

3. DIRECTOR'S REPORTS

Agenda items 2.1 through 2.5 are provided for information only

- 3.1 Director's Report for February 2025. **
- 3.2 Treasurer / Controller Reports for December 2024. **
- 3.3 Claims approved by Director & Treasurer for January 2025 **
- 3.4 Monthly Cash and Charge Reports for January 2025 **
- 3.5 Earned Revenue Comparison between FY23/24 and FY24/25 **

DISCUSSION/ACTION ITEMS

4. LANDFILL POSTCLOSURE – No items

5. TRANSFER STATIONS – No Items

6. COLLECTIONS FRANCHISE

- 6.1 Discussion and possible action regarding Recology Del Norte Financial Statements September 2023 – 2024. **

7. GENERAL SOLID WASTE AUTHORITY MATTERS

- 7.1 Discussion and possible actions regarding election of Authority officers for 2025. **
- 7.2 Discussion and possible action regarding **DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY RESOLUTION 2025-01, AUTHORIZING SUBMITTAL OF A REGIONAL APPLICATION FOR WHICH THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY IS ELIGIBLE.** **
- 7.3 Discussion and possible adoption of a SUPPORT position for SB 45 (Padilla). **
- 7.4 Discussion and possible action regarding the Authority's Ethics policy and Form 700 Financial Disclosures required by the California Fair Political Practices Act. **

8. ADJOURNMENT

Adjourn to the next Regular meeting of the Del Norte Solid Waste Management Authority scheduled for 4:00 P.M. Tuesday March 18, 2025, at the Flynn Center, 981 H Street, Crescent City CA.

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

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

Regular Meeting Tuesday January 21, 2025 4:00 PM
+-----+

PRESENT: Commissioner Darrin Short
 Commissioner Jason Greenough
 Commissioner Michael Tompkins
 Commissioner Issiah Wright

ABSENT: Commissioner Dean Wilson, Vice Chair

ALSO PRESENT: Authority Director Tedd Ward
 Authority Assistant Director / Clerk Kyra Seymour

 Legal Counsel Robert Black
 Authority Treasurer/Controller Rich Taylor
 Alternate City Commissioner Candace Tinkler

Chair Blake Inscore, one of the representatives from the City of Crescent City, did not seek re-election and his term ended December 31, 2024. Councilmember Isaiah Wright was selected to assume the second City seat on the Board. Vice Chair Dean Wilson was absent. On advice from Legal Counsel Robert Black, Secretary Michael Tompkins asked for nominations for Acting Chair for this meeting.

On a motion by Commissioner Wright, seconded by Commissioner Greenough, and carried unanimously on a 4-0 polled vote with Commissioner Wilson absent, the Del Norte Solid Waste Management Authority elected Darrin Short to serve as Acting Chair for the Regular Session Meeting held on January 21, 2025:

4:03 PM CALL MEETING TO ORDER / ROLL CALL
PLEDGE OF ALLEGIANCE

The **PLEDGE OF ALLEGIANCE** was led by Acting Chair Short

CALL MEETING TO ORDER Acting Chair Short called the meeting to order at 4:04 p.m.

1.1

The Clerk Called the **ROLL** with all commissioners listed above as present, and Commissioner Wilson as absent.

4:04 PM PUBLIC COMMENT: ANY MEMBER OF THE PUBLIC MAY ADDRESS THE SOLID WASTE MANAGEMENT AUTHORITY ON ANY MATTER ON OR OFF THE AGENDA. EACH SPEAKER WILL BE ALLOTTED 3 MINUTES TO MAKE THEIR COMMENT.

The Acting Chair called for public comment, seeing none, the Acting Chair closed public comment.

1. **CONSENT AGENDA**

- 1.1 Approve Minutes, Regular Session, Tuesday 17 December 2024.
- 1.2 Pay claim #10009 to the California Product Stewardship Council in the amount of \$6,462.54 for Invoice 39-011 for services related to marine flare collection event.
- 1.3 Approve budget transfer for FY 24/25 in the amount of \$6,350.00 **022101**

On a motion by Commissioner Tompkins, seconded by Commissioner Wright, and carried unanimously on a 4-0 polled vote, with Commissioner Wilson absent the Del Norte Solid Waste Management Authority approved the consent agenda consisting of items 1.1 – 1.3 as presented.

END CONSENT AGENDA

2. **DIRECTOR'S REPORTS**

Agenda items 2.1 through 2.5 are provided for information only

- 2.1 Director's Report for January 2025. **231501**
- 2.2 Treasurer / Controller Reports for November 2024.
- 2.3 Claims approved by Director & Treasurer for December 2024 **031202**
- 2.4 Monthly Cash and Charge Reports for December 2024
- 2.5 Earned Revenue Comparison between FY23/24 and FY24/25

Director Ward gave a detailed report on all the above items

DISCUSSION/ACTION ITEMS

3. **LANDFILL POSTCLOSURE – No items**

4. **TRANSFER STATIONS**

- 4.1 Status report regarding preparation of the 5-year permit review for the Del Norte County Transfer Station by EBA. **230101 B**

Director Ward gave a detailed report on the above item

- 4.2 Discussion and possible action regarding limiting the amount of concrete and roofing shingles that each customer is allowed to dispose of at the Gasquet or Klamath Transfer Stations. **070101**

Following discussion, on a motion by Commissioner Greenough, seconded by Commissioner Tompkins, and carried unanimously on a 4-0 polled vote, with Commissioner Wilson absent the Del Norte Solid Waste Management Authority Chose took no action regarding limiting the amount of concrete and roofing shingles that each customer is allowed to dispose of at the Gasquet or Klamath Transfer Stations.

5. COLLECTIONS FRANCHISE

- 5.1 Discussion and possible action regarding community recycling drop-off bins in Smith River.

Director Ward gave a detailed report on the above item. The Board took no action.

6. GENERAL SOLID WASTE AUTHORITY MATTERS

- 6.1 Discussion and possible action regarding Guiding Principles for Legislative Advocacy. **120502**

On a motion by Commissioner Tompkins, seconded by Commissioner Wright, and carried unanimously on a 4-0 polled vote, with Commissioner Wilson absent the Del Norte Solid Waste Management Authority approved the Guiding Principles for Legislative Advocacy.

- 6.2 Discussion and possible action regarding the first of a series of Community Planning Meetings on January 29, 2025 at 3 PM at the Del Norte County Board of Supervisors Chambers. **151804**

Director Ward gave a report on the above item. The Board took no action.

7. ADJOURNMENT

At 4:41 P.M. Acting Chair Short adjourned to the next Regular meeting of the Del Norte Solid Waste Management Authority scheduled for 4:00 P.M. Tuesday February 18, 2025, at the Flynn Center, 981 H Street, Crescent City CA.

Darrin Short, Acting Chair
Del Norte Solid Waste Management Authority

Date / /

Submitted:

Michael Tompkins, Secretary
Del Norte Solid Waste Management Authority

Date / /

ATTEST:

Kyra Seymour, Clerk
Del Norte Solid Waste Management Authority

Date / /

Contract dated 08/15/23

AUDITOR COPY



Claim ID: 10026
Page 1 of 1

Vendor CLEAN EARTH ENVIRONMENTAL SOLUTIONS INC
29338 NETWORK PL.

CHICAGO IL 60673-1293

Special
Warrant
Routing

Vendor ID:
 PBSP Expense
 Change of Address

Fund	Dept	Line	Proj	Amount	Description
422	421	20281		\$96,054.10	INV 269313 CUST#814143 ORD#754934 HHW EV

Total Claim: \$96,054.10

1.2

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 1/29/2025
Signature of Department Head/Authorized Deputy Claim Date

COPY

CleanEarth

INVOICE # 72204269313
INVOICE DATE 01/28/2025 SERVICE DATE 09/28/2024
CUSTOMER ID # 814143 AX# TERMS NET 30

PLEASE REMIT TO
29338 Network Pl. Chicago, IL 60673-1293
p. (866) 303-7344
e. CleanEarth-ESOLAR@cleaneearthinc.com

ATTN.: Katherine Brewer
DEL NORTE SOLID WASTE MANAGEME NT AUTHORITY
PO BOX 1924
CRESCENT CITY, CA 95531-1924

SITE ADDRESS:
DEL NORTE COUNTY TRANSFER STAT
1700 STATE ST
CRESCENT CITY, CA 95531-9282

Handwritten notes: 26598 / 20281

RECEIVED stamp with date 09/28/2024 and signature

ORDER 5754934 Del Norte County Transfer Stat
THANK YOU, WE APPRECIATE YOUR BUSINESS.

PO #.

09/28/2024

Labor Charges :

Table with 3 columns: Description, Rate, Amount. Rows include CHEMIST, DRIVER, ENVIRONMENTAL TECHNICIAN.

Transportation Stop Charges :

Table with 3 columns: Description, Rate, Amount. Row includes ANNUAL HHW COLLECTION EVENT.

Main waste receipt table with columns: Date, Doc No., Description, Rate, Amount. Includes multiple rows for various waste types like CYLINDERS, PAINT, AEROSOLS, etc.

DIRECT INQUIRES TO: ESOL Customer Experience Inquiries_eso@cleaneearthinc.com

COPY

CleanEarth

INVOICE # 72204269313
INVOICE DATE 01/28/2025 SERVICE DATE 09/28/2024
CUSTOMER ID # 814143 AX# TERMS NET 30

PLEASE REMIT TO
29338 Network Pl. Chicago, IL 60673-1293
p. (866) 303-7344
e. CleanEarth-ESOLAR@cleaneearthinc.com

ATTN.: Katherine Brewer
DEL NORTE SOLID WASTE MANAGEME NT AUTHORITY
PO BOX 1924
CRESCENT CITY, CA 95531-1924

SITE ADDRESS:
DEL NORTE COUNTY TRANSFER STAT
1700 STATE ST
CRESCENT CITY, CA 95531-9282

ORDER 5754934 Del Norte County Transfer Stat
THANK YOU, WE APPRECIATE YOUR BUSINESS.

PO # .

8	DELNORTE410-01 - FLAMMABLE SOLIDS, OVERPACK, REQUIRES INCINERATION	35.00 @ 9.220 / P	\$322.70
9	DELNORTE440-01 - DANGEROUS WHEN WET, LABPACK	20.00 @ 9.220 / P	\$184.40
14	DELNORTE852-01 - LABPACK, METALLIC MERCURY IN SMALL CONTAINERS, NO MERCURY CMPDS, BROKEN THERMOME	20.00 @ 49.000 / P	\$980.00
Hazardous Waste Fees :			
	EPA E-MANIFEST FEE - Del Norte County Transfer Stat	3.00 @ 25.000 / E	\$75.00

Sub Total \$96,054.10
INVOICE TOTAL \$96,054.10

DIRECT INQUIRES TO: ESOL Customer Experience Inquiries_eso@cleaneearthinc.com

Contract dated 10/19/21

AUDITOR COPY

Claim ID: 10024
Page 1 of 2

Vendor MICROBAC LABORATORIES, INC.
2009 MACKENZIE WAY, STE. 100

CRANBERRY TOWNSH PA 16066-5338

Special
Warrant
Routing

Vendor ID: PBSP Expense
 Change of Address
26683

Fund	Dept	Line	Proj	Amount	Description
422	421	20232		\$2,464.00	INV 180096 EPA 8270 SVOC'S-WATER, 7
422	421	20232		\$560.00	INV 180096 TPH AS GASOLINE, 7
422	421	20232		\$700.00	INV 180096 SULFIDE - TOTAL, 7
422	421	20232		\$73.92	INV 180096 SHIPPING CHARGE, 1
422	421	20232		\$700.00	INV 180096 MERCURY, 7
422	421	20232		\$1,330.00	INV 180096 ICP-OES METALS, 7
422	421	20232		\$84.00	INV 180096 ICP-MS METALS, 7
422	421	20232		\$100.00	INV 180096 GEOTRACKER REPORTING, 1
422	421	20232		\$1,400.00	INV 180096 EPA 8260B, 7
422	421	20232		\$35.00	INV 180096 ELAP CERTIFICATION FEE, 7
422	421	20232		\$105.00	INV 180096 DRINKING WATER DIGESTION, 7
422	421	20232		\$105.00	INV 180096 DRINKING WATER DIGESTION, 7
22	421	20232		\$1,260.00	INV 180096 CYANIDE, 7

13

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

1/29/2025

Signature of Department Head/Authorized Deputy

Claim Date

Vendor MICROBAC LABORATORIES, INC.

2009 MACKENZIE WAY, STE. 100

CRANBERRY TOWNSH PA 16066-5338

Claim ID: 10024

Page 2 of 2

AUDITOR COPY

Vendor ID:

26683

PBSP Expense

Change of Address

Special
Warrant
Routing

Total Claim: \$8,916.92

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

X

GOPY

Signature of Department Head/Authorized Deputy

1/29/2025

Claim Date

COPY



INVOICE

26683
10232

Questions? 707-822-4649
Ask for: Customer Support

Invoice Number: 180096
Invoice Date: 1/13/2025
Payment Due Date: 2/12/2025
PO Number:
Client ID: DELNORSWA

Bill To: Del Norte Solid Waste Authority
PO Box 1924
Crescent City, CA 95531

Project Name: COC (GW)
Work Order: 2412446

Analysis/Description	Matrix	Qty	List Cost	Extended Cost
Cyanide	Waste Water	7	\$180.00	\$1,260.00
Drinking Water Digestion	Drinking Water	7	\$15.00	\$105.00
Drinking Water Digestion	Drinking Water	7	\$15.00	\$105.00
ELAP certification fee		7	\$5.00	\$35.00
EPA 8260B	Aqueous	7	\$200.00	\$1,400.00
EPA 8270 SVOC's- Water	Aqueous	7	\$352.00	\$2,464.00
Geotracker Reporting		1	\$100.00	\$100.00
ICP-MS Metals	Drinking Water	7	\$12.00	\$84.00
ICP-OES Metals	Drinking Water	7	\$190.00	\$1,330.00
Mercury	Aqueous	7	\$100.00	\$700.00
Shipping Charge		1	\$73.92	\$73.92
Sulfide - Total		7	\$100.00	\$700.00
TPH as Gasoline	Aqueous	7	\$80.00	\$560.00

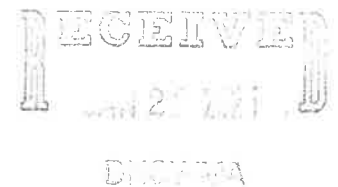
Total Current Charges: \$8,916.92

Discount: 0.00%
Surcharge: 0.00%
Misc Charges: \$0.00

Comments:

Subtotal: \$8,916.92
Payment Received: \$0.00

Total Invoice Amount: \$8,916.92
by February 12, 2025



Microbac Laboratories Inc. - Arcata
5680 West End Road • Arcata, California 95521-9202 • 707-822-4649 • www.microbac.com

The services being invoiced were provided under and subject to Microbac's standard terms and conditions which can be located and reviewed at www.microbac.com/standard-terms-conditions



Del Norte Solid Waste Authority
PO Box 1924
Crescent City, CA 95531

COPY

Invoice Number: 180096
Invoice Date: 1/13/2025
Client ID: DELNORSWA

Total Invoice Amount: \$8,916.92
by February 12, 2025

Make checks payable to:
Please return this remittance slip with payment

Microbac Laboratories, Inc.
c/o Dollar Bank
PO Box 3510
Pittsburgh, PA 15230-3510

0047 000DELNORSWA 000180096 0000891692

please cut on the dotted line

Microbac Laboratories Inc. - Arcata
5680 West End Road • Arcata, California 95521-9202 • 707-822-4649 • www.microbac.com

The services being invoiced were provided under and subject to Microbac's standard terms and conditions
which can be located and reviewed at www.microbac.com/standard-terms-conditions

Contract dated 10/19/21

Vendor MICROBAC LABORATORIES, INC.
2009 MACKENZIE WAY, STE. 100

Claim ID: 10030
Page 1 of 1

AUDITOR COPY



CRANBERRY TOWNSH PA 16066-5338

Special
Warrant
Routing

Vendor ID: PBSP Expense
 Change of Address
26683

Fund	Dept	Line	Proj	Amount	Description
422	421	20232		\$120.00	INV 180476 SHIPPING CHARGE, 1
422	421	20232		\$1,008.00	INV 180476 NITROGEN-PHOSPHOROUS CON.P
422	421	20232		\$100.00	INV 180476 GEOTRACKER REPORTING, 1
422	421	20232		\$370.00	INV 180476 EPA 8270 SVOC'S- WATER, 1
422	421	20232		\$1,500.00	INV 180476 EPA 8141, 6
422	421	20232		\$948.00	INV 180476 EPA 8082-PCB AROCLOR'S, 6
422	421	20232		\$35.00	INV 180476 ELAP CERTIFICATION FEE, 7
422	421	20232		\$1,452.00	INV 180476 CHLORINATED ACIDS (HERBICIDES)
422	421	20232		\$553.00	INV 180476 CHEMICAL OXYGEN DEMAND, 7

Total Claim: \$6,086.00

15

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

X COPY

2/11/2025
Claim Date

Signature of Department Head/Authorized Deputy

COPY

216483
20232



INVOICE

Questions? 707-822-4649
Ask for: Customer Support

Bill To: Del Norte Solid Waste Authority
PO Box 1924
Crescent City, CA 95531

Invoice Number: 180476
Invoice Date: 1/30/2025
Payment Due Date: 3/1/2025
PO Number:
Client ID: DELNORSWA

Project Name: LF Ground Water + 5yr (COC)
Work Order: 2501122

Analysis/Description	Matrix	Qty	List Cost	Extended Cost
Chemical Oxygen Demand	Aqueous	7	\$79.00	\$553.00
Chlorinated Acids (herbicides)	Drinking Water	6	\$242.00	\$1,452.00
ELAP certification fee		7	\$5.00	\$35.00
EPA 8082-PCB Aroclor's	Soil	6	\$158.00	\$948.00
EPA 8141		6	\$250.00	\$1,500.00
EPA 8270 SVOC's- Water	Aqueous	1	\$370.00	\$370.00
Geotracker Reporting		1	\$100.00	\$100.00
Nitrogen-Phosphorous Containing Pesticides	Drinking Water	6	\$168.00	\$1,008.00
Shipping Charge		1	\$120.00	\$120.00

Total Current Charges: \$6,086.00

Discount: 0.00%

Surcharge: 0.00%

Misc Charges: \$0.00

Comments:

Subtotal: \$6,086.00

Payment Received: \$0.00

Total Invoice Amount: \$6,086.00
by March 01, 2025



Microbac Laboratories Inc. - Arcata
5680 West End Road • Arcata, California 95521-9202 • 707-822-4649 • www.microbac.com

The services being invoiced were provided under and subject to Microbac's standard terms and conditions which can be located and reviewed at www.microbac.com/standard-terms-conditions



Del Norte Solid Waste Authority
PO Box 1924
Crescent City, CA 95531

COPY

Invoice Number: 180476
Invoice Date: 1/30/2025
Client ID: DELNORSWA

Total Invoice Amount: \$6,086.00
by March 01, 2025

Make checks payable to
Please return this routing slip with payment

Microbac Laboratories, Inc.
c/o Dollar Bank
PO Box 3510
Pittsburgh, PA 15230-3510

0047 000DELNORSWA 000180476 0000608600

please cut on the dotted line

Microbac Laboratories Inc. - Arcata
5680 West End Road • Arcata, California 95521-9202 • 707-822-4649 • www.microbac.com

The services being invoiced were provided under and subject to Microbac's standard terms and conditions
which can be located and reviewed at www.microbac.com/standard-terms-conditions

AUDITOR COPY

Claim ID: 10034

Page 1 of 1

Vendor CalPERS

FRAS - CASH PMT & PROCESSING UNIT

PO BOX 942703

SACRAMENTO CA 94229-2703

Special
Warrant
Routing

Vendor ID:

18592

PBSP Expense

Change of Address

Fund	Dept	Line	Proj	Amount	Description
				\$0.00	CAL PERS ID: 1558139462
422	421	70800		\$58,000.00	CERBT CONTRIBUTIONS

Total Claim: \$58,000.00

1.5

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

2/13/2025

Claim Date

Signature of Department Head/Authorized Deputy



California Public Employees' Retirement System
P.O. Box 942715, Sacramento, CA 94229-2709

COPY

888 CalPERS (or 888-225-7377)
TTY: (877) 249-7442 Fax: (800) 959-6545
www.calpers.ca.gov

California Employers' Retiree Benefit Trust (CERBT, OPEB)

18592
70800

REMITTANCE ADVICE

February 13, 2025

RECEIVED
FEB 13 2025

Employer Name: Del Norte Solid Waste Management Authority
Employer Address: PO BOX 1924
CRESCENT CITY, CA 95531-1924

DNSWMA

CalPERS ID: 1558139462
Receivable ID: 100000017833070
Receivable Description: CERBT Contributions, CERBT

Project Payment Date	Account Number	Strategy	Payment Amount
February 27, 2025	1558139462	SKB0-CERBT Strategy 1	\$58,000.00
		Total Payment Amount:	\$58,000.00



Employer Name : Del Norte Solid Waste Management Authority
CalPERS ID : 1558139462

COPY

Payment instructions for timely processing:

- Return this form with your check payable to: California Public Employees' Retirement System.
- Include CalPERS ID on your check.
- Ensure Total Payment Amount matches the check payment amount.
- Send check/money order to:

CalPERS
Financial Reporting & Accounting Services Division — Cash and Payment Processing Unit
P.O. Box 942703
Sacramento, CA 94229-2703

PLEASE ONLY RETURN THIS DOCUMENT IF PAYING BY CHECK

For Cashiers Use Only:

Check # _____

Check Date _____

Other ways to pay:

Please pay this statement using Electronic Funds Transfer (EFT) debit or Automated Clearing House (ACH) credit method. Please visit my.calpers.ca.gov to schedule a debit EFT payment. Please allow two banking days prior to the due date for payments to be received at CalPERS on time.

