

AGENDA

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

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

Regular Session

Wednesday August 13, 2014

3:30 PM

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The Solid Waste Management Authority of the City of Crescent City and the County of Del Norte, State of California, is now meeting in Regular Session. Only those items that indicate a specific time will be heard at the assigned time. All items may be taken out of sequence to accommodate public and staff availability.

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All documents referred to in this agenda are available at the Office of the Del Norte Solid Waste Management Authority at 1700 State Street in Crescent City, between the hours of 8 A.M. and 5 P.M. Monday through Friday OR online at www.recycledelnorte.ca.gov

For more information call 465-1100 or email dnswwma@recycledelnorte.ca.gov

**3:30 PM CALL MEETING TO ORDER
PLEDGE OF ALLEGIANCE**

PUBLIC COMMENTS:

3:30 PM ANY MEMBER OF THE PUBLIC MAY ADDRESS THE SOLID WASTE MANAGEMENT AUTHORITY ON ANY MATTER ON OR OFF THE AGENDA. After receiving recognition from the Chair, please give your name and address for the record. Comments will be limited to three minutes.

1. CONSENT AGENDA

- 1.1 Approve minutes, Regular Session, July 09, 2014. **
- 1.2 Approve the re-hiring of Rose Reppond as a Refuse Site Attendant at range 28 step C, in acknowledgment of her prior work experience with the Del Norte Solid Waste Management Authority between 2004 and 2012.

- 1.3 Approve request from Crescent City / Del Norte County Chamber of Commerce to deploy two dumpsters and waive Authority fees in support of the Annual Sea Cruise to be held 11 October 2014. **
- 1.4 Acknowledge & file semi-annual report to the Regional Water Quality Control Board regarding monitoring and maintenance activities at the Crescent City Landfill January through June 2014 as required under monitoring and reporting program 97-90. **

END CONSENT AGENDA

DISCUSSION/ACTION ITEMS

2 LANDFILL POSTCLOSURE – No Items

3 COLLECTIONS FRANCHISE – No Items

4 TRANSFER STATION - No Items

5 GENERAL SOLID WASTE AUTHORITY MATTERS

- 5.1 Discussion and possible action regarding Authority Mission Statement. **
- 4:00 P.M.5.2 Discussion and possible action relating to discussion with Terry Supahan regarding the special meeting regarding Authority Goals scheduled for Thursday August 21 at 2:00 PM. **
- 5.3 Discussion and possible direction to legal counsel to prepare a report and legal analysis on the necessary steps to implement R3 Final Report Options 1 through 4.
- 5.4 Discussion and possible approval of an agreement with Smith & Newell to complete an audit of the Del Norte Solid Waste Management Authority's financial statements for the fiscal year ending June 30, 2014 for an amount not to exceed \$9,200. **
- 5.5 Discussion and possible approval of a budget revision and/or budget transfer for fiscal year 13/14 in the amount of \$200,000 or less. **
- 5.6 Discussion and possible action regarding re-introduction of Ordinance 2014-02, An Ordinance of the Board of Commissioners of the Del Norte Solid Waste Management Authority regarding collections, franchises, and mandatory disposition of waste. **
- 5.7 Acknowledge & file the 2013 Annual Report submitted to the California Department of Resources Recycling and Recovery (CalRecycle). **

6 DIRECTOR'S & TREASURER'S REPORTS

Agenda items 3.1 through 3.5 are provided for information only

6.1 Acting Director's Report **

6.2 Treasurer/Controller Report for June 2014 **

- 6.3 Claims approved by Treasurer & Director for July 2014 **
- 6.4 Monthly Cash and Charge Reports for July 2014 **
- 6.5 Earned Revenue Comparisons between FY13/14 and FY14/15 **

7. ADJOURNMENT

Adjourn to the next special meeting of the Del Norte Solid Waste Management Authority scheduled for 2:00 PM August 21, 2014 at the Del Norte County Board of Supervisor's Chambers, 981 H Street, Suite 100 in Crescent City.

**** Asterisks next to Agenda Item indicates an associated attachment**

MINUTES

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

Regular Session, Wednesday July 9, 2014 @ 3:30 PM

PRESENT: Commissioner Roger Gitlin, County, Chair
Commissioner Ron Gastineau, City
Commissioner Rick Holley, City, Vice-Chair
Commissioner Mike Sullivan, County, arrives 3:31 p.m.
Commissioner Mary Wilson, Public, Secretary/Clerk
Legal Counsel Martha Rice
Acting Director/Program Manager Tedd Ward

ABSENT: Treasurer/Controller Richard Taylor

ALSO PRESENT: Karen Phillips, PS Business Services
Clinton Schaad, County Auditor
Tommy Sparrow, Recology Del Norte
Joel Wallen, Hambro/WSG
Wes White, Hambro/WSG

3:30 PM CALL MEETING TO ORDER PLEDGE OF ALLEGIANCE

Chairman Gitlin called the meeting to order at 3:30 p.m. and Commissioner Gastineau led the pledge of allegiance.

3:30 PM PUBLIC COMMENTS: ANY MEMBER OF THE PUBLIC MAY ADDRESS THE SOLID WASTE MANAGEMENT AUTHORITY ON ANY MATTER ON OR OFF THE AGENDA. After receiving recognition from the Chair, please give your name and address for the record. Comments will be limited to three minutes.

Commissioner Sullivan entered the meeting at 3:31 p.m.

The following person(s) addressed the Commission: Richard Miles asked if the Chairman had read the Public Resource Code. He encouraged the board to read the code. He also noted that there is property (5 acres) next to the transfer station that if it is not to be developed, and he feels that it should be sold to make up the deficit in the budget. Staff noted that the parcel is designated heavy commercial and was purchased for a resource recovery park, like the Eco Store, which has since closed; however, the

property does serve as a buffer to the transfer station and the adjoining mobile home park. Staff was directed to bring back the parcel information to the Commission.

Bill Lonsdale shared his thoughts that the refuse collection service was wonderful over the holiday, he appreciates what Recology does.

Grant Werschull thanked the board/council members for supporting the Smith River water quality issue earlier this week. He noted that he would like help regarding the illegal dumping in the community. The Smith River Alliance performs annual clean-ups of illegally dumped trash, mainly in the Smith River NRA. He would be grateful for the continued leadership to think creatively, and to develop opportunities to use the facilities that we have to discourage illegal dumping.

Jon Parmentier commented on the way we used to do business and the cost of doing business the right way.

Kathryn Murray commented on her attendance at the Solid Waste Management Authority meetings and witnessing what she feels is a clear lack of direction and leadership. She suggested that the agency support staff. Ms. Murray also noted that the minutes should reflect that the apology was to her and not Mrs. Henry.

Elizabeth Henry commented on the ability to recycle carpet and noted that there is a mattress stewardship program which Del Norte could participate in. She would like sufficient staff to investigate these programs.

Donna Thompson, county resident, commented that government as a whole seems to be looking after the community, although she does not feel that comfort with the Del Norte Solid Waste Management Authority, she is concerned about the direction that the authority is going in.

Norma Williams, President of SIEU and resident of the county, indicated that the Authority cannot eliminate staff without appropriate actions. She expressed her concern regarding the Authority acting as a utility, as it affects the union members, who will be following the actions of the Authority.

Ralph Johannson read a letter regarding recycling, he noted that he has been able to reduce his household refuse by recycling and he feels that this was directly related to the outreach of staff and advertising. Mr. Johannson feels that staff is doing a remarkable job with recycling. He would like to make sure that committees or meeting include sufficient public input.

Janet Gilbert noted that the public has weighed in loud and clear and they support the Authority staff, recycling, and the transfer and station. She encouraged recycling, reuse and repurposing. She asked the board to set aside their personal ideas and follow the recommendations made and to support the public.

1. DEL NORTE SOLID WASTE TASK FORCE

1.1 Discussion regarding meeting of 07 July 2014.

Discussion was held regarding the Task Force meeting. Richard Miles reported on the meeting, including the deferred election of a new chair. The Task Force accepted the resignation of Dave Mason and the removal of Mr. Martell for missing 4 or more consecutive meetings without an excused absence. Discussion of the bylaws will be placed on the next agenda, he said. Tedd Ward did give the Task Force the task of coming up with a five-year plan that will be sent to the State. Commissioner Wilson noted that the plan was due by December 31, 2014.

2. CONSENT AGENDA

- 2.1 Approve minutes, Special Session, Tuesday June 24, 2014.
- 2.2 Approve minutes, Regular Session, June 11, 2014.
- 2.3 Acknowledge & file FY 13/14 Stormwater Report submitted for the Del Norte County Transfer Station.
- 2.4 Acknowledge & file FY 13/14 Stormwater Report submitted for the Crescent City Landfill.

END CONSENT AGENDA

Discussion was held regarding the consent agenda items. Correction of the minutes, item 2.1 noted that Commissioner Sullivan apologized to Mrs. Murray and not Mrs. Henry.

On a motion by Commissioner Sullivan, seconded by Commissioner Holley, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted the consent agenda, consisting of items 2.1-2.4, with the noted change to the minutes.

3. DIRECTOR'S & TREASURER'S REPORTS

Agenda items 3.1 through 3.5 are provided for information only

- 3.1 Acting Director's Report 231501
- 3.2 Treasurer/Controller Report for May 2014
- 3.3 Claims approved by Treasurer & Director for June 2014
- 3.4 Monthly Cash and Charge Reports for June 2014
- 3.5 Earned Revenue Comparisons between FY12/13 and FY13/14

The reports listed and included in the agenda packet were discussed. The Other Post-Employment Benefits (OPEB) reports were discussed and the fact that there are no staff to perform the work at this time; the acting director is getting to matters as he can. Staff outlined work that is not getting done due to the number of items on his plate. Reports with sanctions will be brought to the Commissioner's attention; however, most of the reports may be submitted a bit late and will likely not have any issues. When asked if the Authority members could assist, Mr. Ward noted that he was hesitant to have member working on matters that should be assigned to staff. The Del Norte County Fair, however, is another matter, and volunteers are encouraged to participate in staffing the booth July 31-August 3, 2014. Mr. Ward also noted that revenues were \$4,678.00 more than projected in the last budget year. The list of claims that are at least 120 days old (about 10 of them) was discussed and the policy that governs the follow-up and collections efforts.

DISCUSSION/ACTION ITEMS

4. LANDFILL POSTCLOSURE – No Items

5. COLLECTIONS FRANCHISE

- 5.1 Discussion and possible action regarding draft criteria and policy for the allocation of Authority-directed complimentary bin pulls, including input from City and County Code Enforcement Officers. 031205, 180510

Discussion was held regarding the draft criteria and policy for Authority-directed bin pulls. There are 20 separate bins allocated for use by the Authority. The Del Norte County Fair has reduced their request to 3 bins which is a reduction of 2 bins. Commissioner Sullivan drafted a policy regarding the use of the bins, which was included in the agenda, and requested its approval.

On a motion by Commissioner Sullivan, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved: 1) the allocation of 3 Authority-directed bin pulls in support of the Del Norte County Fair; and 2) asked that Hambro/WSG consider waiving their disposal fees for these dumpsters in support of the Del Norte County Fair, as listed in the report.

The Fair was thanked for their reduction in the use of bins and recycling efforts. Dave Mason made comments regarding the allocation of bins and the proposed policy. The County suggested using the bins to benefit neighborhood clean ups, etc. and not for the benefit of individual property owners as it might be perceived as a gift of public funds. Commissioner Holley would like to see the highest priority be to use the bins for public lands. The Authority could add to the list by paying for extra bins. Eric Taylor, City Code Enforcement Officer noted that he agrees that the bins should be used for public lands. He asked to have one dumpster for the trash that is left on the streets or sidewalks.

On a motion by Commissioner Sullivan, seconded by Commissioner Holley, and unanimously carried on a polled vote, the Del Norte Solid Waste Authority approved that public lands should be highest priority, and the criteria listed in the report (listed below), security and supervision of the bins shall be required with a signed release of liability.

Criteria: The Authority Board will allocate these bin pulls according to the criteria listed above based on written requests and recommendations presented at regular Authority Board meetings based on the following:

- Beach, river, and community cleanup events to which the public is invited
- Cleanup activities on public property
- Support of high-profile community events open to the public that include both disposal and recycling, and/or related outreach activities
- Coordinated cleanup activities on prioritized private properties that have been designated by the City, County, or other public agency as blighted with accumulated solid waste
- Coordinated neighborhood cleanup events in cases where a specific written request is presented for the Authority Board's consideration
- Activities that have great potential to reduce solid-waste-related blight, reduce illegal disposal of solid or hazardous wastes, or increase recycling or composting
- The ability for the requesting party to pay for disposal for each bin
- The remaining number of bins to be allocated each year.

6. TRANSFER STATION

- 6.1 Discussion and possible action regarding the potential acceptance of American Express Cards at the Del Norte County Transfer Station.

Discussion was held regarding accepting American Express cards at the transfer station. Staff recommended that the Board approve acceptance of American Express cards for transactions at the Del Norte County Transfer Station.

On a motion by Commissioner Sullivan, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved accepting American Express cards at the transfer station.

7. GENERAL SOLID WASTE AUTHORITY MATTERS

- 7.1 Discussion and possible action regarding the Purposes of the Del Norte Solid Waste Management Authority and the Work Plan for FY 14/15.
231501

Discussion was held regarding the work plan included in the agenda packet. Staff included a quoted portion of the First Amended Joint Powers Agreement that listed the Purposes of this agency and a list of the mandatory and discretionary tasks established by Board actions. Commissioner Holley stated that he appreciates seeing the list to help formulate direction. He noted that he could not identify a lot of time saving responsibilities to be taken off the list that staff presented. Discussion was held regarding taking Ordinances off the list. Elisabeth Henry commented on the list of responsibilities and needing another staff member to get the workload done. Bill Lonsdale expressed his concerns regarding the list of responsibilities and removing items. Karen Rath expressed concern regarding the work that is not getting done due to the lack of staff. She suggested filling the staff positions. Norma Williams agreed with the previous speakers, noting that she has witnessed 2-3 Commissioners being on the verge of ruining the Authority. Kathryn Murray thanked Commissioners Gastineau and Holley for standing up for the staff, and Commissioner Sullivan for getting to the point on the pull bins.

- 7.2 Discussion and possible action regarding the short and long-term goals for the Del Norte Solid Waste Management Authority. 231501

Discussion regarding the goals was held. Commissioner Gastineau expressed his opinion on the goals being based on mandates, programs, and wish-list items. He noted that recycling programs help to save people money as well as the Authority. He would like to see a strong director in place to move the Authority forward. Commissioner Wilson would like the Authority to come up with a mission statement from which the goals and priorities would come from. Commissioner Sullivan noted that he would like to have a permanent director and see the Authority run as a utility. Commissioner Holley would like to hire a director also, and let the director move the Authority forward. Chairman Gitlin expressed his concern regarding the process. Commissioner Sullivan asked for a professional facilitator to run the meeting and a list of mandated responsibilities. A suggested target cost ceiling for hiring a facilitator for this planning session was discussed as being around \$500 for the short and long-term goal setting session.

- 7.3 Discussion and possible action regarding setting a date for a Special Meeting of the Del Norte Solid Waste Management Authority for a goal-setting and/or strategic planning workshop, possibly between the dates of August 14th and 21st.

Discussion was held regarding a date for a special meeting. The date of August 21, 2014 from 2:00 p.m. to 4:00 p.m. was set. Staff will do their best to get a neutral facilitator after meeting with the executive committee to conduct the session. Elizabeth Henry wanted to know how the public would be involved and suggested that the Authority consider meeting at another location to facilitate an interactive discussion including public input.

- 7.4 Discussion and possible approval of a budget transfer for fiscal year 13/14 in the amount of \$32,000.00 or less.

Discussion was held regarding the budget transfer

On a motion by Commissioner Sullivan, seconded by Commissioner Wilson, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved the budget transfer in the amount of \$18,844 as presented.

- 7.5 Discussion and possible action regarding Resolution 2014-05, Authorizing Submittal of a Regional Used Oil Payment Program Application as the Regional Lead Agency, Related Authorizations and Identification of Regional Participants, and submittal of related application for used oil recycling support funding for fiscal year 14/15.

Discussion was held regarding Resolution No, 2014-05, entitled, A RESOLUTION OF THE GOVERNING BOARD OF THE DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY AUTHORIZING SUBMITTAL OF A REGIONAL USED OIL PAYMENT PROGRAM APPLICATION AS THE REGIONAL LEAD AGENCY, RELATED AUTHORIZATIONS AND IDENTIFICATION OF REGIONAL PARTICIPANTS.

On a motion by Commissioner Sullivan, seconded by Commissioner Gastineau, and unanimously carried on a polled vote, the Del Norte Solid Waste Management Authority approved and adopted Resolution No, 2014-05 as presented.

