as part of proposal implementation. Coordinate with FS to identify any FS cost for items in Col. A.

**Col. B:** Title II funding requested to implement the proposal.

**Col. C:** Matching funds being contributed by proponent or third parties.

**Col. D:** Sum of columns A, B, and C for each individual row.

**Row A:** Costs associated with project planning, not project implementation, such as assessment of miles of trail needing maintenance. Assessments and planning needed to develop a specific proposal. For Col. B: proponents must request permission in advance to request Title II funds to complete NEPA/CEQA analyses, as this is expected to be completed prior to proposal submission.

**Rows B, C, D, and E:** cost associated with environmental compliance and project design. Proponents must request permission in advance to request Title II funds to complete NEPA/CEQA analyses, as this is expected to be completed prior to proposal submission.

**Row G:** Costs associated with preparation of contract or agreement instruments used to implement the proposal. Contracts used to complete projects have special provisions; contact the FS to identify these early in the process.

**Row G:** Costs associated with administration of contract or agreement instruments used to implement the proposal.

**Row H:** Estimated value of any contracts/agreements used to implement proposal. Contracts/agreements used to complete projects have special provisions; contact the FS to identify these early in the process.

**Row I:** Cost of salaries to implement project

**Row L:** Examples include overhead charges from other partners, vehicles, equipment rentals, travel, etc.

**Row K:** Costs associated with performing monitoring described in Items 24a, 24b, and 24c. Amounts should be similar between Item 24 and Row K.

**Row N:** Forest Service indirect costs, including contracting/grant officer costs if needed.

## Six Rivers National Forest District Ranger Project Support Checklist

**Project Name:** Forest & River Cleanup Partnership

**RAC Proponent:** Del Norte Solid Waste Management Authority (Authority)

**Title II Requested Funds:** \$66,400

**RAC Submission Year:** 2016

—	Contact has been made with the local Ranger District; project contact has been assigned	FS Project Manager: Lynn Wright FS Technical Contact: Mike McCain
_N/A_	NEPA complete, environmental compliance requirements have been met; consistent with resource management plans.	Title, date, and signer of decision document:
—	NEPA incomplete-to be completed prior to implementing project. Proponent has been advised implementation portion of project will not be approved until NEPA is completed	<p style="text-align: center;"><b>Check all that apply</b></p> <hr/> <input type="checkbox"/> Plan for completing NEPA attached <hr/> <input type="checkbox"/> Proposal requests funding for completing NEPA (not required) <hr/> <input type="checkbox"/> Proponent to complete CEQA/NEPA with FS review <input type="checkbox"/> FS to complete NEPA
_X_	The Management Unit can support this project within its annual program of work	<p style="text-align: center;"><b>Check any significant FS tasks</b></p> <input checked="" type="checkbox"/> agreement development and processing <input type="checkbox"/> NEPA planning <input checked="" type="checkbox"/> significant project inspection

\_\_\_\_\_/s/ David Palmer\_\_\_\_\_  
(NAME), District Ranger

\_\_\_\_\_/3/16/2016\_\_\_\_\_  
DATE

U.S. Forest Service

OMB 0596-0217  
FS-1500-17B

Attachment:

USFS Agreement No.:   
Cooperator Agreement No.:

Mod. No.:

**Note: This Financial Plan may be used when:**  
(1) No program income is expected and  
(2) The Cooperator is not giving cash to the FS and  
(3) There is no other Federal funding

**Agreements Financial Plan (Short Form)**

Financial Plan Matrix: Note: All columns may not be used. Use depends on source and type of contribution(s).

COST ELEMENTS	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS		(e) Total
	(a) Noncash	(b) Cash to Cooperator	(c) Noncash	(d) In-Kind	
Direct Costs:					
Salaries/Labor	\$940	\$6,600	\$1,000	\$0	\$8,540
Travel	\$108	\$400	\$0	\$0	\$508
Equipment	\$0	\$0	\$0	\$0	\$0
Supplies/Materials	\$0	\$2,395	\$0	\$0	\$2,395
Printing	\$0	\$0	\$0	\$0	\$0
Other	\$0	\$22,900	\$3,600	\$0	\$26,500
Other					\$0
Subtotal	\$1,048	\$32,295	\$4,600	\$0	\$37,943
Coop Indirect Costs		\$0	\$0		\$0
FS Overhead Costs	\$0				\$0
Total	\$1,048	\$32,295	\$4,600	\$0	
<b>Total Project Value:</b>					\$37,943