For Wire Transfers:

ABA Routing #: 026009593
Account #: 01482-80005
Bank of America
2000 Clayton Road, Bldg. D, 5th Floor
Concord, CA 94520
For Credit to State of California, CalPERS – CERBT

For EFT Credit:

ABA Routing #: 122235821
Account #: 158300057581
U.S. Bank
Sacramento Main – 630 K Street, STE 130
Sacramento, CA 95814
For Credit to State of California, CalPERS – CERBT

If you have any questions, please contact us at **888 CalPERS** (or **888-225-7377**) | Fax: (800) 959-6545.



Del Norte County Budget Transfer Request for Fiscal Year 2024 / 2025

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	20237	Credit Card Service Fees	\$ 10,563		
Solid Waste	422	421	20281	Household Hazardous Waste Event		\$ 6,055	
Solid Waste	422	421	20281	Vehicle Insurance		\$ 508	
Solid Waste	422	421	70800	ARC Payment OPEB		\$ 8,000	
Solid Waste	422	421	90301	Late Payment Fees	\$ 4,000		
Department complete and send to Auditor's Office for transfer number					Total Amounts	\$ 14,563	\$ 14,563

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

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

Passed by Board of Commissioners of the Del Norte Solid Waste Management Authority on 18 February 2025.

Ayes:
Noes:
Absent:

Attest: Clerk of the Board

By: _____
Kyra Seymour

, Chair
Del Norte Solid Waste Management Authority

1.6



Del Norte Solid Waste Management Authority

P.O. Box 1924, 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 and safe manner while ensuring 100% regulatory compliance with law.

Director's Report

Date: 13 February 2025
To: Commissioners of the Del Norte Solid Waste Management Authority
From: Tedd Ward, M.S. – Director
Reporting Period: 17 January – 13 February 2025

Attachments: Emails regarding cleanup around DNCTS recycling bins
Summary notes from 29 January 2025 Task Force Meeting re. SB 1383 programs

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 and accounting, along with 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 per-ton rates charged at Authority-managed facilities continue to be generally lower than charges for equivalent services at comparable facilities in Humboldt and Curry Counties.

Consent Agenda: **Consent Agenda Items 1.2** is a claim over \$5,000. Apart from regular payments to Hambro/WSG for operations or to the County for I-Bank loan payments, all such claims must be separately approved by the Board – though most such expenses are budgeted.

Agenda Item 1.2 is a budget transfer in the amount of \$14,563. This budget transfer adds funds to cover the over-budget amount for the household hazardous waste event. In her review of the draft invoice, Assistant Director Seymour successfully reversed about \$17,000 of inappropriate charges. This document also adds funds to the CalPERS OPEB amount. The initially budgeted amount was less than the calculated actuarially determined contribution (ADC) for this year. The increase of \$8000 allows the same amount to be paid this year and budgeted for next fiscal year. These increases are balanced by decreasing payments for credit card service fees, as the amount budgeted far exceeds expenses using the new card services company, and an increase in the Late Payment fees budget line as income from that line is over \$4,000 over budget.

Transfer Station: Staff continue to provide documents and information to EBA Engineering, who have been contracted to complete the 5-year review of permit documents regarding the Del Norte County Transfer Station.

During the second week in February, five dogs were frequently seen at the Del Norte County Transfer



Station, mostly in the back area near the pile of pallets and untreated wood. On 12 February, DNC Animal Control trapped and removed the three youngest of those dogs. The other dogs have not been seen on the property since.

Collections: **Agenda Item 6.1** is a copy of the Annual Financials from Recology Del Norte for the prior fiscal year, as required under our Franchise Agreement. It is worth noting that their fiscal year ends at the end of September each year. On page 4, this report indicates that during the past fiscal year Recology Del Norte transferred \$1,093,094 to their parent company, which is over \$500,000 less than the amount transferred to the parent company during the previous fiscal year.

Recycling Drop-offs: On 17 January, staff met with Houawa Moua and Brandon Hendrix of the Del Norte County Department of Environmental Health regarding the need to increase cleanups around the recycling bins at the Del Norte County Transfer Station. Attached are two emails related to this, including a response from Jon Perry about how Recology will be increasing their attention to this concern. Staff met with Recology on 05 February to discuss. To support these increased efforts, Authority staff are working with Del Norte Mission Possible for more frequent cleanups of the forested property between the DNC Transfer Station and Benson Street. Finally, Authority staff are being scheduled for not less than two hours per month cleaning between the edge of pavement and the forested areas.

When staff met with Recology, also discussed were the recently moved recycling bins on First Street in Smith River, across from the Community Services District building. As there were two drop-off locations replaced by this one location, Authority staff requested that Recology investigate the potential for placing a lidded bin for corrugated cardboard as a second bin in that fenced area to increase the recycling opportunities for the people who are using this service.

Grants / Compliance: Attached are the notes from the first community planning meeting hosted by the Del Norte Solid Waste Task Force on 29 January 2025, with those notes compiled by the DNATL Food Council. This is the first of six community meetings to review and recommend a suite of programs to address Del Norte County's obligations under SB 1383, supported in part by a grant from CalRecycle. This meeting was well attended, and staff are pleased with progress thus far.

Authority staff are also working with the Del Norte Solid Waste Task Force on the required 5-year review of the Authority's recycling, composting, waste reduction, hazardous and solid waste programs as detailed in the Countywide Integrated Waste Management Plan and subsequent Electronic Annual Reports. Though this review was due by the end of January and the Task Force is also engaged in those community planning meetings, the Task Force continues to meet and make progress on this task, with their next meeting this Thursday at 2 PM.

Advocacy / Outreach: **Agenda Item 7.3** is consideration of possible support for AB 45, which is a 'leash the lid' law requiring soda bottle caps be tethered to the bottle in an effort to reduce the impacts of those loose caps. This is an established practice in Europe.

Director Ward continues to attend SB 54 Advisory Group Meetings in Sacramento, sometimes via Zoom. These meetings and related review of draft regulations and document development have become a significant time commitment. Impact of these regulations will be far-reaching, so staff feel these extra efforts will ultimately benefit Del Norte residents when these expanded

programs addressing single-use packaging and foodware are implemented. For meetings of the Rural Counties' ESJPA, Ward Chairs their Technical Advisory Group. He also serves as part of CalRecycle's Illegal Dumping Technical Advisory Committee, for which he Chairs their Strategies Committee.

Director Ward and Assistant Director Seymour continue a monthly radio program on KFUG (101.1 FM, <https://kfugradio.org/>) called Rethinking Recycling with Ethan Caudill-DeRego. Archived programs may be found here: <https://rethinkingrecycling.podbean.com/>.

Tedd Ward

From: Jon Perry <JPERRY@recology.com>
Sent: Thursday, January 23, 2025 1:35 PM
To: Tedd Ward
Cc: Kyra Seymour; Jason Spence
Subject: Transfer Station Cleaning Schedule

Hello Tedd,

We have made it mandatory for the city can driver to clean transfer station recycling area, Monday thru Friday by 10am. If needed they will ask for additional help from another staff member to bring the blower for the fine cleaning on small debris.

I am hoping that if this area gets out of compliance throughout the day DNSWMA and HAMBRO crews could assist. If there are any problems that need our assistance after the ten o' clock cleaning we will attend to as we have availability. Please contact myself or Jason Spence with any comments or concerns.

Also if we have a heads up we can work with all crews on a deep clean if we would like to organize before inspections. This also creates a deep clean schedule once a quarter which decreases build up. Thank you

Sent from my iPhone Jon C. Perry

Tedd Ward

From: Houawa Moua <hmoua@co.del-norte.ca.us>
Sent: Monday, January 13, 2025 2:05 PM
To: Tedd Ward
Cc: Kyra Seymour; Branden Hendrix
Subject: Del Norte Transfer Station Monthly Inspection - Cardboard Recycling

Follow Up Flag: Follow up
Flag Status: Flagged

Hi Tedd,

During the last inspection, at the cardboard area, there was cardboard and litter everywhere in that location and in the vegetation behind it. Since the solid waste permit for the transfer station encompasses the whole property and DNSWMA is the operator of the permit. I would like to have a meeting regarding the cardboard recycling area and how to move forward with the maintenance and cleaning of this area and property.

I understand that there are contracts with other entities to maintain parts of the operation at the transfer station and as the permit operator, all violations/areas of concern observed will be issued to the DNSWMA. As the LEA, we will want this area and all area under the solid waste permit to be clean and well maintained. Therefore, we will want to start implementing the inspection of the cardboard recycle area and areas behind the bins as part of the monthly inspection.

If you are available this Friday morning or afternoon, we can come by your office to discuss this matter. If not, we can meet sometime next week.

Regards,

--

Houawa Moua
Senior Registered Environmental Health Specialist
Del Norte County Environmental Health Division
(707) 465-0426

In Attendance:

Task Force Members

1. **Stephen Gibbs** – Member of the Solid Waste Task Force, Tolowa Dunes Steward
2. **Koya Tuttle** – Pollution Prevention Manager, Yurok Tribe
3. **Craig Strong** – Chair of the Solid Waste Task Force
4. **Kira Seymour** – Assistant Director, Del Norte Solid Waste Management
5. **John Berry** – Recology Del Norte
6. **Chandra Ordway** – Waste Serial Specialist, Recology Del Norte
7. **Joel Wallin** – Hambrow Waste Solutions Group, Transfer Station Operator

In Person Attendees

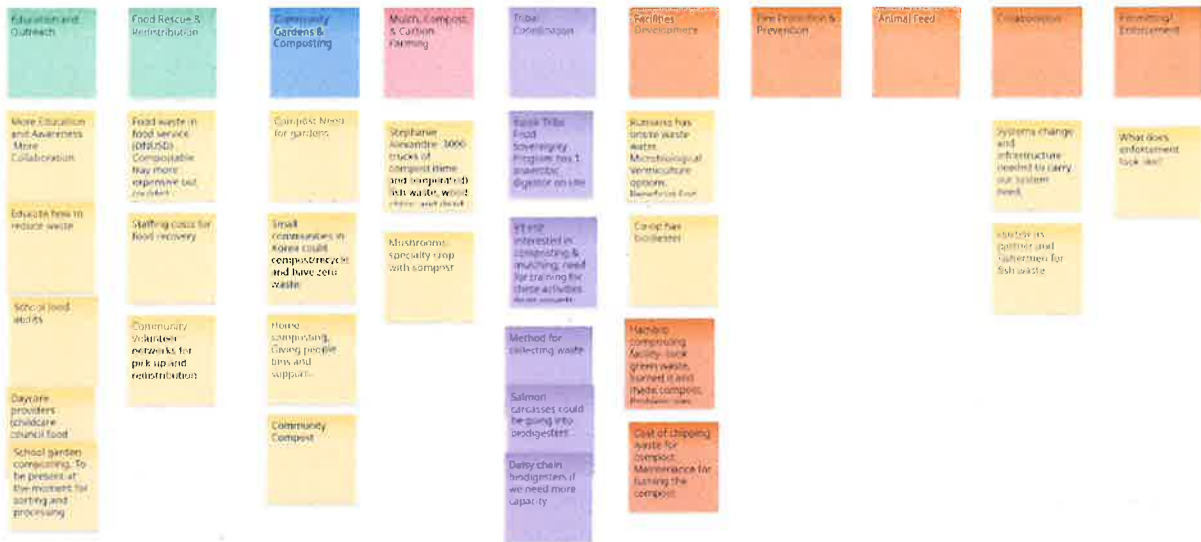
8. **Angela Gray** – DNATL Community Food Council, Food Forest Programs Manager
9. **Elena Cisneros** – Habitat and Wildlife Division Manager, Tolowa Dee-ni' Nation (Former Task Force Member)
10. **Tera Nations** – Mobile Distribution Manager, Family Resource Center of the Redwoods Food Bank
11. **Marina MacNeil** – Food Bank Director, Family Resource Center of the Redwoods
12. **Pamela Lee** – California Department of Food and Agriculture, Farm to School Program
13. **Connie Evans** – Aspiring Farmer/Rancher
14. **Rob Jacob** – Operations Manager, Rumiano Cheese
15. **Maria Longo** – Youth Coordinator, Tri-County Endowment
16. **Robert Israel** – Production Manager, Rumiano Cheese
17. **Dora Burnell** – Independent Living Specialist, Tri-County Independent Living
18. **Joby Rumiano** – Rumiano Cheese
19. **Debra Otenberg** – Del Norte Office of Emergency Services (OES)
20. **Alicia Williams** – Independent Activist and Community Builder
21. **Stephanie Alexander** – Alexander Family Farm, Composter for 32 years
22. **Melanie Cross** – School Gardens- DNATL CFC
23. **David Salmon** – Resident of Fort Dick
24. **Mia Wapner** – Klamath Food Village Coordinator
25. **Kevin Malone** – True North, Permaculture Guild
26. **Julie Bijorstrand** – Del Norte Unified School District Nutrition Services Director
27. **Declan Malone** – Compost Expert/Scientist
28. **Erica Terrens** – DNATL CFC Program Coordinator
29. **Heather Pardue** – Environmental Coordinator, Elk Valley Rancheria
30. **Emily Christensen** – Del Norte Child Care Council, Steering Committee Food Council
31. **Devon Patton** – Del Norte Child Care Council, Steering Committee of the Food Council
32. **Roman Worthy** – Tolowa Dee-ni' Nation
33. **Julie Joe** – Ocean Air Farms, Steering Committee for the Food Council
34. **Robert** – Tribal Resource Specialist, Tolowa Dee-ni' Nation
35. **Yoli Haad** - Blueberry Hill Farm – long time compost enthusiast

36. **Dar Caldwell** – Farmer, community garden educator at the Kidz Garden
37. **Sunny Baker** – Public Health, Department of Health & Human Services (DHHS)
38. **Kevin Malue** – Elk Valley Rancheria
39. **Bridgette Lacy** – City of Crescent City

Online Attendees

40. **Valerie Starkey** – Del Norte County Board of Supervisors
41. **Mary Pitto** – Contractor, Del Norte County (SB 1383 Requirements)
42. **Meagan Ishtar Scott** – Del Norte County Resident, Gardener & Composter
43. **Ben** – No specific information available from the transcript
44. **Paula** – Yurok Tribal Food Sovereignty Coordinator

Community and Stakeholder Goals: Community Needs



Alisha

- Suggestions:** She brings attention to the importance of preventing the spread of invasive species like English Ivy, Tansy, Pampas Grass, and Mariposia. Alisha suggests a targeted, neighborhood-by-neighborhood approach to prevent invasive plants from spreading uncontrollably and affecting local ecosystems.
- Concerns:** She expresses concern about the dangers posed by compost piles attracting wild animals, such as bears, raccoons, and rodents. While composting is a valuable practice, Alisha emphasizes that this could lead to costly solutions, such as investing in enclosed containers to protect compost from animals. She stresses that this shouldn't fall on individuals, especially considering the high taxes residents are already paying. According to her, basic services are still not meeting the expectations of the community.
- Victory Gardens and Food Security:** Alisha also passionately discusses the significance of Victory Gardens, especially in the context of food deserts in the county. She highlights the need for community gardens in schools and churches, as these gardens can serve as key spaces for food production. Additionally, she advocates for a diverse array of food sources and animal husbandry, as these solutions are critical for addressing food insecurity. While she acknowledges the potential controversies surrounding animal husbandry, she calls for humane and regenerative practices that would ensure the well-being of animals while also supporting the community's food needs.

Joby

- **Interest in Record-Keeping:** Joby inquires about best practices for record-keeping, specifically asking for templates or guidance on tracking composting efforts. He is particularly interested in how much waste (e.g., in pounds) is being composted and how businesses like Rumiano and local farmers track their composting efforts. This question is part of his broader interest in finding ways to streamline and improve the tracking and reporting of organic waste in the community.
- **Vermiculture Potential:** Joby is an advocate for vermiculture (worm farming), and he has thoroughly researched its potential as a composting method. He sees it as an underutilized tool that could be highly effective in local climates, especially as a year-round solution. Vermiculture can offer numerous benefits, including the production of worm liquid, casings, compost, and mulch—all of which could contribute to a more sustainable and profitable local farming and composting system.

Craig

- **Resource Sharing:** Craig focuses on the importance of sharing knowledge and resources between farmers and producers. He emphasizes the potential benefits of collaboration, particularly in nutrient recycling and composting, which could help local businesses adopt more sustainable practices. Craig suggests that cross-pollinating ideas and techniques among local farmers could be beneficial in enhancing the community's overall composting and sustainability efforts.

Ang

- **Need for Access to Good Compost:** Ang points out the pressing need for access to high-quality compost. She notes that several dairies in the area already produce compost and manure, which could potentially be leveraged as part of a more competitive and sustainable composting program. She believes this could benefit farmers and businesses alike by providing a cost-effective solution for organic waste management.

Sunny

- **Systemic Change:** Sunny compares local waste management efforts to systems used in places like South Korea, where neighborhoods and apartments have eliminated waste through well-established, citywide systems. She stresses the need for a shift toward systemic approaches to waste management, including not only proper planning but also a long-term commitment to education and resource management. She advocates for a more holistic approach that goes beyond individual efforts to address waste and sustainability.
- **Collaboration Across Levels:** Sunny also points out the importance of collaboration among various groups, municipalities, and local jurisdictions. She argues that waste management efforts cannot be left to just one group, as local governments often lack the necessary resources. A collaborative, multi-level approach involving local, organizational, and policy levels will be vital for creating lasting and sustainable change.

Kevin

- **Living Soils and Biodigesters:** Kevin is particularly focused on creating high-quality, biologically rich soils, which he believes are essential for fostering healthy crops. He is interested in exploring biodigesters and other technologies that could process organic waste, including meat waste, and turn it into useful products. Kevin also notes the potential for using black soldier flies in the region, which could be an innovative way to process organic waste while also providing a protein-rich feed source for livestock. He sees this as an exciting opportunity for local innovation in waste management.

