



BOARD OF DIRECTORS

Mark Lovelace, County of Humboldt, **Chair**
Shane Brinton, City of Arcata, **Vice Chair**
Sherman Schapiro, City of Blue Lake
Lance Madsen, City of Eureka
John Maxwell, City of Ferndale
Jack Thompson, City of Rio Dell

AGENDA

Thursday, January 10, 2013 6:30 PM
Eureka City Council Chambers
531 K Street, Eureka, CA

Copies Available: Copies of the agenda materials are available electronically via the internet at www.hwma.net, through individual HWMA member agencies or by calling HWMA at 707-268-8680. There may be a charge for copies.

Accessibility: Accommodations and access to HWMA meetings for people with special needs must be requested in advance of the meeting at 707 268-8680. (The Eureka City Council Chamber room is ADA accessible.) This agenda and other materials are available in alternative formats upon request.

1. Call to Order and Roll Call

2. Approve the Agenda

3. Consent Calendar

All matters listed under the Consent Calendar are considered to be routine by the HWMA Board and will be enacted upon by one motion, unless a specific request for review is made by a Board Member or a member of the public. The Consent Calendar will not be read. There will be no separate discussion of these items unless pulled for discussion.

- a. Approve Minutes from the November 11, 2012 HWMA Board of Directors Meeting.
- b. Receive October FY 12/13 Financials.
- c. Receive November FY 12/13 Financials.

4. Oral and Written Communications

This time is provided for people to address the Board or to submit written communications concerning matters not on this agenda. Board Members may respond to statements, but any request that requires Board action will be referred to staff for review. Reasonable time limits may be imposed on both the total amount of time allocated for this item, and on the time permitted to each individual speaker. Such time allotment or portion thereof shall not be transferred to other speakers.

5. Presentation on Cummings Road Landfill Closure Activities and Status Report–
Receive Video Presentation by Bill Weaver

6. Receive Annual Audit for FY 2011-12. Receive and file report.

7. Certificate of Appreciation for Tiffany Ibbs

8. Items Pulled From Consent Calendar

9. Board Member Reports

10. Executive Director's Report

11. Closed Session/Report Out: It is the intention of the Board of Directors to meet in Closed Session pursuant to Government Code Section 54956.9(b), Threatened Litigation.

12. Adjourn

**BOARD OF DIRECTORS**

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 Lance Madsen, City of Eureka
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 Jack Thompson, City of Rio Dell

MINUTES

Thursday, November 8, 2012, 6:30 PM

Eureka City Council Chambers

531 K Street, Eureka, CA

Present: Mark Lovelace, Sherman Schapiro, Lance Madsen, John Maxwell, Jack Thompson
Absent: Shane Brinton
Staff: Jill Duffy, Patrick Owen, Tyler Egerer, Karen Sherman
Legal Counsel: Nancy Diamond

1) Call to Order and Roll Call

Chairman Lovelace called the meeting to order at 6:35 p.m. A quorum was present and acting.

2) Approve the Agenda

Motion Maxwell/Madsen to Approve the Agenda 5 Ayes/0 Noes & Abstentions/1 Absent
Chairman Lovelace Opened the Floor to Public Comment regarding the Agenda. No one addressed the Item.

Chairman Lovelace Closed the Floor to Public Comment.

3) Consent Calendar

Executive Director Duffy pulled Item 3e) for discussion

Boardmember Schapiro pulled Items 3b), 3c), and 3d) for discussion.

Chairman Lovelace Opened the Floor to Public Comment regarding the Balance of the Consent Calendar. No one addressed the Item.

Chairman Lovelace Closed the Floor to Public Comment.

Motion Madsen/Thompson to Approve Item 6a) 5/0/1

b) Approve Minutes from the October 11, 2012 HWMA Board of Directors Meeting.

Chairman Lovelace Opened the Floor to Public Comment regarding Item 3b). No one addressed the Item.

Chairman Lovelace Closed the Floor to Public Comment.

Staff provided a summary of revisions and clarifications incorporated into the minutes of the October 11, 2012 meeting for Board review.

Motion Schapiro/Madsen to approve the Minutes from the October 11, 2012 HWMA Board of Directors Meeting with Corrections as Provided 5/0/1

c) Receive September FY 12/13 Financials.

Boardmember Schapiro requested clarification of information provided in the staff report for Item 3c), and noted an erroneous date in the narrative of the document.

Motion Schapiro/Madsen to Approve FY 11/12 Financials 5/0/1

d) Extend Recology Tolling Agreement, and Authorize Executive Director to Execute Agreement.

Legal Counsel Diamond clarified that the term of the extension would be for one year.

Mike Leggins, of Recology, answered a question posed by Boardmember Thompson regarding the size of the burn dump. He stated that the burn dump covers approximately four acres of a property which encompasses fifty to sixty total acres.

Chairman Lovelace Opened the Floor to Public Comment regarding Item 3d). No one addressed the Item.

Chairman Lovelace Closed the Floor to Public Comment.

Motion Schapiro/Thompson to Extend Recology Tolling Agreement, and Authorize Executive Director to Execute Agreement 5/0/1.

- e) **Authorize Executive Director to Work with Lawrence & Associates to Accept Phase I Landfill Closure Project and Release Retention Funds upon Satisfactory Completion to Anderson Dragline.**

Executive Director Duffy clarified that there was a request by Anderson Dragline, the closure construction contractor at Cummings Road Landfill, for a release of retention in the amount of \$319,000.00 for this project, which Mrs. Duffy is just now coming up to speed on. The purpose of this request is to allow the Executive Director to release the aforementioned retention once she has ensured that all change order amounts have been satisfactorily reported. Upon approval, the payment may be processed and released within the next month instead of waiting until the next Board meeting in January.

Boardmember Thompson expressed concern about the figures provided with the final payout, and worried that change order amounts might significantly overrun the total budget. He requested that Executive Director Duffy review and approve the numbers before approving the final payment. Mrs. Duffy confirmed that she and Administrative Services Manager Egerer would review the final figures before proceeding with payment.

Boardmember Maxwell supported Boardmember Thompson's comments and encouraged review of the change orders.

Chairman Lovelace Opened the Floor to Public Comment regarding Item 3e). No one addressed the Item.

Chairman Lovelace Closed the Floor to Public Comment.

Motion Thompson/Madsen to Authorize Executive Director to Work with Lawrence & Associates to Accept Phase I Landfill Closure Project and Release Retention Funds upon Satisfactory Completion to Anderson Dragline 5/0/1.

4) Board Member Reports

Boardmember Maxwell reports that he would like to thank Boardmembers Brinton and Thompson for their willingness to serve their communities for another term and for participating on this board. The North Coast Chapter of the California Water Environment Association awarded Ferndale's sewage treatment plant Sewage Treatment Plant of the Year and awarded Ferndale City Manager Jay Parrish Supervisor of the Year; both are now eligible to receive state awards in these categories.

Boardmember Maxwell continued by thanking Programs Analyst Sherman and R3, the Authority's strategic planning consultant, for their work on the Public Advisory Committee meetings, taking special note of the discussion of what the Authority "may" and "shall" do. He noted that the presentation is available on the HWMA webpage under "Strategic Planning", along with the waste characterization study, which can be viewed for additional information about resource recovery and waste reduction in our community.

Boardmember Maxwell also thanked all the members of the community that applied to join the PAC, and noted that while Ms. Sherman is hard at work on continuing efforts for

the PAC, all discussion items and questions should be directed either through the Board or the Executive Director.

Boardmember Maxwell also thanked Mr. Owen for his dedicated service over the last few months. He appreciated the efforts of everyone who participated in the recruitment for Executive Director, especially members of the Executive Committee. Boardmember Maxwell is pleased with the results of the recruitment efforts and looks forward to working with Executive Director Duffy.