Commissioner Sullivan asked to have the action items moved to the front of the agenda to accommodate the public and speakers who would like to present.

8. CLOSED SESSION ITEMS

- 8.1 **CLOSED SESSION: CONFERENCE WITH LEGAL COUNSEL**
(Gov't Code 54956.9) Potential Litigation (1 case)

Chairman Gitlin recessed the regular session at 5:50 p.m. and immediately convened in closed session. The closed session was adjourned at 6:28 p.m. and the regular session was reconvened immediately. Counsel announced that no action was taken in closed session.

9. ADJOURNMENT

Adjourn to the next meeting of the Del Norte Solid Waste Management Authority scheduled for 3:30 PM August 13, 2014 at the Del Norte County Board of Supervisor's Chambers, 981 H Street, Suite 100 in Crescent City.

There being no further business to come before the Commission, the Chair adjourned the meeting at 6:29 p.m. until the next regularly scheduled meeting on August 13, 2014.

Roger Gitlin, Chair
Del Norte Solid Waste Management Authority

Date / /

ATTEST:

Mary Wilson, Secretary/Clerk of the Board

Date / /



**CRESCENT CITY / DEL NORTE COUNTY
CHAMBER OF COMMERCE**

1001 Front Street ▪ Crescent City CA 95531 ▪ www.delnorte.org
PHONE 707.464.3174 ▪ TOLL FREE 800.343.8300 ▪ FAX 707.464.9676

July 28, 2014

Solid Waste Management Board of Directors
1700 State Street
Crescent City, CA 95531
707-465-1100

To the Solid Waste Management Board of Directors:

The Crescent City-Del Norte County Chamber of Commerce is requesting a fee waiver for the disposal of dumpsters from the Annual Sea Cruise which will be held October 11, 2014 at Beachfront Park. Hambros has agreed to waive their fees.

We really appreciate the support your organization has provided for our community festivals. We look forward to teaming with Solid Waste Management for future events.

If you have any questions, please call the Chamber office at 707-464-3174. I would be happy to discuss the nature of this request.

Respectfully,

Jeff Parmer
Executive Director
Crescent City- Del Norte County Chamber of Commerce
707-464-3174
jparmer@delnorte.org

The report associated with this item was not ready at the time this agenda was published.



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300

Staff Report

Date: 07 August 2014
To: Del Norte Solid Waste Management Authority
Commissioners
From: Tedd Ward, M.S. – Acting Director / Program Manager
Del Norte Solid Waste Management Authority
File Number: 231501 – Authority Work Plans
Topic: Authority Mission Statement

Summary / Recommendation: That the Authority Board decide which additional elements of a Strategic Plan are to be considered and possibly adopted and how such elements are to be drafted, reviewed, and adopted.

Background: What are the key components of a Strategic Plan?

Generally, a strategic plan will usually include:

- A Vision Statement describing what the organization aspires to be
- A Mission Statement defining the fundamental purpose(s) of the organization, describing why it exists and what it does to achieve its vision.
- A Summary of Values shared among the stakeholders of the organization
- A Strategy, describing the activities, courses of action, and allocation of resources to carry out the mission within the context of values.

How would a Strategic Plan be different than the Authority's Purposes and Work Plan?

The six Purposes described within the revised Joint Powers Authority are attached, as well as the most recently adopted Work Plan. These documents do not directly address the question of 'How does the Authority excel in meeting its obligations and activities?' Also, neither of these documents addresses Vision, Mission, or Values.

Analysis: As a joint powers authority of the County of Del Norte and the City of Crescent City, the Del Norte Solid Waste Management Authority's mission should be complementary to the missions of our member agencies. It does not appear that either the City of Crescent City nor the County of Del Norte have adopted Mission Statements,

Vision Statements, or other elements of a strategic plan. The following County Departments do have Mission statements: The Civil Office, Child Support Services, Veterans Services, and Friday Night Live.

Following are some examples of Mission statements from other California jurisdictions with somewhat similar responsibilities:

Mendocino County

"To Serve Our Customers and Protect the Environment."

Two JPAs from Tehama County:

"The mission of the Tehama County/Red Bluff Management Agency is to provide integrated, cost effective, and environmentally sound solid waste management that conserves natural resources, meets state and federal regulations, and sustains the environment and the quality of life for residents in the County of Tehama."

"The mission of Tehama County Sanitary Landfill Agency is to foster a sense of responsibility and inspire action by Tehama County residents to reduce solid waste being landfilled through innovative leadership and effective grant and outreach programs. The Tehama County Sanitary Landfill Agency will provide financially stable and fiscally responsible management of closure and postclosure activities of the Tehama County/Red Bluff Landfill to protect public health and the environment in the County of Tehama."

StopWaste.org of Alameda County, Mission Statement:

The Waste Management Authority and the Source Reduction and Recycling Board form an integrated agency dedicated to achieving the most environmentally sound waste management program for the people of Alameda County. In achieving this aim, we will:

- Provide strategic planning, research, education and technical assistance to the public, businesses and local governments
- Initiate innovative recycling programs and facilities to maximize source reduction, resource recovery, recycling and economic development opportunities
- Serve as a pro-active public policy advocate for long-term solutions to our waste management challenges

StopWaste.org's Vision Statements

- 1. The agency is the nation's leader in pursuing effective solutions that reduce the waste of material resources.** Leadership requires innovative ideas, advanced technology, proactive policy development, effective communication, and heightened visibility for the agency and its programs. It requires that the agency use in-house programs to "practice what it preaches."
- 2. Alameda County achieves 50% diversion from landfills by the year 2000, 75% diversion from landfills by the year 2010, and progresses toward even greater reduction in later years.** Alameda County's broad waste reduction goals are supplemented with specific goals for the residential and business sectors and for source reduction programs.
- 3. The agency's source reduction and recycling programs are integral to a society that is environmentally, economically and socially sustainable over the long-term.** Agency programs are linked with other resource conservation efforts and with local and countywide social and economic development programs.
- 4. In achieving source reduction and recycling, the agency helps accomplish other worthwhile goals:**
 - Creates an aware and educated public that has adopted the values and behaviors associated with conservation and sustainability with respect to the use and disposition of materials.
 - Establishes durable, economically sustainable markets for discarded materials that are recovered.
 - Creates jobs and other forms of social betterment for the residents of Alameda County.
- 5. The agency's internal operations support its mission.**

The agency ensures that all residents and businesses can participate in its decision-making process and ensures that all programs funded with public monies meet rigorous standards of evaluation. Board members and staff work together cooperatively, harmoniously and with mutual respect.

Amador County

The Amador County Environmental Health Department has been designated by the Department of Resources Recycling and Recovery (CalRecycle) as the Local Enforcement Agency (LEA) for permitting of solid waste handling and disposal facilities. The LEA is responsible for enforcement of solid waste disposal and handling regulations. The program implements the provisions of the Integrated Waste Management Act of 1989. Program authority is cited under the Public Resources Code and the California Code of Regulations.

The scope of the program includes, but is not limited to the following:

- Permitting and inspection of active solid waste disposal sites. Currently there are no active landfills in the county.
- Permitting and inspection of two transfer stations for adherence to State minimum standards for solid waste handling.
- Permitting and inspection of a compostable material operation for adherence to State minimum standards for solid waste handling.
- Investigation and remediation of solid waste complaint sites (illegal disposal sites).
- Monitoring of Closed, Illegal and Abandoned (CIA) solid waste sites. Currently there are two landfills undergoing closure. There are 12 closed or abandoned solid waste disposal sites inspected by the LEA.
- Oversight of proper storage, collection and disposal of residential, commercial and industrial solid waste.
- Inspection of the collection vehicles used by franchise haulers. There are approximately 31 collection vehicles.

The goal of the program is to prevent the spread of diseases, water pollution, air pollution, vectors, public health nuisances and safety hazards.

The California Department of Resources, Recycling and Recovery (CalRecycle)

Mission, Purpose, Vision, and Core Values

CalEPA Mission

The mission of the California Environmental Protection Agency (CalEPA) is to restore, protect and enhance the environment, to ensure public health, environmental quality and economic vitality.

CalRecycle Purpose

CalRecycle protects the environment and preserves resources by empowering Californians to reduce, reuse, and recycle.

CalRecycle Vision

To inspire and challenge Californians to achieve the highest waste reduction, recycling, and reuse goals in the nation through innovation and creativity, sound advancements in science and technology, and efficient programs that improve economic vitality and environmental sustainability.

CalRecycle Core Values

Integrity

- We conduct our business activities in an open, transparent manner and engage stakeholders and the public in the development of policies and regulations.
- We provide the highest degree of administrative and fiscal responsibility.

- We act in an ethical, honest, and professional manner.
- We lead by example.
- We set realistic goals and achieve them.
- We value proactive communication with and are accountable to each other and our stakeholders.
- We do not hesitate when needing to take steps to ensure compliance with statutory and regulatory requirements.

Leadership

- We are at the forefront of developing and implementing new strategies to protect our natural resources.
- We make insightful recommendations that promote positive change.
- We value innovative policies and practices that promote sustainable communities.
- We use web-based technology to achieve maximum outreach in an efficient manner.
- We explore new techniques to address the waste and material streams.
- We research and share model programs and approaches for diversion and environmental stewardship.
- We adapt to meet new challenges.

Service

- We provide high levels of customer service to both our internal and external customers.
- We continually evaluate the quality of our programs and services to ensure their efficiency and effectiveness.
- We create a work environment that values diversity, effective communication, and idea sharing.
- We value our staff for their institutional knowledge and celebrate their success, as well as provide opportunities for them to enhance their skills, knowledge, and abilities.
- We encourage, appreciate, and reward excellence.

The following is an excerpt from the 'First Amended Joint Powers Agreement between the City of Crescent City and the County of Del Norte creating the Del Norte Solid Waste Management Authority' as adopted in 2012:

Purpose:

The purpose of this Agreement is for the:

A) Planning, siting, permitting, developing, constructing, maintaining, managing and providing gate attendants for public disposal sites, transfer stations, and/or sanitary landfills, and planning for and securing the services of necessary non-disposal processing facilities or other options related to recovering discarded resources and processing those materials to increase their value;

B) Preparing, implementing, and providing related monitoring, reporting, updates and revisions for programs of a Regional Agency Integrated Waste Management Plan as required under the California Integrated Waste Management Act of 1989 as amended (California Public Resources Code commencing with section 40050), including programs related to used motor oil, oil filters, and household hazardous wastes and other materials and products banned from mixed waste disposal;

C) Defining and monitoring the service standards for collections of discards in the incorporated and unincorporated area of County and the ability to grant franchises for waste hauling and/or collection and processing of mixed recyclable materials, in its discretion;

D) Exercising all setting and controls on maximum rates to be charged to the public for discard collections services, and solid waste and recycling services in Del Norte County, and other appropriate powers reasonably necessary to carry out the purpose of this Agreement, including securing disposal capacity for Del Norte County residents, agencies, and businesses as required under Public Resources Code sections 41701 and 41703;

E) Developing, adopting, and implementing Ordinances and programs to control and prosecute illegal dumping and blight in Del Norte County associated with solid waste accumulation and storage; and

F) Post-closure maintenance, monitoring, reporting and remediation related to the Crescent City Landfill as required by relevant Orders from the Regional Water Quality Control Board, North Coast Region, the California Department of Resources Recycling and Recovery (CalRecycle) the North Coast Air Quality Management District.

Del Norte Solid Waste Management Authority Work Priorities Fiscal Year 2014 – 2015

Legend for symbols used:

- ☞ = Activity to be completed during FY 2014-2015
- ⊕ = Activity mandated by State or Federal Law, regulation or Authority-adopted plan or contract
- ☆ = Ongoing activity
- △ = Draft submitted, awaiting agency response
- ✓ = Activity completed for FY 2013-2014
- ☞ = Activity set to be completed during FY 2015-2016
- ? = Lower priority activity; addressed as time and capacity allows
- ⊗ = Activity deferred
- ♥ = Activity deferred pending staff capacity
- 💰 = Fiscal responsibility under guidance of Authority Treasurer

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

Last Updated: **July 2014**

Mandated or Obligatory Ongoing or Future Activities:

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

- ☞ ⊕ ☆ Gather, compile, analyze, and report storm water runoff samples as required under the Industrial Stormwater Permit. After two to three years of sample history, consult with RWQCB staff regarding possibly reducing monitoring requirements. (Ongoing)
- ☞ ⊕ ☆ Revise the Transfer and Processing Report as necessary for new recovery activities and/or management of materials banned from disposal or requiring special handling, including architectural coatings. (Ongoing)
- ☞ ⊕ ☆ Procure and manage Household Hazardous Waste (HHW) Collection Event contractor

and use Permanent Household Hazardous Waste (HHW) Facility at the Transfer Station for annual HHW Collection Event on 04 October 2014, as well as daily recycling of oil, filters, antifreeze, paints stains and varnishes, televisions and computer monitors, and fluorescent tubes. (Ongoing)

- ☞ ⚙️ ⭐ Prepare and submit hazardous waste business plan to the County. (Annual)
- ☞ ⚙️ ⭐ Coordinate with the County Department of weights and measures to calibrate and certify the accuracy of the scales used at the Del Norte County Transfer Station. Repair scales as necessary. (Annual)
- ☞ ⚙️ ⭐ Prepare and submit the PCI compliance report to assure that measures are in place to protect customer credit and debit card information. (Annual)
- ? ⊗ Submit application, fees, print forms and conduct training necessary to provide public scale services at the Del Norte County Transfer Station. (Pending, deferred at present)

2. Crescent City Landfill Post-Closure Maintenance

- ⚙️ ⭐ Continue working with County staff to monitor gas wells, groundwater wells, surface water sampling points and stormwater sampling points. Authority staff will continue to compile, summarize and analyze data as well as prepare and submit reports to the North Coast Regional Water Quality Control Board as required under Order 97-90 and the Industrial Storm Water permit. (Ongoing through 2035)
- ⚙️ ⭐ Continue landfill monitoring and maintenance. This includes semi-annual removal of deep-rooting plants and mowing of surface drainage structures. Over the post-closure maintenance period activities will also likely include repair to slopes and drainage structures as well as grading to reduce ponding. (Ongoing through 2035)
- ☞ ⚙️ ⊕ Prepare and submit solid waste facility permit renewal applications every five years or as activities at the landfill change. (Submitted in 2013; ongoing through 2035)
- ✓ ⚙️ ⊕ Prepare and submit landfill gas heat capacity report and other documentation required by the North Coast Air Quality Management District (NCAQMD). The NCAQMD may impose additional requirements based on this report. (Submitted in 2013; ongoing through 2035)
- ⚙️ ⭐ Apply for reduction in the post-closure multiplier and prepare and submit annual estimate of the post-closure financial liability associated with the Crescent City Landfill to CalRecycle (Annual; ongoing through 2035)

- ☞🌐 Conduct and report on constituent of concern monitoring of landfill groundwater every five years. (Due in August 2014; ongoing through 2035)
- ☞🌐 Conduct and submit aerial survey of the landfill every five years to document any differential settlement. (Next due in 2016; ongoing through 2035)

3. Collections Franchise and Collections System Management

- 🌐🌟 Staff, maintain and improve disposal and recycling facilities and services at the Klamath and Gasquet container sites (Ongoing).
- 🌐🌟 Manage current Franchise Collections contract to ensure compliance with contract provisions and Service Standards. (Ongoing)
- ☞🌐🌟 Continue to promote workplace recyclables collections, the California Commercial Recycling Mandate (AB341) with Recology Del Norte, recycling coordinators, the recyclables collection contractor (currently GH Outreach) and processors like Julindra Recycling. (Ongoing)
- 🌐🌟 Coordinate collection events for Christmas trees, yard debris, household hazardous wastes and other items or materials as opportunities arise (Ongoing)

4. Reuse, Recycling, and Composting

- ☞🌐🌟 Continue, as a rural regional agency, planning, monitoring and reporting programs, activities, and progress on per capita and per employee waste reduction targets under California Integrated Waste Management Act of 1989, as amended, and as administered by the California Department of Resources, Recovery and Recycling (CalRecycle), including compliance with the California's Mandatory Commercial Recycling Law (AB341). (Ongoing)
- 🌐🌟 Continue to promote and to make more convenient beverage container recycling using grant funds from the State agency responsible for beverage container recycling. (Annual and ongoing)
- 🌐🌟 Continue to coordinate, enhance, and promote recycling of used oil, oil filters and antifreeze using grants from the State agency responsible for oil recycling. (Annual and ongoing)
- 🌐🌟 Report on product stewardship programs for carpeting, paints and stains (Ongoing)