Stephanie

- **Large-Scale Composting Experience:** Stephanie shares her experience with large-scale composting, particularly the use of fish waste from the harbor alongside other organic materials like animal waste, wood shavings, and bedding materials. She emphasizes the importance of time and temperature in the composting process, noting that maintaining the right conditions is essential for producing high-quality compost. She also highlights that the group she works with regularly tests their compost to ensure that it has the right nutrient content and she has worked with Declan a local soil scientist here tonight to test soils. Stephanie suggests, Alexander is willing to use some of their land if needed, and Stephanie says, “ we're here to offer anything we can help. Some of our land, maybe as a spot to take stuff and just work with you guys.”

Pamela Lee

- **Farm to School & Composting Programs:** Pamela works with the Farm to School program, focusing on waste reduction in schools. She sees the value of educating children on how to reduce food waste and to make them aware of the importance of sustainable practices. Pamela also advocates for composting programs at schools, noting that free bins and educational courses can make a big difference. She highlights regional systems and reaching out to the North Coast Coop, she says, “ The North Coast Co-op has a huge digester. I think it digests 100 pounds a day. And they have a membership club so people can bring their compost there.” She also mentioned Full Cycle, a composting worker-owned collaborative in Arcata offering a composting membership. So they ride around on bicycles with huge trailers and pick up people's compost. And then they deposited it in their various partner gardens.
- **Local Beef Processing:** Pamela advocates for a local beef processing system, which could then supply local schools and institutions. This initiative would reduce the environmental impact of transporting beef across long distances, while also supporting local ranchers and the regional economy.

David Salmon

- **Community Composting and Fish Waste:** David suggests that the local harbor could be a valuable partner in creating a community composting facility, particularly by utilizing fish waste, which is rich in nutrients. He emphasizes the potential of this resource to help manage organic waste while providing a valuable product for local farms and gardens.

Julie B.

- **Food Waste in Schools:** Julie, who works with the school district, shares that significant amounts of food waste are generated daily from food service of breakfast and lunch to 1800 students each day- inherently there is waste. She acknowledges that the district has tried various ways to reduce waste but feels that a comprehensive composting infrastructure would greatly enhance these efforts.
- Julie mentions that the district used to use compostable trays but had to abandon them due to prohibitive costs and they were going to the landfill with no way to compost them. However, she notes that they would return to this option if composting infrastructure were in place. Additionally, the district has been actively working on reducing plastic waste and food packaging, eliminating straws and spork packs, using a biodegradable agave alternative. She is striving for a more sustainable approach to school meals.
- Julie also mentioned that the school donates leftover foods to recover food waste, 900lbs in July -September was taken to the pantry.

Emily Christensen

- **Teaching Children About Food Waste:** Emily, working with daycare providers, emphasizes the challenges child care programs face when managing food waste. She believes that teaching these providers about composting and waste reduction strategies could be a key opportunity to instill good habits in children at a young age. Emily sees early education as essential to shaping a future generation that values sustainability.

Marina MacNeill

- **The FRC Food Bank is the designated organization for food rescue**
- **Food Rescue Program Needs:** Marina is the lead for the Family Resource Center's food rescue program. She notes that while the program has great potential, it struggles due to a lack of dedicated staff, she says, " I would say our biggest challenge is probably staffing. We don't have any salary for staff, so we're just doing it in between other errands, as we're getting ready for distributions. But it would be amazing to see its full potential."
- She believes that with proper staffing and resources, the program could do much more to divert food from landfills and redistribute it to those in need. Marina sees the program as an essential part of a more sustainable food system.

Sunny (again)

- **Food Resource Redistribution:** Sunny proposes a system where edible but excess food could be redistributed to those in need, particularly to at-risk populations, including the homeless and young children. She believes in building community networks to help manage these food resources effectively, ensuring that no one goes hungry while also reducing food waste.

Melanie Cross

- **School Composting Programs:** Melanie shares her experience with composting programs at two schools, noting the importance of hands-on guidance for students to help them properly dispose of food scraps. She says, "I have started compost bins in two schools right now, and teachers and students on their own are bringing their scraps in those compost bins so their interest is there. But the way to do it properly, through the experience of other organizations that have been doing this in the school gardens, is to be present at the moments when the kids are throwing out their food, they can put in the right bin, and it goes that day straight to the compost, but we need people willing to be there for them."

Alisha (again)

- **Mushrooms as a Specialty Crop:** Alisha suggests that mushrooms could be a great specialty crop to cultivate in the local area. She believes they are relatively easy to grow and could easily form a cottage industry that helps meet the needs of vegan and vegetarian consumers. This could also contribute to the local economy and provide a sustainable alternative to other types of food production.

Paula

- **Anaerobic Digester:** Paula describes the anaerobic digester at Klamath Food Village, which is currently not operational but holds promise for the future. She stresses that better collection methods for organic waste are needed to make the digester work effectively. Paula is open to collaborating with others to help get this system operational and create a more sustainable way to process food waste.

Koiya

- **Expanding Anaerobic Digester Capacity:** Koiya shares that there's an agreement in progress with Fish and Wildlife to receive large quantities of salmon carcasses, which would be processed through the anaerobic digester. He clarifies that the focus will be on the Klamath area initially, but the capacity could be expanded if there's demand from other areas.

Kevin Malue

- **Hambro Composting Facility Closure:** Kevin reflects on the closure of the Hambro composting facility, which had been a key site for processing green waste. He shares

that the facility struggled with high operational costs, and even after analyzing the cost structure, it became clear that production costs were too high to maintain sustainability. This situation highlights the need for more cost-effective and innovative composting solutions in the area.

DRAFT: Community Goals:

1. Waste Reduction and Sustainability:

- **Public Comment Reference:**

Stakeholders emphasized the importance of **reducing organic waste** and creating compost from local agricultural byproducts like dairy manure, fish carcasses, and excess food waste. The goal is to turn these materials into high-quality compost, which can be used for soil improvement in farms and gardens. This also involves using **innovative technologies**, like vermiculture and biodigesters, to recycle waste into valuable resources.

- **Connection:**

The community is focused on **reducing waste**, particularly food waste, and creating a sustainable model for organic waste management at both household and community levels.

2. Collaboration and Knowledge Sharing:

- **Public Comment Reference:**

The comments highlighted **collaborative projects** like the **Farm to School Program** and community-based composting initiatives that bring together local farmers, municipalities, and organizations to promote sustainability. Stakeholders stressed the need for **collaborative knowledge sharing**, including providing resources like composting materials, tools, and technical guidance.

- **Connection:**

Stakeholders are aiming to build **networks of collaboration**, especially between farmers, schools, and businesses, to ensure best practices for composting and waste management are adopted and scaled across the community.

3. Access to Resources for Composting and Sustainable Practices:

- **Public Comment Reference:**

There's a clear need for **education programs** on composting, including teaching students about waste diversion and providing the **necessary tools and materials** for composting in schools, businesses, and local neighborhoods. Stakeholders also mentioned the **need for accessible and affordable resources** such as compostable bins, composting systems, and even **backyard composting solutions**.

- **Connection:**

The community wants better access to **tools and education** for sustainable practices like composting, ensuring that everyone from students to local businesses can participate in and benefit from these efforts.

4. Addressing Food Insecurity and Local Food Production:

- **Public Comment Reference:**
Several stakeholders commented on the importance of **Victory Gardens** and **community gardens** as a way to combat **food insecurity** and create **local food production** systems. They also suggested **composting food waste** from schools, businesses, and households to create nutrient-rich soil for growing local food.
- **Connection:**
The community aims to promote **food security** through community-driven initiatives like gardens and local food production, which are supported by composting and waste diversion systems that help create nutrient-rich soil for growing food.

5. Streamlining Waste Management Systems:

- **Public Comment Reference:**
The **Municipalities and government organizations** are encouraged to improve waste diversion systems, ensuring that **composting and resource recovery programs** are efficient, scalable, and easily accessible to the community. The **educational campaigns** and waste management strategies should target households, schools, and businesses to increase participation in composting and other sustainable practices.
- **Connection:**
There is a **strong push for systemic change**, with better infrastructure for waste management, composting, and resource recovery. Stakeholders want to ensure that **all community members** can access these systems to reduce their waste footprint.

6. Economic Viability and Resource Efficiency:

- **Public Comment Reference:**
Stakeholders discussed the economic opportunities that could arise from waste-to-resource programs like **mushroom farming** or **biodigesters** that process organic waste into valuable products. They also mentioned **collaborative models** where farmers and businesses can **share the costs** of composting and resource recovery programs.
- **Connection:**
The community needs more **economic incentives** to drive sustainability and resource recovery, turning organic waste into products or services that generate revenue, while also promoting the **economic benefits** of such practices for local businesses.

7. Environmental and Human Health:

- **Public Comment Reference:**
Stakeholders voiced concern over the **environmental impact** of waste

management practices, particularly regarding the potential for **invasive species** in compost or waste diversion systems. They emphasized the need for **safe, responsible composting practices** to ensure public health and the protection of local ecosystems.

- **Connection:**

The community aims to reduce **environmental harm** and maintain human health by ensuring that composting systems are **safe, efficient, and free from harmful contaminants**, while promoting environmentally responsible practices.

Community Needs:

1. Composting Infrastructure and Education:

- **Public Comment Reference:**

Several comments emphasized the need for better **composting infrastructure**—such as composting systems in schools, businesses, and local municipalities. Community members also pointed out the need for **more educational resources** that could help individuals and organizations understand how to effectively compost and reduce waste.

- **Connection:**

Better infrastructure and **comprehensive educational programs** are essential to make composting and sustainable practices accessible to all community members, particularly in schools and local organizations.

2. Collaborative Support for Local Farmers and Producers:

- **Public Comment Reference:**

There were comments from local farmers requesting **resources and technical support** to make composting more viable and efficient on their farms, especially using local organic waste. They also noted the need for **shared resources** like composting equipment to help reduce the financial burden.

- **Connection:**

Local farmers and producers need more **collaborative support**—from access to materials and equipment to technical training—so they can engage in sustainable practices without financial strain.

3. Waste Diversion and Resource Recovery Programs:

- **Public Comment Reference:**

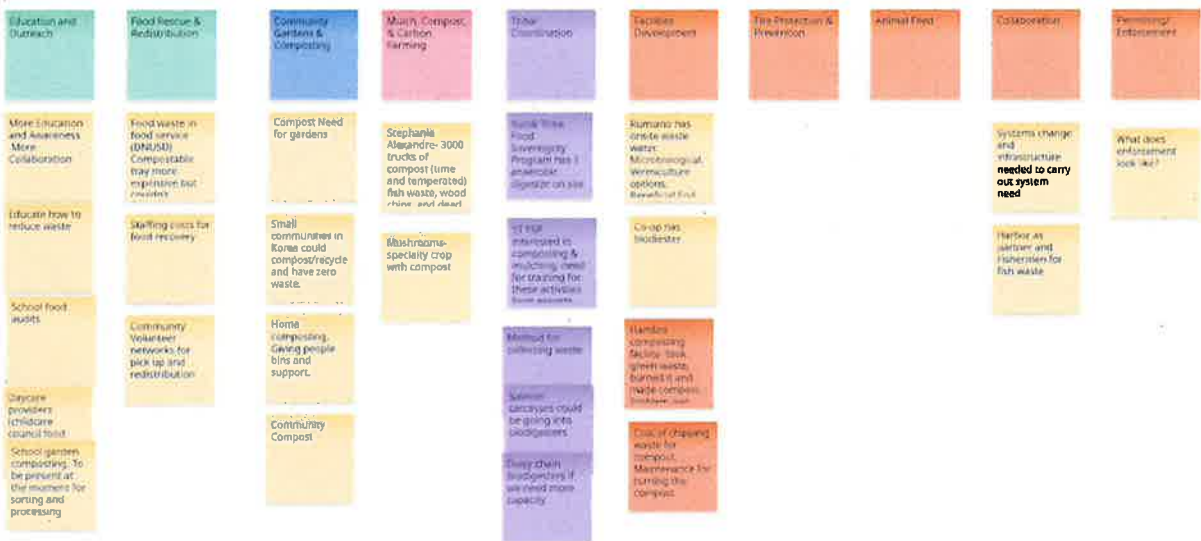
Stakeholders suggested that **large-scale waste diversion programs** should be established to handle organic waste, including fish waste, dairy manure, and food scraps. They also pointed to the need for **waste recovery initiatives** like food rescue programs to combat food insecurity and reduce waste.

- **Connection:**
The community needs **better programs** for **waste diversion** and **resource recovery**, particularly around food waste and organic waste, which could be converted into compost or used for food rescue efforts.
4. **Support for Community-Based Food Security Programs:**
- **Public Comment Reference:**
Many comments discussed the **importance of community-based food programs** like Victory Gardens and local farming initiatives. They stressed the need for **resources** to build local food production systems and reduce dependency on outside sources of food, thus increasing community resilience.
 - **Connection:**
Support for local food production and **community gardens** is a priority, especially when paired with composting programs that turn waste into valuable soil for growing food locally.
5. **Policy and Funding Support:**
- **Public Comment Reference:**
Several comments emphasized that local government **policy and funding** must support the expansion of composting and waste diversion programs. These policies should focus on **waste management infrastructure**, **public education**, and **incentivizing local businesses** to participate in sustainability efforts.
 - **Connection:**
Policy changes and funding are needed to expand waste management infrastructure, support composting education, and make sustainable practices more viable for local organizations and businesses.
6. **Animal Waste Management:**
- **Public Comment Reference:**
Stakeholders raised concerns about managing **animal waste**, including composting dairy manure and other agricultural byproducts. They suggested using these materials to create valuable compost that can improve soil quality and reduce waste.
 - **Connection:**
The community needs **solutions for animal waste** management that can be transformed into **useful resources**, helping farmers to reduce waste and improve soil health.
7. **Local Economic Development Opportunities:**
- **Public Comment Reference:**
Several comments suggested that **composting programs** and **resource recovery initiatives** could create **new job opportunities** or local economic development by turning waste into valuable products like compost, energy, or food.

- **Connection:**

The community sees **economic opportunities** in the **sustainable use of organic waste**, which could be turned into **marketable products** or services that boost the local economy and create new jobs.

In Summary: The community and stakeholders are united in their desire to create a more sustainable, waste-conscious society. Public comments reflect a deep concern for improving **composting infrastructure**, fostering **collaboration between local farmers and organizations**, and developing **policies and programs** that support **resource recovery** and **food security**. The challenges they face include lack of access to **resources, funding, and education**, which are all key needs to ensure that the goals of reducing waste, promoting sustainability, and boosting local economies are met effectively.



SWOT Analysis

Strengths:

1. Community Engagement and Participation:

- **Angela:** A conversation is currently happening with key stakeholders involved.
- **Mia:** Strong community passion for food rescue, composting, and recycling, which helps make the community more resilient.
- **Pamela:** DNATL CFC food pantry and cooking classes provide people with choices and promote participation.
- **Erica:** Schools are eager to expand programs, and there's a broad net of benefits that would reach various people and organizations.
- **Alisha:** Partnerships are already established (e.g., Hemmingson offering compost, Yurok Restoration Program).
- **Rumiano:** There is strong community interest in being involved and creating meaningful change.

2. Education and Outreach:

- **Erica:** The initiative has a wide range of benefits for different people, making it accessible and relevant for various groups.

3. Existing Programs and Partnerships:

- **Alisha:** Composting partnerships at Hemmingson and meat waste collection with Yurok Restoration Program show existing infrastructure and collaborative efforts.
-

Weaknesses:

1. Infrastructure Issues:

- **Angela:** Schools want to use trays for food recovery, but they lack the necessary electricity for washing them.
- **Mia:** There's a lack of community collection facilities, particularly for green waste and food waste in the Klamath community.
- **Pamela:** Lack of a dedicated facility to handle the community's composting and food recovery efforts.

2. Outreach and Awareness:

- **Mia:** Outreach efforts could be improved; there's a risk of having just one workshop or training without ongoing engagement.
- **Angela:** Need for more education and consistent reinforcement.
- **Erica:** Some people may not be receptive to the environmental benefits, which requires tailored messaging to address different perspectives.

3. **Resistance to Change:**

- **Pamela:** There's a noted resistance to change within the community, which could hinder the adoption of composting and waste recovery programs.

4. **Cost and Process Complexity:**

- **Rumiano:** Composting and creating revenue from these efforts can be costly and challenging, especially when trying to show tangible results.

5. **Funding Issues:**

- **Sunny:** There is funding for certain projects but not for operational activities that result in tangible outcomes.
 - **Pamela:** Resistance to funding due to concerns over processes like rendering, which can have a strong odor.
-

Opportunities:

1. **Education and Community Training:**

- **Angela:** Opportunity to train entire families on food recovery and composting, creating generational knowledge.
- **Mia:** Opportunity to improve composting facilities with clear signage to help community members understand what can be composted.
- **Sunny:** Pilot projects can help make composting and other initiatives more economically viable and easily doable.

2. **Social and Environmental Change:**

- **Angela:** Composting could create a wider social change, leading to more sustainable community behaviors.
- **Erica:** The initiative could result in economic benefits for the community and environment.
- **Pamela:** Biomass and energy production from waste are potential innovative opportunities for energy creation.

3. **Local Waste and Resource Recovery:**

- **Alisha:** Local markets for waste products, such as bone products for dog food or rabbit manure, can be developed.

- **Sunny:** Innovation in biological systems to create cleaning solutions for waste recovery is a viable opportunity for sustainable progress.
4. **Partnership Expansion:**
- **Alisha:** Building on existing partnerships (e.g., composting with Hemmingson, meat waste with Yurok Restoration) to increase local waste recovery.
-

Threats:

1. **Environmental and Social Risks:**

- **Angela:** Bears and other wildlife may interfere with composting efforts, posing a threat to the process.
- **Erica:** Social climate could pose a threat, especially with new changes being introduced, as people may resist the new initiatives or doubt their effectiveness.

2. **Funding and Operational Constraints:**

- **Sunny:** Funding issues arise because current funding options do not allow for operational efforts to create sustainable change.
- **Pamela:** Rendering, if not done properly, could lead to unpleasant odors that could detract from public support.

3. **Education and Community Engagement:**

- **Erica:** Some members of the community may deny the benefits of composting or waste recovery, making it harder to achieve broad-based support.
- **Mia:** The lack of secure collection spaces for compostable materials in the community is a logistical threat to successful implementation.

4. **Scalability and Cost of Implementation:**

- **Rumiano:** It's difficult to show the immediate results of composting, which could lead to loss of enthusiasm. The cost to scale the initiative to meet the needs of the community is also a challenge.

5. **Logistical and Practical Barriers:**

- **Alisha:** There may be logistical challenges related to transporting and managing different types of waste, especially when considering smaller-scale operations for specific types of waste (e.g., rabbit manure or meat waste).
 - **Sunny:** Environmental impacts to water resources and biochar production could increase costs and complicate recycling efforts.
-

Conclusion:

This SWOT analysis reveals a community that is passionate about food recovery, composting, and environmental sustainability, but faces significant challenges in infrastructure, education, and funding. However, opportunities abound, especially in education, community-based initiatives, and expanding partnerships. The key threats include resistance to change, the cost of scaling initiatives, and logistical barriers, but with careful planning and collaboration, these can be mitigated.

SWOT

Strengths, Weaknesses, Opportunities, Threats

Activity Description: Participate in a SWOT analysis to identify key factors affecting our community's ability to meet SB 183 compliance and improve organic waste management. Work in **small** groups to brainstorm and document insights for each SWOT section, contributing to a strategic plan tailored to our community's needs.

Instructions:

- Break into small groups (4-5 participants per group).
- Each group will work together to brainstorm and discuss each section of the SWOT analysis.