Boardmember Schapiro welcomed Executive Director Duffy and thanked Operations Manager Patrick Owen for his service through the transition.

Boardmember Thompson noted that the Rio Dell sewer plant is on schedule and going well. Measure J is still too close to call and two open positions in the council were filled. He also welcomed Mrs. Duffy, and thanked Mr. Owen for his service as Interim Executive Director.

Chairman Lovelace welcomed Mrs. Duffy and thanked Mr. Owen for a job well done during the transition. In the absence of Boardmember Brinton, he noted that the City of Arcata adopted Measure I, which taxes residents for excessive energy consumption.

Chairman Lovelace Opened the Floor to Public Comment. No comment made.

Chairman Lovelace Closed the Floor to Public Comment.

5) Oral and Written Communications

Chairman Lovelace Opened the Floor to General Public Comment.

Chuck Schager with Arcata Resource Recovery Center announces that ARRC will be opening for business on Wednesday November 14th from 9 AM to 4 PM, Wednesdays through Sundays. There will be a buy back center for CRV and a drop off for cardboard, newspaper and 1-7 plastic recyclables. If anyone has questions, they can call 725-5156 or keep an eye out for flyers in the Times Standard and the Northcoast Journal.

Chairman Lovelace Closed the Floor to Public Comment.

6) Proclamation of Appreciation

Chairman Lovelace read Resolution 2013-05 into record. This Resolution acknowledges the service of Operations Manager Patrick Owen as Interim Executive Director, and is included in and made part of these minutes.

Motion Schapiro/Thompson, Resolution 2013-05 is Approved as Read 5/0/1.

Boardmember Thompson recommended authorizing an artist to make Mr. Owen a sculpture from reused goods.

Operations Manager Owen thanked the Board for what he considered very positive experience and is excited to work with Executive Director Duffy

Executive Director Duffy presented a framed copy of the Resolution to Mr. Owen.

Chairman Lovelace also noted that Mr. Owen was assisted by competent and capable staff, and thanked staff for their assistance during the transition.

Chairman Lovelace Opened the Floor to Public Comment regarding Item 6. No one addressed the Item.

Chairman Lovelace Closed the Floor to Public Comment.

7) Executive Director's Report

Operations Manager Owen noted that Executive Director Duffy has taken quickly to her new duties. In resuming his duties as Operations Manager, Mr. Owen has taken some of R3's early comments to heart and is improving diversion activities on the Transfer Station tip floor. He further reported that an upper division engineering class at

Humboldt State University conducted a study on the feasibility of solar energy use at the Hawthorne Street Facility.

Executive Director Duffy noted the four strategic plan meetings for the public, and encouraged Boardmembers to assist in getting the word out. The meeting dates and locations are tentatively scheduled for McKinleyville on Tuesday December 4th from 5:45 PM until 7:30 PM, Eureka on Wednesday December 5th from 5:45 PM until 7:30 PM, in Garberville on Monday December 10th from 5:45 PM until 7:30 PM, and in Rio Dell on Tuesday December 11th from 5:45 PM until 7:30 PM. There is an email listserv for members of the public who would like to be notified of upcoming events. Interested individuals should call the HWMA business office at 268-8680 or visit hwma.net and sign up on the Strategic Planning page.

Executive Director Duffy stated that the Single Use Plastic Bag Ordinance draft language from the initial study negative declaration has been forwarded to the City of Arcata in early October for review. The study for the City of Eureka was completed and sent to Eureka City Staff yesterday, November 7th. Environmental review for the County will require more extensive research and so will be completed in the near future. Meetings to discuss membership in the JPA for Trinidad and Fortuna are being scheduled. **Mrs. Duffy** further commented on ongoing diversion and hazardous waste projects; PaintCARE model language will be coming forward to HWMA staff in the next few weeks. The language is being developed to address liability and pricing structure. Locally, Sherwin Williams and Glidden are our local Humboldt County participants. On October 13th, a mobile Hazardous Waste event was held in Blue Lake with 53 cars, 85% of those being Blue Lake residents. The annual pharmaceutical event will be taking place near the beginning of the new year. More details will be available soon.

Boardmember Thompson asked if Estelle Fennell, the newly elected District 2 County Supervisor, would be included on the listserv and in discussions for the public workshops being held in the South County. Executive Director Duffy confirmed that Mrs. Fennell would be included, and further indicated that staff was advertising the events with major south County media outlets.

Chairman Lovelace asked if the dates for the Strategic Planning Meetings had been posted on the HWMA website. Executive Director Duffy is waiting until the dates have been confirmed; once they are set they will be advertised on the website.

Chairman Lovelace would like to see a status presentation on the Single Use Plastic Bag Ordinance and its progress for the HWMA Board. He noted a significant amount of interest throughout the community, and feels that providing an update before these ordinances progress too far would be in the Authority's best interest.

Chairman Lovelace Opened the Floor to Public Comment regarding Item 7. No one addressed the Item.

Chairman Lovelace Closed the Floor to Public Comment.

8) Adjourn

Chairman Lovelace Adjourned the Meeting at 7:40 p.m.

Next Meeting: January 10, 2013 at 6:30 p.m. at Eureka City Hall Council Chambers.



RESOLUTION 2013-05

**A RESOLUTION IN RECOGNITION OF
PATRICK OWEN’S DISTINGUISHED SERVICE
TO THE HUMBOLDT WASTE MANAGEMENT AUTHORITY**

WHEREAS, the Humboldt Waste Management Authority has been fortunate to have talented and dedicated employees committed to the mission and programs and special projects of the Authority; and

WHEREAS, Patrick Owen was hired by the Authority in 2007 as the Programs Manager, and promoted in 2010 to the position of Plant Operations Manager; and

WHEREAS, HWMA Executive Director Jim Test retired from HWMA in December 2011 and Patrick Owen was appointed by the HWMA Board of Directors as “Interim Executive Director” in January 2012 while the Authority undertook recruitment activities for an Executive Director; and

WHEREAS, Patrick Owen stepped in to maintain day-to-day operations of HWMA, represented the organization to State, local representatives, contractors and vendors, managed staff, ensured existing obligations of on-going operations, programs, and grants, working towards on-time and on-budget completions; and

WHEREAS, Patrick Owen stepped in at a difficult time and provided calm, understated leadership to keep the organization and our multiple programs moving forward, and Patrick also helped to keep a diverse and sometimes divided Board together through some controversial issues,

NOW, THEREFORE BE IT RESOLVED THAT that the Humboldt Waste Management Authority Board of Directors recognizes and extends our sincere appreciation for the work that Mr. Owen has done to ‘keep the wheels of the bus moving forward’.

The foregoing Resolution was passed by the HWMA Board of Directors this 8th day of November, 2012.

APPROVED:

Mark Lovelace, Chair of the Board

Date

ATTEST:

HWMA Clerk

Date



DATE: January 10, 2013

FROM: Tyler Egerer, Administrative Services Manager

SUBJECT: Items 3b) and 3c)
Receive October and November 2012 Financial Reports

RECOMMENDED ACTION: Review and Comment.
Review and Comment on October and November 2012 Financial Reports.

DISCUSSION:

October and November monthly financial reports are attached for your review. Please note that the Balance Sheet continues to present preliminary information, pending the final report of the Fiscal Year 2011-2012 Audit.

Work to receive final approval of the Phase I Landfill Closure project is underway; once CalRecycle has fully approved the project, expenses related to construction will be reclassified as a reduction to the closure and post-closure liability, which will result in a significant positive change to Total Net Assets.

Revenue received by the Authority is 3% higher than initially estimated for budgetary purposes. Some revenues received by the Authority are one-time grants of funds for specific programs, or oversight of AB939 diversion reporting activities; therefore, revenues may be slightly overstated earlier in the year, and may balance out with budgeted estimates as the year progresses.