5. Education and Public Outreach

- ☞ 🌱🌟 Prepare outreach materials to promote program activities, events and service including print ads, radio ads, posters, public service announcements, posters, handouts and flyers as well as collections billing inserts changes. (Ongoing)
- 🌟 Coordinate and support beach, river and neighborhood cleanup activities. (Ongoing)
- ✓ 🌱🌟 Promote waste prevention, reuse, composting and recycling through Fairs around Earth Day and the Del Norte County Fair. (Annual)
- 🌱🌟 Work cooperatively with the Humboldt Waste Management Authority for regional promotion of waste prevention, reuse, repair, composting and recycling. (Ongoing)
- 🌱🌟 Provide timely analysis and/or recommendations for Board actions or letters regarding legislation and/or regulations which pertain to Authority activities or programs. (Ongoing)
- 🌱🌟 Provide support to the Del Norte Solid Waste Task Force to promote waste reduction, reuse, composting, recycling and related activities. (Monthly)
- 🌱🌟 Continue to provide regular public Composting workshops as well as other presentations as requested. (Ongoing)
- 🌱🌟 Continue to revise and update written materials as well as developing new materials promoting waste reduction, reuse, repair, composting, hazard reduction, and proper disposal. (Ongoing)
- 🌱🌟 Update website as needed and upload meeting agenda and minutes. (Ongoing)

6. Budgets, Funding and Fiscal Oversight

- 🌱🌟🌱 Developing annual budgets, tracking expenditures and revenues accordingly. (Annual and ongoing)
- 🌱🌟🌱 Preparing and submitting necessary reports related to post-employment retirement benefits funding. (Annual)

- ☼ ☆ 🗑️ Work with contractor to complete the annual agency audit report and respond according to recommendations and Board direction. (Annual)
- ☆ Solicit, negotiate and administer Authority contracts as necessary. (Ongoing)
- 🛡️ ☆ Apply for and administer additional competitive grants to support local and/or regional programs as opportunities arise. (Deferred)
- ☆ Develop partnerships with Del Norte County and Crescent City departments to efficiently deliver services. (Ongoing)

7. Personnel and Staffing

- 🗑️ 🛡️ ☆ Adhere to policies described in a Memorandum of Understanding with the Del Norte Solid Waste Management Authority Employees Association and update as needed. (Ongoing)
- 🗑️ 🛡️ Complete negotiations with Mid-management employees for a Memorandum of Understanding with the Del Norte Solid Waste Management Authority Employees Association and update as needed. (2014)
- ☼ ☆ Hire and train site attendants and relief workers for the Del Norte County Transfer Station, as well as the Gasquet and Klamath container sites. (Ongoing)
- ☼ ☆ Training staff through workshops, in-service training, monthly safety meetings, educational and/or on-line courses and conferences. (Ongoing)

8. Recovery Infrastructure and Recycling Market Development

- 🛡️ ☼ ☆ Continue to participate in the North Coast Recycling Market Development Zone program to promote recycling market development technical assistance services and financing opportunities. (Ongoing)
- 🛡️ ☆ Through the North Coast Cooperative for Recycling Infrastructure Development (Coop), support expansion of reuse, recycling, and compost processors and manufacturers in Del Norte and Humboldt counties to bolster regional markets for recovered materials. (Ongoing)
- 🛡️ ☆ Use the Coop as a forum for reducing overall program costs by sharing resources and personnel, or storing and consolidating recovered materials at public facilities as

opportunities arise. (Ongoing)

8. Other Responsibilities and Activities

- ⊛☆ Provide collection and consolidation services as needed for public home-generated sharps drop-off points. (Ongoing)
- ⊛☆ Preparing, publishing and distributing agendas (under Chair's direction) and staff reports for monthly Authority meetings. (Monthly)
- ? ☆ Responding to public, government agency and tribal agency requests for information and reports. (Ongoing)
- ☆ Recording and responding to complaints regarding facility operations, collections services and/or illegal dumping. (Ongoing)
- ☆ Obtain and maintain equipment, supplies and software for monitoring, reporting, servicing, outreach and collection event activities. (Ongoing)
- ? ☆ Providing professional assessment and analysis of how other jurisdictions have addressed the issues and concerns identified by the Authority Board, including obtaining model requests for proposals, agreements and/or ordinances. (As needed)

Priority Discretionary Activities for 2013-2014:

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

- ? ☆ Work with Hambro/WSG to develop additional resource recovery options that can be integrated into TS operations at a cost which is less than disposal. (Ongoing)
- ? ☆ Work with Hambro/WSG and Recology Del Norte to assess and evaluate potential impacts associated with changes in Franchise solid waste, recyclables, and yard debris collection services on transfer station operations and revenues. (Ongoing)

2. Collections Franchise and Collections System Management

- ? ☆ Evaluate possible modifications to the Collections Franchise and/or appropriate

ordinances to complement the services at the Del Norte County Transfer Station and to expand, provide incentives and document recovery. (Ongoing)

  Analyze, enhance, expand, develop and support one or more facilities capable of processing locally-generated organic materials for compost or energy production, in Del Norte or one of our adjacent counties. (Ongoing)

3. Crescent City Landfill Post-Closure Maintenance

  Collect and analyze water samples from two new wells installed at the landfill to possibly demonstrate groundwater flow directions are such that water quality impacts associated with the landfill are unlikely to pose a threat to adjacent residential properties. Continue to engage in similar efforts in pursuit of a reduction in the Threat/Complexity rating for this facility, resulting in a reduction to the annual permit fee for the Waste Discharge Requirements issued by the North Coast Regional Water Quality Control Board (RWQCB). (2014)

  Work with RWQCB in the development and revision of Waste Discharge Requirements and Monitoring and Reporting Program to analyze water historical quality monitoring information with the intent of reducing the expense of water quality monitoring during the post-closure maintenance period, which extends until February 2036 (2015?).

  Monitor development of laws and regulations pertaining to control of greenhouse and other landfill gas emissions. Research possible actions and funding sources as necessary and appropriate. (Ongoing)

  Procure landfill insurance. (2014)

4. Education and Public Outreach

   Work with the California Product Stewardship Council (CPSC) to promote and establish Extended Producer Responsibility and Take Back programs. (Ongoing)

   Advocate for legislative and regulatory initiatives extending producer responsibilities for end of life product management to reduce Authority costs for managing discards - especially hazardous materials, products or materials banned from disposal, as well as products or materials requiring special handling including sharps, fluorescent tubes and household batteries. (Ongoing)

   Continue outreach and public-private partnerships in support of Extended Producer

Responsibility. (Ongoing)

5. Legislation, Ordinances, Plans and Enforcement

- ☞ Ⓞ ☆ ? Administer Code Enforcement activities through a Code Enforcement Officer and Authority-related hearings through a Hearing Officer until such time as these functions are incorporated into relevant City and County Ordinances. (Ongoing)
- ☞ Ⓞ ☆ ? Work with County and City Building and Planning Departments to establish forms and processes for Materials Management Plans to be incorporated as appropriate for construction and demolition permits in Del Norte County. (Ongoing)
- ☆ Ⓞ Review, consider and provide appropriate Authority-directed advocacy regarding bills being considered by the California Legislature (Ongoing)
- ♻ ☆ Under the Electronic Annual Report submitted annually to the California Department of Resources Recycling and Recovery (CalRecycle) incorporate Authority policies supporting producer and consumer financed product stewardship Take Back programs as described in Authority Resolution 2007-06. (2014).
- ☆ ? Prepare local ordinances, resolutions and agreements. Modify adopted plans as necessary to enact product stewardship and extended producer responsibility programs in Del Norte County for products which have been banned from mixed waste disposal by State agencies, including household hazardous wastes and universal wastes such as batteries, sharps, mercury devices, fluorescent tubes, and electronics. (Ongoing)

Tedd Ward

From: Terry Supahan <terry@scgroup.info>
Sent: Tuesday, July 22, 2014 10:53 PM
To: Tedd Ward
Cc: Roger Gitlin; RHOLLEY100@aol.com; Martha Rice; Terry Supahan
Subject: DNSWMA Goals

Importance: High

Tedd

I would be happy to talk by telephone to the Authority's Commissioners at their regularly scheduled meeting Wed Aug 13 anytime after 4:00 p.m. I will be working that week in Seattle, and I am unsure of my itinerary for that day...but even if I am in meetings, I would excuse myself to call-in to the Authority to discuss my proposed facilitation of the Authority's Aug 21 special meeting for Goal Setting and review of R3's report. I think that this teleconference would be important for both the Commissioners, as well as myself, so that we could clarify the outcomes and parameters for this special meeting.

Generally, if I agree to facilitate special meetings of elected officials I require several agreements or "Ground Rules" beforehand:

1. I need the elected officials to come out from behind their "podium" and normal seating arrangements, in order to sit at a conference table on the main floor or other configuration that would promote more open conversation and dialogue.
2. I need, once the meeting has been officially opened and convened, to symbolically pass the "baton or gavel" to me to be responsible for keeping the communication flowing and keeping the discussion focused on the meeting's agenda; the Commissioner's will have to trust me to be fair and equitable in monitoring and facilitating such a discussion.
3. Everyone, including members of the audience (reserved for a public comment period or if allowed to comment on the proceedings), will have equitable access to express their thoughts...meaning: One person may speak at a time, completing their sentence or thought, before another person will be allowed to speak. This is a simple and polite rule, but a powerful one in maintaining a collegial meeting and robust discussion. If, however, this rule is not honored then it leads me to my next requirement...
4. That if anyone's behavior, not "what" they say but "how" they say it, is deemed inappropriate or abusive by me...then I can call to have that person "Voted off the Island" by the Commissioners; meaning that the subject person can be censored or asked to leave the meeting. This sounds harsh (I have never had to use it) but it puts everyone attending the meeting on notice that we are all agreeing to be civil and on our "best behavior" with one another.
5. Any other "Ground Rule" that the Commissioners or I think of, and agree to, that helps to insure a free flowing, productive, and authentic conversational meeting.

I am headed into the mountains and on the Klamath River until late Aug 11, and will not be reachable by cell phone or email until that time...but I promise to return any phone calls or emails by Aug 12.

Respectfully,
Terry Supahan

On Jul 16, 2014, at 10:28 AM, Tedd Ward <tedd@recycledelnorte.ca.gov> wrote:

Terry Supahan:

Thanks for meeting this morning to review the needs for the Del Norte Solid Waste Management Authority's Goal Setting meeting scheduled for August 21st at 2 PM. Though I understand that you will be in Seattle at the time, I appreciate your suggestion that we schedule a timed item on the Authority's agenda for August 13th, possibly at 4 PM, so you can call in by phone to discuss your approach to these sorts of goal/planning meetings directly with the Board. If you had any background materials you would like to the Board to review either for the meeting on Aug 13th or the Goals meeting on Aug 21, I would be happy to include those as attachments to the agendas for those meetings.

I am also confirming that you said the cost for your engagement as facilitator of this goal setting meeting, including time to review the R3 report and other background materials I provided to you, would be a flat rate of \$600. We will draft a service agreement accordingly, and send it for your review in the coming weeks.

Thanks again,

Tedd Ward, M.S.
Acting Director / Program Manager
Del Norte Solid Waste Management Authority
707-465-1100

July 9, 2014

Del Norte Solid Waste Management District
391 Front Street
Crescent City, CA 95531

AUDIT OF FINANCIAL STATEMENTS FOR THE YEAR ENDING JUNE 30, 2014

We are pleased to submit our proposal to audit the financial statements of Del Norte Solid Waste Management District for the year ending June 30, 2014.

Audit Approach

Our audit will be made in accordance with generally accepted auditing standards as defined in the Statement on Auditing Standards of the American Institute of Certified Public Accountants and Governmental Auditing Standards issued by the Comptroller General of the United States.

Audit Objectives

The objective of our audit is the expression of an opinion as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the financial statements taken as a whole. The objective also includes reporting on:

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with Government Auditing Standards.

The report on internal control and compliance will include a statements that the report is intended for the information and use of the audit committee, management, specific legislative or regulatory bodies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

5.4

Our audit will be conducted in accordance with U.S. generally accepted auditing standards; the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and other procedures we consider necessary to enable us to express such an opinion and to render the required reports. If our opinion on the financial statements is other than unqualified, we will fully discuss the reasons with you in advance. If for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for establishing and maintaining internal control and for compliance with the provisions of contracts, agreements, and grants. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of the controls. The objectives of internal control are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorizations and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles, and that grants are managed in compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making all financial records and related information available to us. We understand that you will provide us such information required for our audit and that you are responsible for the accuracy and completeness of that information. We will advise you about appropriate accounting principles and their application and will assist in the preparation of your financial statements, but the responsibility for the financial statements remains with you. That responsibility includes the establishment and maintenance of adequate records and effective internal control over financial reporting and compliance, the selection and application of accounting principles, and the safeguarding of assets. Management is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Management is responsible for the design and implementation of programs and control to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees,

regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to matters that might arise during any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representation from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representation from you about the financial statements and related matters.

Audit Procedures - Internal Controls

In planning and performing our audit, we will consider the internal control sufficient to plan the audit in order to determine the nature, timing, and extent of our auditing procedures for the purpose of expressing our opinions on the District's financial statements.

We will obtain an understanding of the design of the relevant controls and whether they have been placed in operation, and we will assess control risk. Tests of controls may be performed to test the effectiveness of

certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

An audit is not designed to provide assurance on internal control or to identify reportable conditions. However, we will inform the governing body or audit committee of any matters involving internal control and its operation that we consider to be a reportable condition under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control that, on our judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.

Audit Procedures - Compliance

Our audit will be conducted in accordance with the standards referred to in the section titled Audit Objectives. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.

Audit Coordination

The audit of the financial operations of the District will be a task requiring a close-working, cooperative relationship between the District and our firm. Prompt identification and resolution of accounting and auditing problems related to your financial activities is required to ensure timely issuance of our report.

In order to expedite the audit process, we propose to provide the District with a detailed list of items needed for the audit. We will send you a detailed list of all financial and compliance items required for the audit. We will ask that you return the items on the list to the Auditor Controller's office prior to our scheduled fieldwork.

When you have the necessary items ready we will then schedule the fieldwork to be done at the Auditor Controller's office. After completion of the audit process, a draft report will be prepared and the District will

be given an opportunity to review the draft before the final report is released.

Audit Fee

Our fee philosophy is to foster long-term client relationships by offering fair pricing commensurate with our expertise. We strive to maintain efficiency in our audit approach so we can achieve maximum results in the budgeted time. We also strive to maintain billing rates which are reasonable in relation to the expertise of our staff. After considering the current economic conditions and the mandate on local governments to reduce costs, we are committed to helping the District meet its financial challenges and the following cost proposal reflects no increase in our cost over the term of this contract.

Our fee for the audit of the District's financial statements will not be based upon a routine audit and includes preparation of the necessary statements. Our fees are based on the following hourly rates:

Partner	\$ 150
Manager	120
Supervisor	100
Staff Accountant	80
Clerical	60

Our fee for the audit of the District's financial statements will not exceed \$9,200 for the year ended June 30, 2014. The fees quoted are based upon a routine audit with the District providing all required information in a timely manner. If unusual circumstances should arise, such as delays in availability of accounting records, or if additional work is required to prepare the District's records for audit, we will promptly notify you so appropriate action may be taken. Any additional work required will be billed at our standard billing rates.

Independent Contractors

We are independent contractors and are not subject to the direction and control of the District except as to the final result. We shall be solely liable and responsible to pay all required taxes and other obligations, including, but not limited to, withholding and social security and workers' compensation. Auditors shall indemnify and hold the District harmless from any liability which it may incur to the federal and state government as a consequence of this contract.

It is specifically understood and agreed that in the making and performance of this contract, Smith & Newell, CPAs, as the Auditor is an independent contractor and is not an employee, agent, or servant of the District.

Peer Review

Our firm is devoted to quality and we have taken extra steps to assure that we meet the highest professional standards of quality. Every three years our quality controls are examined by specially trained CPAs from other firms. Results from these reviews, called peer review reports, are available to the public, and a copy of our most recent peer review report is included as an appendix to this proposal.

Termination

The District shall have the right at any time to terminate this Agreement by giving to the Auditors thirty (30) days written notice of its intent to terminate this Agreement, and in the event the District elects at any time to terminate this Agreement, or any portion thereof, the District shall be obligated to pay the Auditors for all services rendered by the Auditors to the date of termination.

This contract may be terminated before the automatic termination date set forth above as follows:

- a. By mutual consent of the parties;
- b. At any time on a material breach of any of the provisions hereof; or,
- c. By the District on delivery of written notice thereof to Auditors for any or no reason, whatsoever, including, but not limited to, the failure by the Board to appropriate funds for this contract or any portion hereof.

Modifications

This agreement may only be modified by a written amendment hereto, executed by both parties.

Non-Discrimination

In the performance of the work authorized under this agreement, we shall not discriminate against any worker because of race, creed, color, ancestry, religion, marital status, medical condition, age (over 40), physical or mental handicaps, veteran or non-veteran status, sex, or national origin.