Community small could make changes

Strengths	Weaknesses
Dairy Waste	Limited resources
Abundant carbon-wood chips	Geography
Local expertise-Alexandre	No composting facilities
Current food rescue program	Lack of community education on composting and waste reduction
DNWA/DNWT	Lack of infrastructure
rural exemption	Staff capacity
This conversation!	Infrastructure, electricity, equipment
Key stakeholders	Reinforcing and systematic education
Our Community passion	Outreach & awareness
Food gardens	Lack of community
DNATL CFC	Inconsistence recycling and
Food Pantry	

Opportunities	Threats
Composting	Costs/funding
Fish waste	Enforcement challenges
One school district	Compost facilities needing cover and cement footing?
Tribal partnership	Difficulty making facilities profitable
Generational training	Pests and animals
Social Change	Bears
Climate resiliency	Social Climate
Signage and continuous opportunities for training & education	Complacency
Partnerships, Grants, Process that generate revenue	Challenges of recycling
Biomass and energy production	Siting facilities
Green waste collection	Secure composting spaces
Proving what reduction is that is applied to organic waste that is not just environmental	Resistance to change
	Reframing plants can have a bad smell
	Odor
	Mitigation methods

Action Items:

Immediate Tasks

- **Tedd Ward: Send calendar invite** for the meeting on **February 20**.
- **Iya and Drea: Review flow chart** and incorporate additional comments.
- **Iya and Drea: Set up subgroups:**
 - Coordinate and schedule subgroup meetings (March 5 or 7).
 - Determine location and time.
 - Confirm attendance.
 - **Subgroups:** Composting/Food Rescue

Composting: Community Garden and Compost Distribution -

Large scale vs small scale/ macro vs. micro

Koiya, Joby, Stephanie, Declan, Angela Gray, Julie- School District

Food Rescue & Redistribution - Invite stores and get them involved there.

Community Garden and Compost Distribution -

Food waste prevention

Food Rescue: no matter what is decided with composting: they will be able to fold into the compost group.

- **Tedd- Doodle poll** the Task Force for the next **big meeting** (March 24, 27, or April 1, 2, 3) with time options (1-3 PM vs. 3-5 PM).
- **Mary- Contact Joby** about the dairy **digester unit** and pass information
- **Tedd-** Meet with Koiya or Houa on public vs. private coordination of a municipality.

Tabled:

- **Visit Rumiano**

Meeting Notes:

Debrief of Meeting 1: General Feedback & Observations

- **Overall Positive Reception:**
 - Strong turnout, engaged participants.
 - Meeting was seamless and on point.
 - IT setup worked well.
 - Room arrangement worked despite initial concerns.
- **Task Force Dynamics:**
 - Some discomfort with sitting at the dais.
 - Certain members need time to adjust.
 - Next meeting: Be clear and prepared about their role and where they will sit.

Key Discussion Points

- **Community Needs & SWOT Analysis:**
 - Strong summaries were developed.
 - Discussion on expertise in the room & best ways to move forward.
 - **Compost: Material Flow Considerations:**
 - Focus on sources and end uses of materials and then work on the middle ground.
 - Processes to convert materials into usable forms.
 - Drop-off capacity and receiving facility capabilities.
 - Technologies: aerobic composting, anaerobic digestion, food rescue & redistribution
 - Ensuring compatibility and mutual support vs competition
 - Addressing health code barriers & regulatory constraints between ag land and municipalities.
 - **Private vs. Public Coordination:**
 - Differences in record-keeping, quality control, and legal constraints.
 - Evaluating opportunities for regulatory changes.
 - **Food Rescue & Redistribution:**
 - Importance of outreach & store participation.
 - Possible role of livestock feeding as an intermediary step.
-

Action Items

Immediate Tasks

1. **Follow-up with Joby & Stephanie**
 - Iya sent information from Joby to Mary, Tedd, and Kyra
 - Explore flexibilities for private entities in composting regulations
2. **Mary Contact Joby** about the dairy digester:
 - Assess availability & feasibility.
3. **Organize Subgroup Meetings** (March 5 or 7) (Iya and Drea)
 - Topics:
 - Aerobic, anaerobic, vermicomposting
 - Community compost & distribution
 - Food rescue & redistribution
 - Confirm attendance of key members (Koiya, Joby, Stephanie, Declan, Angela Gray, Julie - School District).
4. **Schedule Next Large Meeting**
 - Send a Doodle poll to Task Force for availability:
 - Options: March 24, 27 or April 1, 2, 3 (1-3 PM vs. 3-5 PM)
5. **Logistics for Meetings**

- Confirm Flynn Center for tech support.
 - Set calendar invite for February 20 meeting.
 - Outreach to set up subgroup dates, locations, and times.
6. **Site Visit Coordination**
- Plan visit to Rumiano for digesters and worm composting insights.
-

Next Meeting (Meeting 2) Agenda

Objectives:

- Share back SWOT and community needs.
- Introduce priorities, facility options, and collection strategies.
- Community voting on top priorities.
- Evaluation and feasibility discussions.
- Subcommittee formation.

Discussion Topics:

- Community composting vs. industrial composting.
- Facility options and planning level cost comparisons.
- Identifying systemic barriers & solutions.
- Ensuring broad discussions without premature site selection.

Action Prior to Meeting 2:

- Review and circulate Flow Chart (email to Iya for comments incorporation).
 - Refine agenda & discussion focus based on subgroup input.
 - Set up outreach & education strategy for community participation.
-

Long-Term Planning

- **Meeting 3 & 4 Focus:**
 - Technical deep dive (processes, costs, feasibility).
 - Systemic analysis without final siting decisions.
 - Financial comparisons of different approaches.
 - **Final Steps:**
 - Planning-level cost assessment for different models.
 - Determine feasibility before any site selection discussions.
 - Broad engagement with stakeholders to build consensus.
-

Final Notes

- Continue to refine and adapt based on feedback.
- Maintain momentum through subgroup work and key partnerships.
- Reconvene on February 20 to finalize next steps.

Solid Waste
Balance Sheet
 December 31, 2024

Unaudited

ASSETS

422 010 00000	Cash Solid Waste	2,888,620.97
422 010 00300	Imprest Cash	3,500.00
422 010 00500	I Bank Loan Deposit Held by County	198,177.17
422 010 01100	Accounts Receivable	106.25
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	(223,435.00)
422 010 03460	Accum Depr Transfer Station	(1,082,227.00)
	Total Assets	<u><u>5,686,371.47</u></u>

LIABILITIES AND FUND EQUITY

422 010 05105	Sales Tax Payable	47.18
422 010 05210	Sublease Payable	2,513,212.50
422 010 05300	Compensated Absences Payable	57,426.74
422 010 05400	Deferred Revenue	106.25
422 010 05500	Post Closure Liability	2,046,994.00
422 010 05600	Net OPEB Obligation	423,573.00
422 010 07100	Fund Balance	(272,747.68)
422 010 09600	Investment in Capital Assets net of related debt	671,843.00
	Revenue	2,502,761.15
	Expenditure	(2,256,844.67)
	Total Liabilities and Fund Equity	<u><u>5,686,371.47</u></u>

RECEIVED

DISBURSED

3.2

CLAIMS APPROVED BY THE DIRECTOR

File #031202

Del Norte Solid Waste Management Authority					Claim #
Claims for January 2025					
Date Paid	Paid to:	Budget	Amt. Paid	Description	Claim #
1/2/2025	U S Bank Corp P S	20110	\$ 66.78	ORD 271-SO RW111 Rain Suit 2XL/3XL OR, 1	10005
	U S Bank Corp P S	20110	\$ 10.49	ORD 271-SO SV6G Safety Vest 2XL Yel, 1	
	U S Bank Corp P S	20110	\$ 10.49	ORD 271-SO SV6G Safety Vest L Yel, 1	
	U S Bank Corp P S	20110	\$ 10.49	ORD 271-SO SV6O Safety Vest XL Or, 1	
	U S Bank Corp P S	20110	\$ 10.49	ORD 271-SO SV6O Safety Vest 2XL Or, 1	
	U S Bank Corp P S	20224	\$ 224.89	ORD 017709 Monroe 8130X Calculator, 1	
	U S Bank Corp P S	20224	\$ 75.76	ORD 649848 HD PRO Webcam, 1	
	U S Bank Corp P S	20224	\$ 71.00	ORD 918542 Thermal Laminating Pouches Pk, 1	
	U S Bank Corp P S	20152	\$ 2,503.76	Auto Policy 12/15/24-12/15/25	
1/2/2025	Taylor, Richard D	20235	\$ 440.00	Treasurer/Controller Services Dec 2024	10006
1/2/2025	Lawrence & Associates	20231	\$ 1,207.50	INV 30545 PRO 015063.00 Dec 2024	10007
1/2/2025	DNC Auditor	20237	\$ 1,790.01	Debit/Credit Mo Dec 2024	Interdepartmental
1/6/2025	DNC Information Technology	20230	\$ 32.81	Broadcasting Service, Board Meeting 12/17/24	Interdepartmental
1/7/2025	Efficiency Delivery	20280	\$ 30.00	INV 044920 Delivery to Microbac 12/18/24	10008
1/7/2025	California Product Stewardship Council	20230-206	\$ 502.83	INV 39-012 Propane & Marine Flare Pro Dec 2024	10010
1/7/2025	Recology Del Norte	20238	\$ 1,537.86	INV 8751 Klamath Beach Rd Dec 2024 Bin Pulls	10011
	Recology Del Norte	20238	\$ 256.31	INV 8750 Old Gasquet Toll Rd Dec 2024 Bin Pulls	
1/7/2025	Curry Transfer Roto-Rooter	20140	\$ 161.67	INV 14S040 GTS PortaPotty Dec 2024	10012
1/7/2025	Curry Transfer Roto-Rooter	20140	\$ 161.67	INV 64S040 KTS PortaPotty Jan 2025	10013
1/7/2025	G.H. Outreach	20231	\$ 160.00	INV 789060 Dec 2024 Recycling Services	10014
1/7/2025	Del Norte Office Supply	20224	\$ 7.27	INV 722893 Counterfeit Money Detector Pen, 1	10015
	Del Norte Office Supply	20224	\$ 7.37	INV 722782 Round-Ring Binder 1-1/2", 1	
	Del Norte Office Supply	20224	\$ 6.17	INV 722782 Numeric Dividers 10 Tab, 1	
	Del Norte Office Supply	20224	\$ 20.51	INV 722782 Office Products, 1	
	Del Norte Office Supply	20224	\$ 8.23	INV 722782 Fingertip Moistener, 2	
1/9/2025	Mary Margaret Pitto	20231-073	\$ 630.00	Dec 2024 SB 1383 Organics Recovery	10016
	Mary Margaret Pitto	20231-073	\$ 540.00	Nov 2024 SB 1383 Organics Recovery	
1/10/2025	Ward, Tedd	20290	\$ 0.50	Added Expense, Travel Claim ESJPA & SB 54 Advisory 12/11-15/24	Interdepartmental
1/10/2025	DNC Auditor	20121	\$ 119.97	Office Telephone Service 01/03-02/02/25	Interdepartmental
1/13/2025	Hambro/Waste Solutions Group	20239	\$ 244,179.59	INV 024-12 Materials Management Dec 2024	10017
1/16/2025	Butcher, Andrew	20231	\$ 750.00	INV R-0066 IT Services Feb 2025	10018
1/21/2025	United States Cellular	20121	\$ 146.12	INV 232660 01/04-02/03/25 Cell Service	10019
1/21/2025	Recology Del Norte	20288	\$ 468.93	BILL 137722 Jan 2025 900 Tenth St - City Yard	10020
	Recology Del Norte	20283	\$ 651.69	BILL 137714 Jan 2025 500 Cooper Ave - County Yard	
	Recology Del Norte	20288	\$ 873.15	BILL 137698 Jan 2025 1001 Front St - Cultural Cntr	
1/21/2025	Canon USA Inc	20250	\$ 158.07	INV 557499 Contract Rental Jan 2025	10021
	Canon USA Inc	20221	\$ 94.29	INV 557499 Printing Charges Dec 2024	
1/22/2025	Mission Linen Supply	20140	\$ 38.60	INV 153188 Linen Service 01/21/25	10022
	Mission Linen Supply	20140	\$ 38.60	INV 070936 Linen Service 01/07/25	
1/23/2025	DNC Auditor	10040	\$ (3,823.25)	P, L & MM Insurance Q2 FY 24/25 Correction	Interdepartmental
1/23/2025	DNC Auditor	20155	\$ 844.25	P, L & MM Insurance Q1 FY 24/25	Interdepartmental
1/27/2025	Crescent Ace Hardware	20239-001	\$ 1.94	INV 27977 8X12 Sty Wet Pnt, 1	10023
	Crescent Ace Hardware	20239-001	\$ 4.32	INV 25549 7Lb Crushed Ice, 1	
	Crescent Ace Hardware	20239-001	\$ 8.64	INV 26291 7Lb Crushed Ice, 2	
	Crescent Ace Hardware	20239-001	\$ 8.65	INV 26629 Dry Lubricant 9.3Oz, 1	
	Crescent Ace Hardware	20239-001	\$ 8.65	INV 26629 20Lb Crushed Ice, 1	
	Crescent Ace Hardware	20224	\$ 5.40	INV 27242 Top Spirl Notebk Ylw3x5. 1	
	Crescent Ace Hardware	20239-001	\$ 12.96	INV 27242 7Lb Crushed Ice, 3	
	Crescent Ace Hardware	20239-001	\$ 8.64	INV 25548 7Lb Crushed Ice, 2	
	Crescent Ace Hardware	20239-001	\$ 0.70	INV 27977 Enrivo Disposal Fee 0.65, 1	
	Crescent Ace Hardware	20140	\$ 25.97	INV 28206 Exchange Lp Tank, 1	

	Crescent Ace Hardware	20239-001	\$ 9.30	INV 27977 Frame Roller Pro Wood 9", 1	
	Crescent Ace Hardware	20239-001	\$ 14.06	INV 27977 Roller Paint Kit 11Pc, 1	
	Crescent Ace Hardware	20239-001	\$ 6.05	INV 27977 Pnt Tray SI 15"X9" 1Pk, 1	
	Crescent Ace Hardware	20239-001	\$ 38.96	INV 27977 Stain Cover Zinsser 1G, 1	
	Crescent Ace Hardware	20239-001	\$ 0.70	INV 27977 Enviro Disposal Fee 0.65, 1	
	Crescent Ace Hardware	20239-001	\$ 6.48	INV 27977 Handle Wood Natural 48", 1	
	Crescent Ace Hardware	20239-001	\$ 38.97	INV 27977 Stain Cover Zinsser 1G, 1	
1/29/2025	Microbac Laboratories Inc	20232	\$ 80.00	INV 180433 TPH as Gasoline, 1	10025
	Microbac Laboratories Inc	20232	\$ 100.00	INV 180433 Sulfide - Total, 1	
	Microbac Laboratories Inc	20232	\$ 94.00	INV 180433 Subcontract Metals, 1	
	Microbac Laboratories Inc	20232	\$ 100.00	INV 180433 Mercury, 1	
	Microbac Laboratories Inc	20232	\$ 200.00	INV 180433 ICP-MS Metals, 1	
	Microbac Laboratories Inc	20232	\$ 100.00	INV 180433 Geotracker Reporting, 1	
	Microbac Laboratories Inc	20232	\$ 352.00	INV 180433 EPA 8270 SVOC's-Water, 1	
	Microbac Laboratories Inc	20232	\$ 200.00	INV 180433 EPA 8260B, 1	
	Microbac Laboratories Inc	20232	\$ 5.00	INV 180433 ELAP Certification Fee, 1	
	Microbac Laboratories Inc	20232	\$ 180.00	INV 180433 Cyanide, 1	
	Microbac Laboratories Inc	20232	\$ 15.00	INV 180433 Aqueous Sample Digestion, 1	
1/29/2025	DNC Information Technology	20223	\$ 127.00	Postage, Dec 2024	Interdepartmental
1/29/2025	DNC Auditor	70530-199	\$ 5,793.00	Interfund - Cost Plan Dec 2024	Interdepartmental
1/29/2025	DNC Auditor	20297	\$ 154.16	C Renner Petroleum fuel charges, Dec 2024	Interdepartmental
1/30/2025	David Mason dba DDR	20231	\$ 1,265.48	INV 25-022 Move Concrete/Garbage from GTS to TS	10027
1/30/2025	Quill	20224	\$ 11.02	INV 567915 Recycled Paper Clips Pk, 2	10028
	TOTAL		\$ 264,001.92		

DNSWMA			
GRAND TOTALS			
January 2025			
	Amount to 422-421 91003	Amount to 422-421 91004	TOTAL AMOUNT
	66.53%	33.47%	
DNCTS Cash Total	33,951.44	17,080.33	51,031.77
DNCTS Charge Total	188,807.82	94,985.69	283,793.51
DNCTS Credit/Debit	66,849.04	33,630.50	100,479.54
DNCTS Adjustment	-1,633.02	1,633.02	0.00
DNCTS Totals	287,975.28	147,329.54	435,304.82
Klamath Cash Total		5,215.74	5,215.74
Klamath Charge Total		418.07	418.07
Klamath Adjustment			
Klamath Totals		5,633.81	5,633.81
Gasquet Cash Total		1,999.99	1,999.99
Gasquet Charge Total		228.86	228.86
Gasquet Adjustment			
Gasquet Totals		2,228.85	2,228.85
GRAND TOTALS	287,975.28	155,192.20	443,167.48

3.4

AUTHORITY

REVENUE

REPORT

January 2025

2023 / 2024

2024 / 2025

**Authority
Service Fees**

Budget/Month

Adjusted Annual Budget

\$ 138,168.00

\$ 1,658,016.00

2023 / 2024			Comparison FY 22/23	2024 / 2025			
				Actual / Month		Over Budget / Month	
July	\$	148,692.25	\$ 12,461.55	July	\$	161,153.80	\$ 22,985.80
August	\$	151,545.62	\$ 21,618.51	August	\$	173,164.13	\$ 34,996.13
September	\$	144,325.99	\$ (1,813.06)	September	\$	142,512.93	\$ 4,344.93
October	\$	136,640.28	\$ 27,637.68	October	\$	164,277.96	\$ 26,109.96
November	\$	122,101.29	\$ 17,903.17	November	\$	140,004.46	\$ 1,836.46
December	\$	110,090.28	\$ 22,390.58	December	\$	132,480.86	\$ (5,687.14)
January	\$	121,495.78	\$ 33,696.42	January	\$	155,192.20	\$ 17,024.20
February	\$	115,839.55	\$ -	February	\$		\$ -
March	\$	124,514.05	\$ -	March	\$		\$ -
April	\$	152,700.59	\$ -	April	\$		\$ -
May	\$	143,652.99	\$ -	May	\$		\$ -
June	\$	153,174.32	\$ -	June	\$		\$ -
Total	\$	1,624,772.99	\$ 133,894.85	Total	\$	1,068,786.34	\$ 101,610.34

Over last year

Above Budget

AUTHORITY

REVENUE

REPORT

January 2025

2023 / 2024

2024 / 2025

Franchise Fee Actual Annual

Budget/Month

Budget/Year

\$ 42,378.83

\$ 508,546.00

2023 / 2024			Comparison FY 22/23	2024 / 2025			
				Actual / Month		Over Budget	
July	\$	40,500.00	\$ 1,383.00	July	\$	41,883.00	\$ (495.83)
August	\$	40,382.00	\$ 4,505.00	August	\$	44,887.00	\$ 2,508.17
September	\$	44,088.00	\$ 3,902.00	September	\$	47,990.00	\$ 5,611.17
October	\$	42,911.00	\$ 1,960.00	October	\$	44,871.00	\$ 2,492.17
November	\$	40,091.00	\$ 4,779.00	November	\$	44,870.00	\$ 2,491.17
December	\$	42,436.00	\$ 1,955.00	December	\$	44,391.00	\$ 2,012.17
January	\$	41,246.00	\$ 1,659.00	January	\$	42,905.00	\$ 526.17
February	\$	41,498.00	\$ -	February	\$		\$ -
March	\$	40,852.00	\$ -	March	\$		\$ -
April	\$	41,909.00	\$ -	April	\$		\$ -
May	\$	43,960.00	\$ -	May	\$		\$ -
June	\$	43,844.00	\$ -	June	\$		\$ -
Total	\$	503,717.00	\$ 20,143.00	Total	\$	311,797.00	\$ 15,145.17