Total operating expenses are within 1% of budgeted amounts; however, indirect expenses are over budget currently, but are balanced by reduced payroll expenses and lower than expected transportation and disposal fees. Many of these indirect expenses are one-time costs associated with permitting, repairs and maintenance, and other activities unrelated to operation of the Hawthorne Street Transfer Station therefore will balance out over the course of the fiscal year. Mid-year budget adjustments will also resolve some of the overages by balancing out unbudgeted expenditures in all departments through the remainder of the fiscal year.

The Activity Reports for October and November show a continued pattern of similar activity to Fiscal Year 2011. Transfer Station tonnages and revenue remain at 2011 levels, approximately 28,000 tons. With the addition of Member Agency tonnages passing through Humboldt Sanitation, total tonnage will rise to 70,000 tons as estimated in the Fiscal Year 2012 budget report. Humboldt Sanitation has been slow to report tonnages for the months of October and November with the addition of new recycling routes in the McKinleyville area,

so the actual effect of those tonnages on 2012 numbers won't be noticeable until January's activity numbers are available. Traffic through the Hawthorne Street facility continues its declining trend, about 3-5% on average, which is most likely attributable to the effects of mandatory services in and around the Cities of Eureka and Arcata.

Household Hazardous Waste activity has benefited from business participation in its collection programs, with an increase of over 20% in traffic and 50% in revenues from the previous year. Revenues appear to be identical to prior activity because unreported pass-thru fees have yet to be received from Humboldt Sanitation tonnages for the past two months.

Total cash disbursements for October and November totaled \$1.498 million and \$958,018, respectively. Landfill closure expenses account for about a quarter of those expenses. With the exception of one major permitting expense and consulting fees on ongoing projects, the remainder represents day-to-day expenses such as transportation and payroll.

The Cash Position Report shows the balance of the checking, savings, and trust accounts as of November 30, 2012. It should be noted that only the checking and savings balances are available to the Authority for general business expenses. The bond balances are restricted for bond payments only.

Attachments:

Activity Report, October and November 2012

Preliminary Balance Sheet, October and November 2012

Cash Position Report November 2012

Cash Disbursements, October and November 2012

Department and Authority-wide Income Summaries, October and November 2012

**Activity Report
July 1, 2012 - October 31, 2012**

Waste Tonnage	Tonnage			Revenue		
	Year to Date	Prior YTD	% of Prior	Year to Date	Prior YTD	% of Prior
Hawthorne						
Franchise	14,231	14,519	98.0%	\$1,711,049	\$1,745,576	98.0%
Self Haul	<u>5,784</u>	<u>5,571</u>	103.8%	<u>\$875,427</u>	<u>\$861,173</u>	101.7%
Subtotal	20,016	20,090	99.6%	\$2,586,475	\$2,606,749	99.2%
Humboldt Sanitation	2,547			\$64,253		
ERD	<u>2,311</u>	<u>3,000</u>	77.0%	<u>\$214,691</u>	<u>\$280,031</u>	76.7%
TOTAL.	<u>24,873</u>	<u>23,090</u>	107.7%	<u>\$2,865,420</u>	<u>\$2,886,780</u>	99.3%
Greenwaste	<u>988</u>	<u>1,004</u>	98.4%	<u>\$80,777</u>	<u>\$79,258</u>	101.9%

Household Hazardous Waste

	Customers			Revenue		
	Year to Date	Prior YTD	% of Prior	Year to Date	Prior YTD	% of Prior
Commercial	121	98	123.5%	\$31,129	\$21,962.81	141.7%
Residential	1,122	1,341	83.7%	\$10,617	\$11,669.39	91.0%
Fortuna Residential	15	18	83.3%	\$345	\$499.00	69.1%
Revenue from Countywide Fee				\$132,463	\$143,032.58	92.6%
TOTAL.	<u>1,258</u>	<u>1,457</u>	86.3%	<u>\$174,553</u>	<u>\$177,164</u>	98.5%

Traffic Count	Average Daily		Average Daily		% of Prior
	Count FY12	Exceptions	Count FY11	Exceptions	
July	266	None	281	None	94.7%
August	252	None	265	None	95.1%
September	252	None	265	None	95.1%
October	238	None	241	None	98.8%
November			229	None	0.0%
December			236	None	0.0%
January			234	None	0.0%
February			237	None	0.0%
March			216	None	0.0%
April			239	None	0.0%
May			259	None	0.0%
June			<u>259</u>	None	0.0%
Year-to-Date Average	252		263		95.8%

Activity Report
July 1, 2012 - November 30, 2012

Waste Tonnage	Tonnage			Revenue		
	Year to Date	Prior YTD	% of Prior	Year to Date	Prior YTD	% of Prior
Hawthorne						
Franchise	18,031	18,099	99.6%	\$2,167,635	\$2,176,036	99.6%
Self Haul	7,050	6,897	102.2%	\$1,070,161	\$1,064,627	100.5%
Subtotal	25,081	24,996	100.3%	\$3,237,796	\$3,240,663	99.9%
Humboldt Sanitation	2,547			\$64,253		
ERD	2,808	3,682	76.3%	\$260,717	\$343,230	76.0%
TOTAL.	30,435	28,678	106.1%	\$3,562,767	\$3,583,893	99.4%
Greenwaste	1,176	1,176	100.0%	\$94,660	\$91,722	103.2%

Household Hazardous Waste

	Customers			Revenue		
	Year to Date	Prior YTD	% of Prior	Year to Date	Prior YTD	% of Prior
Commercial	145	120	120.8%	\$41,743	\$28,056	148.8%
Residential	1,265	1,477	85.6%	\$11,724	\$12,615	92.9%
Fortuna Residential	16	18	88.9%	\$355	\$499	71.1%
Revenue from Countywide Fee				\$161,972	\$177,460	91.3%
TOTAL.	1,426	1,615	88.3%	\$215,793	\$218,630	98.7%

Traffic Count	Average Daily		Average Daily		% of Prior
	Count FY12	Exceptions	Count FY11	Exceptions	
July	266	None	281	None	94.7%
August	252	None	265	None	95.1%
September	252	None	265	None	95.1%
October	238	None	241	None	98.8%
November	239	None	229	None	104.5%
December			236	None	0.0%
January			234	None	0.0%
February			237	None	0.0%
March			216	None	0.0%
April			239	None	0.0%
May			259	None	0.0%
June			259	None	0.0%
Year-to-Date Average	249		256		97.4%

Humboldt Waste Management Authority
PRELIMINARY Statement of Assets and Liabilities
For the Period Ending October 31, 2012

ASSETS	October 31, 2012	June 30, 2012
Current Assets		
Cash and Cash Equivalents	\$2,959,649.00	\$3,572,845.18
Accounts Receivable	\$665,686.40	\$705,204.74
Prepaid Items	\$31,709.83	\$49,960.49
Total Current Assets	\$3,657,045.23	\$4,328,010.41
Restricted Assets		
Investment with Bond Trustee	\$2,163,585.35	\$2,163,585.35
Closure and post Closure care Trust Fund	\$4,596,603.12	\$8,442,570.11
Article Five Trust Fund	\$66,732.14	\$67,338.56
Accrued Interest Receivable	\$66,339.40	\$53,669.70
Total Restricted Assets	\$6,893,260.01	\$10,727,163.72
Other Assets		
Property, Plant, & Equipment	\$5,446,762.13	\$5,461,573.26
Deferred Charges	\$278,292.26	\$290,809.61
Grants Receivable	\$38,567.86	\$38,567.86
SWoW Receivable	\$47,600.00	\$47,600.00
OPP Receivable	(\$38,996.01)	(\$38,996.01)
Waste Authority Permit	\$221,171.00	\$221,171.00
Contract with Anderson Landfill	\$105,619.08	\$132,023.73
Goodwill Depreciable - Purchase of WSG	\$1,969,914.38	\$2,229,113.68
Total Other Assets	\$8,068,930.70	\$8,381,863.13
Total Assets	\$18,619,235.94	\$23,437,037.26