Matching Costs Determination	
Total Forest Service Share = (a+b) ÷ (e) = (f)	(f) 87.88%
Total Cooperator Share (c+d) ÷ (e) = (g)	(g) 12.12%
Total (f+g) = (h)	(h) 100.00%

**WORKSHEET FOR**

**FS Non-Cash Contribution Cost Analysis, Column (a)**

<b>Salaries/Labor</b>				
<b>Standard Calculation</b>				
Job Description	Cost/Day	# of Days		Total
Fisheries Biologist	\$395.00	1.00		\$395
Recreation Technician	\$245.00	1.00		\$245
Partnership Coordinator	\$300.00	1.00		\$300
<b>Total Salaries/Labor</b>				<b>\$940</b>

<b>Travel</b>				
<b>Standard Calculation</b>				
Travel Expense	Miles	Cost/mile	# of miles	Total
Mileage	200	\$0.54		\$108
<b>Total Travel</b>				<b>\$108</b>

<b>Supplies/Materials</b>				
<b>Standard Calculation</b>				
Supplies/Materials	# of Items	Cost/Item		Total
				\$0
<b>Total Supplies/Materials</b>				<b>\$0</b>

<b>Other Expenses</b>				
<b>Standard Calculation</b>				
Item	# of Units	Cost/Unit		Total
				\$0
<b>Total Other</b>				<b>\$0</b>

<b>Subtotal Direct Costs</b>	<b>\$1,048</b>
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<b>Forest Service Overhead Costs</b>				
Current Overhead Rate	Subtotal Direct Costs			Total
	\$1,048			\$0
<b>Total FS Overhead Costs</b>				<b>\$0</b>

<b>TOTAL COST</b>	<b>\$1,048</b>
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**WORKSHEET FOR**

**FS Cash to the Cooperator Cost Analysis, Column (b)**

<b>Salaries/Labor</b>				
<b>Standard Calculation</b>				
Job Description	Cost/Day	# of Days		Total
Director	\$516.62	2.00		\$1,033
Facilities & Programs Coordinator	\$318.82	13.77		\$4,391
Administrative Assistant	\$293.96	4.00		\$1,176
<b>Total Salaries/Labor</b>				<b>\$6,600</b>

<b>Travel</b>				
<b>Standard Calculation</b>				
Travel Expense	# Miles	Cost/mile		Total
Mileage	740.7	\$0.54		\$400
<b>Total Travel</b>				<b>\$400</b>

<b>Supplies/Materials</b>				
<b>Non-Standard Calculation</b>				
Ropes, fuel, personal protective equip, gloves, etc.				\$2,395
<b>Total Supplies/Materials</b>				<b>\$2,395</b>

<b>Other Expenses</b>				
<b>Standard Calculation</b>				
Item	# of Units	Cost/Unit		Total
Subcontract for Cleanup Labor	1.00	\$8,400.00		\$8,400
<b>Non-Standard Calculation</b>				
Equipment rental (trailer, winch, etc)				\$2,500
Fees under Existing Contracts for Towing, Hauling/ Disposal				\$12,000
<b>Total Other</b>				<b>\$22,900</b>

<b>Subtotal Direct Costs</b>	<b>\$32,295</b>
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**Cooperator Indirect Costs**

Current Overhead Rate	Subtotal Direct Costs		Total
	\$32,295		\$0
<b>Total Coop. Indirect Costs</b>			<b>\$0</b>

<b>TOTAL COST</b>	<b>\$32,295</b>
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EXHIBIT E  
**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:** 20 February 2019  
**To:** Commissioners of the Del Norte Solid Waste Management Authority  
**From:** Tedd Ward, M.S. - Director  
**File Number:** 230502, 160102, 151801  
**Attachments:** Aerial photo with property lines along NW corner of landfill  
**Topic:** Authority Property Ordinance

**Recommendation:** That the Board direct staff to work with legal counsel, the County Code Enforcement officer and others as needed to draft an Authority Ordinance for elevated penalties to deter illegal dumping, vehicular trespass, and property damage on Authority-managed properties including the Crescent City Landfill, the Klamath Transfer Station, the Gasquet Transfer Station, community drop-off recycling locations, and possibly including the area around streetside trash and recycling bins. Staff would return to the Board with a draft Ordinance for the Board's consideration. Prior to being enacted, such an Ordinance would also need to be publicly noticed and ratified by both the Crescent City Council and the Del Norte County Board of Supervisors.

**Background:** Staff have been meeting with the County Code Enforcement Officer as well as representatives from Pacific Power and State Parks to discuss ways to stop the vehicles driving on and across the Crescent City Landfill property. Under a CalRecycle Cleanup Grant, the County has some resources to clean up some areas that have been illegally dumped upon, and to impede vehicle access to prevent further dumping.