Over last year

Exceeding Budget

Above/(Below) Budget to date

\$

116,755.51

3.5

DNSWMA TRANSFER STATION
MONTH: JANUARY 2025

Date	Cash	Checks	Cash/Check Total	Visa	Master	Discover	AmExp	Credit Card Total	Charges	Grand Total	66.53% 91003	33.47% 91004	20286	Total	
1	CLOSED		\$ -					\$ -		\$ -	\$ -	\$ -		\$ -	
2	\$ 1,303.56	\$ 11.06	\$ 1,314.62	\$ 1,820.15	\$ 134.60	\$ 20.28		\$ 1,975.03	\$ 9,676.40	\$ 12,966.05	\$ 874.62	\$ 440.00	(\$107.23)	\$ 1,207.39	
3	\$ 903.76	\$ 53.46	\$ 957.22	\$ 1,713.86	\$ 430.68			\$ 2,144.54	\$ 10,176.45	\$ 13,278.21	\$ 636.84	\$ 320.38	\$ 0.10	\$ 957.32	
4	\$ 1,999.16	\$ 51.61	\$ 2,050.77	\$ 2,306.14	\$ 298.75		\$ 113.28	\$ 2,718.17	\$ 9,266.30	\$ 14,035.24	\$ 1,364.38	\$ 686.39	\$ 0.60	\$ 2,051.37	
5	\$ 1,590.79	\$ 116.12	\$ 1,706.91	\$ 3,003.98	\$ 219.39	\$ 9.25	\$ 9.25	\$ 3,241.87	\$ 234.10	\$ 5,182.88	\$ 1,135.61	\$ 571.30	(\$0.10)	\$ 1,706.81	
6	\$ 1,262.77	\$ 101.41	\$ 1,364.18	\$ 2,983.98	\$ 193.68	\$ 27.65	\$ 358.03	\$ 3,563.34	\$ 10,748.28	\$ 15,675.80	\$ 907.59	\$ 456.59		\$ 1,364.18	
7	\$ 1,312.93	\$ 9.25	\$ 1,322.18	\$ 3,351.81	\$ 211.10			\$ 166.71	\$ 3,719.62	\$ 17,113.02	\$ 22,154.82	\$ 879.65	\$ 442.53	\$ 0.01	\$ 1,322.19
8	\$ 1,716.82	\$ 152.07	\$ 1,868.89	\$ 3,244.19	\$ 94.01	\$ 9.25	\$ 88.48	\$ 3,435.93	\$ 10,840.94	\$ 16,145.76	\$ 1,243.37	\$ 625.52	\$ 0.10	\$ 1,868.99	
9	\$ 2,860.85	\$ 60.90	\$ 2,921.75	\$ 3,905.57	\$ 204.77	\$ 82.00		\$ 4,192.34	\$ 12,146.99	\$ 19,261.08	\$ 1,943.84	\$ 977.91	\$ 0.43	\$ 2,922.18	
10	\$ 2,115.50		\$ 2,115.50	\$ 3,179.63	\$ 220.10		\$ 299.47	\$ 3,699.20	\$ 12,086.64	\$ 17,901.34	\$ 1,407.44	\$ 708.06	\$ 0.05	\$ 2,115.55	
11	\$ 2,543.58	\$ 33.21	\$ 2,576.79	\$ 4,008.45	\$ 630.46	\$ 35.09	\$ 14.75	\$ 4,688.75	\$ 535.61	\$ 7,801.15	\$ 1,714.34	\$ 862.45	\$ 9.76	\$ 2,586.55	
12	\$ 1,708.44		\$ 1,708.44	\$ 3,998.52	\$ 128.04	\$ 18.50		\$ 4,145.06	\$ 1,244.94	\$ 7,098.44	\$ 1,136.63	\$ 571.81	(\$1.10)	\$ 1,707.34	
13	\$ 1,037.24	\$ 70.05	\$ 1,107.29	\$ 3,788.84	\$ 176.96	\$ 18.50		\$ 3,984.30	\$ 11,727.41	\$ 16,819.00	\$ 736.68	\$ 370.61	(\$0.12)	\$ 1,107.17	
14	\$ 1,799.04	\$ 127.19	\$ 1,926.23	\$ 1,982.02	\$ 38.81		\$ 228.57	\$ 2,249.40	\$ 10,478.33	\$ 14,653.96	\$ 1,281.52	\$ 644.71	(\$35.20)	\$ 1,891.03	
15	\$ 1,555.16	\$ 19.98	\$ 1,575.14	\$ 1,968.29	\$ 157.70		\$ 14.75	\$ 2,140.74	\$ 13,798.46	\$ 17,514.34	\$ 1,047.94	\$ 527.20	(\$0.10)	\$ 1,575.04	
16	\$ 1,653.63	\$ 38.71	\$ 1,692.34	\$ 4,579.32	\$ 213.92	\$ 14.75	\$ 47.96	\$ 4,855.95	\$ 15,489.20	\$ 22,037.49	\$ 1,125.91	\$ 566.43	(\$38.45)	\$ 1,653.89	
17	\$ 1,545.99		\$ 1,545.99	\$ 2,403.59	\$ 195.04	\$ 388.44	\$ 77.42	\$ 3,064.49	\$ 9,642.26	\$ 14,252.34	\$ 1,028.28	\$ 517.31	\$ 79.55	\$ 1,625.14	
18	\$ 2,151.52	\$ 68.20	\$ 2,219.72	\$ 4,082.27	\$ 216.00	\$ 95.80	\$ 64.52	\$ 4,458.59	\$ 390.98	\$ 7,069.29	\$ 1,476.78	\$ 742.94	\$ 0.24	\$ 2,219.96	
19	\$ 1,703.70	\$ 84.79	\$ 1,788.49	\$ 4,292.25	\$ 123.85		\$ 97.73	\$ 4,513.83	\$ 1,093.19	\$ 7,395.51	\$ 1,189.88	\$ 598.61	(\$0.48)	\$ 1,788.01	
20	\$ 1,434.70	\$ 29.49	\$ 1,464.19	\$ 2,390.77	\$ 465.81	\$ 92.17	\$ 547.46	\$ 3,496.21	\$ 8,790.95	\$ 13,751.35	\$ 974.13	\$ 490.06		\$ 1,464.19	
21	\$ 2,292.54	\$ 190.11	\$ 2,482.65	\$ 2,165.00	\$ 156.26		\$ 132.02	\$ 2,453.28	\$ 15,118.01	\$ 20,053.94	\$ 1,651.71	\$ 830.94	\$ 56.02	\$ 2,488.67	
22	\$ 1,335.96	\$ 44.24	\$ 1,380.20	\$ 2,913.43	\$ 389.80	\$ 9.25	\$ 49.77	\$ 3,362.25	\$ 13,463.31	\$ 18,205.78	\$ 918.25	\$ 461.95	(\$0.04)	\$ 1,380.16	
23	\$ 1,318.16	\$ 117.78	\$ 1,435.94	\$ 2,332.64	\$ 665.45		\$ 12.52	\$ 3,010.61	\$ 8,548.63	\$ 12,995.18	\$ 955.33	\$ 480.61	(\$0.09)	\$ 1,435.85	
24	\$ 1,759.47	\$ 9.25	\$ 1,768.72	\$ 2,886.97	\$ 692.08	\$ 9.25	\$ 57.14	\$ 3,645.44	\$ 12,977.03	\$ 18,391.19	\$ 1,176.73	\$ 591.99	\$ 0.09	\$ 1,768.81	
25	\$ 2,229.29	\$ 73.73	\$ 2,303.02	\$ 3,488.43	\$ 458.42	\$ 56.28	\$ 20.28	\$ 4,023.41	\$ 2,669.49	\$ 8,995.92	\$ 1,532.20	\$ 770.82	\$ 0.10	\$ 2,303.12	
26	\$ 1,895.26	\$ 101.38	\$ 1,996.64	\$ 3,180.67	\$ 392.20		\$ 14.75	\$ 3,587.62	\$ 1,524.19	\$ 7,108.45	\$ 1,328.36	\$ 668.28	\$ 0.09	\$ 1,996.73	
27	\$ 1,122.61	\$ 125.34	\$ 1,247.95	\$ 2,685.49	\$ 194.72	\$ 55.30	\$ 245.16	\$ 3,180.67	\$ 13,414.99	\$ 17,843.61	\$ 830.26	\$ 417.69		\$ 1,247.95	
28	\$ 900.28	\$ 10.73	\$ 911.01	\$ 2,484.30	\$ 153.56		\$ 8.78	\$ 2,646.64	\$ 12,141.06	\$ 15,698.71	\$ 606.09	\$ 304.92		\$ 911.01	
29	\$ 1,977.84	\$ 326.30	\$ 2,304.14	\$ 3,333.42	\$ 133.52		\$ 233.08	\$ 3,700.02	\$ 7,794.19	\$ 13,798.35	\$ 1,532.94	\$ 771.20	(\$0.23)	\$ 2,303.91	
30	\$ 1,386.88	\$ 11.06	\$ 1,397.94	\$ 3,103.30	\$ 269.80	\$ 20.28	\$ 191.30	\$ 3,584.68	\$ 20,660.02	\$ 25,642.64	\$ 930.05	\$ 467.89		\$ 1,397.94	
31	\$ 577.32		\$ 577.32	\$ 749.21	\$ 104.57		\$ 143.78	\$ 997.56	\$ 10,002.14	\$ 11,577.02	\$ 384.09	\$ 193.23	(\$9.25)	\$ 568.07	
TOTALS	\$48,994.35	\$2,037.42	\$51,031.77	\$88,326.49	\$7,964.05	\$962.04	\$3,226.96	\$100,479.54	\$283,793.51	\$435,304.82	\$33,951.44	\$17,080.33	(\$95.25)	\$50,936.52	

cash shortage \$97.23

cash shortage \$40.55

cash shortage \$39.00

cash shortages \$40.55 from 01/14 & \$39.00 from 01/16 paid

cash shortage \$9.25

01/09/25 \$43.45 received from Del Norte County Collections.

Jan-24	43,895.67	59,339.30	237,544.70	340,779.67	\$43,929.77
Jan-23	43,932.71	75,773.01	218,037.20	337,742.92	\$43,942.09
Jan-22	54,980.28	72,111.04	196,437.23	323,528.55	\$54,961.59
Jan-21	43,647.12	60,981.25	171,021.60	275,649.97	\$43,651.19
Jan-20	37,822.32	46,329.43	178,726.06	262,877.81	\$37,825.44

MONTH: January 2025						
Date	BEGIN	END	VOIDED TICKETS	TICKET COUNT		
1	CLOSED					
2	1510581	1510784	2	202		
3	1510785	1510983		199		
4	1510984	1511212		229		
5	1511213	1511445		233		
6	1511446	1511663		218		
7	1511664	1511885		222		
8	1511886	1512085		200		
9	1512086	1512344		259		
10	1512345	1512526		182		
11	1512527	1512819		293		
12	1512820	1513083		264		
13	1513084	1513310		227		
14	1513311	1513513		203		
15	1513514	1513743		230	High	
16	1513744	1513991		248	293	
17	1513992	1514206		215		
18	1514207	1514446		240	Low	
19	1514447	1514684		238	121	
20	1514685	1514869		185		
21	1514870	1515090		221	Daily Ave.	
22	1515091	1515306		216	220	
23	1515307	1515510		204		
24	1515511	1515736		226		
25	1515737	1516002		266		
26	1516003	1516253		251		
27	1516254	1516459		206	Jan-24	5264
28	1516460	1516643		184	Jan-23	5783
29	1516644	1516842		199	Jan-22	6533
30	1516843	1517072		230	Jan-21	5889
31	1517073	1517193		121	Jan-20	4938
TOTAL			2	6611		

KLAMATH TRANSFER STATION - DEPOSITS

January-2025

Date	Cash	Checks	TOTAL Deposit	Over / Short	Sales	TOTAL Sales	Charges	TOTAL	Tickets	Notes
								Cash + Charge		
January 1, 2025	CLOSED		0.00			0.00		0.00		
January 5, 2025	951.78	78.83	1,030.61		1,030.61	1,030.61		1,030.61	42	
January 8, 2025	330.70	22.50	353.20		353.20	353.20		353.20	13	
January 12, 2025	730.44	48.71	779.15	(0.15)	779.30	779.15		779.15	29	
January 15, 2025	450.18	260.53	710.71		710.71	710.71		710.71	18	
January 19, 2025	589.46	156.94	746.40		746.40	746.40		746.40	22	
January 22, 2025	267.63	11.25	278.88		278.88	278.88		278.88	7	
January 26, 2025	721.74	63.00	784.74		784.74	784.74	418.07	1,202.81	39	
January 29, 2025	380.03	152.02	532.05	1.93	530.12	532.05		532.05	17	
TOTAL	4,421.96	793.78	\$ 5,215.74	1.78	5,213.96	\$ 5,215.74	\$ 418.07	\$5,633.81	187	

Jan-24					4,627.15	180.50	4,807.65	189
Jan-23					4,274.55	0.00	4,274.55	210
Jan-22					5,677.36	0.00	5,677.36	238
Jan-21					5,345.50	173.95	5,519.45	280
Jan-20					5,049.02	0.00	5,049.02	203

TOTAL SALES (CASH + CHARGE)

Date	TOTAL SALES (CASH + CHARGE)			check
	Wednesday	Friday	Sunday	
January 1, 2025	CLOSED			
January 5, 2025			1,030.61	
January 8, 2025	353.20			
January 12, 2025			779.15	
January 15, 2025	710.71			
January 19, 2025			746.40	
January 22, 2025	278.88			
January 26, 2025			1,202.81	
January 29, 2025	532.05			
TOTALS	1,874.84	0.00	\$3,758.97	5,633.81

DAILY AVERAGE 468.71 939.74

Totals

Jan-24	1,661.52		3,146.13	4,807.65
Jan-23	1,049.43		3,225.12	4,274.55
Jan-22	2,004.77		3,672.59	5,677.36
Jan-21	1,058.59		4,460.86	5,519.45
Jan-20	1,703.28		3,345.74	5,049.02

**DNSWMA
GASQUET TRANSFER STATION - DEPOSITS
January-2025**

Date	Cash	Checks	TOTAL Deposit	Over / Short	Sales	TOTAL Sales	Charges	TOTAL Cash + Charge	Tickets	Notes
January 4, 2025	515.68	67.47	583.15							
January 11, 2025	407.87	54.24	462.11		583.15	583.15		583.15	27	
January 18, 2025	480.28	45.00	525.28		462.11	462.11		462.11	29	
January 25, 2025	301.18	128.27	429.45		525.28	525.28	133.85	659.13	29	
TOTAL	\$ 1,705.01	\$ 294.98	\$ 1,999.99	\$0.06	429.39	429.45	95.01	524.46	25	
				\$0.06	\$ 1,999.93	\$ 1,999.99	\$ 228.86	\$2,228.85	110	

Jan-24						1,788.51	77.93	1,866.44	99	
Jan-23						1,581.79	177.03	1,758.82	106	
Jan-22						1,908.18	483.69	2,391.87	138	
Jan-21						2,393.07	420.49	2,813.56	154	
Jan-20						1,002.76	42.84	1,045.60	88	

TOTAL SALES (CASH + CHARGE)

Date	Thursday	Saturday	check
January 4, 2025		583.15	
January 11, 2025		462.11	
January 18, 2025		659.13	
January 25, 2025		524.46	
TOTALS	\$0.00	\$2,228.85	2,228.85

DAILY AVERAGE

	\$557.21	
Totals		
Jan-24	1,866.44	1,866.44
Jan-23	1,758.82	1,758.82
Jan-22	2,391.87	2,391.87
Jan-21	2,813.56	2,813.56
Jan-20	1,045.60	1,045.60

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)

Financial Statements

September 30, 2024 and 2023

(With Independent Auditors' Report Thereon)

6.1



Beyond Accounting

Independent Auditors' Report

The Board of Directors
Recology Del Norte:

Opinion

We have audited the accompanying financial statements of Recology Del Norte (the Company) (a wholly owned subsidiary of Recology Inc.), which comprise the balance sheets as of September 30, 2024 and 2023, and the related statements of income and stockholder's investment and cash flows for the years then ended, and the related notes to the financial statements.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Company as of September 30, 2024 and 2023, and the results of its operations and its cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audits in accordance with auditing standards generally accepted in the United States of America (GAAS). Our responsibilities under those standards are further described in the Auditors' Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Company and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audits. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

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

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Company's ability to continue as a going concern for one year after the date that the financial statements are issued.

Auditors' Responsibilities for the Audits of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually

or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Company's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the Company's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audits, significant audit findings, and certain internal control-related matters that we identified during the audits.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements as a whole. The Schedule of Revenues and Allocated Operating Expenses by Franchise Area contained in Schedule 1 is presented for purposes of additional analysis and is not a required part of the financial statements. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

BFBA, LLP

Sacramento, California
January 27, 2025

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)

Balance Sheets

September 30, 2024 and 2023

Assets	<u>2024</u>	<u>2023</u>
Current assets:		
Cash	\$ 234,738	172,383
Accounts receivable, net of allowance for doubtful accounts of \$6,888 and \$4,820 in 2024 and 2023, respectively	1,056,598	951,428
Parts and supplies	39,929	35,723
Prepaid expenses	11,235	15,802
Total current assets	<u>1,342,500</u>	<u>1,175,336</u>
Property and equipment:		
Land	67,517	67,517
Building and improvements	825,575	697,423
Vehicles, containers, and operating equipment	22,025	51,776
Right-of-use asset	400,781	400,781
Less accumulated depreciation and amortization	(529,915)	(430,545)
Property and equipment, net	<u>785,983</u>	<u>786,952</u>
Total assets	<u>\$ 2,128,483</u>	<u>1,962,288</u>
Liabilities and Stockholder's Investment		
Current liabilities:		
Accounts payable	\$ 43,658	112,383
Accrued liabilities:		
Payroll and payroll taxes	72,993	67,537
Vacation and sick leave	96,635	81,813
Disposal	160,172	164,586
Franchise fees	47,990	44,088
Other	22,811	27,630
Current portion of operating lease liability	61,024	57,341
Deferred revenues	601,214	579,958
Total current liabilities	<u>1,106,497</u>	<u>1,135,336</u>
Long term liabilities		
Non-current portion of operating lease liability	152,015	213,039
Commitments and contingencies		
Stockholder's investment, net	<u>869,971</u>	<u>613,913</u>
Total liabilities and stockholder's investment	<u>\$ 2,128,483</u>	<u>1,962,288</u>

See accompanying notes to financial statements.

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)
Statements of Income and Stockholder's Investment
Years Ended September 30, 2024 and 2023

	<u>2024</u>	<u>2023</u>
Revenues:		
Refuse collection	\$ 7,040,128	7,044,332
Recycling	47,826	29,984
Total operating revenues	<u>7,087,954</u>	<u>7,074,316</u>
Expenses:		
Refuse collection	3,025,908	3,048,424
Recycling	555,144	566,520
Truck and garage	946,499	880,034
General and administrative	1,250,372	1,171,839
Total operating expenses	<u>5,777,923</u>	<u>5,666,817</u>
Operating income	<u>1,310,031</u>	<u>1,407,499</u>
Other income:	<u>39,121</u>	<u>43,578</u>
Net income	1,349,152	1,451,077
Stockholder's investment, net, beginning of year	613,913	804,027
Net distribution to Parent	<u>(1,093,094)</u>	<u>(1,641,191)</u>
Stockholder's investment, net, end of year	<u>\$ 869,971</u>	<u>613,913</u>

See accompanying notes to financial statements.

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)

Statements of Cash Flows

Years Ended September 30, 2024 and 2023

	2024	2023
Cash flows from operating activities:		
Net income	\$ 1,349,152	1,451,077
Adjustments to reconcile net income to cash provided by operating activities:		
Amortization of right-of-use asset	57,342	66,211
Depreciation	71,778	55,243
Provision for bad debts	14,927	12,905
Changes in assets and liabilities:		
Accounts receivable	(120,097)	69,751
Parts and supplies	(4,206)	(6,635)
Prepaid expenses	4,567	9,015
Accounts payable	(68,725)	97,243
Accrued liabilities	14,947	(46,556)
Operating lease liability	(57,341)	(66,212)
Deferred revenues	21,256	19,212
Net cash provided by operating activities	1,283,600	1,661,254
Cash flows from financing activities:		
Net distribution to Parent and affiliates	(1,221,245)	(1,734,898)
Net change in cash	62,355	(73,644)
Cash, beginning of year	172,383	246,027
Cash, end of year	\$ 234,738	172,383
Supplemental disclosure of noncash activities:		
Additions to property and equipment funded by Parent	\$ 128,151	93,707
Remeasurement of operating lease due to extension	-	288,715

See accompanying notes to financial statements.