LIABILITIES AND NET ASSETS

Current Liabilities		
Accounts Payable	\$494,301.08	\$637,581.10
Deferred Revenue - Kernen	\$56,233.95	\$56,233.95
Deferred Revenue	\$368,453.19	\$368,453.19
Current Portion of Bonds Payable	\$561,640.00	\$53,220.00
Current Portion of Leases Payable	\$0.00	\$0.00
Current Portion of Loan Payable	\$50,000.00	\$0.00
Accrued Wages and Payroll taxes payable	\$65,957.38	\$66,124.76
Accrued Interest Payable	\$83,500.00	\$83,500.00
Other Accrued liabilities	\$2,300.00	\$2,300.00
Total Current Liabilities	\$1,682,385.60	\$1,267,413.00
Long Term Liabilities		
Loans Payable - CIWMB Closure	\$213,655.40	\$263,655.40
Equipment Leases Payable	\$0.00	\$0.00
Estimated closure and post closure costs	\$13,180,335.03	\$14,000,000.00
Bonds payable, long-term portion	\$9,220,000.00	\$10,055,000.00
Total Long Term Liabilities	\$22,613,990.43	\$24,318,655.40
Total Liabilities	\$24,296,376.03	\$25,586,068.40
Net Assets		
Equity Reserved	(\$3,424,657.00)	(\$3,424,657.00)
Unrestricted	\$3,768,339.90	\$3,768,339.90
Restricted for Special Programs	\$31,673.22	\$31,673.22
Investment in Capital Assets	(\$2,280,266.00)	(\$2,280,266.00)
Increase (Decrease) in Net Assets	(\$3,772,230.21)	(\$244,121.26)
Total Net Assets	(\$5,677,140.09)	(\$2,149,031.14)

Total Liabilities and Net Assets **\$18,619,235.94**

\$23,437,037.26
 Item 3b) & 3c)

January 10, 2013

ASSETS	November 30, 2012	June 30, 2012
Current Assets		
Cash and Cash Equivalents	\$2,899,290.33	\$3,572,845.18
Accounts Receivable	\$655,174.96	\$705,204.74
Prepaid Items	\$27,979.08	\$49,960.49
Total Current Assets	\$3,582,444.37	\$4,328,010.41
Restricted Assets		
Investment with Bond Trustee	\$2,163,585.35	\$2,163,585.35
Closure and post Closure care Trust Fund	\$4,596,604.47	\$8,442,570.11
Article Five Trust Fund	\$66,732.45	\$67,338.56
Accrued Interest Receivable	\$68,873.34	\$53,669.70
Total Restricted Assets	\$6,895,795.61	\$10,727,163.72
Other Assets		
Property, Plant, & Equipment	\$5,420,445.49	\$5,461,573.26
Deferred Charges	\$275,788.79	\$290,809.61
Grants Receivable	\$38,567.86	\$38,567.86
SWoW Receivable	\$35,700.00	\$47,600.00
OPP Receivable	(\$38,996.01)	(\$38,996.01)
Waste Authority Permit	\$221,171.00	\$221,171.00
Contract with Anderson Landfill	\$100,338.15	\$132,023.73
Goodwill Depreciable - Purchase of WSG	\$1,918,074.52	\$2,229,113.68
Total Other Assets	\$7,971,089.80	\$8,381,863.13
Total Assets	\$18,449,329.78	\$23,437,037.26

LIABILITIES AND NET ASSETS

Current Liabilities		
Accounts Payable	\$343,140.34	\$637,581.10
Deferred Revenue - Kernen	\$56,233.95	\$56,233.95
Deferred Revenue	\$368,453.19	\$368,453.19
Current Portion of Bonds Payable	\$490,790.00	\$53,220.00
Current Portion of Leases Payable	\$0.00	\$0.00
Current Portion of Loan Payable	\$50,000.00	\$0.00
Accrued Wages and Payroll taxes payable	\$65,975.40	\$66,124.76
Accrued Interest Payable	\$83,500.00	\$83,500.00
Other Accrued liabilities	\$12,568.56	\$2,300.00
Total Current Liabilities	\$1,470,661.44	\$1,267,413.00
Long Term Liabilities		
Loans Payable - CIWMB Closure	\$213,655.40	\$263,655.40
Equipment Leases Payable	\$0.00	\$0.00
Estimated closure and post closure costs	\$13,180,335.03	\$14,000,000.00
Bonds payable, long-term portion	\$9,220,000.00	\$10,055,000.00
Total Long Term Liabilities	\$22,613,990.43	\$24,318,655.40
Total Liabilities	\$24,084,651.87	\$25,586,068.40
Net Assets		
Equity Reserved	(\$3,424,657.00)	(\$3,424,657.00)
Unrestricted	\$3,768,339.90	\$3,768,339.90
Restricted for Special Programs	\$31,673.22	\$31,673.22
Investment in Capital Assets	(\$2,280,266.00)	(\$2,280,266.00)
Increase (Decrease) in Net Assets	(\$3,730,412.21)	(\$244,121.26)
Total Net Assets	(\$5,635,322.09)	(\$2,149,031.14)

Total Liabilities and Net Assets \$18,449,329.78

\$23,437,037.26
Item 3b) & 3c)

January 10, 2013

**Humboldt Waste Management Authority
Cash Position
For the Period Ending November 30, 2012**

Fund Name	Investor	Restricted	Unrestricted
Public Funds Checking Account	Umpqua Bank		\$2,492,588.49
Public Funds Savings Account	Umpqua Bank		\$396,925.42
Landfill Closure/Post Closure Trust Fund	Union Bank	\$4,282,363.11	
Landfill Article 5 Corrective Action Trust Fund	Union Bank	\$66,107.45	
Project Fund - Series 2002 Bond	Bank of New York	\$408.92	
Reserve Fund - Series 2002 Bond	Bank of New York	\$106,510.03	
Debt Service Fund - Series 2002 Bond	Bank of New York	\$31.09	
Revenue Fund for Bond Payment - Series 2002 Bond	Bank of New York	\$149,799.51	
Reserve Fund - Series 2005 Bond	Bank of New York	\$693,995.00	
Cost of Issuance - Series 2005 Bond	Bank of New York	\$24,891.97	
Revenue Fund - Series 2005 Bond	Bank of New York	\$129,163.47	
Bond Payment Deposit	AIG - Wells Fargo	\$599,395.00	
Total Funds		\$6,052,665.55	\$2,889,513.91