Attorneys' Fees

If any action at law or in equity is necessary to enforce or interpret the terms of this contract, the prevailing party shall be entitled to reasonable attorneys' fees, costs, and necessary disbursements in addition to any other relief to which such party may be entitled.

Conflict of Interest

We hereby covenant that, at the time of the execution of this agreement, we have no interest and shall not

acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this agreement. We also covenant that in the performance of this work, no person having any such interest shall be employed.

Taxpayer Identification

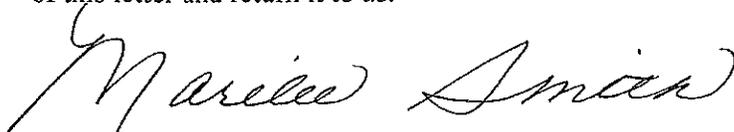
Auditors' taxpayer identification number is 68-0141969.

Hold Harmless

To the fullest extent permitted by law, we shall indemnify and hold harmless the District, its agents, officers, and employees against and from any and all claims, lawsuits, actions, liability, damages, losses, expenses, and costs (including but not limited to attorneys' fees), brought for, or on account of, injuries to or death of any person or persons, including employees, or injuries to or destruction of property, including the loss of use thereof, arising out of, or alleged to arise out of, or results from, the performance of the work described herein, provided that any such claim, lawsuit, action, liability, damage, loss, expense, or cost is caused in whole or in part by any negligence or intentional act or omission of Smith & Newell, CPAs, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, regardless of whether or not it is caused by the passive negligence of a party indemnified hereunder.

This agreement shall be governed by the laws of the State of California. It constitutes the entire agreement between the parties regarding its subject matter. This contract supersedes all proposals, oral and written, and all negotiations, conversations, or discussions heretofore and between the parties related to the subject matter of this contract.

We appreciate the opportunity to submit this proposal to you and look forward to working with you. If this proposal contains your understanding of the scope and terms of services you desire, please sign the duplicate of this letter and return it to us.



Marilee Smith, CPA
Partner

We concur with the terms of this agreement as stated above.

DEL NORTE SOLID WASTE MANAGEMENT DISTRICT

Signed: _____

Title: _____

APPENDIX

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Constance Coughlan, CPA



www.mccoughlan.com

constance@mccoughlan.com

Member:
American Institute of CPAs
California Society of CPAs
Hawaii Society of CPAs
Oregon Society of CPAs

1250 Main Street, Suite 280
Napa, California 94559
707 255-0477
Fax 707 255-0487

November 16, 2012

System Review Report

To Smith & Newell, CPAs and the Peer Review Committee
of the California Society of Certified Public Accountants

I have reviewed the system of quality control for the accounting and auditing practice of Smith & Newell, CPAs (the firm) in effect for the year ended May 31, 2012. My peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. As a part of my peer review, I considered reviews by regulatory entities, if applicable, in determining the nature and extent of my procedures. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. My responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on my review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included audits under *Government Auditing Standards*.

In my opinion, the system of quality control for the accounting and auditing practice of Smith & Newell, CPAs in effect for the year ended May 31, 2012 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Smith & Newell, CPAs has received a peer review rating of *pass*.

Constance Coughlan

Constance Coughlan, CPA

FIRM RESUME

(Last Five Years)

Cities (Including Single Audits)

City of Auburn
City of Biggs
City of Colusa
City of Grass Valley
City of Jackson
City of Lincoln
City of Live Oak
City of Nevada City
City of Truckee

Counties (Including Single Audits)

County of Calaveras
County of Colusa
County of Del Norte
County of Glenn
County of Lake
County of Mariposa
County of Nevada
County of Plumas
County of Siskiyou
County of Tehama

Redevelopment Agencies/Housing Authorities

City of Grass Valley Redevelopment Agency
City of Live Oak Redevelopment Agency
Consolidated Area Housing Authority of
Sutter County
Nevada County Housing Authority

Transportation Audits

Colusa County Transportation Commission/Transit
Lake County/City Area Planning Council
Mariposa County Transportation Commission/Transit
Plumas County Transportation Commission/Transit

Other Audits

Yuba Sutter Economic Development Corporation
Yuba Sutter United Way
North Valley Behavioral Health
Willow Glen Counseling Center
Counseling Solutions
Children and Families First - Mariposa County
Children and Families First - Plumas County

Special Districts

Bertsch Oceanview Community Service District
Big Rock Community Service District
Big Springs Irrigation District
Border Coast Regional Airport Authority
Brophy Water District

Special Districts (Continued)

Butte Valley Fire Protection District
Central Valley Rice Growers Assoc.
Colusa Basin Drainage District
Colusa County Water District
Colusa Resource Conservation District
Copco Lake Fire Protection District
Crescent Fire Protection District
Del Norte County Library District
Del Norte Solid Waste
Drainage District No. 100
Etna Cemetery District
Feather Water District
Fort Dick Fire Protection District
Gilsizer County Drainage District
Happy Camp Fire Protection District
Hidden Valley Lake CSD
Higgins Fire Protection District
Hornbrook Fire Protection District
Hunter Valley Community Service District
Kelseyville Fire Protection District
Klamath Community Service District
Knights Landing Ridge Drainage District
Lake County Fire Protection District
Lake of the Pines Ranchos Community Services
Lakeport Fire Protection District
Levee District No. 1
Levee District No. 9
Live Oak Cemetery District
Mariposa Resource Conservation District
Maxwell Public Utility District
Mayten Fire Protection District
Mt. Shasta Fire Protection District
Mystic Mine Community Services District
North San Juan Fire Protection District
Ophir Hill Fire Protection District
Picard Cemetery District
Reclamation District No. 108
Reclamation District No. 1500
Redwood Park Community Service District
Rough & Ready Fire Protection District
Sacramento River Westside Levee District
Scott Valley Irrigation District
Smith River Community Service District
Smith River Fire Protection District
South Sutter Water District
Sutter Cemetery District
Sutter Community Services District
Sutter Mutual Water Company
Sutter Resource Conservation District
Tulelake Multi-County Fire Protection District

ADDENDUM TO AGREEMENT FOR AUDITING SERVICES

THIS CONTRACT ADDENDUM for additional professional services is entered into by and between the **DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY** ("Authority"), and, **SMITH & NEWELL CPAS**, ("Consultant") this ____ day of _____, 2014 and affects Scope of Services Required of the original contract dated June 9, 2011 (Copy attached).

This contract is hereby amended as follows:

WHEREAS, Authority desires to enter into an agreement to audit the fiscal records of the Del Norte Solid Waste Management Authority for the fiscal year ending June 30, 2014 in accordance with the duties imposed upon it as set forth in the original contract.

COMPENSATION: Authority shall pay to Auditor for services described herein a sum not to exceed Nine Thousand Six Hundred and Fifty Dollars (\$9,650) for the year ended June 30, 2014.

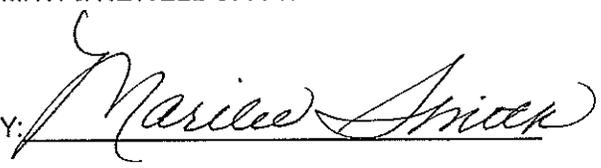
All other sections of this Contract remain unchanged and in full force and effect.

IN WITNESS THEREOF, the parties hereto have signed this Agreement as of the day and year herein first above written.

DEL NORTE SOLID WASTE:

SMITH & NEWELL CPA'S:

BY: _____

BY:  _____

June 9, 2011

Del Norte Solid Waste Management District
391 Front Street
Crescent City, CA 95531

AUDIT OF FINANCIAL STATEMENTS FOR THE YEARS ENDING JUNE 30, 2011, 2012 AND 2013

We are pleased to submit our proposal to audit the financial statements of Del Norte Solid Waste Management District for the years ending June 30, 2011, 2012 and 2013.

Audit Approach

Our audit will be made in accordance with generally accepted auditing standards as defined in the Statement on Auditing Standards of the American Institute of Certified Public Accountants and Governmental Auditing Standards issued by the Comptroller General of the United States.

Audit Objectives

The objective of our audit is the expression of an opinion as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the additional information referred to in the first paragraph when considered in relation to the financial statements taken as a whole. The objective also includes reporting on:

- Internal control related to the financial statements and compliance with laws, regulations, and the provisions of contracts or grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with Government Auditing Standards.

The report on internal control and compliance will include a statements that the report is intended for the information and use of the audit committee, management, specific legislative or regulatory bodies, and if applicable, pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Our audit will be conducted in accordance with U.S. generally accepted auditing standards; the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States; and other procedures we consider necessary to enable us to express such an opinion and to render the required reports. If our opinion on the financial statements is other than unqualified, we will fully discuss the reasons with you in advance. If for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

Management Responsibilities

Management is responsible for establishing and maintaining internal control and for compliance with the provisions of contracts, agreements, and grants. In fulfilling this responsibility, estimates and judgments by management are required to assess the expected benefits and related costs of the controls. The objectives of internal control are to provide management with reasonable, but not absolute, assurance that assets are safeguarded against loss from unauthorized use or disposition, that transactions are executed in accordance with management's authorizations and recorded properly to permit the preparation of financial statements in accordance with generally accepted accounting principles, and that grants are managed in compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is responsible for making all financial records and related information available to us. We understand that you will provide us such information required for our audit and that you are responsible for the accuracy and completeness of that information. We will advise you about appropriate accounting principles and their application and will assist in the preparation of your financial statements, but the responsibility for the financial statements remains with you. That responsibility includes the establishment and maintenance of adequate records and effective internal control over financial reporting and compliance, the selection and application of accounting principles, and the safeguarding of assets. Management is responsible for adjusting the financial statements to correct material misstatements and for confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole. Management is responsible for the design and implementation of programs and control to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (a) management, (b) employees who have significant roles in internal control, and (c) others where the fraud could have a material effect on the financial statements. Management is also responsible for informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from errors, fraudulent financial reporting, misappropriation of assets, or violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because an audit is designed to provide reasonable, but not absolute assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform you of any material errors and any fraudulent financial reporting or misappropriation of assets that comes to our attention. We will also inform you of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to matters that might arise during any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, creditors, and financial institutions. We will request written representation from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representation from you about the financial statements and related matters.

Audit Procedures - Internal Controls

In planning and performing our audit, we will consider the internal control sufficient to plan the audit in order to determine the nature, timing, and extent of our auditing procedures for the purpose of expressing our opinions on the District's financial statements.

We will obtain an understanding of the design of the relevant controls and whether they have been placed in operation, and we will assess control risk. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

An audit is not designed to provide assurance on internal control or to identify reportable conditions. However, we will inform the governing body or audit committee of any matters involving internal control and its operation that we consider to be a reportable condition under standards established by the American Institute of Certified Public Accountants. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control that, on our judgment, could adversely affect the entity's ability to record, process, summarize, and report financial data consistent with the assertions of management in the financial statements.

Audit Procedures - Compliance

Our audit will be conducted in accordance with the standards referred to in the section titled Audit Objectives. As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the District's compliance with applicable laws and regulations and the provisions of contracts and agreements, including grant agreements. However, the objective of those procedures will not provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.

Audit Coordination

The audit of the financial operations of the District will be a task requiring a close-working, cooperative relationship between the District and our firm. Prompt identification and resolution of accounting and auditing problems related to your financial activities is required to ensure timely issuance of our report.

In order to expedite the audit process, we propose to provide the District with a detailed list of items needed for the audit. We will send you a detailed list of all financial and compliance items required for the audit. We will ask that you return the items on the list to the Auditor Controller's office prior to our scheduled fieldwork.

When you have the necessary items ready we will then schedule the fieldwork to be done at the Auditor Controller's office. After completion of the audit process, a draft report will be prepared and the District will be given an opportunity to review the draft before the final report is released.

Audit Fee

Our fee philosophy is to foster long-term client relationships by offering fair pricing commensurate with our expertise. We strive to maintain efficiency in our audit approach so we can achieve maximum results in the budgeted time. We also strive to maintain billing rates which are reasonable in relation to the expertise of our staff. After considering the current economic conditions and the mandate on local governments to reduce costs, we are committed to helping the District meet its financial challenges and the following cost proposal reflects no increase in our cost over the term of this contract.

Our fee for the audit of the District's financial statements will not be based upon a routine audit and includes preparation of the necessary statements. Our fees are based on the following hourly rates:

Partner	\$ 150
Manager	95
Supervisor	85
Staff Accountant	75
Clerical	45

Our fee for the audit of the District's financial statements will not exceed \$8,850 for the year ended June 30, 2011, \$8,850 for the year ended June 30, 2012 and \$8,850 for the year ended June 30, 2013. The fees quoted are based upon a routine audit with the District providing all required information in a timely manner. If unusual circumstances should arise, such as delays in availability of accounting records, or if additional work is required to prepare the District's records for audit, we will promptly notify you so appropriate action may be taken. Any additional work required will be billed at our standard billing rates.

Independent Contractors

We are independent contractors and are not subject to the direction and control of the District except as to the final result. We shall be solely liable and responsible to pay all required taxes and other obligations, including, but not limited to, withholding and social security and workers' compensation. Auditors shall indemnify and hold the District harmless from any liability which it may incur to the federal and state government as a consequence of this contract.

It is specifically understood and agreed that in the making and performance of this contract, Smith & Newell, CPAs, as the Auditor is an independent contractor and is not an employee, agent, or servant of the District.

Peer Review

Our firm is devoted to quality and we have taken extra steps to assure that we meet the highest professional standards of quality. Every three years our quality controls are examined by specially trained CPAs from other firms. Results from these reviews, called peer review reports, are available to the public, and a copy of our most recent peer review report is included as an appendix to this proposal.

Termination

The District shall have the right at any time to terminate this Agreement by giving to the Auditors thirty (30) days written

notice of its intent to terminate this Agreement, and in the event the District elects at any time to terminate this Agreement, or any portion thereof, the District shall be obligated to pay the Auditors for all services rendered by the Auditors to the date of termination.

This contract may be terminated before the automatic termination date set forth above as follows:

- a. By mutual consent of the parties;
- b. At any time on a material breach of any of the provisions hereof; or,
- c. By the District on delivery of written notice thereof to Auditors for any or no reason, whatsoever, including, but not limited to, the failure by the Board to appropriate funds for this contract or any portion hereof.

Modifications

This agreement may only be modified by a written amendment hereto, executed by both parties.

Non-Discrimination

In the performance of the work authorized under this agreement, we shall not discriminate against any worker because of race, creed, color, ancestry, religion, marital status, medical condition, age (over 40), physical or mental handicaps, veteran or non-veteran status, sex, or national origin.

Attorneys' Fees

If any action at law or in equity is necessary to enforce or interpret the terms of this contract, the prevailing party shall be entitled to reasonable attorneys' fees, costs, and necessary disbursements in addition to any other relief to which such party may be entitled.

Conflict of Interest

We hereby covenant that, at the time of the execution of this agreement, we have no interest and shall not acquire any interest in the future, direct or indirect, which would conflict in any manner or degree with the performance of services required to be performed under this agreement. We also covenant that in the performance of this work, no person having any such interest shall be employed.

Taxpayer Identification

Auditors' taxpayer identification number is 68-0141969.

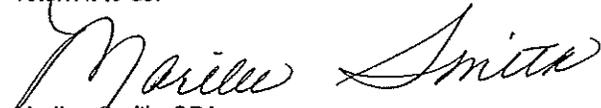
Hold Harmless

To the fullest extent permitted by law, we shall indemnify and hold harmless the District, its agents, officers, and employees against and from any and all claims, lawsuits, actions, liability, damages, losses, expenses, and costs (including but not limited to attorneys' fees), brought for, or on account of, injuries to or death of any person or persons, including employees, or injuries to or destruction of property, including the loss of use thereof, arising out of, or alleged to arise out of, or results from, the performance of the work described herein, provided that any such claim, lawsuit, action, liability, damage, loss, expense, or cost is caused in whole or in part by any negligence or intentional act or omission of Smith & Newell, CPAs, any subcontractor, anyone directly or indirectly employed by any of them, or anyone for whose acts any of them may be liable, regardless of whether or not it is caused by the passive negligence of a party indemnified hereunder.

This agreement shall be governed by the laws of the State of California. It constitutes the entire agreement between

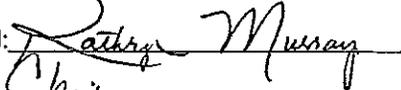
the parties regarding its subject matter. This contract supersedes all proposals, oral and written, and all negotiations, conversations, or discussions heretofore and between the parties related to the subject matter of this contract.

We appreciate the opportunity to submit this proposal to you and look forward to working with you. If this proposal contains your understanding of the scope and terms of services you desire, please sign the duplicate of this letter and return it to us.


Marilee Smith, CPA
Partner

We concur with the terms of this agreement as stated above.