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)

Notes to Financial Statements

September 30, 2024 and 2023

(1) Nature of Business

Recology Del Norte (the Company) is a wholly owned subsidiary of Recology Inc. (the Parent or Recology), which is wholly owned by the Recology Employee Stock Ownership Plan (the Recology ESOP or the ESOP). Amounts due from or payable to the Parent and affiliates are accumulated by the Company during the year, and at year end, the net amount is settled by way of capital contributions from or distributions by the Parent. The Parent has the ability and intent to continue to support the Company's operations, as needed.

The Company collects refuse and recyclables in the County of Del Norte and the incorporated city of Crescent City. The Company's refuse collection rates are set by the Authority as provided in the contract between the Company and the Authority. Rate increases under this contract are largely based on changes in the Consumer Price Index. The rate setting process may result in the disallowance of certain costs and/or delays in cost recovery as well as differences in the timing of when revenues and expenses are recognized.

The Company's operating results are affected by variations in its recycling revenue from the sale of recyclable commodities. The Company's recycling revenue may be volatile and fluctuate in accordance with changes in recycling commodity volume mix and in the prices of recyclable commodities, which in turn are, in many cases, dependent on changes in worldwide supply of, and demand for, such recyclable commodities. In the aggregate, the costs relating to recycling operations do not fluctuate in accordance with changes in the prices of such commodities.

(2) Summary of Significant Accounting Policies

(a) Use of Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenses during the reporting period. The more significant estimates requiring the judgment of management include the valuation of long-lived assets, pension and postretirement obligations, self-insurance reserves, allowances for doubtful accounts, and potential litigation, claims, and assessments. Actual results could differ from those estimates.

(b) Fair Value of Financial Instruments

Assets and liabilities that are considered to be financial instruments (such as receivables, accounts payable, and accrued liabilities) are reported in the balance sheets at carrying values that approximate their fair value based upon current market indicators and the short maturity of these instruments.

(c) Cash Concentration Account

The Company maintains a noninterest-bearing checking account. Cash balances (or deficits) are periodically transferred to (or from) the Parent's concentration account.

(d) Revenue Recognition and Accounts Receivable

The Company generally recognizes revenue when services are performed or products are delivered in an amount that reflects the consideration to which the Company expects to be entitled in exchange for those goods and services. A significant portion of the Company's revenue is related to contracts with municipalities and is subject to rate regulation. These contracts are generally long-term in nature and often contain renewal options. Deferred revenues primarily consist of revenues billed in advance that

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)

Notes to Financial Statements

September 30, 2024 and 2023

are recorded as revenue in the period in which the related services are rendered. The Company makes certain payments to customers, which reduce the amount of revenue recognized.

The Company's receivables are recorded when billed and represent claims against third parties that will be settled in cash. The carrying value of the Company's receivables, net of the allowance for doubtful accounts, represents their estimated net realizable value. The Company estimates its allowance for doubtful accounts based on several factors, including historical collection trends, type of customer, existing economic conditions and other factors. Outstanding balances on an account-specific basis based on the credit risk of the customer are reviewed. The Company determined that its accounts receivable share similar risk characteristics. The Company also monitors its credit exposure on an ongoing basis and assesses whether assets in the pool continue to display similar risk characteristics. The Company performs ongoing credit evaluations of our customers, but generally does not require collateral to support customer receivables. In certain instances, the Company can collect receivables through a lien process. Past-due receivable balances not subject to a lien process are written off when the Company's internal collection efforts have been unsuccessful. Finance charge income is recognized on outstanding accounts receivable balances under the respective terms of the amounts due.

(e) Parts and Supplies

Parts and supplies consist of equipment parts, materials, and supplies that are recorded at average cost and are expensed when utilized.

(f) Property and Equipment

Property and equipment, including major renewals and betterments, are stated at cost. It is the Company's policy to periodically review the estimated useful lives of its property and equipment. Depreciation is calculated on a straight-line basis over the estimated useful lives of assets as follows:

	<u>Estimated useful lives</u>
Buildings	20-40 years
Leasehold improvements	Shorter of lease or useful life
Machinery and equipment	6-8 years
Furniture and fixtures	8 years
Vehicles	9 years
Containers	10 years

Depreciation expense on the above amounted to \$71,778 and \$55,243 for the years ended September 30, 2024 and 2023, respectively. The cost of maintenance and repairs is expensed as incurred; significant renewals and betterments are capitalized.

(g) Leases

The Company leases certain land, buildings, vehicles, and equipment used in the Company's operations under lease agreements. The Company is responsible for all maintenance costs, taxes, and insurance on the buildings, vehicles, and equipment under lease agreements.

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)

Notes to Financial Statements

September 30, 2024 and 2023

The Company accounts for leases in accordance with Accounting Standards Codification Topic 842, *Leases*. The Company determines if an arrangement is or contains a lease at contract inception. The Company recognizes a right-of-use (ROU) asset and a lease liability at the lease commencement date.

The ROU asset is initially measured at cost, which comprises the initial amount of the lease liability adjusted for lease payments made at or before the lease commencement date, plus any initial direct costs incurred less any lease incentives received.

The Company's leases have varying terms, some of which include renewal or escalation clauses, which are considered in determining minimum lease payments. The lease term for all the Company's leases includes the non-cancellable period of the lease plus any additional periods covered by either a Company option to extend (or not to terminate) the lease that the Company is reasonably certain to exercise, or an option to extend (or not to terminate) the lease controlled by the lessor. The Company has cancelable agreements with an affiliate that have one-year terms, whereby it pays for use of certain operating equipment and property. The Company has elected not to include leases with an initial term of 12 months or less in the balance sheets and payments associated with these short-term leases are recognized as an operating expense on a straight-line basis over the lease term. Leases are classified as operating leases or finance leases at inception. As of September 30, 2024, the Company does not have finance leases.

Operating Leases

The Company's operating lease activities primarily consist of leases with third parties for the use of facilities (i.e., office space, equipment shop, etc.) as well as small equipment (i.e., copiers, fax machines, postage machines, office trailers, etc.). The lease liability is initially and subsequently measured at the present value of the unpaid lease payments at the lease commencement date. The ROU asset is subsequently measured throughout the lease term at the carrying amount of the lease liability, plus initial direct costs, plus (minus) any prepaid (accrued) lease payments, less the unamortized balance of lease incentives received. Lease expense for lease payments is recognized on a straight-line basis over the lease term.

(h) *Impairment of Long-Lived Assets*

Long-lived assets, such as property, plant, and equipment, are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount of an asset may not be recoverable. A long-lived asset is considered impaired when the undiscounted cash flow from the asset or asset group is estimated to be less than its carrying value. In that event, a loss is recognized based on the amount by which the carrying value exceeds the fair value of the long-lived asset. During the years ended September 30, 2024 and 2023, no impairment was recorded.

(i) *Income Taxes*

The Parent is an S corporation with the Company electing to be treated as a Qualified Subchapter S corporation subsidiary. Under S corporation rules, the Parent's taxable income and losses are passed through to the ESOP, the Parent's sole shareholder, which is exempt from income tax, and the Company is treated as a division of the Parent having no separate income tax obligations. The Parent has not allocated the income tax expense to the Company.

The Company recognizes income tax positions only if those positions are more likely than not of being sustained. Recognized income tax positions are measured at the largest amount that has a greater than 50% likelihood of being realized. Changes in recognition or measurement are reflected in the period

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)

Notes to Financial Statements

September 30, 2024 and 2023

in which the change in judgment occurs. The Company's accounting policy for evaluating uncertain tax positions is to accrue estimated benefits or obligations relating to those positions. The Company records interest related to unrecognized tax benefits as interest expense and penalties as administrative expense. For the years ended September 30, 2024 and 2023, there were no interest expenses or penalties recorded because the Company has no uncertain tax positions that meet the more-likely-than-not threshold.

(j) *Environmental Remediation Liabilities*

The Company accrues for environmental remediation costs when they become probable and based on its best estimate within a range. If no amount within the range appears to be a better estimate than any other, the low end of such range is used. Remediation costs are estimated by environmental remediation professionals based upon site remediation plans they develop and on their experience working with regulatory agencies and the Company's environmental staff and legal counsel. No environmental remediation liabilities were accrued at September 30, 2024 and 2023.

(k) *Allocations*

The Company includes allocated charges from the Parent and affiliates in operating and other expenses. The charges are allocated by applying activity appropriate factors to direct and indirect costs of the Parent and affiliates or based upon established fees.

(l) *Stockholder's Investment*

The Company has 5,000 shares of common stock authorized. 1,000 shares of common stock were issued and outstanding with a par value of \$50 as September 30, 2024 and 2023. Stockholder's investment, net, is comprised of the legal capital plus cumulative contributions net of distributions.

(m) *New Accounting Standards*

In June 2016, the Financial Accounting Standards Board (FASB) issued Accounting Standards Update (ASU) 2016-13, *Financial Instruments - Credit Losses (Topic 326): Measurement of Credit Losses on Financial Instruments*. The amended guidance replaces the current incurred loss impairment methodology of recognizing credit losses when a loss is probable, with a methodology that reflects expected credit losses and requires consideration of a broader range of reasonable and supportable information to assess credit loss estimates. This expected loss model will generally result in the earlier recognition of an allowance for losses.

The Company adopted the new standard effective October 1, 2023, using the modified retrospective approach. Adoption of ASU 2016-13 did not have a material impact on the Company's financial statements for the year ended September 30, 2024, and there was no cumulative effect adjustment recognized to retained earnings as of October 1, 2023.

To assist in quantifying the impact on the financial statements and supplementing existing disclosures, the Company identified financial assets measured at an amortized cost basis in the balance sheet and evaluated the collectability considerations based on an expected credit loss assessment. The Company is exposed to credit losses primarily through customer receivables generated from the processing and sale of certain recyclable materials as well as the collection, transfer and disposal of non-hazardous solid waste, and other environmental solutions the Company provides its customers.

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)

Notes to Financial Statements

September 30, 2024 and 2023

For additional details, refer to the accounting policy related to Revenue Recognition and Accounts Receivable, above.

(3) Employee Stock Ownership Plan

In 1986, the Parent established an employee stock ownership plan and trust (ESOP), which purchased all of the Parent's outstanding stock. The ESOP covers most of the employees of the Company and is noncontributory. Employees, except under certain conditions, become fully vested after a requirement of three years of service. Benefits, in the form of Parent company stock, are allocated to an employee's account based on a number of factors, including contributions, forfeitures, income, and changes in the underlying value of the Parent company stock.

All benefit distributions are made from the ESOP in cash, which is received from the Parent, or shares, subject to immediate repurchase by the Parent. A participant who is vested is entitled to begin receiving a distribution from his or her ESOP account at a future date following his or her termination of employment. Distributions may be made in a lump sum, equal annual installments over a period generally not to exceed five years or a combination of the foregoing, generally as determined by the ESOP Administrative Committee (the Committee) subject to certain limitations under the ESOP. Each participant who has attained age 55 and has participated in the ESOP for at least 10 years may elect to receive cash distributions for in-service withdrawals attributable to post-1986 shares allocated to his or her account. An eligible participant is entitled to elect payment attributable to as much as 25% of his or her eligible shares during the first five years of election and up to 50% of eligible shares in the sixth year.

Presently, the Parent makes cash contributions to fund certain of the ESOP benefit distributions. Shares attributable to those benefit distributions are reallocated within the ESOP among active participants. The Parent's common stock is not traded on an established market. The fair market value of the shares as of the most recently completed fiscal year-end is used for the next years' ESOP benefit distributions.

(4) Employee Benefit Plans

The Company participates in a noncontributory, funded defined benefit pension plan (the Plan) sponsored by its Parent for the benefit of nonunion employees. Benefits are based on a formula that includes years of service and average compensation. As of September 30, 2024 and 2023, the Plan, in which certain of the Company's employees are participants, had projected benefit obligations in excess of plan assets by approximately \$40.2 million and \$37.2 million, respectively. The Company's financial statements do not reflect the Company's share of the projected benefit obligation in excess of plan assets. It is the Parent's current policy to contribute at least the minimum statutory required amount.

The Company's pension benefit under the Plan for the years ended September 30, 2024 and 2023 was \$27,059 and \$28,810, respectively, which represents an allocation of approximately 3.67% and 0.94% of the Parent's plan benefit for the years ended September 30, 2024 and 2023.

The weighted average discount rate used by the Parent to determine pension expense under the Plan was 6.49% and 6.01% for the years ended September 30, 2024 and 2023, respectively. The expected long term rate of return on assets was 7.00% for both years ended September 30, 2024 and 2023. The rate of increase in future compensation levels used in determining the benefit obligations was 3.58% and 4.31% for the years ended September 30, 2024 and 2023. The Company's portions of the actuarially computed value of the vested and non-vested benefits of the Plan and the union plan and the net assets of the related pension plan funds have not been determined.

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)

Notes to Financial Statements

September 30, 2024 and 2023

The Company, through a plan managed by the Parent, also sponsors a defined-contribution plan, the Recology 401(k) Plan, for certain eligible employees of the Company. The Company made matching contributions equal to a specified percentage of each participant's annual contributions, amounting to \$41,016 and \$31,368 for the years ended September 30, 2024 and 2023, respectively.

(5) Self-Insurance

The Company, through plans managed by its Parent, is self-insured for various risks of loss related to general liability, automobile liability, property damage, employee and certain retiree healthcare, and workers' compensation. The Parent establishes a liability for self-insured claims, based on estimates of the ultimate cost of claims that have been reported but not settled, and of claims that have been incurred but not reported. Adjustments to the liability are charged or credited to the Parent's expense in the periods in which they are determined to be necessary. The Parent also purchases commercial insurance on behalf of the Company and other subsidiaries to cover risks above set limits. The Company was allocated expenses of \$535,797 and \$557,706 for the years ended September 30, 2024 and 2023, respectively, for the cost of self-insured programs including certain liability adjustments. The Company's share of the self-insurance liability is ultimately reflected as a liability of the Parent.

(6) Commitments and Contingencies

Substantially all of the assets of the Company are pledged to secure the obligations of the Parent. The Company, along with the Parent and the Parent's wholly owned subsidiaries, has guaranteed the repayment, on a joint and several basis, of any and all obligations under the Parent's Revolving Credit Agreement. The Company could be required to honor the guarantee upon an uncured default event, as defined in the Parent's Revolving Credit Agreement. The Parent's Revolving Credit Agreement expires December 2026. At September 30, 2024, there was an outstanding balance of \$384.0 million on the Parent's Revolving Credit Agreement and there were standby letters of credit issued for \$123.0 million. The Parent has represented to the Company that it is in compliance with all covenants of the Revolving Credit Agreement.

The Company, along with the Parent and the Parent's wholly owned subsidiaries, has guaranteed the payment of amounts owed to unrelated third parties, which provided the equipment financing to affiliates of the Company. The affiliates are obligated to the unrelated third parties with various expiration dates through December 2026. At September 30, 2024, the outstanding principal on the financed equipment recorded by the affiliates was \$5.2 million.

The net book value of the equipment financed by an affiliate and utilized by the Company at September 30, 2024, was \$1,749,222.

The Parent and its subsidiaries, including the Company, are subject to various laws and regulations relating to the protection of the environment. It is not possible to quantify with certainty the potential impact of actions regarding environmental matters, particularly any future remediation and other compliance efforts. The Parent has environmental impairment liability insurance, which covers the sudden or gradual onset of environmental damage to third parties, on all owned and operated facilities. In the opinion of management, compliance with present environmental protection laws will not have a material adverse effect on the results of operations of the Company provided costs are substantially covered in the Company's rates on a timely basis.

The Company and the Parent are involved in various legal actions in the normal course of business. It is the Company's opinion that these matters are adequately provided for and that the resolution of such matters will not have a material adverse impact on the financial position or results of operations of the Company or the Parent.

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)

Notes to Financial Statements

September 30, 2024 and 2023

(7) Leases

The Company recognizes a lease liability and right-of-use asset for leases classified as operating leases in the balance sheet upon lease commencement.

The Company uses judgment to determine the discount rates used to discount the unpaid lease payments to present value, the lease term, and the amount of lease payments. An implicit rate is often not readily available for these leases. As such, the Company uses its incremental borrowing rate to determine the present value of lease payments. The Company's incremental borrowing rate represents the rate of interest that the Company would have to pay to borrow on a collateralized basis over a similar term in a similar economic environment. To determine this rate, the Company receives quotes from a third party of various terms and matches these third-party rates to the terms of any new leases entered into during the year. For the year ended September 30, 2024, the discount rate was 6.24% and remaining lease term was 3.25 years for the lease that makes up the Company's lease liability.

The lease term for the Company's lease includes the non-cancelable period of the lease plus any additional periods covered by a Company option to extend that the Company is reasonably certain to exercise.

The lease payments included in the measurement of the lease liability comprise fixed payments or variable lease payments. The variable lease payments take into account annual changes to an underlying base index such as a consumer price index, if known, and are recognized in the statement of income in the period incurred.

The Company monitors for events or changes in circumstances that require a reassessment of one of its leases. When a reassessment results in a remeasurement of a lease liability, a corresponding adjustment is made to the carrying amount of the corresponding right-of-use asset. The Company did not recognize any remeasurement adjustments during the year ended September 30, 2024.

The present value of future minimum lease payments under the non-cancelable operating lease as of September 30, 2024, were as follows:

Year ending September 30:			
2025	\$	72,216	
2026		72,216	
2027		72,216	
2028		18,054	
Total undiscounted lease payments		234,702	
Less amount representing interest		21,663	
Total lease liability		213,039	
Less current portion of lease liability		61,024	
Non-current lease liability	\$	152,015	

Rental expense charged to operations under the building operating lease was \$73,668 and \$72,216 for the years ended September 30, 2024 and 2023, respectively. Rental expense charged to operations under equipment and other operating leases was \$332,988 and \$215,795 for the years ended September 30, 2024 and 2023, respectively, including amounts under short-term rental agreements.

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)

Notes to Financial Statements

September 30, 2024 and 2023

(8) Transactions with Related Parties

During the years ended September 30, 2024 and 2023, operating and other expenses of the Company included charges from the Parent and its affiliates. Such charges are based upon the direct and indirect costs of the Parent and its affiliates. Direct costs are allocated on a specific-identification basis. Indirect costs are allocated pro-rata based on revenues of each affiliate. The allocated charges are as follows:

	2024	2023
Parent:		
Health insurance	\$ 323,858	348,607
Worker's compensation	65,915	67,896
Pension and 401K	13,957	2,558
General and vehicle insurance	146,024	141,202
Corporate services	140,409	181,515
Information technology services	134,542	101,098
	824,705	842,876
Affiliates:		
Processing fees	215,982	209,424
Rental of equipment	305,181	214,888
Regional management and accounting fees, net	137,644	121,219
	658,807	545,531
Total	\$ 1,483,512	1,388,407

Changes in amounts due from or payable to the Parent and affiliates are presented as a financing activity in the statements of cash flows, except as relating to expenditures attributable to property and equipment, which are presented as supplemental noncash investing activities.

The Company received recycling income from affiliates of \$4,729 and \$0 for the years ended September 30, 2024 and 2023, respectively.

(9) Subsequent Events

The Company has evaluated its subsequent events through January 27, 2025, which is the date the financial statements were available for issuance and determined there were no items to be disclosed.

RECOLOGY DEL NORTE
(A Wholly Owned Subsidiary of Recology Inc.)