October 2012 Disbursements

101 THINGS TO DO	\$576.80	Mad River Hardwood Co., Inc	\$13,147.18
101Netlink	\$60.00	Matthews Paints	\$6,997.80
A Tech	\$500.00	McKinleyville Ace	\$244.50
Advanced Superior Alarms	\$273.80	McKinleyville Press	\$500.00
AFLAC	\$358.46	Mendes Supply Company	\$60.64
Allison Poklemba	\$2,000.00	Mercury Disposal Systems, Inc	\$1,361.00
Anderson Dragline, Inc	\$476,719.68	Mission Uniform & Linen	\$877.94
Anderson Landfill	\$50,288.40	Moore's Roofing And Services	\$15,300.00
AT & T	\$372.37	Myrtle town Lumber	\$314.83
B & B Portable Toilet Company	\$470.40	Nancy Diamond	\$11,073.30
Bank of New York	\$107,450.00	Network Management Services	\$3,202.61
Bettendorf Enterprises, Inc.	\$220,741.73	North Coast Cleaning Service I	\$197.00
Blue Shield of California	\$21,180.68	North Coast Fabricators	\$10,126.26
Bob's Sign Shop	\$50.00	Northern California Safety Con	\$80.00
Bold Images	\$340.09	NW Industrial Mechanics, Inc	\$2,503.23
CA SDU	\$13.00	Oak Harbor Freight Lines, Inc.	\$455.00
Calnorth of Humboldt	\$4,913.79	Occupational, Environmental He	\$107.00
Cardmember Service	\$3,459.67	Ontiveros & Associates, Inc	\$1,155.00
Carolina Software	\$300.00	P G & E	\$4,483.01
Cash	\$26,866.09	Pacific Paper Co.	\$1,333.17
City of Arcata	\$3,018.58	Pape Machinery	\$61.19
City of Eureka	\$4,201.35	Peterson Tractor	\$208.03
Cold Creek Compost	\$3,733.82	Picky Picky Picky Store	\$399.77
Conexis	\$100.00	Pierson Building Center	\$63.47
Con-Way Freight Lines	\$1,720.00	Pro Pacific Auto Repair, Inc.	\$460.04
Court-Ordered Debt Collections	\$868.58	PSC-Philip Services Corporatio	\$45,129.00
Cox Rasmussen & Co	\$103.50	Q Street Service Center	\$1,741.81
Crystal Springs Bottled Water	\$123.50	QED Environmental Systems, Inc	\$451.24
Custom Sweeping	\$525.00	R3 Consulting Group	\$15,390.00
DCI BUILDERS	\$3,014.22	Redwood Teen Challenge	\$1,376.25
Demello, McAuley, McReynolds,	\$13,411.00	Rogers Machinery Company, Inc.	\$349.57
East Bay Machine & Hydraulics	\$90.33	RWS Services	\$467.13
Eel River Disposal	\$28,744.37	Scrapper's Edge	\$42.38
Englund Marine Supply Co. Inc.	\$144.61	SCS Field Services	\$250.00
Environmental Science Associat	\$460.93	SDRMA	\$150.00
Eureka Boiler Works LLC	\$1,056.56	SETCO	\$1,176.45
Eureka Humboldt Fire Extinguis	\$7,311.14	SHN Consulting Engineers and G	\$270.00
Eureka Overhead Door Co., Inc.	\$85.00	Specialty Traffic Systems	\$29.15
Eureka Payments (CC Fees)	\$1,344.08	Staples Credit Plan	\$85.57
Express Services, Inc.	\$24,377.99	State Water Resources Control	\$1,359.00
FedEx	\$63.51	Steritech Group Inc	\$325.00
Ferguson Enterprises, Inc.# 30	\$1,433.23	Steve Morris Logging & Contrac	\$11,857.59
Freon Free Appliance Processin	\$110.40	Suddenlink	\$69.95
Geo-Logic Associates	\$83,567.63	Susan Rigge	\$90.00
Grainger	\$2,793.22	Taylor Made Fencing	\$5,900.00
Hajoca Corporation	\$1,594.42	THE ARCATA EYE	\$200.00
Harbor Freight Tools	\$120.95	Thrifty Supply Company	\$1,219.58
Hensell Materials	\$1,952.36	Thumper's Mechanical Service I	\$650.00
Holt of California	\$720.60	Times Standard	\$561.10
HSBC Business Solutions	\$79.20	Reimbursements to HWMA Employees	\$2,472.32
HSU Recycling	\$1,336.99	U-HAUL CORPORATE	\$179.66
Humboldt Bay Forest Products	\$6,597.61	Uline Shipping Supply Speciali	\$328.40
Humboldt Community Services Di	\$32.90	U-Name It	\$86.39
Humboldt County Building Maint	\$9.89	United Rentals Inc.	\$998.97
Humboldt County Dept of Public	\$19,447.82	University Center	\$294.44
Humboldt County Environmental	\$24,479.90	Verizon Wireless	\$428.82
Humboldt County Planning Division	\$98.18	Wastequip - West Coast	\$9,769.58
Humboldt Recycling LLC	\$4,014.80	Woods Pest Control	\$315.00
IBS of the Redwoods	\$103.63		\$1,183,012.83
L & M Renner, Inc	\$4,760.51	Payroll Expenses	\$136,106.69
Lawrence & Associates	\$17,127.25		
Leggett & Platt	\$1,198.31		
			<u>\$1,319,119.52</u>

November 2012 Disbursements

101Netlink	\$60.00	Lawrence & Associates	\$70,205.65
Access Humboldt	\$212.50	Leggett & Platt	\$2,256.99
Anderson Landfill	\$60,898.33	Liebert Cassidy Whitmore	\$200.00
Applied Industrial Tech-CA LLC	\$71.02	Lighting Resources, LLC	\$3,844.40
Applied Polymer Systems, Inc	\$2,134.19	Mad River Hardwood Co., Inc	\$28,069.34
Arcata Garbage Co	\$450.26	Mercury Disposal Systems, Inc	\$870.00
AT & T	\$379.55	Mission Uniform & Linen	\$922.88
Bank of New York	\$107,100.00	Myrtle town Lumber	\$338.38
Bank of New York Mellon	\$1,500.00	Nancy Diamond	\$6,591.00
Bettendorf Enterprises, Inc.	\$244,433.87	Network Management Services	\$3,148.60
Bob's Sign Shop	\$727.80	NEVA SWAN	\$144.30
Brent Whitener	\$122.00	Nilsen Feed & Grain Company	\$2,000.70
Broadway Medical	\$76.52	North Coast Cleaning Service I	\$197.00
CA SDU	\$13.00	North Coast Fabricators	\$2,170.00
Cardmember Service	\$4,198.38	North Coast Laboratories	\$2,342.00
Cash	\$22,315.00	Oak Harbor Freight Lines, Inc.	\$1,315.00
City of Arcata	\$5,355.96	Occupational, Environmental He	\$498.00
City of Blue Lake	\$1,664.57	P G & E	\$3,574.49
City of Eureka	\$8,798.93	Pacific Paper Co.	\$980.66
City of Ferndale	\$1,681.82	Pape Machinery	\$1,192.95
City of Rio Dell	\$2,104.44	Peterson Tractor	\$254.10
City of Trinidad	\$1,431.71	Picky Picky Picky Store	\$178.19
Cold Creek Compost	\$1,137.35	Pierson Building Center	\$1,194.63
Con-Way Freight Lines	\$700.00	Pioneer Scale Co.,Inc	\$5,065.87
Cora Williams	\$76.00	Pro Pacific Auto Repair, Inc.	\$350.51
Court-Ordered Debt Collections	\$391.33	R3 Consulting Group	\$15,645.00
Eureka Payments (CC Fees)	\$1,493.17	Rogers Machinery Company, Inc.	\$10,791.58
Crystal Springs Bottled Water	\$137.00	RWS Services	\$703.78
Cynthia Evans	\$3.33	Schuyler Rubber Co.,Inc	\$3,092.42
East Bay Machine & Hydraulics	\$75.00	Scrapper's Edge	\$156.31
Eel River Disposal	\$21,793.46	SCS Field Services	\$2,045.00
Englund Marine Supply Co. Inc.	\$407.78	Sequoia Personnel Service Inc	\$15,683.75
Environmental Science Associat	\$6,202.80	SETCO	\$1,176.45
Eureka Humboldt Fire Extinguis	\$545.19	Sharps Solutions LLC	\$1,585.00
Express Services, Inc.	\$17,607.57	Snoozie Shavings, Inc	\$700.00
Ferguson Enterprises, Inc.# 30	\$1,730.47	State Water Resources Control	\$52,697.00
Freon Free Appliance Processin	\$679.84	Steritech Group Inc	\$325.00
Golder Associates	\$9,428.14	Steve Morris Logging & Contrac	\$13,551.65
Hajoca Corporation	\$900.42	Stewart Telecommunications	\$6,161.88
HDR Engineering, Inc	\$21,097.50	Suddenlink	\$69.95
Heather Benson	\$87.69	Thrifty Supply Company	\$528.18
Helder M. Morais	\$123.20	Thumper's Mechanical Service I	\$12,322.72
Hensell Materials	\$808.39	Times Printing Company	\$423.58
Holmes Security Video System	\$350.00	U-HAUL CORPORATE	\$157.86
Holt of California	\$31.02	Umpqua Bank	\$3,955.00
HSBC Business Solutions	\$51.25	United Rentals Inc.	\$3,305.37
HSU Recycling	\$100.00	Verizon Wireless	\$417.83
Humboldt Bay Forest Products	\$10,537.54	WBCO Electric Service	\$181.73
Humboldt Community Services Di	\$49.30	Woods Pest Control	\$210.00
Humboldt Fire District 1	\$84.00		<hr/>
Humboldt Lock and Safe	\$50.00	Total Payroll Expenses	\$569,420.03
Industrial Electric Arcata, In	\$650.00		
L & M Renner, Inc	\$6,361.44	Total Disbursements, November 2012	<hr/> <hr/>
			\$714,225.02