Though the landfill mound is just 23 acres of the 167 acre site, vehicles and people seeking vehicle access have damaged the fences, gates, the landfill mound, and drainage structures on the landfill property.

On 20 February 2019, County Engineering Tech Eric Lauchstedt uncovered three survey markers confirming that at least one of the residential wells near the landfill is actually drilled on the County landfill property managed by the Authority. During this site visit, staff observed that there is currently a tow-behind camper and an abandoned boat and trailer on County property adjacent to these residential properties. Active burn piles and other debris were found both immediately next to the residential well on the landfill

property and other areas near the property boundaries. Also staff have noticed trees have been illegally cut down on immediately adjacent State Parks properties while a new rough-hewn pole barn has been erected on one of the adjoining properties.

**Analysis:** Though Authority staff are planning to work with the County to have rocks or other barriers placed in areas currently being accessed, the prospect of fencing or blocking the entire perimeter appears both impractical and expensive.

During the planning meetings, Parks staff suggested that if there was an Ordinance with elevated penalties for these vehicular and dumping activities, Parks staff would be happy to help enforce such an Ordinance.

According to the County Community Development Director, the County does not have other properties that have the same level of ongoing concerns and expenses associated with dumping and trespass. She suggested that it would make more sense for the Authority to adopt such an Ordinance, and it could apply to all properties managed by the Authority or used by the Authority's Transfer Station Operations and Collections Franchise contractors. Such an Ordinance could have elevated penalties for infractions at the Crescent City Landfill, the Del Norte County Transfer Station, the Klamath Transfer Station, the Gasquet Transfer Station, the community drop-off locations, and the streetside trash and recycling bins.

Once adopted, the Authority could have 'No Trespassing / No Dumping' signs made and post them around the likely access points on each property.

**Alternatives:** 1. The Board could take no action. Staff could still post 'No Trespassing / No Dumping' signs, though they might be less effective.

2. The Board could direct staff to present a wider variety of alternatives to impede and reduce vehicular trespass and dumping on Authority-managed properties.

**Fiscal Impacts:** Drafting an Ordinance is relatively inexpensive (staff, legal, and public notice expenses). Costs to print and post signs are not impacted by which Ordinance is referenced.

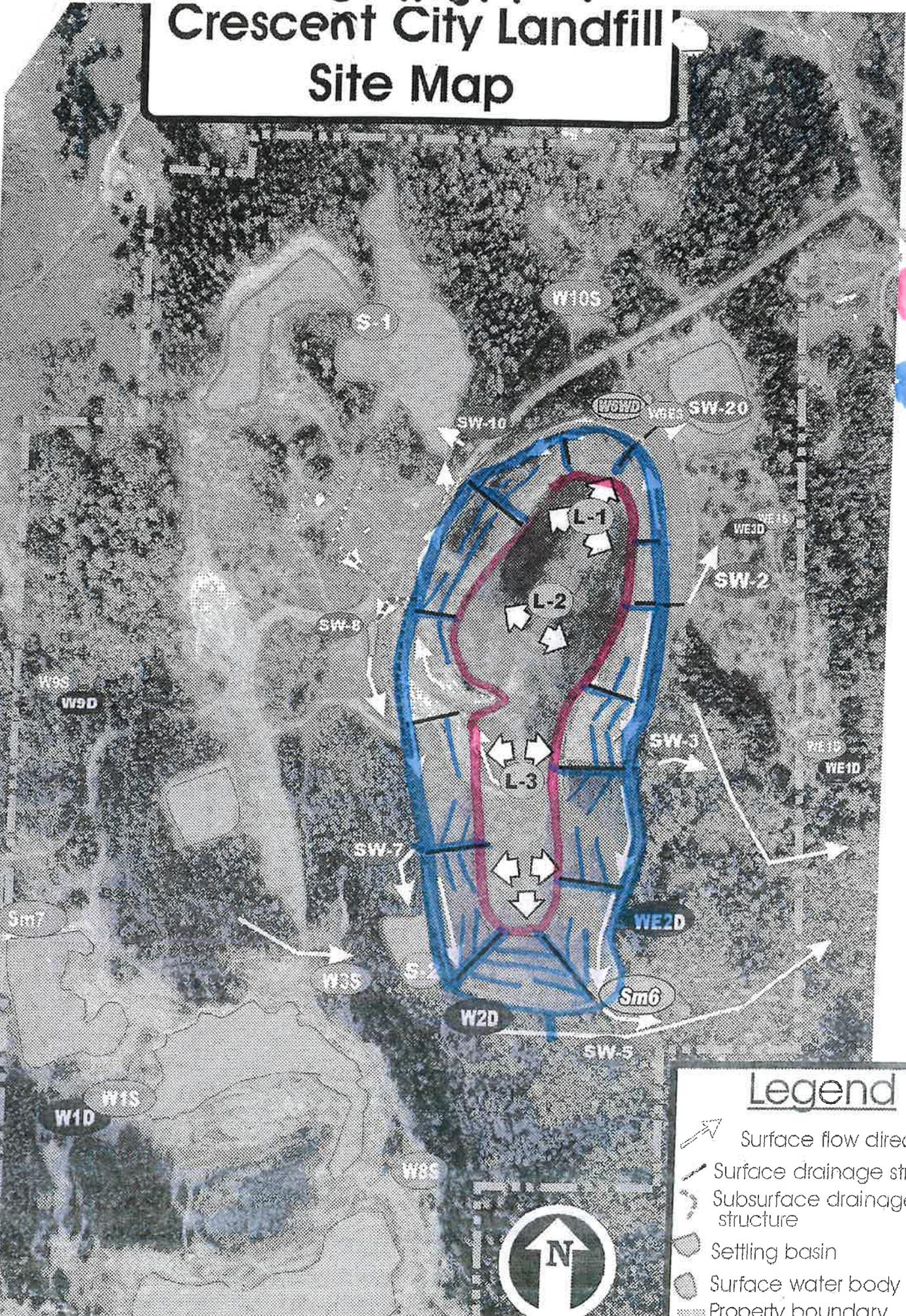
**Related Issues:** Such an Ordinance could be used as an additional tool to reduce dumping and trash contamination in Recology Del Norte's recycling programs at the community dropoff bins and the streetside containers.