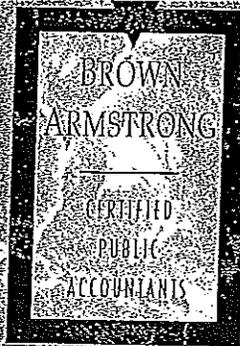
DEL NORTE SOLID WASTE MANAGEMENT DISTRICT

Signed: 
Title: Chair

APPENDIX

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Paul C. Brown, CPA
Burton H. Armstrong, CPA, MSU
Andrew J. Paulsen, CPA
Steven C. Starbuck, CPA
Chris M. Thornbough, CPA
Eric H. Yin, CPA, MBA
Richard L. Hall, CPA, MST
Allison K. Keefe, CPA



■ Main Office
4200 Edison Avenue, Suite 300
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Tel: 661.746.4971 Fax: 661.746.4997
e-mail: info@bca.com

■ 5601 Central Avenue
Shafter, California 93763
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■ 8365 N. Fresno Street, Suite 440
Fresno, California 93720
Tel: 559.476.3592 Fax: 559.476.3593

SYSTEM REVIEW REPORT

November 10, 2009

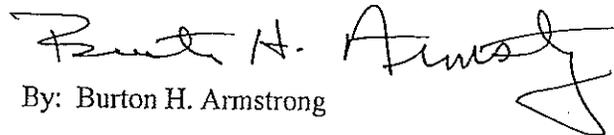
To the Owners of
Smith & Newell
and the Peer Review Committee of the California Society of CPA's

We have reviewed the system of quality control for the accounting and auditing practice of Smith & Newell (the firm) in effect for the year ended May 31, 2009. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards*.

In our opinion, the system of quality control for the accounting and auditing practice Smith & Newell in effect for the year ended May 31, 2009 has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)*, or *fail*. Smith & Newell has received a peer review rating of *pass*.

BROWN ARMSTRONG
ACCOUNTANCY CORPORATION


By: Burton H. Armstrong

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SMITH & NEWELL GOVERNMENTAL CLIENTS

Cities (Including Single Audits)

City of Biggs
City of Colusa
City of Grass Valley
City of Jackson
City of Live Oak
City of Nevada City

Counties (Including Single Audits)

County of Colusa
County of Del Norte
County of Tehama
County of Lake
County of Mariposa
County of Nevada
County of Plumas
County of Siskiyou

Redevelopment Agencies/Housing Authorities

City of Grass Valley Redevelopment Agency
City of Live Oak Redevelopment Agency
Consolidated Area Housing Authority of
Sutter County
Lake County Redevelopment Agency
Lake County Housing Authority
Nevada County Housing Authority

Children and Families First Commissions

Amador County
Mariposa County
Lassen County
Plumas County

Other Audits

Yuba Sutter Economic Development Corporation
Yuba Sutter United Way
Colusa County Transportation Commission/Transit
Lake County/City Area Planning Council
Mariposa County Transportation Commission/Transit
Plumas County Transportation Commission/Transit

Special Districts

Bertsch Oceanview Community Service District
Big Rock Community Service District
Big Springs Irrigation District
Boarder Coast Regional Airport Authority
Brophy Water District

Special Districts (Continued)

Butte Valley Fire Protection District
Central Valley Rice Growers Assoc.
Colusa Basin Drainage District
Colusa County Water District
Colusa Resource Conservation District
Copco Lake Fire Protection District
Crescent Fire Protection District
Del Norte County Library District
Del Norte Solid Waste
Drainage District No. 100
Etna Cemetery District
Feather Water District
Fort Dick Fire Protection District
Fort Jones Cemetery District
Gasquet Community Service District
Gilsizer County Drainage District
Grenada Fire Protection District
Grenada Irrigation District
Happy Camp Cemetery District
Happy Camp Fire Protection District
Hidden Valley Lake Community Services District
Higgins Fire Protection District
Hornbrook Fire Protection District
Hunter Valley Community Service District
Kelseyville Fire Protection District
Klamath Community Service District
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Lake of the Pines Ranchos Community Services
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Mayten Fire Protection District
Mt. Shasta Fire Protection District
Mystic Mine Community Services District
North San Juan Fire Protection District
Ophir Hill Fire Protection District
Picard Cemetery District
Reclamation District No. 108
Reclamation District No. 1500
Redwood Park Community Service District
Rough & Ready Fire Protection District
Sacramento River Westside Levee District
Scott Valley Irrigation District
Smith River Community Service District
Smith River Fire Protection District
South Sutter Water District
Sutter Cemetery District
Sutter Community Services District
Sutter Mutual Water Company
Sutter Resource Conservation District
Tulelake Multi-County Fire Protection District
Yuba County Resource Conservation District

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The report associated with this item was not ready at the time this agenda was published.

Ordinance No. 2014-02

**AN ORDINANCE OF THE BOARD OF COMMISSIONERS OF THE
DEL NORTE SOLID WASTE MANAGEMENT AUTHORITY
REGARDING COLLECTIONS, FRANCHISES AND MANDATORY
DISPOSITION OF WASTE**

WHEREAS, the Del Norte Solid Waste Management Authority is a Joint Powers Authority of the City of Crescent City and the County of Del Norte formed in part to become the single local government agency responsible to comply with the requirements of the California Integrated Waste Management Act of 1989 and to manage the disposition of solid waste and other discards;

WHEREAS, it is necessary that the Authority direct the flow of necessary quantities of materials to appropriate facilities receiving and processing solid waste, recyclable commodities, and recoverable organic materials to assure the economic viability of such facilities and to collect revenues for other necessary aspects and programs of the integrated waste management system in Del Norte County;

WHEREAS, the United States Supreme Court has affirmed the right of local government agencies to adopt an integrate system approach with integrated system fees to create enhanced incentives for recycling and proper disposal of other wastes and to require that all waste be deposited at government owned facilities; and

WHEREAS, both the City Council of the City of Crescent City and the Board of Supervisors of the County of Del Norte must review and approve this Ordinance as required by the First Amended Joint Powers Agreement.

NOW, THEREFORE, the Board of Commissioners of the Del Norte Solid Waste Management Authority, County of Del Norte, State of California, does hereby ordain as follows:

SECTION 1. RECITALS. The Recitals set forth above are true and correct and incorporated into this Ordinance.

SECTION 2. DEFINITIONS. The following definitions apply to this Ordinance:

- a. Authority** means the Del Norte Solid Waste Management Authority.
- b. Board** means the governing board of the Del Norte Solid Waste Management Authority.

- c. **Collection or Collection Services** means using a vehicle for the hauling of Discards from one or more Premises and their transportation and delivery to a Facility.
- d. **Collector** means any Person that provides Collection Services within Del Norte County, including the Franchisee, Persons who dispose of solid waste as an incidental part of its business, and Private Haulers.
- e. **Discards** means materials or products which are stored as no longer usable to the Generator but which are separated in preparation for Collection, as reusable products or components, as recyclable commodities, as Organics, Hazardous Waste, or as Solid Waste.
- f. **Disposal** means the consolidation, transport, and disposition of Waste at an authorized Disposal Site.
- g. **Disposal Site** means the authorized facility or facilities designated by the Authority for the transfer and ultimate Disposal of certain Waste by landfilling or the approved and regulated methods.
- h. **Facility** means a location or site designed and properly permitted to receive solid waste for disposal, recyclables for marketing, or organics for processing.
- i. **Franchisee** means the Person that has been granted a franchise for Collection Services by the Authority.
- j. **Generator** means the Person on the Premises that separates materials or products as Discards.
- k. **Hazardous Waste** means (1) all substances defined as hazardous waste, acutely hazardous waste, or extremely hazardous waste by California Health and Safety Code Sections 25110.02, 25114 and 25117, as amended, or in the Federal Resource and Recovery Act, 42 USC Section 6901 et seq., as amended; (2) all wastes that may present a threat of disease or infection to humans or animals; and (3) radioactive wastes.
- l. **Household Hazardous Waste** means Hazardous Waste and Universal Waste generated at a residence and includes, but is not limited to, automotive fluids, paints, varnishes, solvents, pesticides, fertilizers and batteries.
- m. **Mixed Recyclables** means three or more Recyclables in placed into a single container for Collection.
- n. **Non-Residential** means any Premises with permits, structures, or land improvements for commercial, industrial, governmental or institutional activities or uses and which does not contain dwellings.
- o. **Organics** means organic matter capable of being composted, including yard debris, grass clippings, leaves, and food scraps.

- p. Person** means an individual, firm, limited liability company, association, partnership, industry, public or private corporation, or any other legal entity whatsoever.
- q. Premises** means any tract or parcel of land within Del Norte County, with or without habitable buildings or appurtenant structures, where Discards are generated or accumulated.
- r. Private Hauler** means any Person that legally provides Collection Services to Premises within Del Norte County other than the Franchisee.
- s. Recyclables** means discarded materials separated for recovery such as glass, plastics, metals, and cardboard.
- t. Residential** means of, or relating to, a structure consisting of 1, 2, 3, or 4 dwelling units located on a single parcel of land or managed as a single residential complex or commercial enterprise.
- u. Sharps** means hypodermic needles, intravenous needles, lancets, and other devices that are used to penetrate the skin for the delivery of medications or the testing of blood.
- v. Solid Waste** means all nonhazardous solid and semisolid wastes that have been separated in preparation for disposal, including, but not limited to, garbage, trash, refuse, paper, rubbish, ashes, industrial wastes, construction and demolition wastes, abandoned vehicles and nonhazardous parts thereof, discarded home and industrial appliances.
- w. Universal Waste** means a hazardous waste identified as a listed universal waste and is exempt from hazardous waste management requirements and, therefore, is not fully regulated as hazardous waste, including but not limited to, fluorescent lights, dry cell batteries, products containing cathode ray tubes, consumer electronic devices, devices containing liquid mercury and aerosol cans. (See 22 CCR 66261.9.)
- x. Waste** means Discards that have been separated and stored in preparation for Disposal.

SECTION 3. SOLID WASTE REGULATIONS.

- a. Prohibited Materials.** No Person may place the following materials in a Discards container: untreated human biosolids, liquids, Hazardous Waste or Household Hazardous Waste, Universal Waste, electronic waste, batteries of any kind, needles or other Sharps, untreated medical or infectious wastes, or any product or material that has been banned from Disposal as municipal solid waste by any division of the California Environmental Protection Agency, including the Department of Toxic

Substances Control and The California Department of Resources Recycling Recovery (CalRecycle). Notwithstanding the foregoing, materials collected under the terms of the Franchise or through an Authority sponsored event may be transported and/or placed for Collection in the appropriate container(s) provided or as described in public information approved and/or distributed by the Authority.

b. Prohibited Collections. Collecting or transporting Solid Waste, Mixed Recyclables, or Organics in Del Norte County for a fee by anyone other than a Franchisee is prohibited, except under the following circumstances:

1. Hazardous Waste being collected by an appropriately permitted and licensed Hazardous Waste hauler to be delivered to a Facility appropriately permitted to treat, dispose, or otherwise legally manage the Hazardous Waste.
2. A Collector is transporting or disposing of Solid Waste, Recyclables or Organics as an incidental service to the primary service provided by the Collector. For example, landscaping businesses may dispose of grass and brush clippings as an incidental part of their business; contractors may dispose of construction materials as an incidental part of their business.

SECTION 4. MANDATORY DISPOSITION OF SOLID WASTE, RECYCLABLES AND ORGANICS.

- a. **Solid Waste.** All Solid Waste collected in Del Norte County by a Collector must be delivered to the Del Norte County Transfer Station, or other Facility designated by the Authority.
- b. **Recyclables.** All Recyclables collected in Del Norte County by a Franchisee must be delivered to the Del Norte County Transfer Station, or other Facility designated by the Authority. All Recyclables collected in Del Norte County by a Collector, other than the Franchisee, must be delivered to an appropriately permitted Facility.
- c. **Organics.** All Organics collected in Del Norte County by a Franchisee or Collector must be delivered to the Del Norte County Transfer Station, or other Facility designated by the Authority.
- d. **Other Wastes.** Waste that the Del Norte County Transfer Station is not permitted to accept must be delivered to an appropriately permitted Facility.

SECTION 5. FRANCHISE TERMS.

- a. Exclusivity of Franchise.** Except as otherwise specifically provided in this Ordinance, or explicitly allowed by State or Federal law, no Person may collect Solid Waste, Mixed Stream Recyclables, or Organics within the County of Del Norte Without having first been awarded a Franchise and entering into a Franchise agreement with the Board. The Franchisee must comply with this Ordinance.
- b. Franchise Award.** In the sole discretion of the Board, Solid Waste, Recyclables and Organics Collection Franchises may be awarded on an exclusive basis, with or without competitive proposals or bidding, and may relate to any class or type of Solid Waste, Recyclables and Organics within all or part of the County.
- c. Franchise Collection Rates.** The Board may, by resolution or an approved Franchise agreement, establish a limit on the rates, fees and charges (collectively referred to as “rates”) the Franchisee may charge for the Collection of Solid Waste, Recyclables and Organics. The Franchisee may not charge any rate that is greater than the maximum rate established by the Board.
- d. Franchise Fees.** Each Franchisee must pay a yearly fee in an amount to be determined by resolution of the Board or as stated in the Franchise agreement.
- e. Resolution of Conflicts.** In the event of any conflict between the provision of a Franchise agreement that is authorized an approved by the Board and the provisions of this Ordinance, the provisions of the Franchise agreement will control.
- f. Transfer of Franchise.** A Franchise issued under this Ordinance may not be transferred, sold, assigned, relinquished, or delegated to another Person without the approval of the Board. This restriction includes the transfer of ownership of the Franchisee, including the transfer of Franchisee’s stock or other business interest (partnership or membership) to a new controlling interest.
- g. Extension of Franchise.** The Board and Franchisee may mutually agree to extend the Franchise on such terms and conditions as the parties may agree. The Board is under no obligation to extend the term of any Franchise.

SECTION 6. EXEMPTIONS FROM FRANCHISE. The following entities are exempt from Franchises granted by the Authority as follows:

- a.** The United States, the State of California, and departments thereof, when collecting or transporting Discards generated on Premises

administered by that agency or produced by the operation of the public agency.

- b.** Local government agencies, including counties, cities, and special districts, when collecting or transporting Discards generated on Premises administered by that agency or produced by the operation of that agency under a system of Solid Waste Collection and transportation operated and maintained by the agency.
- c.** Though federal, state and local agencies are exempt from using the Franchisee to collect and transport Discards from their facilities and operations, such agencies shall direct all materials and products so collected to the Facilities designated by the Authority for the processing, recovering, or disposing of the Discards.

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

SECTION 8. PUBLICATION. This Ordinance, or a summary thereof, along with the names of the commissioners voting for and against said ordinance, must be published once within fifteen (15) days after its passage in a newspaper of general circulation in the County of Del Norte in accordance with Govt. Code Section 36933.

SECTION 9. EFFECTIVE DATE. This Ordinance will become effective thirty (30) days after its final adoption.

INTRODUCED at the regular meeting of the Board of Commissioners of the Del Norte Solid Waste Management Authority on _____, 2014 on a motion by commissioner _____ and seconded by commissioner _____.

APPROVED by the Board of Supervisors for the County of Del Norte on the ____ day of _____, 2014 by the following polled vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

ATTEST:

David Finigan, Chair

Clerk of the Board

APPROVED by the City Council for the City of Crescent City on the ____ day of _____, 2014 by the following polled vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

ATTEST:

Rick Holley, Mayor

Robin Patch, City Clerk

PASSED, APPROVED AND ADOPTED at the regular meeting of the Board of Commissioners of the Del Norte Solid Waste Management Authority on the ____ day of _____, 2014 by the following polled vote:

- AYES:
- NOES:
- ABSENT:
- ABSTAIN:

ATTEST:

Roger Gitlin, Chair

Rick Holley, Clerk of the Board

APPROVED AS TO FORM:

Martha D. Rice, Legal Counsel

Tedd Ward

From: logic@CalRecycle.ca.gov
Sent: Friday, August 08, 2014 8:04 AM
To: tedd@recycledelnorte.ca.gov
Cc: logic@CalRecycle.ca.gov; lamd@CalRecycle.ca.gov
Subject: Non-submittal of the 2013 Annual Report to the Department of Resources Recycling and Recovery (CalRecycle)

Dear Tedd Ward:

The purpose of this email is to notify you that as of Friday, August 08, 2014, the Department of Resources Recycling and Recovery (CalRecycle) has not received the 2013 Electronic Annual Report (EAR) for Del Norte Solid Waste Management Authority. Because the 2013 EAR was due Friday, August 01, 2014, we request that it be submitted to CalRecycle immediately. If your EAR is not received, staff will be forced to begin the review of your programs based upon your historical information and default data.