**Humboldt Waste Management Authority
Summary Statement of Operations
For the Period Ending October 31, 2012
Actual vs Budget**

	October Actual	YTD Total	YTD Budget	YTD Variance	% of YTD Budget	Total Budget	YTD 33.33% of Total Budget
Operations							
Total Revenues	924,314	3,489,509	3,178,993	310,516	109.77%	9,536,979	36.59%
Operational Expense	570,440	1,752,922	1,759,608	(6,686)	99.62%	5,278,823	33.21%
Payroll	166,023	604,004	682,400	(78,396)	88.51%	2,047,200	29.50%
Indirect Expense	277,843	647,413	474,327	173,086	136.49%	1,422,980	45.50%
Subtotal Expenses	1,014,305	3,004,338	2,916,334	88,004		8,749,003	
Net Operations	(89,991)	485,170	262,659	222,512		787,976	
Non-Operational Expense	39,293	157,172	169,550	(12,378)	92.70%	508,651	30.90%
Other Revenues & Expenses	(433,815)	(4,497,204)	(127,751)	(4,369,452)	3520.28%	(383,254)	1173.43%
Net Change in Assets	(563,099)	(4,169,205)	(34,643)	(4,134,562)		(103,929)	

**Humboldt Waste Management Authority
Summary Statement of Operations
Year-to-Date for the Period Ending September 30, 2012
by Department**

	YTD Total	Admin	Transfer Station	ERD	HHW	Cummings Landfill	Recycling	Compost Facility	Programs
Operations									
Total Revenues	3,489,509	123,879	2,089,143	350,502	174,947	178,588	262,589	135,691	174,170
Operational Expense	1,752,922	16,827	1,037,721	277,424	117,344	35,602	144,097	104,664	19,242
Payroll	604,004	87,506	169,761	0	45,488	62,011	131,155	3,416	104,667
Indirect Expense	647,413	67,925	203,736	0	36,985	127,863	62,340	6,652	141,910
Subtotal Expenses	3,004,338	172,258	1,411,218	277,424	199,818	225,476	337,593	114,733	265,819
Net Operations	485,170	(48,379)	677,925	73,078	(24,870)	(46,888)	(75,003)	20,958	(91,649)
Non-Operational Expense	157,172	15,668	93,228	0	14,892	7,528	9,612	5,908	10,336
Other Revenues & Expenses	(4,497,204)	10,652	(341,857)	0	0	(4,148,791)	0	0	(17,208)
Net Change in Assets	(4,169,205)	(53,395)	242,840	73,078	(39,762)	(4,203,207)	(84,615)	15,050	(119,194)

**Humboldt Waste Management Authority
Statement of Operations with Budget
For the Period Ending October 31, 2012
Administration, Transfer Station, Recycling**

	October Actual	YTD Actual	YTD Budget	YTD Variance	% of YTD Budget	Total Budget	YTD 33.33% of Total Budget
Total Revenues	781,640	2,961,804	2,706,493	255,311	109.43%	8,119,479	36.48%
Direct Expenses	644,066	1,955,744	2,073,308	(117,563)	94.33%	6,219,923	31.44%
Gross Margin	137,574	1,006,060	633,185	372,874		1,899,556	
Indirect Expenses	164,158	340,654	215,278	125,376	158.24%	645,833	52.75%
Income from Operations	(26,583)	665,406	417,908	247,498		1,253,723	
Depreciation	31,104	124,416	136,782	(12,366)	90.96%	410,346	30.32%
Other Revenue & Expense	(82,818)	(331,204)	(127,751)	(203,453)	259.26%	(383,254)	86.42%
Net Income (Loss)	(140,505)	209,785	153,374	56,411		460,123	

**Humboldt Waste Management Authority
Statement of Operations with Budget
For the Period Ending October 31, 2012
Programs Department**

	October Actual	YTD Actual	YTD Budget	YTD Variance	% of YTD Budget	Total Budget	YTD 33.33% of Total Budget
Total Revenues	91,218	343,756	311,867	31,889	110.23%	935,600	36.74%
Direct Expenses	59,369	286,741	257,867	28,875	111.20%	773,600	37.07%
Gross Margin	31,849	57,015	54,000	3,015		162,000	
Indirect Expenses	24,300	178,895	148,743	30,153	120.27%	446,228	40.09%
Income from Operations	7,549	(121,881)	(94,743)	(27,138)		(284,228)	
Depreciation	6,307	25,228	24,641	587	102.38%	73,923	34.13%
Other Revenue & Expense	(4,302)	(17,208)	(17,267)	58	1	(51,800)	0
Net Income (Loss)	(3,060)	(164,317)	(136,650)	(27,667)		(409,951)	

**Humboldt Waste Management Authority
Statement of Operations with Budget
For the Period Ending October 31, 2012
Landfill Includes Trust Funds**

	October Actual	YTD Actual	YTD Budget	YTD Variance	% of YTD Budget	Total Budget	YTD 33.33% of Total Budget
Total Revenues	51,456	178,588	160,633	17,955	111.18%	481,900	37.06%
Direct Expenses	33,028	97,613	110,833	(13,221)	88.07%	332,500	29.36%
Gross Margin	18,428	80,975	49,800	31,175		149,400	
Indirect Expenses	89,385	127,863	110,306	17,557	115.92%	330,919	38.64%
Income from Operations	(70,957)	(46,888)	(60,506)	13,618		(181,519)	
Depreciation	1,882	7,528	8,127	(599)	92.63%	24,382	30.88%
Other Non-Operational Expenses	(346,695)	(4,148,791)	(1,333,333)	(2,815,457)		(4,000,000)	
Net Income (Loss)	(419,534)	(4,203,207)	(1,401,967)	(2,801,240)		(4,205,901)	

**Humboldt Waste Management Authority
Summary Statement of Operations
For the Period Ending November 30, 2012
Actual vs Budget**

	November Actual	YTD Total	YTD Budget	YTD Variance	% of YTD Budget	Total Budget	YTD 41.67% of Total Budget
Operations							
Total Revenues	755,576	4,245,085	3,973,741	271,344	106.83%	9,536,979	44.51%
Operational Expense	355,228	2,108,149	2,199,510	(91,360)	95.85%	5,278,823	39.94%
Payroll	177,508	781,512	853,000	(71,488)	91.62%	2,047,200	38.17%
Indirect Expense	35,757	683,170	592,992	90,178	115.21%	1,423,180	48.00%
Subtotal Expenses	568,493	3,572,831	3,645,501	(72,670)		8,749,203	
Net Operations	187,083	672,254	328,240	344,014		787,776	
Non-Operational Expense	39,293	196,465	211,938	(15,473)	92.70%	508,651	38.62%
Other Revenues & Expenses	(105,972)	(4,603,176)	(159,689)	(4,443,487)	2882.58%	(383,254)	1201.08%
Net Change in Assets	41,818	(4,127,387)	(43,387)	(4,084,000)		(104,129)	