# EXHIBIT F Crescent City Landfill Site Map

Key

 Areas to be mowed

 Areas to be trimmed with Wee whackers



## Legend

-  Surface flow direction
-  Surface drainage structure
-  Subsurface drainage structure
-  Settling basin
-  Surface water body
-  Property boundary



You are invited to compete in Del Norte County's first

# TANSY GAMES

..coming to your property or a farm, field, neighborhood near you..

**What is Tansy?** Tansy Ragwort (*Senecia jacobaea*) is a noxious weed which can be lethal to cattle, horses, and other livestock. Each plant can grow as tall as 6-7 feet and in spring and early summer, Tansy is easily identified by its bright yellow flowers.

**Why is Tansy a problem?** Cows, horses, other livestock feeding on Tansy can get ill and even die. Though Tansy is poisonous, animals are known to acquire a taste for it, nibbling a little and then searching for more. After the leaves have browned, they lose their bitter taste; animals will eat these with even less hesitation.

**Removing Tansy is the Law; let's make it fun.** Del Norte County Ordinance Number 77-48, the "Tansy Control Ordinance", essentially requires people to remove Tansy Ragwort from their property. The Tansy Games are intended to raise awareness that removing Tansy and other invasive species from properties is the right thing to do. Del Norte County residents can dispose of properly bagged Tansy for no charge at the Del Norte County Transfer Station. Any non-tansy materials in tansy bags may result in fees charged and/or disqualification from the Tansy Games

**Tansy disposal is FREE for Del Norte County customers all year round.** The Del Norte Solid Waste Management Authority pays the disposal costs for all Tansy Ragwort separately disposed at the Del Norte County Transfer Station. The easiest time of the year to do this is when Tansy is blooming with its bright yellow flowers.

**What are the Tansy Games?** The Tansy Games are a contest to encourage all interested able-bodied people to gather and dispose of Tansy Ragwort at the Del Norte County Transfer station during the contest period. The total amount of Tansy Ragwort disposed by registered teams and individuals will be calculated and prizes awarded for the most weights of Tansy removed.

**When are the Tansy Games?** The Tansy Games will begin on June 22<sup>nd</sup> and run through Monday, July 22, 2019. You can harvest, bag, and stockpile Tansy while you wait for the Tansy Games to begin.

**How do you harvest Tansy?**

The most effective way to remove Tansy is with a shovel; you may prefer to wear garden gloves. Just step on shovel into the soil, and pry the Tansy up. Shake the soil off the roots and back into the hole. Put the Tansy into a trash bag head first. Roots sticking out of the bag are not a problem. When your bags are all filled, dispose of the Tansy at the Transfer Station.