Your jurisdiction's EAR is the foundation of CalRecycle's evaluation to determine compliance with the law. Local Assistance and Market Development (LAMD) staff analyzes the information provided in the EAR to determine each jurisdiction's progress towards implementing its SRRE and HHWE programs to meet the AB939 diversion requirement.

If CalRecycle finds a jurisdiction to be out of compliance, it may issue a compliance order that includes a schedule for achieving compliance (Public Resources Code (PRC) Section 41825). CalRecycle has the authority to levy fines of up to \$10,000 per day if the provisions of the compliance order and schedule are not met (PRC Section 41850). Without a completed EAR, CalRecycle cannot determine whether a jurisdiction is complying with the statutory requirements.

LAMD staff are available to provide you with assistance in completing your jurisdiction's 2013 EAR. If you have any questions about this notice, or have already submitted your EAR to CalRecycle and believe you have received this in error, please call (916) 341-6199 and ask to be connected to your LAMD representative. You may also find your representative on the LAMD Contacts web page at: www.calrecycle.ca.gov/LGCentral/Reports/Contacts.aspx.

Do not attempt to reply to this message, as it is automated.



Del Norte Solid Waste Management Authority

1700 State Street, Crescent City, CA 95531
Phone (707) 465-1100 Fax (707) 465-1300

Director's Report

Date: 08 August 2014
To: Commissioners of the
Del Norte Solid Waste Management Authority
From: Tedd Ward, M.S. - Acting Director / Program Manager
File: 231501 – Authority Work Plans

Summary: The Del Norte Solid Waste Management Authority continues to operate the Klamath, Gasquet and Del Norte County Transfer Stations and to provide required monitoring, accounting and reports to overseeing agencies, though some of these reports have been delayed due to staff shortages.

Partial List of Significant Activities since 03 July 2014:

1. Completed paperwork, issued keys and codes to re-hire Erika Seminoff as a part-time temporary Refuse Site Attendant. (4 hours)
2. Coordinated with Local Enforcement Agent Houawa Moua regarding the completion certificate for the Crescent City Landfill Closure and related approval from the North Coast Regional Water Quality Control Board. (3 hours)
3. Met with Dean Larson and Rene Shanley-Hutzell regarding grant-funded used oil recycling and beverage container recycling advertising on KCRE and KPOD in FY 14/15. (2 hours)
4. Coordinated Hazardous Waste Operators 8 hour refresher training for September 4th to include Hambro/WSG employees and be held at the Del Norte County Transfer Station with Larry Sweetser of the Environmental Services Joint Powers Authority of the Regional Council of Rural Counties. (1 hour)
5. Prepared outreach messages, materials, and a staffing schedule for the Authority's booth at the Del Norte County Fair July 31- August 3. Staff appreciated the volunteer assistance from Chair Roger Gitlin, Vice-Chair Rick Holley, Wes White of Hambro/WSG and Tom Sparrow of Recology Del Norte. (27 hours)
6. Prepared budget transfers, accounts receivable and accounts payable reports as needed to address expenditures and budget in the last months of FY 13/14 and prepare. (8 hours so far, more needed)
7. Complete information request from Bickmore related to Other Post-

6.1



- Employment Benefits, and coordinated with Treasurer Rich Taylor regarding the completion of these reports. (3 hours)
8. Entered data, prepared and submitted and file annual stormwater monitoring reports for both the Del Norte County Transfer Station and the Crescent City Landfill. (32 hours)
 9. Entered and analyzed data, and drafted semi-annual report regarding the Crescent City Landfill as required under RWQCB Order 97-90. (32 hours so far, not completed)
 10. Began to prepare the Electronic Annual Report to CalRecycle. (2 hours so far, not completed)
 11. Order bottles, make arrangements, and prepare for water quality monitoring of Constituents of Concern at the Crescent City Landfill in August. (3 hours)
 12. Worked with Creative Information Systems regarding a custom report in the Scale Management System software related to how oil recycling payments are tracked and reported. (3 hours, not completed).
 13. Attended a joint conference of the California Resource Recovery Association (CRRRA) and the Western Regional Symposium of the Solid Waste Association of North America (SWANA) in San Jose Aug 3rd -6th. (24 hours)
 14. Spoke with Mike O'Donnell of the Mattress Recycling Coalition (MRC) regarding the program requirements that starting in 2016, MRC is to establish a state-wide program for mattress recycling such that California facilities are to take all mattresses for no charge, have a uniform per mattress fee across California, and make this work for rural areas, while controlling potential imports from Nevada, Oregon, Arizona and Mexico. MRC is interested in discussing these issues with experts in rural recycling systems in California, and so they have reached out to Authority staff to better plan for program startup. (2 hours)

Personnel / Staffing: All Authority-managed facilities were open during posted hours and all shifts were covered. I have begun coordinating staffing schedules to begin completion of ICS-100 and ICS-700 training related to emergency preparedness and incident command procedures. I coordinated with Refuse Site Attendant Charles Steel to repair the metal flaps and safety painting of bumper stops at the Klamath and Gasquet Transfer Stations. Additional staff efforts were also associated with staffing the Authority's booth at the Del Norte County Fair. On the consent agenda is authorization to re-hire Rose Reppond as Refuse Site Attendant at step C in acknowledgement of her prior work with the Authority between July 2005 and January 2013. With the hiring of Ms. Reppond, the Authority will have two employees under training as Refuse Site Attendants, the Account Clerk temporarily acting as Administrative Assistant while the person in that position is on FMLA leave, the Program Manager temporarily also serving as Acting Director, and one part-time temporary employee still under training as an Account Clerk.

Finances and Audits: The need for and the complexity of budget transfers increases with the close of the fiscal year. Staff are also working on the additional accounts receivable and accounts payable reports due to the County Auditor's office in association with the close

of the fiscal year, and most of those activities will occur in the next six weeks. The unusual nature of the past fiscal year plus the staffing changes described above make this situation more challenging than most prior years.

In July, the Authority is also expected to submit reports related to post-employment benefits. These reports are also somewhat behind schedule, though I am working with Treasurer Rich Taylor to complete them.

Vendor Contract Management and Oversight: In July, I met with and wrote and sent letter to Recology Del Norte regarding proper bin placement and related procedures at the Gasquet and Klamath transfer stations.

While attending the CRRA conference, I met with Sean Burchill of Call2Recycle regarding ways to reduce Hambro/WSG costs to process and shipping of alkaline batteries from the Del Norte County Transfer Station. The labor-saving strategies we were able to develop will likely be implemented by Hambro/WSG in the coming month.

Compliance: Due to staffing shortages and the number and intensity of reports that are due in July and August, several of the Authority's compliance reports are behind schedule. The largest and most complicated of these reports include a comprehensive semi-annual report related to water quality monitoring at the Crescent City Landfill due by July 15th to the Regional Water Quality Control Board under Order 97-90. The Electronic Annual Report to CalRecycle regarding the Authority's recycling programs is also due in July. Neither of these reports have been completed or submitted as this agenda was due for publication.

During the last week of July, Coordinated annual vegetation control activities at the Crescent City Landfill with Rick Lauchstedt of the Del Norte County Engineering Department. The top deck of the landfill has now been mowed, and Mr. Lauchstedt will be working with Alder Camp to complete the weed whacking of the herringbone downdrains in the coming weeks. Grading activities are planned for after the vegetation control activities have been completed.

Gina Morrison of the North Coast Regional Water Quality Control Board is planning to conduct an inspection of the Crescent City Landfill on Thursday 14 August 2014.

Programs / Policies: The as-of-yet-not-completed and overdue Electronic Annual Report to CalRecycle is the starting point for discussing the Five Year Review with the Del Norte Solid Waste Task Force (due by January 2015). Staff will do the best we can to not delay that process, though staff shortages are challenging at present.

Concerns: The number and intensity of tasks and report that are being deferred by staff are mounting. Also, several items on this agenda do not have a complete staff report as there was not staff capacity and / or time available to do so.

Major Activities anticipated before Authority Meeting in August 2014:

I must recognize that during the past few months, many of the items I have listed in this section have not been completed within the past few months. Still, such items remain on the 'To Do' list as time and staff capacity is available.

1. Coordinated inspection of the Crescent City Landfill by Gina Morrison of the

- Regional Water Quality Control Board, North Coast Region on August 14th.
2. Conduct an analysis of the small volume transfer stations in Klamath and Gasquet, the operations costs and service options to meet the needs of residents and businesses in these areas of Del Norte County.
 3. Personally conduct Inspections of certified oil recycling centers in Del Norte County, as required under CalRecycle's Oil Payment Program.
 4. Closely monitor expenditures and budget in the last months of FY 13/14 and prepare budget transfers, accounts receivable and accounts payable reports as necessary.
 5. Complete information request from Bickmore related to Other Post-Employment Benefits.
 6. Coordinate with the County Auditor regarding the list of 'Bad Checks' to be addressed before the end of FY 13/14.
 7. Prepare and submit semi-annual monitoring report for the Crescent City Landfill to the North Coast Regional Water Quality Control Board.
 8. Prepare and submit the Electronic Annual Report to CalRecycle.
 9. Coordinate the collection of samples for Constituents of Concern monitoring at the Crescent City Landfill in August.
 10. Complete annual vegetation control and grading activities at the Crescent City Landfill.
 11. Draft letter to the North Coast Regional Water Quality Control Board regarding the investigation wells and how data collected relates to the Authority's appeal of the Threat/Complexity rating (and WDR Fees) pertaining to the landfill.
 12. Negotiate and obtain signatures on an agreement with Supahan and Associates for their assistance with Authority Goal setting.

Solid Waste
Balance Sheet
June 30, 2014

Unaudited

ASSETS

422 010 00000	Cash Solid Waste	542,844.30
422 010 00300	Imprest Cash	3,000.00
422 010 00500	I Bank Loan Deposit Held by County	198,177.17
422 010 03200	Land	493,000.00
422 010 03300	Transfer Station	3,266,990.64
422 010 03400	Equipment	158,443.55
422 010 03410	Buildings & Improvements	141,638.89
422 010 03440	Accum Depr Equipment	(152,275.00)
422 010 03450	Accum Depr Bldg & Improv	(74,730.24)
422 010 03460	Accum Depr Transfer Station	(673,852.00)
	Total Assets	<u>3,903,237.31</u>

LIABILITIES AND FUND EQUITY

422 010 05100	Accounts Payable	345,736.27
422 010 05103	A/P Services	59.98
422 010 05105	Sales Tax Payable	26.77
422 010 05210	Sublease Payable	2,927,831.58
422 010 05300	Compensated Absences Payable	44,130.79
422 010 05500	Post Closure Liability	2,226,050.00
422 010 05600	Net OPEB Obligation	139,766.00
422 010 07100	Fund Balance	(2,153,853.47)
422 010 09600	Investment in Capital Assets net of related debt	529,203.00
	Revenue	2,760,967.40
	Expenditure	(2,916,681.01)
	Total Liabilities and Fund Equity	<u>3,903,237.31</u>

Solid Waste

Statement of Revenues and Expenditures
12 Months Ended 6/30/2014

	CURRENT MONTH ACTUAL	YTD ACTUAL	YTD BUDGET	YTD VARIANCE	% EXPENDED
Revenues:					
422-421-90153 Franchise Fees	21,261.00	221,878.50	244,594.00	(22,715.50)	90.71%
422-421-90210 Code Enforcement	0.00	0.00	500.00	(500.00)	0.00%
422-421-90300 Interest - Solid Waste	0.00	1,435.05	1,000.00	435.05	143.51%
422-421-91003 Gate Tipping Fees	152,639.52	1,601,837.50	1,760,000.00	(158,162.50)	91.01%
422-421-91004 Authority Service Fees	84,625.47	884,172.13	969,825.00	(85,652.87)	91.17%
422-421-91121 Misc Reimbursements	1,225.15	1,839.53	1,000.00	839.53	183.95%
422-421-90650-060 Oil Grant 12/13	0.00	0.00	15,000.00	(15,000.00)	0.00%
422-421-90650-061 Oil Grant 13/14	0.00	15,000.00	15,000.00	0.00	100.00%
422-421-91003-099 Gate Tipping Fees - Prior Yr	0.00	407.24	0.00	407.24	0.00%
422-421-91004-099 DNSWMA Tipping Fees - Prior Yr	0.00	5,697.29	0.00	5,697.29	0.00%
422-421-91121-123 Bad Check Fee Reimb	25.00	100.00	0.00	100.00	0.00%
422-421-91129-067 DOC Grant - 12/13	0.00	0.00	15,000.00	(15,000.00)	0.00%
422-421-91129-068 DOC Grant 13/14	0.00	0.00	15,000.00	(15,000.00)	0.00%
Total Revenues	259,776.14	2,732,367.24	3,036,919.00	(304,551.76)	89.97%

Expenses:					
422-421-10010 Payroll	13,085.03	231,736.28	260,077.00	28,340.72	89.10%
422-421-10012 Overtime	0.00	307.14	1,000.00	(692.86)	30.71%
422-421-10015 Part-time/Temp	1,689.87	20,578.74	22,669.00	2,090.26	90.78%
422-421-10020 Retirement	3,644.98	63,911.80	69,493.00	5,581.20	91.97%
422-421-10030 Employee Benefits	7,206.58	90,261.22	83,243.00	(7,018.22)	108.43%
422-421-10033 Employee Life Insurance	20.80	294.40	331.00	(36.60)	88.94%
422-421-10035 Management Life Insurance	40.85	546.25	595.00	(48.75)	91.81%
422-421-10040 Worker's Compensation	(7,296.56)	17,352.57	26,890.00	9,537.43	64.53%
Total Salaries and Benefits	18,391.55	424,988.40	464,298.00	39,309.60	91.53%

422-421-20121 Communications	147.78	2,738.54	2,850.00	111.46	96.09%
422-421-20140 Household Expense	333.58	4,277.55	4,575.00	297.45	93.50%
422-421-20150 Insurance-Office	0.00	3,191.57	6,200.00	3,008.43	51.48%
422-421-20151 Liability Insurance	0.00	51.60	115.00	63.40	44.87%
422-421-20152 Vehicle Insurance	0.00	1,586.80	1,587.00	0.20	99.99%
422-421-20155 Liability Insurance	0.00	2,034.00	2,573.00	539.00	79.05%
422-421-20170 Maintenance-Equipment	0.00	380.43	2,137.00	1,756.57	17.80%
422-421-20171 Maintenance-Vehicles	0.00	295.33	500.00	204.67	59.07%
422-421-20175 Maintenance-Computers	0.00	0.00	500.00	500.00	0.00%
422-421-20180 Maint-Structures/Improvements & TS M	0.00	0.00	1,747.00	1,747.00	0.00%
422-421-20200 Memberships	0.00	7,219.89	7,500.00	280.11	96.27%
422-421-20221 Printing	0.32	16.26	400.00	383.74	4.07%
422-421-20223 Postage	0.00	1,279.46	1,400.00	120.54	91.39%
422-421-20224 Office Supplies	81.20	7,134.51	7,200.00	65.49	98.00%

422-421-20240-060	Advertising Oil Grant - 12/13	0.00	1,524.34	3,500.00	1,975.66	43.55%
422-421-20240-061	Advertising Oil Grant 13/14	0.00	0.00	3,500.00	3,500.00	0.00%
422-421-20240-067	Advertising - DOC Grant 12/13	0.00	2,600.00	2,600.00	0.00	100.00%
422-421-20240-068	Advertising - DOC 13/14	0.00	2,542.77	2,600.00	57.23	97.80%
422-421-20285-060	Spec Dept Exp-Oil Grant - 12/13	0.00	4,062.85	6,500.00	2,437.15	62.51%
422-421-20285-061	Special Dept Exp-Oil Grant 13/14	0.00	0.00	6,500.00	6,500.00	0.00%
422-421-20285-067	Spec Dept Exp-DOC Grant 12/13	0.00	320.00	6,000.00	5,680.00	5.33%
422-421-20285-068	Spec Dept Exp - DOC 13/14	0.00	0.00	6,000.00	6,000.00	0.00%
422-421-20290-060	Travel-Oil Grant - 12/13	0.00	599.90	1,000.00	460.10	53.99%
422-421-20290-061	Travel - Oil Grant 13/14	0.00	0.00	1,000.00	1,000.00	0.00%
422-421-20290-067	Travel DOC Grant 12/13	0.00	0.00	2,000.00	2,000.00	0.00%
422-421-20290-068	Travel - DOC 13/14	0.00	0.00	2,000.00	2,000.00	0.00%
	Total Services and Supplies	222,274.77	1,859,833.88	2,208,677.00	348,843.12	84.21%
422-421-30490	Depreciation Expense	0.00	0.00	97,975.00	97,975.00	0.00%
	Total Other Charges	0.00	0.00	97,975.00	97,975.00	0.00%
	Total Fixed Assets	0.00	0.00	0.00	0.00	0.00%
422-421-70800	ARC Payment OPEB	0.00	0.00	11,125.00	11,125.00	0.00%
422-421-70530-025	Interfund-Repayment to County	0.00	202,983.27	203,000.00	16.73	99.99%
422-421-70530-199	Interfund-Cost Plan	0.00	47,335.00	51,644.00	4,309.00	91.56%
422-421-70910-123	Op Trans Out Bad Check Fee	0.00	150.00	200.00	50.00	75.00%
	Total Intrafund Transfers	0.00	250,468.27	265,969.00	15,500.73	94.17%
	Total Expenses	240,666.32	2,535,290.55	3,036,919.00	501,628.45	83.48%
	Revenues Over (Under) Expenditures	19,109.82	197,076.69	0.00	197,076.69	0.00%