**Humboldt Waste Management Authority
Summary Statement of Operations
Year-to-Date for the Period Ending November 30, 2012
by Department**

	YTD Total	Admin	Transfer Station	ERD	HHW	Cummings Landfill	Recycling	Compost Facility	Programs
Operations									
Total Revenues	4,245,085	151,476	2,636,309	384,374	216,547	202,724	300,024	160,491	193,139
Operational Expense	2,108,149	16,827	1,289,078	314,082	119,188	44,192	174,778	129,310	20,694
Payroll	781,512	110,469	225,551	0	57,950	79,483	168,124	4,958	134,977
Indirect Expense	683,170	77,728	157,494	0	40,932	150,379	72,557	8,314	175,766
Subtotal Expenses	3,572,831	205,024	1,672,123	314,082	218,070	274,054	415,459	142,581	331,438
Net Operations	672,254	(53,548)	964,186	70,292	(1,523)	(71,331)	(115,435)	17,910	(138,299)
Non-Operational Expense	196,465	19,585	116,535	0	18,615	9,410	12,015	7,385	12,920
Other Revenues & Expenses	(4,603,176)	13,225	(424,789)	0	0	(4,170,779)	0	0	(20,833)
Net Change in Assets	(4,127,387)	(59,907)	422,862	70,292	(20,138)	(4,251,519)	(127,450)	10,525	(172,052)

**Humboldt Waste Management Authority
Statement of Operations with Budget
For the Period Ending November 30, 2012
Administration, Transfer Station, Recycling**

	November Actual	YTD Actual	YTD Budget	YTD Variance	% of YTD Budget	Total Budget	YTD 41.67% of Total Budget
Total Revenues	670,871	3,632,675	3,383,116	249,559	107.38%	8,119,479	44.74%
Direct Expenses	460,605	2,416,349	2,591,635	(175,285)	93.24%	6,219,923	38.85%
Gross Margin	210,266	1,216,326	791,482	424,844		1,899,556	
Indirect Expenses	(24,562)	316,092	269,097	46,995	117.46%	645,833	48.94%
Income from Operations	234,828	900,233	522,385	377,849		1,253,723	
Depreciation	31,104	155,520	170,978	(15,458)	90.96%	410,346	37.90%
Other Revenue & Expense	(80,359)	(411,564)	(159,689)	(251,875)	257.73%	(383,254)	107.39%
Net Income (Loss)	123,364	333,150	191,718	141,432		460,123	

**Humboldt Waste Management Authority
Statement of Operations with Budget
For the Period Ending November 30, 2012
Programs Department**

	November Actual	YTD Actual	YTD Budget	YTD Variance	% of YTD Budget	Total Budget	YTD 41.67% of Total Budget
Total Revenues	60,569	401,147	389,833	11,314	102.90%	935,600	42.88%
Direct Expenses	46,068	332,809	322,333	10,476	103.25%	773,600	43.02%
Gross Margin	14,501	68,338	67,500	838		162,000	
Indirect Expenses	37,803	216,698	185,928	30,770	116.55%	446,228	48.56%
Income from Operations	(23,302)	(148,360)	(118,428)	(29,932)		(284,228)	
Depreciation	6,307	31,535	30,801	734	102.38%	73,923	42.66%
Other Revenue & Expense	(3,625)	(20,833)	(21,583)	750	1	(51,800)	0
Net Income (Loss)	(33,234)	(200,729)	(170,813)	(29,916)		(409,951)	

**Humboldt Waste Management Authority
Statement of Operations with Budget
For the Period Ending November 30, 2012
Landfill Includes Trust Funds**

	November Actual	YTD Actual	YTD Budget	YTD Variance	% of YTD Budget	Total Budget	YTD 41.67% of Total Budget
Total Revenues	24,136	202,724	200,792	1,932	100.96%	481,900	42.07%
Direct Expenses	26,062	123,675	138,542	(14,866)	89.27%	332,500	37.20%
Gross Margin	(1,927)	79,049	62,250	16,799		149,400	
Indirect Expenses	22,516	150,379	137,966	12,413	109.00%	331,119	45.42%
Income from Operations	(24,442)	(71,331)	(75,716)	4,386		(181,719)	
Depreciation	1,882	9,410	10,159	(749)	92.63%	24,382	38.59%
Other Non-Operational Expenses	(21,988)	(4,170,779)	(1,666,667)	(2,504,112)		(4,000,000)	
Net Income (Loss)	(48,312)	(4,251,519)	(1,752,542)	(2,498,977)		(4,206,101)	



DATE: January 10, 2013

FROM: Jill Duffy, Executive Director

SUBJECT: Item 5
Presentation on Cummings Road Landfill Closure Activities and Status Report

RECOMMENDED ACTION: Review and Comment.
Presentation on Cummings Road Landfill Closure Activities and Status Report

DISCUSSION:

That the Board of Directors receive a video presentation by William (Bill) Weaver of Pacific Watershed Associates and receive status report. Take action if appropriate.

FISCAL IMPACT:
No Impact



DATE: January 10, 2013

FROM: Tyler Egerer, Administrative Services Manager

SUBJECT: Item 6
Receive and File Independent Auditor's Report for FY 2011-2012

RECOMMENDED ACTION:
Receive and File Independent Auditor's Report for Fiscal Year 2011-2012

DISCUSSION:

The Authority has contracted with the firm of Demello, McAuley, McReynolds & Holland to conduct the annual audit of the Authority's financial activity. Included in this staff packet is a copy of The Authority's *Audited Financial Statements* as prepared and submitted by the firm for fiscal year 2011-2012.

The Audit is comprised of a Comparative Statement of Net Assets, Comparative Statements of Activities, and Changes in Net Assets, Statement of Cash Flows, and Notes to the Financial Statements. The opinion of the Auditor is that the basic financial statements present fairly, in material respects, the financial position of the Authority.

Staff has reviewed the enclosed documents and agrees with the content of the audit as presented.

Partner Kimber McReynolds of Demello, McAuley, McReynolds and Holland is available to answer questions from the Board.



DATE: January 10, 2013

FROM: Jill Duffy, Executive Director

SUBJECT: Item 7
Certificate of Achievement HWMA Employee Tiffany Ibbs

RECOMMENDED ACTION: Authorize the Chair to Sign the Certificate of Achievement by Voice Vote

DISCUSSION:

Tiffany Ibbs joined HWMA in July, 2011 following her completion of a Bachelor of Science in Chemistry from Humboldt State University. She is HWMA's Senior Hazardous Materials Technician in the Hazardous Materials program. Tiffany has recently accomplished three outstanding achievements that address her competence and professional development that merit recognition.

- 1.) In August Tiffany demonstrated the required work experience, completed rigorous testing, and was awarded a Certified Hazardous Materials Manager (CHMM) endorsement from the Institute of Hazardous Materials Management in Rockville, Maryland.
- 2.) Tiffany is an active member of the Humboldt County Hazardous Materials Response Team and actively participates in monthly drills and training with the team. In September she and Eureka Fire Marshall Ed Laidlaw attended the HAZMAT Continuing Challenge Conference in Sacramento. At the close of the conference teams were organized and required to identify chemical unknowns within a brief time frame. Tiffany, assisted by Ed, won handily and brought home the honors and trophy to Humboldt County for the first time in the twenty year history of the event.
- 3.) Most recently, this past December Tiffany developed course curricula and served as instructor for the Hazardous Worker Operations and Emergency Procedures annual eight hour refresher course. The instruction is required of those in the Hazardous Materials Program as well as a number of other positions here at HWMA including our tipping floor and recycling center. In addition, several employees from WSG Hambro in Crescent City and Express Personnel in Eureka took the opportunity to attend. She shaped the course materials to match our specific operational needs and the class received rave reviews from all who attended. HWMA saw additional benefits by providing training conveniently in house and at a savings of nearly \$2,000 in tuition costs.