Schedule of Revenues and Allocated Operating Expenses by Franchise Area

September 30, 2024

	<u>Del Norte Franchise</u>	<u>Other Contracts</u>	<u>Total</u>
Revenues:			
Refuse collection	\$ 6,438,550	601,578	7,040,128
Recycling	28,696	19,130	47,826
Total operating revenues	<u>6,467,246</u>	<u>620,708</u>	<u>7,087,954</u>
Expenses:			
Refuse collection	2,803,068	222,840	3,025,908
Recycling	532,938	22,206	555,144
Truck and garage	934,314	12,185	946,499
General and administrative	1,151,922	98,450	1,250,372
Total operating expenses	<u>5,422,242</u>	<u>355,681</u>	<u>5,777,923</u>
Operating income	1,045,004	265,027	1,310,031
Other income	36,010	3,111	39,121
Net income	<u>\$ 1,081,014</u>	<u>268,138</u>	<u>1,349,152</u>

See accompanying independent auditors' report.



Del Norte Solid Waste Management Authority

P.O. Box 1924, 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 and safe manner while ensuring 100% regulatory compliance with law.

Staff Report

Date: 12 February 2025
To: Commissioners of the Del Norte Solid Waste Management Authority
From: Tedd Ward, M.S. – Director
Del Norte Solid Waste Management Authority
File Number: 012104 – Authority Officers
Topic: Elections of Authority Officers

Summary / Recommendation: That the Board nominate and elect Authority officers of Vice-Chair, Secretary, and Treasurer / Controller to serve during calendar year 2025.

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

Chair: Presides at all meetings of the Governing Board and may be called to sign the following for and on behalf of the Authority: Claims, Minutes, Contracts, Budget Transfers, Personnel Action Forms (PAFs), Resolutions, Ordinances, and Change Orders.

Vice-Chair: Performs all duties of the Chair in the absence or incapacity of the Chair. Traditionally, the Chair and Vice-Chair have been from different member agencies. The Vice-Chair may be called to sign the following for and on behalf of the Authority: Claims, Minutes, Contracts and Budget Transfers.

Secretary: The Commissioner who serves as Secretary signs minutes and claims. Other clerking functions of the Authority Secretary are being fulfilled by Authority staff.

Treasurer / Controller: This non-voting officer is elected by the Authority Board of Commissioners shall be a Certified Public Accountant, shall perform all duties specified in Government Code 6505.5 as well as cause a bi-annual audit of Authority



7.1

direction to staff regarding how to transition from the existing contract to a new contract for these services.

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

As the Authority's member agencies include the County of Del Norte and the City of Crescent City, the Chair and Vice-Chair generally include one City Councilperson and one County Supervisor. Typically, the Vice-Chair has often been elected as Chair the following year. In this way, the Chair of the Authority Board generally has alternated between City and County representatives. This tradition is not binding, however, and has not always been followed.

The Chair, Secretary and Vice-Chair's oversight duties include regular co-signing of claims, contracts, minutes and budget transfers. Staff cannot complete the business of this agency in a timely manner without dependable access to co-signers. The Treasurer regularly co-signs claims when he is in town (except for claims that pay him for his services).

This is also an appropriate time to express appreciation for the Officers of the Del Norte Solid Waste Management who served in 2024:

Chair:	Blake Inscore
Vice-Chair:	Dean Wilson
Secretary:	Michael Tompkins
Treasurer / Controller:	Richard D. Taylor

**DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
RESOLUTION NO. 2025-01**

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

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

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

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

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

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

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

Date Adopted _____

AYES:

NOES:

ABSTAIN:

ABSENT:

7.2

, Chair

ATTEST:

Del Norte Solid Waste Management Authority

Robert Black, Legal Counsel

Del Norte Solid Waste Management Authority

CAPITOL OFFICE
1021 O STREET, SUITE 6640
SACRAMENTO, CA 95814
TEL (916) 651-4018
FAX (916) 651-4918

CHULA VISTA DISTRICT OFFICE
780 BAY BOULEVARD, SUITE 204
CHULA VISTA, CA 91910
TEL (619) 409-7690

EL CENTRO DISTRICT OFFICE
1224 STATE STREET, SUITE D
EL CENTRO, CA 92243
TEL (760) 335-3442

INDIO DISTRICT OFFICE
82013 DR. CARREON BOULEVARD, SUITE L
EL CENTRO, CA 92243
TEL (760) 398-6442

WWW.SENATE.CA.GOV/PADILLA
SENATOR.PADILLA@SENATE.CA.GOV

California State Senate

SENATOR
STEPHEN C. PADILLA
EIGHTEENTH SENATE DISTRICT



COMMITTEES
BUDGET SUBCOMMITTEE #4 ON
STATE ADMINISTRATION AND
GENERAL GOVERNMENT
CHAIR
MEMBER
AGRICULTURE
BUDGET
GOVERNMENTAL ORGANIZATION
HOUSING
NATURAL RESOURCES AND WATER
REVENUE & TAXATION

SB 45 Fact Sheet – DRAFT: Tethered Bottle Caps

SUMMARY

This measure would require that plastic caps on defined plastic beverage containers be ‘tethered’ to the container in a manner that helps ensure the caps remain with the container throughout its lifecycle, thereby reducing a significant and especially harmful source of plastic pollution.

Ensuring bottle caps remain affixed to the bottle during the intended use and recovery stage would eliminate a significant source of plastic litter/pollution as well as improve material recycling by reducing opportunities for leakage and loss from stray caps.

Recent studies estimate more than 14 billion plastic bottle caps produced annually in California, culminating in over 22,000 tons¹ of plastic waste. According to cleanup data conducted by the 5 Gyres Institute, plastic beverage caps were ranked as the third most littered item found on beaches and in national parks², and the volunteers for the Surfrider Foundation report having collected nearly 30,000 plastic bottle caps littered along our nation’s coasts in 2024 alone³. Plastic caps were also found to comprise a ‘top 5’ threat imperiling marine animals and ecosystems⁴, whose accidental consumption often proves fatal due to indigestibility or acute toxicity.

Detachable bottle caps also pose a particular hinderance to material recovery efforts, as they are often small enough to slip through or escape recycling machinery.

Ensuring that caps remain affixed to bottles during their lifecycle is essential for litter abatement, marine ecosystem protection, and expanded resource recovery.

BACKGROUND

Recent years have seen momentum in California and internationally for finding solutions to the blight caused by plastic bottle caps, particularly from beach clean-up data and ocean debris waste characterizations, which have continually ranked it in the top three most littered items since 1988⁵. With more than 20 million bottle caps having been discovered during beach cleanups over the last 30 years⁶, the environmental impact of easily detachable plastic bottle caps cannot be understated, both due to pollution and microplastic shedding contaminating waterways. These microplastics spread into our water, soil and air⁷ before making their way into our food systems, water supply, and even our bodies.

Detachable bottle caps also pose an existential threat to the biodiversity of mammals, sea birds, and other marine life. Due to their frequently bright colors, caps are often attractive to wildlife and mistaken for food. This poses an immediately fatal choking hazard, as well as long-term concerns about the bio-accumulation of hazardous toxins and starvation due to the cap’s indigestibility⁸. Plastic caps have also been known to cause ‘Bubble Butt’ syndrome in sea turtles, plasticosis among fish and other marine life, and fatal indigestion in whale species⁹.

¹ “Top Ten Plastic Items Found on US Beaches: Estimating US Consumption of Beach Litter Items,” Ocean Conservancy (Ocean Conservancy, August 2022), https://oceanconservancy.org/wp-content/uploads/2023/06/DSM-Analysis-Doc_CLEAN.pdf.

² The 5 Gyres Institute. “Plastic Free Parks Trash Blitz Report 2024.” <https://www.5gyres.org/s/Plastic-Free-Parks-TrashBlitz-Report-2024.pdf>

³ The Surfrider Foundation. “Waste Collection Results.” (2024). <https://cleanups.surfrider.org/results/>

⁴ Institute for Local Self-Reliance. “North Sea Foundation Report on Bottle Caps.” (14 July 2017) <https://ilsr.org/articles/north-sea-foundation-report-on-bottle-caps/>

⁵ California Coastal Commission. “Top Ten Items 1988-2023.” <https://www.coastal.ca.gov/publiced/ccd/stats/data.xlsx>

⁶ Nikolaev, Alexander. “The Physical Characterization and Terminal Velocities of Aluminium, Iron, and Plastic Bottle Caps in Water Environment.” (24 March 2022). <https://www.mdpi.com/2313-4321/7/3/28>

⁷ Kye, Homin et al. “Microplastics in water systems: A review of their impacts on the environment and their potential hazards.” *Heliyon*. Vol. 9, Issue 3. (March 2023).

⁸ Gladstone, Rachel. “Litter(ally): Bottle Caps.” *Marine Debris Tracker*. (11 March 2023). <https://debristracker.org/blog-posts/litter-ally-bottle-caps/#:~:text=Marine%20life%20can%20mistake%20brightly,debris%20items%20for%20sea%20life.>

⁹ Cohn, Joshua. “The Impacts of Plastic Pollution on Ocean Animals.” *Oceana*. (30 August 2024). <https://oceana.org/blog/the-impacts-of-plastic->

Even when detachable bottle caps are disposed of correctly, their size and shape render them nearly impossible to recycle. Because they are too small to be handled by material recovery facility (MRF) machinery and baling equipment, they often end up in MRF residuals, which are sent to landfills or incinerators for final disposal¹⁰. However, when caps remain attached to the beverage container, they are captured and baled with the container, preventing unnecessary residuals and material loss¹¹.

Past state legislation on this issue includes [AB 925 \(Saldana, 2009\)](#), [AB 319 \(Stone, 2018\)](#), and [AB 2779 \(Stone, 2018\)](#), which were ultimately unsuccessful but elicited a massive outpouring of public support to improve caps' material recovery and mitigate their effects on marine ecosystems and wildlife.

Successful legislation arose out of the EU in 2018, when they announced a directive to phase out loose plastic bottle caps as a source reduction strategy by the summer of 2024. With the regulation now in effect, public opinion polling and surveys in the EU conducted by Sidel have found that consumers prefer caps that remain attached to their beverage containers for reasons of convenience, cleanliness, environmental benefit, and recyclability.

Despite initial hesitation from beverage companies to acquiesce due to high costs associated with retrofitting bottling machinery, the implementation of the design switch to hinged tops and lasso closures has been relatively seamless in the EU and beyond. Several major beverage brands and manufacturers have already rolled out tethered closure technologies stateside and abroad, including Crystal Geyser, Coca-Cola, Pepsico, Blue Triton (Arrowhead), Keurig-Dr. Pepper, and Nestle. While there is increasing momentum for California cities to pass their own ordinances requiring tethered caps, a statewide approach in regulating their design would be preferred for ensuring clarity and consistency of the law.

THIS BILL

SB 45 would:

- Require plastic beverage containers less than three liters to have an attached bottle cap by 2027;
- Allow Plastic beverage containers with a recycling rate greater than 70 percent in 2022 and 2023 to adopt a tethered bottle cap by 2028.

Tethering bottle caps to the bottle will reduce litter, minimize threats to marine wildlife, enhance material recovery efforts and loss reduction.

Staff Contact

Name: Emily Zhou

Title: Legislative Aide

Email: Emily.Zhou@sen.ca.gov

Capitol Office: (916) 651 – 4018

WeTap
Zero Waste Marin
Zero Waste Sonoma
5 Gyres

Support

Californians Against Waste (**Sponsor**)
Atrium 916
California Environmental Voters
California Product Stewardship Council
Capital City Recycling
Climate Action Campaign
Clean Water Action

Ecology Center
Friends Committee on Legislation of California
Marin Sanitary Service
Ming's Recycling
Napa Recycling
NRDC
Plastic Pollution Coalition

ReGen Monterey
Republic Services
Seventh Generation Advisors
The Story of Stuff Project
The Surfrider Foundation
The Last Plastic Straw
TRICED Recycling
Upstream
Voices for Progress

[pollution-on-ocean-animals/#:~:text=was%20coined%20%E2%80%94plasticosis.-,SEABIRDS,develop%20into%20a%20lethal%20situation.](#)

¹⁰ Association of Plastic Recyclers. "The APR Design Guide for Plastics Recyclability." 2018. https://fortissolutionsgroup.com/wp-content/uploads/2019/12/Full_APR_Design_Guide.pdf

¹¹ Cham, Richard. "Leading a More Circular Plastics Value Chain." RECOUP. (February 2024). <https://www.recoup.org/wp-content/uploads/2024/03/MRF-Processes-Case-Study-1.3.pdf>



Del Norte Solid Waste Management Authority

P.O. Box 1924, 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 and safe manner while ensuring 100% regulatory compliance with law.

Staff Report

Date: 12 February 2025
To: Commissioners of the Del Norte Solid Waste Management Authority
From: Tedd Ward, Director
File Number:
Attachment: Authority Code of Ethics and Conduct
Authority Resolution 2022-06
Topic: Form 700's and Authority Ethics Policy

Summary / Recommendation: That the Board direct staff to:

1. Remind all Commissioners to sign and return the last page of the attached Ethics Policy, and
2. Inform designated positions of their obligations to submit Financial Disclosures using Form 700 and attend related Ethics trainings required under Government Code Section 53234 et. seq.

Background: In 2015, the Del Norte County Grand Jury Report identified several concerns related to violations of the attached Authority Ethics Policy, and recommended the removal of a Commissioner based on perceived violations of this policy. This policy was developed in 2014 at the direction of the Board and updated in 2015.

In June 2022, the Authority Board adopted the attached Resolution 2022-06 establishing a conflict of interest code and designating positions required to annually submit a Form 700 under the Fair Political Practices Act. The Authority has had Resolutions addressing disclosures related to potential Conflicts of Interest at least since 2009.

Analysis: The Authority's employees designated to submit the Form 700 include the Authority Director, Legal Counsel, and Treasurer. Each of these positions are required to submit a Form 700 before the first of April.

Alternatives: The Board could provide additional direction to staff to update or revise the attached Code of Ethics and Conduct.

7.4



Revised Del Norte Solid Waste Management Authority Code of Ethics and Conduct for Board Commissioners And Members Appointed to Commissions and Committees

Statement of Purpose:

The Board of Commissioners for the Del Norte Solid Waste Management Authority desires the highest level of ethical conduct for the members of the Board of Commissioners and members of appointed commissions and committees and the alternates of each body. The residents and businesses of the City of Crescent City and County of Del Norte are entitled to fair and accountable local government and to be represented by public officials who act in an ethical manner. The Del Norte Solid Waste Management Authority's strong desire to fulfill this mission therefore requires that:

- Public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government;
- Public officials be independent, impartial and fair in their judgment and actions;
- Public office be used for the public good, not for personal gain; and
- Public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the Board of Commissioners of the Del Norte Solid Waste Management Authority has adopted this Code of Ethics and Conduct (Code of Ethics) for elected officials and members of appointed commissions and committees to assure public confidence in the integrity of local government and its effective and fair operation. It is intended that this Code of Ethics apply to the designated public officials and candidates for the Board of Commissioners; members of the public seeking appointment to commissions and committees are strongly encouraged to endorse and comply with the provisions of this Code of Ethics. Board of Commissioners members and members of appointed commissions and committees and their alternates are referred to generally as "Public Officials" in this Code of Ethics.

This Code addresses selective aspects of the governance of the Authority and supplements, but does not supplant, other laws and rules that prescribe the legal responsibilities of Public Officials. Those include, among others, the California Constitution, various provisions of the California Government Code (including the Brown Act and the Political Reform Act) and Labor Code, federal laws prohibiting discrimination and harassment, and the provisions of the Authority's own Ordinances and Resolutions. Elected and appointed officials should be familiar with these laws to assure that they exercise their responsibilities properly. In addition, the Authority's General Counsel is available to respond to questions about these matters.

It is not possible for a code of this kind to anticipate and provide a rule of conduct for all situations. At bottom, it is expected that officials will manage their behavior in a

manner consistent with the rules that follow, respect the chain of command and behave within the bounds of their authority. It is also expected that officials will treat each other, Authority employees, and the residents and business-people within Del Norte County with courtesy and respect in a manner that reflects well on the Authority.

1. Act in the Public Interest

Recognizing that the public interest must be their primary concern, Public Officials will work for the common good of the people of the Del Norte Solid Waste Management Authority and not for any private or personal interest. They will assure fair and equal treatment of all persons, businesses and interests coming before the Del Norte Solid Waste Management Authority Board of Commissioners, commissions, and committees. The professional and personal conduct of Public Officials must be above reproach and avoid even the appearance of impropriety. Commissioners are obliged to not independently discuss or explore courses of action with Authority contractors that are likely to directly or indirectly undermine the viability of the Del Norte Solid Waste Management Authority, unless such discussions have been addressed as an agenda item of discussion at a regular public Authority Board meeting and such independent Commissioner discussion is consistent with all prior actions of the Authority Board of Commissioners.

2. Comply with the Law

Public Officials shall comply with the laws of the nation, the State of California, and the Del Norte Solid Waste Management Authority in the performance of their public duties. These laws include, but are not limited to: the Constitutions of the United States and California; laws pertaining to conflicts of interest, financial disclosures, employer responsibilities, open processes of government, confidentiality of closed session information; and the Del Norte Solid Waste Management Authority Joint Powers Agreement, Bylaws, Ordinances and Resolutions.

3. Respect for Process

Public Officials shall perform their duties in accordance with the processes and rules of order established by the Board of Commissioners, commissions, and committees governing the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the Board of Commissioners by Authority staff.

4. Decisions Based on Merit

Public Officials shall base their decisions on the merits and substance of the matter at hand. Public Officials shall prepare themselves for public issues, review relevant staff

reports and printed materials as presented, listen courteously and attentively to all public discussions before the body, and focus on the business at hand.

5. Communication

Public Officials shall share substantive information that is relevant to a matter under consideration by the Board of Commissioners, commissions, and committees which they may have received from sources outside the public decision-making process. Public Officials shall avoid improper ex parte communications with parties when the official is sitting in a quasi-judicial role. Meetings between Authority Commissioners and representatives of Authority contractors are ex parte communications and discouraged unless such direction has been given by the Board. Any such meetings should be disclosed to the other Commissioners at the start of the next regular Authority meeting.

Whenever an official is representing the Authority, in or out-of-town, the Public Official is "on-duty" and should behave in a manner that will reflect well on the Authority. When out-of-town or at social events there is a temptation to behave more informally than one might at headquarters, which can lead to awkward or embarrassing situations, and in extreme cases to improper or illegal behavior.

Public Officials shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of the Board of Commissioners, commissions and committees, the staff or public. They shall refrain from interrupting other speakers, making personal comments not germane to the business of the body, or otherwise interfering with the orderly conduct of meetings. This provision is not intended to limit the right of a Public Official to comment on the manner in which the business of the Authority is being conducted, but personnel matters related to Authority employees should be addressed to the Authority's Director consistent with his/her responsibilities and recognizes that the board's meeting is a business meeting as well as a public forum.

6. Conflict of Interest

In order to assure their independence and impartiality on behalf of the common good, public officials shall not use their official positions to influence government decisions in which they have a material financial interest or personal relationship which may give the appearance of a conflict of interest. Public Officials shall comply with state law, the Joint Powers Agreement and the Authority's Ordinances regarding disclosure and avoidance of conflicts of interest.

7. Gifts and Favors

Public Officials shall comply with the requirements of the Political Reform Act relating to the acceptance and reporting of gifts.

8. Confidential Information

Public Officials shall not use or disclose information obtained through Authority service for improper purposes. Public Officials often acquire information in performing their duties that is not generally available to the public, including information received in closed sessions. Sometimes this information is confidential or highly sensitive. Information that is not generally available to the public, including discussions held during Closed Sessions, must remain confidential and be used only for the purposes for which it was divulged. Public Officials shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal interests.

9. Use of Public Resources

Public Officials shall not use public resources not available to the public in general, such as Authority staff time, equipment, supplies or facilities, for private gain or personal purposes. Public Officials shall not utilize the Authority's name or logo for the purpose of endorsing any political candidate or business.

10. Political Contributions

A member or candidate for Board of Commissioners shall not solicit contributions or endorsements from the Authority's employees. This provision is not intended to interfere with an employee's right to endorse or contribute on his/her own or to prohibit soliciting contributions or endorsements from employee bargaining units.