CLAIMS APPROVED BY THE DIRECTOR				Jul-14
Date Paid	Paid to:	Budget	Amt. Paid	Description
6/27/2014	Ricoh USA, Inc.	20224	\$222.54	Service 05/30/14-06/29/14
7/3/2014	KHSU-FM	20240-060	\$1,280.00	Radio ads for 2014-2015
7/3/2014	Lisa Babcock	20290	\$38.64	Personal mileage
7/3/2014	Katherine Brewer	20290	\$277.76	Personal mileage
7/3/2014	Keith Estes	20290	\$46.26	Personal mileage
7/3/2014	California Product Stewardship Cncl.	20200	\$1,000.00	2014-15 CPSC associate fees
7/3/2014	41st Agricultural Association	20285	\$2,000.00	2014 Del Norte County Fair Sponsorship
7/3/2014	Black & Rice LLP	20234	\$564.20	June '14 legal services
7/3/2014	Merle Helstowski Signs	20231	\$895.00	Sign maintenance and updates
7/3/2014	IT ESP	20231	\$1,275.00	IT and accounting help
7/3/2014	Crescent Ace Hardware	20239-001	\$34.72	Maintenance equipment
7/3/2014	The Triplicate	20240	\$255.00	Newspaper ads (clean sweep)
7/3/2014	The Triplicate	20240-061	\$669.38	Newspaper ads
7/8/2014	Progressive	20150	\$1,080.00	Added Erika Seminoff to insurance
7/10/2014	Bi-Coastal Media	20240-060	\$570.00	Radio ads
7/11/2014	Hambro/WSG	20239	\$101,610.51	June totals
7/11/2014	The Triplicate	20240	\$573.20	Newspaper ads
7/11/2014	P.S. Business Services	20231	\$222.60	June clerical services
7/11/2014	G.H. Outreach	20285	\$180.00	June recycle pick-up
7/11/2014	Bi-Coastal Media	20240-060	\$570.00	Radio Ads
7/21/2014	Recology Del Norte	20238	\$730.20	Old Gasquet Toll Road
7/21/2014	Recology Del Norte	20238	\$2,008.05	Klamath Beach Road
7/21/2014	Recology Del Norte	20283	\$435.12	500 Cooper Avenue
7/21/2014	Recology Del Norte	20288	\$240.09	900 Tenth Street
7/21/2014	Recology Del Norte	20288	\$1,260.33	1001 Front Street
7/21/2014	Mission Linen Supply	20140	\$77.46	June linen service
7/21/2014	Curry Transfer Roto-Rooter	20140	\$269.12	KTS/GTS June
7/22/2014	U.S. Bank	20140	\$188.19	office phone
7/22/2014	U.S. Bank	20290-067	\$620.00	CRRA
7/29/2014	AGCS Marine Insurance Company	20150	\$1,620.75	Insurance payment
7/29/2014	Quill	20140	\$221.38	cleaning products
7/29/2014	Quill	20224	\$708.54	office supplies
7/31/2014	Floyd Clemann Tractor Work	20239-001	\$570.00	vegetation control
7/31/2014	U.S. Cellular	20121	\$93.34	July phone service
	TOTAL		\$ 122,407.38	

6.3

**DNSWMA
GRAND TOTALS
JULY 2014**

	Amount to 422-421 91003 66.53%	Amount to 422-421 91004 33.47%	TOTAL AMOUNT
DNCTS Cash Total	32,604.62	16,402.78	49,007.40
DNCTS Charge Total	123,363.56	62,061.90	185,425.46
DNCTS Credit/Debit	19,338.35	9,728.76	29,067.11
DNCTS Totals	175,306.53	88,193.44	263,499.97
Klamath Cash Total		4,913.37	4,913.37
Klamath Charge Total		211.03	211.03
Klamath Totals		5,124.40	5,124.40
Gasquet Cash Total		2,565.11	2,565.11
Gasquet Charge Total		121.26	121.26
Gasquet Totals		2,686.37	2,686.37
Adjustments			
GRAND TOTALS	175,306.53	96,004.21	271,310.74

**MONTHLY SPLIT SHEET
DNSWMA TRANSFER STATION
MONTH: JULY 2014**

Date	Cash	Checks	Cash/Check Total	Visa	Master	Discover	AmExp	Credit Card Total	Charges	Grand Total	66.53% 91003	33.47% 91004	20286	Total
1	\$ 1,547.46	\$ 196.87	\$ 1,744.32	\$ 965.60	\$ 27.03			\$ 982.63	\$ 7,360.04	\$ 10,096.99	\$ 1,160.50	\$ 583.82	\$ (0.10)	\$ 1,744.22
2	\$ 1,684.61	\$ 118.50	\$ 1,783.11	\$ 1,182.91	\$ 189.39			\$ 1,372.30	\$ 9,049.66	\$ 12,205.07	\$ 1,186.30	\$ 586.81	\$ 0.05	\$ 1,783.16
3	\$ 1,817.27	\$ 300.60	\$ 2,117.87	\$ 698.85	\$ 18.49			\$ 717.34	\$ 6,296.44	\$ 9,131.65	\$ 1,409.02	\$ 708.85	\$ 0.20	\$ 2,118.07
4														
5	\$ 2,141.81	\$ 181.77	\$ 2,323.58	\$ 979.83	\$ 151.92			\$ 1,131.75	\$ 6,086.44	\$ 9,541.77	\$ 1,545.88	\$ 777.70	\$ (0.08)	\$ 2,323.50
6	\$ 1,430.15	\$ 220.67	\$ 1,650.82	\$ 676.82	\$ 11.38			\$ 773.26	\$ 756.64	\$ 3,180.72	\$ 1,098.29	\$ 582.53	\$ (0.14)	\$ 1,650.68
7	\$ 2,003.61	\$ 342.71	\$ 2,346.32	\$ 2,325.92	\$ 235.13			\$ 2,561.05	\$ 9,979.07	\$ 14,886.44	\$ 1,561.01	\$ 785.31	\$ 0.85	\$ 2,347.17
8	\$ 1,294.94	\$ 112.34	\$ 1,407.28	\$ 1,814.64	\$ 67.99			\$ 1,882.63	\$ 7,981.38	\$ 11,271.29	\$ 936.26	\$ 471.02	\$ 0.25	\$ 1,407.53
9	\$ 1,159.88	\$ 176.13	\$ 1,336.01	\$ 914.86	\$ 54.05			\$ 968.91	\$ 8,717.00	\$ 11,021.92	\$ 888.85	\$ 447.16	\$ 0.48	\$ 1,336.49
10	\$ 994.53	\$ 318.46	\$ 1,312.99	\$ 958.18	\$ 36.97			\$ 800.13	\$ 6,946.07	\$ 9,254.21	\$ 873.53	\$ 439.46	\$ (0.30)	\$ 1,312.69
11	\$ 1,426.84	\$ 234.41	\$ 1,661.25	\$ 775.95	\$ 24.18			\$ 800.13	\$ 6,371.90	\$ 8,833.28	\$ 1,105.23	\$ 566.02	\$ (0.08)	\$ 1,662.06
12	\$ 1,558.62	\$ 164.29	\$ 1,722.91	\$ 1,075.49	\$ 128.45			\$ 1,203.94	\$ 192.42	\$ 2,518.28	\$ 1,146.25	\$ 576.66	\$ (0.08)	\$ 1,722.83
13	\$ 1,181.44	\$ 294.45	\$ 1,475.89	\$ 797.34	\$ 41.25			\$ 849.97	\$ 9,392.13	\$ 12,048.47	\$ 981.91	\$ 483.98	\$ (7.08)	\$ 1,468.81
14	\$ 1,517.72	\$ 207.46	\$ 1,725.18	\$ 737.27	\$ 193.89			\$ 931.16	\$ 6,372.50	\$ 9,385.90	\$ 1,147.76	\$ 577.42	\$ 1.91	\$ 1,727.09
15	\$ 1,910.71	\$ 98.16	\$ 2,008.87	\$ 663.90	\$ 61.17			\$ 725.07	\$ 8,526.86	\$ 10,771.14	\$ 1,336.50	\$ 672.37	\$ (0.57)	\$ 2,008.30
16	\$ 1,125.80	\$ 367.36	\$ 1,493.16	\$ 613.03	\$ 138.09			\$ 1,174.12	\$ 6,372.50	\$ 9,385.90	\$ 1,223.67	\$ 615.61	\$ 10.01	\$ 1,849.29
17	\$ 1,509.57	\$ 329.71	\$ 1,839.28	\$ 958.31	\$ 215.81			\$ 772.87	\$ 8,142.03	\$ 10,465.45	\$ 1,031.38	\$ 518.97	\$ 0.35	\$ 1,550.90
18	\$ 1,343.74	\$ 206.81	\$ 1,550.55	\$ 592.48	\$ 180.39			\$ 993.89	\$ 734.71	\$ 3,597.28	\$ 1,243.23	\$ 625.45	\$ 1.62	\$ 1,870.30
19	\$ 1,576.20	\$ 292.48	\$ 1,868.68	\$ 980.44	\$ 13.45			\$ 962.63	\$ 2,225.85	\$ 4,551.80	\$ 907.02	\$ 456.30	\$ 0.04	\$ 1,363.36
20	\$ 1,019.27	\$ 344.05	\$ 1,363.32	\$ 886.39	\$ 66.24			\$ 962.63	\$ 9,195.86	\$ 11,945.09	\$ 834.40	\$ 419.77	\$ 0.05	\$ 1,254.42
21	\$ 1,198.69	\$ 55.48	\$ 1,254.17	\$ 1,267.18	\$ 221.90			\$ 1,495.06	\$ 8,015.85	\$ 10,467.49	\$ 946.49	\$ 476.16	\$ 16.75	\$ 1,439.40
22	\$ 1,252.28	\$ 170.37	\$ 1,422.65	\$ 926.58	\$ 88.19			\$ 1,028.99	\$ 9,592.13	\$ 10,915.17	\$ 740.89	\$ 372.73	\$ (0.06)	\$ 1,234.43
23	\$ 810.61	\$ 303.01	\$ 1,113.62	\$ 155.71	\$ 53.71			\$ 209.42	\$ 6,327.21	\$ 8,021.68	\$ 819.94	\$ 412.49	\$ 2.00	\$ 1,113.56
24	\$ 1,009.33	\$ 223.10	\$ 1,232.43	\$ 430.75	\$ 31.29			\$ 462.04	\$ 8,129.34	\$ 10,122.32	\$ 946.28	\$ 476.06	\$ 0.02	\$ 1,422.36
25	\$ 1,248.11	\$ 174.23	\$ 1,422.34	\$ 548.59	\$ 22.05			\$ 570.64	\$ 947.10	\$ 3,569.44	\$ 1,234.85	\$ 543.71	\$ (1.93)	\$ 1,854.15
26	\$ 1,693.56	\$ 162.52	\$ 1,856.08	\$ 599.84	\$ 91.03	\$ 34.14	\$ 41.25	\$ 766.26	\$ 116.22	\$ 2,692.99	\$ 1,080.77	\$ 583.71	\$ 0.02	\$ 1,624.50
27	\$ 1,124.38	\$ 500.10	\$ 1,624.48	\$ 837.08	\$ 95.30			\$ 948.26	\$ 8,762.54	\$ 12,043.26	\$ 1,551.79	\$ 780.67	\$ 0.16	\$ 1,417.42
28	\$ 1,842.08	\$ 490.38	\$ 2,332.46	\$ 657.50	\$ 72.47			\$ 508.06	\$ 8,283.72	\$ 10,209.04	\$ 942.90	\$ 474.36	\$ 0.09	\$ 1,264.16
29	\$ 1,165.99	\$ 251.27	\$ 1,417.26	\$ 435.59	\$ 294.43			\$ 832.75	\$ 7,946.81	\$ 10,043.63	\$ 840.99	\$ 423.08	\$ 0.09	\$ 1,264.16
30	\$ 1,042.58	\$ 221.49	\$ 1,264.07	\$ 538.32	\$ 127.47			\$ 733.42	\$ 5,697.24	\$ 7,767.11	\$ 889.14	\$ 447.31	\$ 0.46	\$ 1,336.91
31	\$ 1,108.85	\$ 227.60	\$ 1,336.45	\$ 605.95										
TOTALS	\$ 41,720.62	\$ 7,286.78	\$ 49,007.40	\$ 25,611.30	\$ 3,243.87	\$ 34.14		\$ 29,067.11	\$ 185,425.46	\$ 263,499.97	\$ 32,604.62	\$ 16,402.78	\$ 26.65	\$ 49,034.05

**DAILY TICKET REPORT
 DNSWMA TRANSFER STATION
 MONTH: JULY 2014**

	BEGIN	END	VOIDED TICKETS	TICKET COUNT
Date				
1	767408	767613		206
2	767614	767820		207
3	767821	768037		217
4	768038	768037		0
5	768038	768269	2	230
6	768270	768447	1	177
7	768448	768704		257
8	768705	768918		214
9	768919	769097	1	178
10	769098	769262		165
11	769263	769446		184
12	769447	769616		170
13	769617	769764		148
14	769765	769972	3	205
15	769973	770168	1	195
16	770169	770353		185
17	770354	770556		203
18	770557	770738		182
19	770739	770930	2	190
20	770931	771089	3	156
21	771090	771275	1	185
22	771276	771454		179
23	771455	771595	1	140
24	771596	771753		158
25	771754	771931		178
26	771932	772118	1	186
27	772119	772302	1	183
28	772303	772507	1	204
29	772508	772699	2	190
30	772700	772871		172
31	772872	773037	2	164
TOTAL			22	5608

DNSWMA

KLAMATH TRANSFER STATION - CASH

JULY 2014

Date	Amount to 422-421-	TOTAL CASH
	91004	AMOUNT
July 2, 2014	216.29	216.29
July 6, 2014	860.58	860.58
July 9, 2014	616.77	616.77
July 11, 2014	122.41	122.41
July 13, 2014	834.76	834.76
July 16, 2014	468.81	468.81
July 18, 2014	28.79	28.79
July 20, 2014	545.42	545.42
July 23, 2014	258.34	258.34
July 25, 2014	239.07	239.07
July 27, 2014	388.91	388.91
July 30, 2014	333.22	333.22
		0.00
		0.00
		0.00
	4,913.37	4,913.37

DNSWMA

GASQUET TRANSFER STATION - CASH

JULY 2014

Date	Amount to 422-421- 91004	TOTAL CASH AMOUNT
July 3, 2014	218.37	218.37
July 5, 2014	453.48	453.48
July 10, 2014	254.82	254.82
July 12, 2014	224.19	224.19
July 17, 2014	218.11	218.11
July 19, 2014	411.24	411.24
July 24, 2014	181.60	181.60
July 26, 2014	394.56	394.56
July 31, 2014	208.74	208.74
		0.00
		0.00
TOTALS	2,565.11	2,565.11