Staff is extremely pleased and proud of her accomplishments and how they bring credit both to herself and HWMA.

Attachment:

Certificate of Achievement



DATE: January 10, 2013

SUBJECT: Item 8
Items Pulled From Consent Calendar for Discussion



DATE: January 10, 2013
FROM: Jill K. Duffy, Executive Director
SUBJECT: Item 10
Executive Director's Report

RECOMMENDED ACTION: Receive Executive Director's Report as Information, Comment as Appropriate.

ITEMS:

Administration

During the months of November and December, I continued meeting with member agency representatives, haulers, land fill representatives and non-member agency representatives, as well as the North Coast Regional Water Quality Control Board and interested members of the public to hear issues of concern and exchange information. I met with the city managers of Fortuna and Trinidad and had productive conversations with both.

Re-initiated bi-weekly senior management meetings, met with HWMA staff members, and continue becoming familiarized with HWMA's operational, program and special project details.

Other activities include being invited to KINS radio to be the guest on the November 22nd Talk Shop to discuss HWMA operations and Strategic Planning activities. In January I will begin joining the City Manager's Working Group for their monthly meetings, and participating in the newly formed JPA Working Group.

Scheduled to provide an overview presentation on HWMA and our services to the Rio Dell City Council at their January 15, 2013 meeting.

Operations & Recycling

Recycling

Beginning first week of December, source-separated cardboard from Recology's new commercial routes in the City of Eureka began being delivered to HWMA's Eureka Recycling Center at Hawthorne Street. HWMA staff conduct a "floor sort" on the cardboard, to remove contaminants, and the sorted cardboard is then baled, using the Harris HRB-1 Baler. Most of the baled cardboard is being sold to International Paper's Springfield, OR facility, with a smaller amount being shipped to SF Bay area brokers, via Solid Wastes of Willits' trucks. Cardboard is also being received from Arcata Garbage's commercial route. HWMA is deducting a processing fee for this service, with the excess of revenue over that amount

remitted to the cities of Eureka and Arcata. Staff will use the cost information collected over the next three to four months, in order to update the Board and member agencies for the next fiscal year budget cycle and future recommended Board actions.

OCC (Old Corrugated Cardboard) pricing has been in the \$120/ton to \$145/ton range over the past month. Trucking costs from Eureka to the mills are in the \$30 to \$40 per ton range. A possible work action by West Coast longshoremen may impact recyclables commodity pricing in February; negotiations between the Longshoremen's union and shipping companies are ongoing.

Operations

Lisa Bernard of the North Coast Regional Water Quality Control Board provided a verbal summary on the ash disposal issue. The Regional Board received a report on the matter at their December 6th meeting, and decided that there would be no change or restriction for disposal of ash materials. Ash will continue to be accepted at Cold Creek Compost and applied as soil amendment to agricultural lands. NCRWQCB is discouraging the acceptance of contaminated wood materials and will be working with wood ash generators for appropriate management strategies.

Landfill – Cummings Road Landfill staff routinely monitor the facilities, and in particular monitoring performance of the Phase I Closure site. Several small holes in the liner alongside the ditches have been documented, and notice of a warrantee claim has been submitted to the contractor, Anderson Dragline. Following the wet season, staff and HWMA's consultant, Lawrence & Associates, will examine the site and formally file a warrantee claim so that necessary repairs may be made during the summer months by the contractor.

Strategic Plan

Strategic Planning meetings continued through the months of November and December, with the PAC reviewing and discussing policies 1 & 6 at their November 29th meeting. A series of general public workshops were held the first two weeks of December in Eureka/McKinleyville/Redway and Rio Dell. While public attendance was light, various PAC and HWMA Board members were able to attend and listen to the discussions.

HWMA staff continues to work with R3 Consulting in developing the administrative draft policies, and expect the PAC to consider policies 2 & 7 at a meeting to be held tentatively in late January. Staff expects the final PAC meeting to be held in mid-to-late February.

Food Collection Pilot/Digester Project

Pilot Food Waste Collection Program (a.k.a. the Food Waste to Watts Program)

The purpose of the Pilot Food Waste Collection program is to assess costs associated with food waste collection, and logistics of collecting food waste from various retail/commercial settings. Since the program's inception in October 2012, HWMA staff have recruited 37 "Early Adopters", who are businesses within Eureka which have begun to separate food waste and food soiled paper for bi-weekly collection. HWMA staff work closely with Recology of Humboldt to work through the logistics of developing a food waste collection and delivery program. Staff continue to work on strategies to reduce/manage contamination and increase participation. It should also be noted that HWMA's first early adopter is Humboldt State University and therefore, HWMA have also been working with Arcata Garbage Company to develop the capacity to collect food waste in Arcata.

A list of current participants can be seen on the Food Waste page on the HWMA website: <http://www.hwma.net/Food%20Waste/Foodwaste%20to%20Watts%20Participants>.

Food waste is delivered to the Hawthorne Street Transfer Station, stored and hauled to Cold Creek Compost, located in Ukiah, CA.

The Regional Food Waste Digester project

The Request for Proposals (RFP) for the design and installation of a food waste digester is underway. The RFP was released in September 2012, and during October and November, over 25 potential respondents visited Humboldt County to assess the proposed digester site, review the proposal and ask questions about the project. Responses were compiled and released in an addendum along with other pertinent design clarification. Samples of collected food wastes were sent to a qualified lab to be tested in order to provide respondents with a broad waste characterization necessary for digester design calculations. Proposals are due on February 28, 2013.

Staff will be bringing a presentation report along with proposed steps to the Board at the February Board meeting.

Hazardous Waste

- **Single Use Bag Ordinance** – To date, HWMA has not received comment by Arcata nor Eureka staff on the administrative draft document.
- **Tire Program** – CalRecycle announced the upcoming round of grants for the Waste Tire Amnesty Program. This grant cycle is a little different than years past in that grants will be awarded for a 2-year grant cycle, with a \$100,000 request cap. Staff will be submitting a grant application before February 5th to cover activities for July 1, 2013 thru June 30, 2015. Letters of support have been received by all member agencies. No HWMA Board action is necessary as the Board previously approved Resolution 2011-04 which provides the Executive Director the necessary authorization to apply for and execute grant agreements until 2016.
- **Hazardous Waste Training** – In December HWMA conducted an in-house Hazardous Worker Operations and Emergency Procedures annual eight hour refresher course. This instruction is required of those in the Hazardous Materials Program as well as a number of other positions here at HWMA including our tipping floor and recycling center. In addition, several employees from WSG Hambro in Crescent City and Express Personnel in Eureka took the opportunity to attend.
- **Pharmaceutical Collection Event** HWMA and County of Humboldt will be hosting the third annual pharmaceuticals and medications collections day on **Saturday, January 1^{2th} from 9:00 AM until 2:00 PM at the Hazardous Materials “Red Shed” at the Hawthorne Street Transfer Station.** The two previous events saw strong participation by Humboldt County households and were thought highly successful in diverting medications from inappropriate disposal in the trash or down the drain.

This type of event is unique in that local law enforcement involvement is required in the team make up, to allow residents a disposal option for narcotic medications. HWMA cannot accept narcotics and controlled substances during routine household hazardous waste collection events. This type of event sees about 10-20 pounds of

narcotic drugs (consider the weight of one pill) among the 800 to 1,000 pounds of over-the-counter and prescribed medications received. Law enforcement also realizes the benefit of removing these drugs from medicine chests where they can be mistakenly ingested or stolen for illegal use.