**Who can play? Everyone capable of pulling Tansy can play!** Schools are invited. Families are invited. Teams are invited: Future Farmers of America, 4H, Scout Troops, school clubs, sports teams, PTAs, Rotarians, book clubs etc. Individuals may play. You can contribute to any team by showing your signed liability release and giving the name of your school or team when you dispose of tansy. Check Del Norte Solid Waste Management Authority [www.recycledelnorte.ca.gov](http://www.recycledelnorte.ca.gov) website for links to sign up.

**Can I compete as an individual?** Yes. Individuals who want to compete in the Tansy Games just need to show the gate attendant their identification and a copy of the signed liability release, and we will track the amount of Tansy disposed by each individual throughout the Tansy Games. Check the website [www.recycledelnorte.ca.gov](http://www.recycledelnorte.ca.gov) for sign up forms.

**Can I collect Tansy from properties that I don't own?** Only if you get permission from the properties' owners. Individuals and teams are responsible for getting permission to gather Tansy from property owners.

**State and National Park lands and Pacific Shores are off limits.**

**See you at The Tansy Games!**

6.4

# TANSY GAMES SIGNUP

Team / Individual Name: \_\_\_\_\_

Contact phone: \_\_\_\_\_ Contact email: \_\_\_\_\_

## Release of Liability, Assumption of Risk and Indemnification Agreement

I have chosen to participate in the "Tansy Games" (hereinafter referred to as the "Activity") which has been promoted and organized in coordination with the Del Norte Solid Waste Management Authority (hereinafter referred to as "DNSWMA"). The Tansy Games consists of private persons participating in teams or individually, to remove the noxious weed Tansy Ragwort from property in Del Norte County. I am fully aware of the risks and hazards connected with participating in the Activity, including the risk of physical injury or disability as the result of such injury, and I hereby voluntarily participate in this activity despite those risks.

I am also aware that that DSNSWMA has no knowledge of the conditions and does not make any representation of the conditions of any properties where I may be engaged in the Activity. I voluntarily assume full responsibility of any risk of loss, property damage, or personal injury that I may sustain, or any loss of damage to property in my possession as a result of being engaged in such Activity.

I further agree to indemnify and hold harmless DNSWMA from any loss, liability, damage or costs that I may incur due to my participation in said Activity. It is my express intent that this Release shall bind the members of my family and my heirs, assigns and personal representatives.

By signing below, I acknowledge that I have read this agreement and fully understand its terms. I assume full responsibility for any and all injuries or damages that may occur to me as a result of the inherent risks associated with participation in the Activity.

Date \_\_\_\_\_

Print name \_\_\_\_\_ Signature \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_

If signing on the behalf of a minor, name of minor \_\_\_\_\_



# Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531

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

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

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

## Staff Report

Date: 16 May 2019  
To: Commissioners of the Del Norte Solid Waste Management Authority  
From: Tedd Ward, M.S. – Director  
File Number: 200101  
Topic: Extending process for filling vacancies for the Del Norte Solid Waste Task Force

**Summary/Recommendation:** That the Authority direct staff:

1. to request that the Del Norte County Board of Supervisors determine that the Del Norte Solid Waste Task Force have "between five and nine members," and
2. to arrange for and pay for advertisements or public notices soliciting at least two additional volunteers for possible appointment before the end of July 2019 by the Board of Supervisors and/or City Council to serve on the Del Norte Solid Waste Task Force.

**Background:** Though both the City and County posted public notices in the **Del Norte Triplicate**, only Eileen Cooper applied to the County to be appointed to the Del Norte Solid Waste Task Force. If Ms. Cooper is appointed, there would be just three members of this body. Considering the lack of response and the need for this advisory task force to meet in coming months, staff are recommending the minimum membership be reduced.

The 5-year review of the Regional Agency Integrated Waste Management Plan is required by CalRecycle and will be due in January 2020. The local Solid Waste Task Force's engagement in this 5-year review is an essential element of this mandatory review.

In November 2014, the Del Norte County Board of Supervisors determined that the Del Norte Solid Waste Task Force would have nine members. Currently, the Del Norte Solid Waste Task Force has two members whose terms have not yet expired: Craig Strong and Stephen Gibbs. Appointments to the Del Norte Solid Waste Task Force have five-year terms. Authority staff will coordinate with administrative staff of the Del

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Norte County Board of Supervisors and the Crescent City Council to solicit applications and make appointments to fill vacancies.

LTF members may be appointed by a majority vote of the Board of Supervisors, with those appointment ratified by the City Council. The City Council may also appoint members, subject to the County Board of Supervisors approval.