11. Representation of Private Interests

In keeping with their role as stewards of the public interest, members of Board of Commissioners shall not appear on behalf of the private interests of third parties before the Board of Commissioners or any board, commission, committee, or proceeding of the Authority, nor shall members of commissions or committees appear before their own bodies or before the Board of Commissioners on behalf of the private interests of third parties on matters related to the areas of service of their bodies.

12. Advocacy

Public Officials shall represent the official policies or positions of the Board of Commissioners or committee to the best of their ability when designated as delegates for this purpose. Public Officials occasionally speak before other public bodies, neighborhood groups or to the press. When doing so, they should always make it clear whether they are presenting their own point of view or whether they have been authorized by the body of which they are a member to present a particular view. They should be clear in all oral and written utterances whether they are using their title for identification purposes or because they are speaking in an official capacity. The actions and recommendations of subsidiary bodies are presented to the Board of Commissioners as part of the staff report, and often memorialized in a resolution. If a subsidiary body feels it necessary to supplement these written transmittals, it should expressly authorize one of its members to speak on its behalf.

Authority letterhead must be used with care to avoid misunderstandings. Letterhead may be used to communicate official Authority policy or actions. It is also routinely used by Commissioners to respond to inquiries or communicate their individual opinions, in which event the author should be clear about whose view is being presented.

13. Policy Role of Members

Public Officials shall respect and adhere to the commission-manager structure of the Del Norte Solid Waste Management Authority as outlined in the Authority's policies and procedures and follow the Del Norte Solid Waste Management Authority's Joint Powers Agreement and its ordinances with respect to the Authority's Director's relationship with the Board of Commissioners. In this structure, the Board of Commissioners determines the policies of the Authority with the advice, information and analysis provided by the public, commissions and committees, and Authority staff. Except as provided by the Joint Powers Agreement or ordinance, Public Officials shall not interfere with the administrative functions of the Authority or the professional duties of Authority staff; nor shall they impair the ability of staff to implement board policy decisions.

14. Positive Work Place Environment

Consistent with the Del Norte Solid Waste Management Authority's Core Values, Public Officials shall support the maintenance of a positive and constructive work place environment for Authority employees and for residents and businesses dealing with the Authority. Public Officials shall recognize their special role in dealings with Authority employees and refrain from creating the perception of inappropriate direction to staff.

15. Harassment and Discrimination

Public Officials shall not engage in any form of harassment or unlawful discrimination. The Del Norte Solid Waste Management Authority is committed to providing an

environment that is free from unlawful discrimination, including discrimination or harassment that is based on any legally protected status. The Authority will not tolerate any form of discrimination or harassment that violates this policy. This policy forbids any unwelcome conduct that is based on an individual's age, race, color, religion, sex, national origin, ancestry, marital status, sexual-orientation, veteran status, physical or mental disability, legally protected medical condition or association with anyone who has, or is perceived to have, any protected characteristic, or any other basis protected by state, federal or local law.

16. Implementation of the Code of Ethics

The Del Norte Solid Waste Management Authority Code of Ethics expresses standards of ethical conduct expected for members of the Del Norte Solid Waste Management Authority Board of Commissioners, commissions and committees. Public Officials themselves have the primary responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

The chairs of commissions and committees, have the additional responsibility to intervene when actions of members that appear to be in violation of the Code of Ethics are brought to their attention.

Public Officials entering office shall acknowledge that they have read and understood the Del Norte Solid Waste Management Authority Code of Ethics. This Code of Ethics and Conduct shall be reviewed periodically by the Board of Commissioners, commissions, and committees.

17. Compliance and Enforcement

Complaints alleging a violation of this Code of Conduct by an Authority employee or voluntary appointee who is not a Commissioner should be directed to the Authority's Director. Upon receipt of a complaint, the Authority's Director and its General Legal Counsel shall together determine a course of action. The Authority's Director and its General Legal Counsel shall, should they fail to resolve the complaint or should the complaint be of a serious nature, consult with the Chair (unless the Chair is not available, in which event they shall consult with the Vice Chair or other Commissioner, in order of seniority, as is appropriate under the circumstances) in order to determine an appropriate course of action.

Complaints alleging a violation of this Code of Conduct by an Authority Commissioner should be directed to the Authority Chair, or Vice-Chair if the Chair is the subject of the complaint. The person receiving the complaint is to work with the Authority legal counsel to investigate the allegation and recommend a course of action to the Board.

The goal of enforcement of this Code of Ethics is corrective, rather than penal and a progressive approach of curing violations is encouraged beginning with informal methods and proceeding to more formal methods, as necessary and appropriate, given the circumstances and allegations of the complaint. In appropriate circumstances, informal counseling and instruction shall be utilized to address issues before recommending sanctions. Depending on the severity of the violation, sanctions may be imposed including reprimand, formal censure, referral back to the agency appointing the member with a recommendation for removal from the appointment, loss of committee assignments, exclusion from closed sessions, travel or expense reimbursement restrictions, loss of staff support or use of Authority resources, referral to the Grand Jury or other penalties as may be applicable to the circumstances. The Board of Commissioners also may remove members of commissions and committees from office.

Prior to any sanction being taken against a Public Official, the official shall receive notice of the alleged violation and the proposed sanction. Before a sanction is imposed, the Public Official charged may request a public hearing before the Board of Commissioners and, in such case, a sanction shall not be imposed except upon a majority vote of the Board of Commissioners. The Public Official whose conduct is under scrutiny shall be disqualified from voting upon whether or not sanctions should be imposed. A public hearing need not comply with the formal rules of evidence, but shall afford the Public Official an opportunity to be heard on the proposed sanction.

18. Statement of Commitment

As a member or alternate of the Board of Commissioners of the Del Norte Solid Waste Management Authority or of an Authority board, commission, or committee, I understand and agree to uphold the Code of Ethics and Conduct for elected and appointed officials adopted by the Board of Commissioners. In recognition of this standard I will conduct myself by the following model of behavior:

- Recognize the worth of individual members and appreciate their individual talents, perspectives and contributions;
- Help create an atmosphere of respect and civility where individual members, Authority staff and the public are free to express their ideas and work to their full potential.
- Conduct my personal and public affairs with honesty, integrity, fairness and respect for others;
- Respect the dignity and privacy of individuals and organizations;

- Keep the common good as my highest purpose and focus on achieving constructive solutions for the public benefit;
- Avoid and discourage conduct which is divisive or harmful to the best interests of Del Norte Solid Waste Management Authority;
- Treat all people with whom I come in contact in the way I wish to be treated.

I affirm that I have read and that I understand, accept and support the Del Norte Solid Waste Management Authority Code of Ethics and Conduct.

Board, Commission, Committee

Position

Signature

Date

RESOLUTION 2022 - 06

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE
DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
ADOPTING A CONFLICT OF INTEREST CODE AND SETTING
DESIGNATED POSITIONS FOR THE DEL NORTE SOLID WASTE
MANAGEMENT AUTHORITY**

WHEREAS, the Political Reform Act, Government Code sections 81000, et seq., requires local government agencies to adopt and promulgate conflict of interest codes; and

WHEREAS, the Fair Political Practices Commission has adopted a regulation (2 California Code of Regulations section 18730) containing a standardized conflict of interest code which may be incorporated by reference into the code of local government agencies; and

WHEREAS, during the biennial review in accordance with Government Code §87306.5, it was determined that this agency needed to adopt a Conflict of Interest Code, including a list of designated titles and positions which should be required to file disclosure statements; and

WHEREAS, individuals holding designated positions shall file their statements of economic interests with the Authority Clerk, who will make the statements available for public inspection and reproduction, when appropriate, in accordance with Government Code §81008) and shall retain all statements; and

WHEREAS, the Board has concluded that it is necessary to amend and readopt its Conflict of Interest Code, a copy of which is attached hereto as Exhibit "A," and

NOW, THEREFORE, BE IT RESOLVED, that the Commissioners of the Del Norte Solid Waste Management Authority hereby approves and adopts the attached Conflict of Interest Code for the Del Norte Solid Waste Management Authority.

Passed and Adopted at a regular meeting of the Del Norte Solid Waste Management Authority this 21st day of June, 2022, by the following polled vote:

Ayes: *Shaw, Greenough, Tompkins, Starkay, Pascoe.*

Noes: *NONE*

Absent: *NONE*



Kyra Seymour
Clerk of the Authority



Darrin Short, Chair
Del Norte Solid Waste Management Authority
Del Norte County, California

EXHIBIT
"A"

DEL NORTE SOLID WASTE MANAGEMENT
AUTHORITY CONFLICT OF INTEREST CODE

Section One. Citation and Incorporation by Reference.

This Code may be cited as the Del Norte Solid Waste Management Authority Conflict of Interest Code ("Code"). The Political Reform Act of 1974 (the "Act"), the regulations of the Fair Political Practices Commission (2 Cal. Code of Regs. section 18730) and any amendments to the Act or regulations, are incorporated by reference into this Code.

Section Two. Definitions.

A. The definitions contained in the "Act" and its implementing regulations are incorporated by reference.

B. "Statement of Economic Interests" refers to that document developed by the Fair Political Practices Commission and more commonly known and referred to as "Form 700."

Section Three. General Prohibition.

No Authority employee or official shall make, participate in making or in any way attempt to use his official position to influence a governmental decision in which he knows or has reason to know he has a financial interest.

Section Four. Designated Employees.

The persons holding the positions listed in Appendix "A" are the designated employees. It is determined that these persons make or participate in the making of decisions which may foreseeably have a material effect on their economic interests. The disclosure categories set forth in Appendix "B" specify which kinds of economic interests are reportable. All designated employees shall disclose in their statement of economic interests those economic interests described in the disclosure category to which they are assigned in Appendix "A." It is determined that the economic interests set forth in each designated employees' disclosure category are the kinds of economic interests which it is foreseeable the employees could materially affect through the conduct of their offices.

Section Five. Exemptions From This Code.

A. Government Code section¹ 87200 establishes disclosure obligations for designated public officers. This Code, which is intended to establish disclosure obligations for additional employees, does not affect the existing disclosure categories for those public officers designated in §87200, nor does it impose any additional disclosure obligations on them if the geographical jurisdiction of the Authority is the same as, or is wholly included within, the jurisdiction in which those persons must report their economic interests pursuant to Article 2 of Chapter 7 of the Act, §87200 et seq. The following positions are listed as exemptions from this Code as §87200 filers for informational purposes only. Individuals

¹ All further references are to the Government Code unless so stated.

holding these positions may contact the Fair Political Practices Commission (“FPPC”) for assistance or written advice if they believe that their position has been categorized incorrectly. The Fair Political Practices Commission makes the final determination whether a position is covered under §87200.

1. Del Norte County Supervisors who serve as Commissioners of the Del Norte Solid Waste Management Authority or alternates for that position.

Section Six. Consultants.

Consultants are subject to the disclosure requirements of this conflict of interest code if they are in a position to make decisions or influence decisions that could have an effect on their financial interest.

Section Seven. Statements of Economic Interests; Place of Filing.

The Authority Board, through its Clerk, shall instruct all designated employees to file their statements of economic interests with the Clerk of the Del Norte Solid Waste Management Authority.

Designated employees shall file statements of economic interest with the Authority Clerk before April first of each year. The Clerk shall make the statements available for public inspection and reproduction when appropriate pursuant to Government Code §81008.

Section Eight: Ethics Training

The requirements of Government Code §53234 et. seq. and any future amendments shall apply to designated filers. Therefore, all designated filers shall be required to complete the ethics training which coder filers are required to complete pursuant to Government Code §53234 et. seq. (AB 1234).

**DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
CONFLICT OF INTEREST CODE**

**APPENDIX A
Designated Positions – Disclosure Categories 2022**

DESIGNATED POSITIONS CATEGORIES	DISCLOSURE
Authority Director	1
Authority Counsel	1
Authority Treasurer	1

**DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
CONFLICT OF INTEREST CODE**

APPENDIX B

Disclosure Category¹	Definition
1	(i) All income including gifts, loans and travel payments as defined in Government Code §82030 (ii) all investments as defined in Government Code §82034, (iii) interests in real property as defined in Government Code §82033, and (iv) all business positions as defined in the California Code of Regulations, §18730, Subsection (b)(7)(D).
2	(i) All income including gifts, loans and travel payments as defined in Government Code §82030, (ii) all investments as defined in Government Code §82034, (iii) interests in real property as defined in Government Code §82033, and (iv) all business positions as defined in Title 2 of the California Code of Regulations, §18730, Subsection (b)(7)(D). Gifts for purposes of this category shall not include gifts received from any source outside the jurisdiction and not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the previous two calendar years.
3	Interests in real property within the County of Del Norte.
4	Investments and business positions in, and income (including gifts or loans) from business entities or individuals who are subject to regulations, inspection or licensing by the County of Del Norte.
5	Investments and business positions in business entities, and sources of income from entities providing supplies, services, vehicles, providing bids, equipment or machinery of the type used in the designated machinery.
6	Investments and business positions in, and income from entities which are vendors, book outlets, or providers of business services.
7	Investments and business positions in business entities and income from sources engaged in construction, public works projects, building, or material supply.
8	Investments and business positions in business entities and income from sources engaged in construction, land development, or the acquisition or sale of real property.
9	Investments and business positions in business entities which provide training, services, or facilities of the type utilized by the Authority, including emergency services coordination and training.
10	Investments and business positions in business entities which provide services, training, supplies, or facilities for medical services, pharmaceuticals, public health, mental health, or social services.

- 11 Investments and business positions in, and income from union pension funds that may be affected by the outcome of negotiations involving monetary settlements and employer-employee memorandums.
- 12 Investments and business positions in, and income from employment agencies or entities which provide employment or pre-employment services. Services include, but are not limited to, testing, training, consulting, job classification studies and salary surveys.
- 13 Investments and business positions in, and income from, business entities which are of the type to provide any of the various types of employee insurance coverage and/or actuarial services.
- 14 All investments and business positions in business entities, and income from individuals under investigation within the previous two years.

ⁱ The terms contained herein which are defined in the following footnotes apply to all disclosure categories unless otherwise indicated.

ii "Income" (a) "Income" means, except as provided in subdivision (b), a payment received, including but not limited to any salary, wage, advance, dividend, interest, rent, proceeds from any sale, gift, including any gift of food or beverage, loan, forgiveness or payment of indebtedness received by the filer, reimbursement for expenses, per diem, or contribution to an insurance or pension program paid by any person other than an employer, and including any community property interest in the income of a spouse. Income also includes an outstanding loan. Income of an individual also includes a pro rata share of any income of any business entity or trust in which the individual or spouse owns, directly, indirectly or beneficially, a 10-percent interest or greater. "Income," other than a gift, does not include income received from any source outside the jurisdiction and not doing business within the jurisdiction, not planning to do business within the jurisdiction, or not having done business within the jurisdiction during the two years prior to the time any statement or other action is required under this title.

(b) "Income" also does not include:

(1) Campaign contributions required to be reported under Chapter 4 (commencing with Section 84100).

(2) Salary and reimbursement for expenses or per diem, and social security, disability, or other similar benefit payments received from a state, local, or federal government agency and reimbursement for travel expenses and per diem received from a bona fide nonprofit entity exempt from taxation under Section 501(c)(3) of the Internal Revenue Code.

(3) Any devise or inheritance.

(4) Interest, dividends, or premiums on a time or demand deposit in a financial institution, shares in a credit union or any insurance policy, payments received under any insurance policy, or any bond or other debt instrument issued by any government or government agency.

(5) Dividends, interest, or any other return on a security which is registered with the Securities and Exchange Commission of the United States government or a commodity future registered with the Commodity Futures Trading Commission of the United States government, except proceeds from the sale of these securities and commodities futures.

(6) Redemption of a mutual fund.

(7) Alimony or child support payments.

(8) Any loan or loans from a commercial lending institution which are made in the lender's regular course of business on terms available to members of the public without regard to official status.

(9) Any loan from or payments received on a loan made to an individual's spouse, child, parent, grandparent, grandchild, brother, sister, parent-in-law, brother-in-law, sister-in-law, nephew, niece, uncle, aunt, or first cousin, or the spouse of any such person, provided that a loan or loan payment received from any such person shall be considered income if the individual is acting as an agent or intermediary for any person not covered by this paragraph.

(10) Any indebtedness created as part of a retail installment or credit card transaction if made in the lender's regular course of business on terms available to members of the public without regard to official status.

(11) Payments received under a defined benefit pension plan qualified under Internal Revenue Code Section 401(a).

(12) Proceeds from the sale of securities registered with the Securities and Exchange Commission of the United States government or from the sale of commodities futures registered with the Commodity Futures Trading Commission of the United States government if the filer sells the securities or the commodities futures on a stock or commodities exchange and does not know or have reason to know the identity of the purchaser.

iii "Investment" "Investment" means any financial interest in or security issued by a business entity, including but not limited to common stock, preferred stock, rights, warrants, options, debt instruments and any partnership or other ownership interest owned directly, indirectly or beneficially by the public official, or other filer, or their immediate family, if the business entity or any parent, subsidiary or otherwise related business entity has an interest in real property in the jurisdiction,

or does business or plans to do business in the jurisdiction, or has done business within the jurisdiction at any time during the two years prior to the time any statement or other action is required under this title. No asset shall be deemed an investment unless its fair market value equals or exceeds two thousand dollars (\$ 2,000). The term "investment" does not include a time or demand deposit in a financial institution, shares in a credit union, any insurance policy, interest in a diversified mutual fund registered with the Securities and Exchange Commission under the Investment Company Act of 1940 or a common trust fund which is created pursuant to Section 1564 of the Financial Code, or any bond or other debt instrument issued by any government or government agency. Investments of an individual includes a pro rata share of investments of any business entity, mutual fund, or trust in which the individual or immediate family owns, directly, indirectly or beneficially, a 10-percent interest or greater. The term "parent, subsidiary or otherwise related business entity" shall be specifically defined by regulations of the commission.

iv "Interest in real property" "Interest in real property" includes any leasehold, beneficial or ownership interest or an option to acquire such an interest in real property located in the jurisdiction owned directly, indirectly or beneficially by the public official, or other filer, or their immediate family if the fair market value of the interest is two thousand dollars (\$ 2,000) or more. Interests in real property of an individual includes a pro rata share of interests in real property of any business entity or trust in which the individual or immediate family owns, directly, indirectly or beneficially, a 10-percent interest or greater.

v "Business Position Disclosure" When business positions are required to be reported, a designated employee shall list the name and address of each business entity in which the designated employee is a director, officer, partner, trustee, employee, or in which the designated employee holds any position of management, a description of the business activity in which the business entity is engaged, and the designated employee's position with the business entity.



The County of Del Norte

Registrar of Voters

Alissia D. Northrup

981 H Street, Suite 160
Crescent City, CA 95531
707-464-7216

TO: Del Norte County Department Heads
FROM: Alissia D. Northrup – County Clerk/Recorder
DATE: January 29, 2025
SUBJECT: **FORM 700 STATEMENT OF ECONOMIC INTERESTS - DUE BY 5PM ON OR BEFORE
THURSDAY, APRIL 1, 2025**

It is time to file your Annual Conflict of Interest document for Del Norte County. The preferred filing method is electronically via NetFile but if you cannot file electronically a hard copy can be submitted as well. You should receive an email soon from NetFile notifying you of this. If you do not receive an email, the NetFile link is: <https://netfile.com/filer>. If the employee is not set up in NetFile, please email Alissia Northrup to be added to the system, anorthrup@co.del-norte.ca.us.

If the employee(s) is/are not able to do their Form 700 Statement of Economic Interests with NetFile, they may obtain a paper copy of the form from the FPPC website: www.fppc.ca.gov or from the County Clerk's Office. Once the form is completed, it must be filed with the County Clerk's Office.

If you have any questions, please contact the County Clerk/Recorder's Office at (707) 464-7216 and we will be glad to assist you with this matter.

Thank you,
Alissia D. Northrup
County Clerk/Recorder/Registrar of Voters