Del Norte Solid Waste Management Authority
A/R Aging Summary
As of July 8, 2014

	Current	1 - 30	31 - 60	61 - 90
Abandoned Vehicle Abatement	0.00	662.56	0.00	0.00
Affordable Home & Rental Rep.	70.95	0.00	0.00	0.00
Agricultural Commission	46.33	85.57	0.00	0.00
Aladdin Realty	14.00	0.00	0.00	0.00
Alexandre EcoDairy Farms	287.94	164.34	0.00	0.00
All About Town Home Repair	0.00	0.00	123.60	323.30
Babich Construction	103.08	0.00	0.00	0.00
Bad Checks/Co Collector	0.00	0.00	0.00	0.00
Bart Kast Builders	120.80	0.00	0.00	0.00
Benner Mini Storage	6,839.53	0.00	0.00	0.00
Bommelyn / Hartley Construction	0.00	0.00	0.00	0.00
Bommelyn Construction	0.00	0.00	0.00	0.00
Borges Dairy	49.16	106.75	0.00	0.00
Brown, Hector	626.44	0.00	0.00	0.00
C.A.R.R.E. / Full - Spectrum	252.92	0.00	0.00	0.00
Cal-Fire	0.00	0.00	0.00	0.00
Cal-Ore LIFE FLIGHT	24.31	0.00	0.00	0.00
California Auto Image	95.51	0.00	63.21	0.00
California Construction Co.	29.16	0.00	0.00	0.00
California Dept. Parks & Rec.	913.10	381.64	0.00	0.00
Castle Rock Countertop's	15.45	0.00	0.00	0.00
Certified Construction	0.00	0.00	0.00	0.00
Certified Plumbing Co.	0.00	0.00	0.00	12.76
Cetnar Construction Inc.	153.77	0.00	0.00	0.00
Charter Communication	53.37	0.00	0.00	0.00
City of Crescent City.	243.00	-243.00	-12.63	0.00
College of the Redwoods	27.61	0.00	0.00	0.00
Corner Stone Assembly of God	77.28	53.37	0.00	0.00
Cory, Charles	0.00	0.00	0.00	0.00
Crescent Ace Hardware.	254.24	0.00	0.00	0.00
Crescent City KOA	427.00	0.00	0.00	0.00
Crescent City Nursing & Rehab	0.00	0.00	25.28	0.00
Crescent Fire Protection Dist.	16.27	0.00	0.00	0.00
Del Norte Ambulance	0.00	0.00	26.41	0.00
Del Norte County Road Dept.	0.00	43.13	0.00	0.00
Del Norte Health Care District	0.00	75.00	0.00	0.00
Del Norte Parks & Recreation	626.69	627.54	0.00	0.00
Del Norte Realty	87.19	61.33	84.28	0.00
Del Norte Roofing	88.96	523.43	266.87	0.00
Del Norte Solid Waste Mngmt	163.09	0.00	0.00	0.00
Direct TV	0.00	0.00	0.00	0.00
DN Fire Safe Council	0.00	0.00	0.00	0.00
DN Unified School District	692.75	0.00	0.00	0.00
DNC Building Maintenance	245.81	75.79	0.00	0.00
DNC Public Nuisance Abatement	0.00	0.00	0.00	0.00
Elk Valley Rancheria	31.82	-31.82	0.00	0.00
Elk Valley Storage	0.00	0.00	-8.69	0.00
Ellers Fort Dick Market	342.72	255.63	0.00	0.00
Fashion Blacksmith	50.69	0.00	0.00	0.00
Frank's Refrigeration	63.21	-63.21	0.00	0.00
Franklin's Plumbing	0.00	0.00	0.00	0.00
G. H. Outreach	309.20	0.00	0.00	0.00
Gasquet Mobile Home Park	69.44	0.00	0.00	0.00
Golden State Construction	178.73	0.00	0.00	0.00
GR Construction	459.31	0.00	0.00	0.00
Green Scapes	0.00	0.00	0.00	0.00
Griffin's Furniture Outlet	52.58	38.37	0.00	0.00
Hambro/Waste Solutions Group June 2014	18.78	0.00	0.00	0.00
Total Hambro/Waste Solutions Group	18.78	0.00	0.00	0.00

Del Norte Solid Waste Management Authority
A/R Aging Summary
 As of July 8, 2014

	Current	1 - 30	31 - 60	61 - 90
Hank's Hauling	282.13	0.00	0.00	0.00
Hartley Construction	311.83	21.05	0.00	0.00
HASP / Jordan Recovery Centers	370.09	259.49	0.00	0.00
Hemmingsen Contracting Company	84.28	0.00	0.00	0.00
Hintz Construction	0.00	0.00	0.00	0.00
Hiouchi Community Fellowship	368.81	0.00	0.00	0.00
Humane Society Of Del Norte	0.00	0.00	0.00	0.00
Humboldt Moving & Storage	23.88	0.00	0.00	0.00
Investment Realty	95.51	0.00	0.00	0.00
Larry Hartwick Construction	110.96	0.00	0.00	0.00
Larson Services	0.00	37.92	0.00	0.00
Lehman Property Management	0.00	0.00	0.00	0.00
Lighthouse Community Church	0.00	0.00	0.00	0.00
Lighthouse Repertory Theatre	0.00	0.00	0.00	0.00
LNL Design and Construction	15.45	0.00	0.00	0.00
Lucky 7 Casino	116.58	-70.23	0.00	0.00
Malloroy Construction	14.05	0.00	0.00	0.00
Mark Wooding Construction	0.00	0.00	0.00	0.00
Mastaloudis Homes Inc.	29.71	0.00	0.00	0.00
Ming Tree Real Estate	0.00	0.00	0.00	0.00
Moen Investments	0.00	0.00	0.00	0.00
Montez Construction	46.35	0.00	0.00	0.00
Mountain Power Tree Co.	28.09	0.00	0.00	0.00
Mow Blow and Go	74.92	0.00	0.00	0.00
Murray Construction	602.57	0.00	0.00	0.00
Niehoff Construction	49.44	105.34	0.00	0.00
Norbury Construction	0.00	0.00	0.00	0.00
North Coast Properties	25.28	0.00	-18.18	0.00
North Woods Realty	0.00	14.19	0.00	0.00
Northridge Electric	213.58	0.00	0.00	0.00
Pacific Coast Realty & Prop.	85.67	0.00	0.00	0.00
Pacific Northwest Physical Therapy	27.24	0.00	0.00	0.00
Pappas Dry Wall	49.12	0.00	0.00	0.00
Paul Fresina/Paintcare Inc.	0.00	0.00	1,064.38	0.00
Pebble Beach Apartments	0.00	22.47	0.00	0.00
Pelican Bay Evangelical Free Church	16.83	0.00	0.00	0.00
Pelican Bay Roofing Co.	1,814.22	0.00	339.91	0.00
Plunkett's Family Painting	7.00	0.00	0.00	0.00
Porter's Trucking & Logging	116.58	228.95	0.00	0.00
Ray's Mobile Home Service	35.12	-0.57	0.00	0.00
Recology Del Norte (Franchise)	98,950.81	0.00	0.00	0.00
Recology Del Norte (Prison)	10,469.88	0.00	0.00	0.00
Red Sky Roofing	8,034.49	4,865.99	0.00	0.00
Redwood Community Action Agency	311.73	0.00	0.00	0.00
Redwood National Park	0.82	312.25	671.34	532.30
Reservation Ranch	1,002.89	711.92	0.00	-1,036.59
Richard Brown Construction	9.83	0.00	0.00	0.00
Richterich & Jones Const	146.08	0.00	0.00	0.00
Rick Parker Construction	162.91	0.00	0.00	0.00
Ritchie Homes	221.93	273.89	0.00	0.00
Roy Rook Construction	179.79	525.32	0.00	0.00
Ruiz Construction	64.61	0.00	0.00	0.00
S.O.S. Construction	36.54	0.00	0.00	0.00
Schnacker's General Hauling	0.00	7.02	7.00	7.00
Seabreeze Apartments	78.00	0.00	0.00	0.00
Seagull Apartments	0.00	0.00	0.00	0.00
Seawood Village	7,631.22	0.00	0.01	0.00
Shangri-la Trailer Court	84.28	0.00	0.00	0.00
Smith River Equipment	366.61	0.00	0.00	0.00
Sprint Courier Service	17.22	57.59	0.00	0.00
St. Joseph's Parish	160.12	-23.88	0.00	0.00
Steel	155.29	101.52	0.00	0.00
Stephen F White Gen.Cont. Inc.	96.41	0.00	0.00	0.00
Stone Roofing	2,903.42	0.00	0.00	0.00
SWEEP ALOT	0.00	0.00	0.00	0.00
Tab & Associates	103.17	0.00	0.00	0.00

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Del Norte Solid Waste Management Authority
A/R Aging Summary
As of July 8, 2014

	<u>Current</u>	<u>1 - 30</u>	<u>31 - 60</u>	<u>61 - 90</u>
Thermo Fluids, Inc. / Outbound OIL	0.00	0.00	0.00	0.00
Thomas Gavin Construction	8.43	30.90	0.00	0.00
Tim Haban Construction	47.76	0.00	0.00	0.00
TRKLA/TRGAS BINS AND LF BINS	5,091.83	0.00	0.00	0.00
V Primo Construction	431.21	19.67	7.02	434.03
Van Arsdale Construction	462.12	713.45	0.00	0.00
Van Nocker's Cleaning	9.83	0.00	0.00	0.00
White Cap Coastal	1,493.09	0.00	0.00	0.00
Wigley Contracting	155.91	0.00	0.00	0.00
Winn's Maintance Service	0.00	0.00	0.00	0.00
Your Creation	0.00	0.00	0.00	0.00
Yurok Tribe	2,174.09	0.00	0.00	0.00
TOTAL	<u><u>160,299.80</u></u>	<u><u>11,030.67</u></u>	<u><u>2,639.81</u></u>	<u><u>272.80</u></u>

Del Norte Solid Waste Management Authority
A/R Aging Summary
As of July 8, 2014

	> 90	TOTAL
Abandoned Vehicle Abatement	573.25	1,235.81
Affordable Home & Rental Rep.	0.00	70.95
Agricultural Commission	0.00	131.90
Aladdin Realty	0.00	14.00
Alexandre EcoDairy Farms	0.00	452.28
All About Town Home Repair	0.00	446.90
Babich Construction	0.00	103.08
Bad Checks/Co Collector	43.78	43.78
Bart Kast Builders	0.00	120.80
Benner Mini Storage	0.00	6,839.53
Bommelyn / Hartley Construction	66.02	66.02
Bommelyn Construction	360.32	360.32
Borges Dairy	0.00	155.91
Brown, Hector	0.00	626.44
C.A.R.R.E. / Full - Spectrum	0.00	252.92
Cal-Fire	-16.54	-16.54
Cal-Ore LIFE FLIGHT	-16.85	7.46
California Auto Image	0.00	158.72
California Construction Co.	0.00	29.16
California Dept. Parks & Rec.	0.00	1,294.74
Castle Rock Countertop's	0.00	15.45
Certified Construction	6.90	6.90
Certified Plumbing Co.	0.00	12.76
Cetnar Construction inc.	0.00	153.77
Charter Communication	0.00	53.37
City of Crescent City.	0.00	-12.63
College of the Redwoods	0.00	27.61
Corner Stone Assembly of God	0.00	130.65
Cory, Charles	576.49	576.49
Crescent Ace Hardware.	0.00	254.24
Crescent City KOA	0.00	427.00
Crescent City Nursing & Rehab	0.00	25.28
Crescent Fire Protection Dist.	0.00	16.27
Del Norte Ambulance	0.00	26.41
Del Norte County Road Dept.	0.00	43.13
Del Norte Health Care District	75.00	150.00
Del Norte Parks & Recreation	0.00	1,254.23
Del Norte Realty	0.00	232.80
Del Norte Roofing	0.00	879.26
Del Norte Solid Waste Mngmt	0.00	163.09
Direct TV	27.98	27.98
DN Fire Safe Council	37.30	37.30
DN Unified School District	0.00	692.75
DNC Building Maintenance	0.00	321.60
DNC Public Nuisance Abatement	-141.86	-141.86
Elk Valley Rancheria	0.00	0.00
Elk Valley Storage	0.00	-8.69
Ellers Fort Dick Market	0.00	598.35
Fashion Blacksmith	0.00	50.69
Frank's Refrigeration	0.00	0.00
Franklin's Plumbing	45.59	45.59
G. H. Outreach	0.00	309.20
Gasquet Mobile Home Park	0.00	69.44
Golden State Construction	0.00	178.73
GR Construction	0.00	459.31
Green Scapes	220.89	220.89
Griffin's Furniture Outlet	0.00	90.95
Hambro/Waste Solutions Group June 2014	0.00	18.78
Total Hambro/Waste Solutions Group	0.00	18.78

Del Norte Solid Waste Management Authority
A/R Aging Summary
 As of July 8, 2014

	> 90	TOTAL
Hank's Hauling	0.00	282.13
Hartley Construction	0.00	332.88
HASP / Jordan Recovery Centers	0.00	629.58
Hemmingsen Contracting Company	0.00	84.28
Hintz Construction	127.60	127.60
Hiouchi Community Fellowship	0.00	368.81
Humane Society Of Del Norte	0.00	0.00
Humboldt Moving & Storage	0.00	23.88
investment Realty	0.00	95.51
Larry Hartwick Construction	0.00	110.96
Larson Services	0.00	37.92
Lehman Property Management	1,885.22	1,885.22
Lighthouse Community Church	81.90	81.90
Lighthouse Repertory Theatre	-3.78	-3.78
LNL Design and Construction	0.00	15.45
Lucky 7 Casino	0.00	46.35
Malloroy Construction	0.00	14.05
Mark Wooding Construction	-120.00	-120.00
Mastaloudis Homes Inc.	0.00	29.71
Ming Tree Real Estate	-16.10	-16.10
Moen Investments	0.00	0.00
Montez Construction	0.00	46.35
Mountain Power Tree Co.	0.00	28.09
Mow Blow and Go	0.00	74.92
Murray Construction	0.00	602.57
Niehoff Construction	0.00	154.78
Norbury Construction	116.70	116.70
North Coast Properties	0.00	7.10
North Woods Realty	0.00	14.19
Northridge Electric	0.00	213.58
Pacific Coast Realty & Prop.	0.00	85.67
Pacific Northwest Physical Therapy	0.00	27.24
Pappas Dry Wall	0.00	49.12
Paul Fresina/Paintcare Inc.	0.00	1,064.38
Pebble Beach Apartments	0.00	22.47
Pelican Bay Evangelical Free Church	0.00	16.83
Pelican Bay Roofing Co.	0.00	2,154.13
Plunkett's Family Painting	0.00	7.00
Porter's Trucking & Logging	0.00	345.53
Ray's Mobile Home Service	0.00	34.55
Recology Del Norte (Franchise)	0.01	98,950.82
Recology Del Norte (Prison)	0.00	10,469.88
Red Sky Roofing	0.00	12,900.48
Redwood Community Action Agency	0.00	311.73
Redwood National Park	11,312.29	12,829.00
Reservation Ranch	0.00	678.22
Richard Brown Construction	0.00	9.83
Richterlich & Jones Const	0.00	146.08
Rick Parker Construction	0.00	162.91
Ritchie Homes	0.00	495.82
Roy Rook Construction	0.00	705.11
Ruiz Construction	0.00	64.61
S.O.S. Construction	0.00	36.54
Schnacker's General Hauling	15.45	36.47
Seabreeze Apartments	0.00	78.00
Seagull Apartments	-29.01	-29.01
Seawood Village	0.00	7,631.23
Shangri-la Trailer Court	0.00	84.28
Smith River Equipment	0.00	366.61
Sprint Courier Service	0.00	74.81
St. Joseph's Parish	0.00	136.24
Steel	0.00	256.81
Stephen F White Gen.Cont. Inc.	0.00	96.41
Stone Roofing	0.00	2,903.42
SWEEP ALOT	0.00	0.00
Tab & Associates	0.00	103.17

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07/08/14

Del Norte Solid Waste Management Authority
A/R Aging Summary
As of July 8, 2014

	<u>> 90</u>	<u>TOTAL</u>
Thermo Fluids, Inc. / Outbound OIL	-55.80	-55.80
Thomas Gavin Construction	0.00	39.33
Tim Haban Construction	0.00	47.76
TRKLA/TRGAS BINS AND LF BINS	0.00	5,091.83
V Primo Construction	0.00	891.93
Van Arsdale Construction	0.00	1,175.57
Van Nocker's Cleaning	0.00	9.83
White Cap Coastal	0.00	1,493.09
Wigley Contracting	0.00	155.91
Winn's Maintance Service	-25.00	-25.00
Your Creation	1,092.66	1,092.66
Yurok Tribe	0.00	2,174.09
TOTAL	<u>16,240.41</u>	<u>190,483.49</u>

AUTHORITY REVENUE REPORT July 2014

Source	2013/2014		2014/2015	
	Actual Annual		Budget/Month	Budget/Year
Authority	\$ 976,517.87		\$ 79,962.67	\$ 959,552.00
Service Fees				
	Actual/Month	Comparison FYE13 & FYE14	Actual/Month	Over Budget
July	\$ 93,409.33	\$ 2,594.88	\$ 96,004.21	\$ 16,041.54
August	\$ 91,982.30	\$ -		\$ -
September	\$ 81,572.16	\$ -		\$ -
October	\$ 90,070.63	\$ -		\$ -
November	\$ 73,073.25	\$ -		\$ -
December	\$ 68,239.89	\$ -		\$ -
January	\$ 73,574.88	\$ -		\$ -
February	\$ 69,527.00	\$ -		\$ -
March	\$ 76,183.02	\$ -		\$ -
April	\$ 88,290.79	\$ -		\$ -
May	\$ 86,383.95	\$ -		\$ -
June	\$ 84,210.67	\$ -		\$ -
Total	\$ 976,517.87	\$ 2,594.88	\$ 96,004.21	\$ 16,041.54

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