



DATE: June 9, 2016

TO: Alameda County Source Reduction and Recycling Board

FROM: Wendy Sommer, Executive Director
Pat Cabrera, Administrative Services Director

SUBJECT: Proposed FY 2016/17 Budget

SUMMARY

The proposed budget for FY 16/17 was presented at a combined meeting of the Alameda County Waste Management Authority (WMA), the Alameda County Source Reduction and Recycling Board (RB) and the Energy Council (EC) on April 27, 2016. The proposed budget is available at <http://stopwaste.org/proposed-budget-FY16-17> and hard copies will be available at the meeting.

The staff memo from the April 27 combined board meeting is available at: <http://stopwaste.org/proposed-budget-transmittal-memo-FY16-17>

The PowerPoint presentation is available at: <http://stopwaste.org/proposed-budget-presentation-FY16-17>

The proposed FY 16/17 budget totals approximately \$38.4 million (the RB portion totals approximately \$8.5 million). The Agency's core budget is similar to FY15/16 totaling \$11.4 million. Estimated total year-end core fund balances and reserves amount to \$20.3 million. The budget presentation was well received with no requests for changes or revisions by the Boards. The budget was adopted by the WMA and the EC on May 25, 2016. The budget is now being presented to the RB for adoption.

RECOMMENDATION

Adopt the FY 16/17 budget as it pertains to the RB and as outlined in the attached resolution.

Attachment A: RB Budget Resolution
Attachment B: RB Financial Information

ATTACHMENT A

**ALAMEDA COUNTY SOURCE REDUCTION AND RECYCLING BOARD
RESOLUTION #RB 2016 -**

**MOVED:
SECONDED:**

**AT THE MEETING HELD JUNE 9, 2016
THE ALAMEDA COUNTY SOURCE REDUCTION AND RECYCLING BOARD AUTHORIZES
ADOPTION OF THE FISCAL YEAR 2016-17 BUDGET AND
PROJECT CONTRACTS**

WHEREAS, a preliminary budget for Fiscal Year 2016-17 has been developed which incorporates programs and projects recommended by the Executive Director; and

WHEREAS, this budget was presented at the joint meeting of the Alameda County Waste Management Authority, the Alameda County Source Reduction and Recycling Board and the Energy Council at the meeting held on April 27, 2016 for review and comment; and,

WHEREAS, legal notice of the public hearing on the budget has been provided, and the matter scheduled on the June 9, 2016 Recycling Board agenda for adoption.

NOW THEREFORE, BE IT RESOLVED, that the Alameda County Source Reduction and Recycling Board hereby:

1. Adopts the Recycling Board's portion of the Fiscal Year 2016-17 Budget (see Attachment B, pages B1 through B7), with expenditures totaling 8,521,042 and authorizes staff to proceed with Recycling Board administration, programs and operations in accordance with the adopted budget, effective July 1, 2016.
2. Authorizes the following new or augmented contracts and/or spending authority for Fiscal Year 2016/17 subject to approval as to form by Legal Counsel and consistent with the Agency's purchasing policy.

Contracts/Spending Authority

Product Decisions Program Group

Regionalizing Bay- Friendly

ReScape California \$ 35,000

Passed and adopted this 9th day of June, 2016 by the following vote:

AYES:

NOES:

ABTAIN:

ABSENT:

Wendy Sommer, Executive Director

WASTE MANAGEMENT AUTHORITY & SOURCE REDUCTION AND RECYCLING BOARD & ENERGY COUNCIL
Projects by Funding Source- Budget FY 16/17

	Waste Management Authority				Energy Council Board				Recycling Board				
	Facility Fee	Mitigation Fee	Externally Funded	Benchmark Fee	HHW Fees	Energy Council	RB Discretionary	RB Grants to Non-Profit	RB Source Reduction	RB Market Development			
1000- PRODUCT DECISION:													
EXPENDITURES													
Total Cost													
1020 Landscape Services and Partnerships		\$ 575,771											
1030 BayROC (Bay Area Regional Recycling Outreach Coalition)		25,011	\$ 50,000										
1031 BayROC External Contributions		100,000		\$ 100,000									
Sub-total		700,782	50,000	100,000	-					200,303		175,239	175,239
1100 Bay Friendly													
1140 Regionalizing Bay Friendly		66,044											
1150 Bay-Friendly Water Efficient Landscape Prop 84 WMA		72,107	22,856										
1152 Bay-Friendly Water Efficient Landscape Prop 84 Round II		81,292	5,411										
1153 Bay-Friendly Water Efficient Landscape Prop 84 Round III		5,883,808		81,292									
1154 Drought Response Outreach Program for Schools (DROPS)		1,406,948		5,883,808									
Sub-total		7,510,199	28,267	5,411	7,372,048					30,188	13,000	45,991	15,295
1200 Product Purchasing and Manufacturing													
1200 Packaging		548,814	180,141										
1220 Waste Prevention: Institutional/Food Service		931,279	235,440	460,400						8,500	180,087	235,440	180,087
1250 Waste Prevention: Reusable Bag Ordinance Implementation		120,205	120,205										
1251 Waste Prevention: Reusable Bag Ordinance External Contributions		100,741		100,741									
1260 Recycled Content: Compost and Mulch		732,904	232,681	85,000									
Sub-total		2,433,943	768,466	495,400	100,741					-	8,500	415,526	645,309
1300 Buildings													
1347 BayREN (Bay Regional Energy Network)		5,933,314											
1348 PG&E Local Government Partnership		96,230											
1349 Energy Council Incubator		147,898											
1350 Building Services and Partnerships		355,849	323,349										
Sub-total		6,533,291	323,349	-	-						32,500	-	-
Total Product Decisions		\$ 17,178,215	1,120,082	550,811	7,572,769					230,491	54,000	636,757	\$ 835,844

WASTE MANAGEMENT AUTHORITY & SOURCE REDUCTION AND RECYCLING BOARD & ENERGY COUNCIL
Projects by Funding Source- Budget FY 16/17

	Waste Management Authority					Energy Council Board				
	Facility Fee	Mitigation Fee	Externally Funded	Benchmark Fee	HHW Fees	Energy Council	RB Discretionary	RB Grants to Non-Profit	RB Source Reduction	RB Market Development
2000-DISCARD MANAGEMENT										
2020 Schools Transfer Station Tours	301,218						301,218			
2040 Competitive Grants	10,000							394,973		
2050 Ready, Set, Recycle	581,717	163,772					581,717			
2070 Benchmark Report Production and Distribution	221,778			221,778						
2080 Benchmark Data and Analysis	542,969			542,969						
2090 Mandatory Recycling Implementation	375,687	1,779,451								
Sub-total	1,288,622	1,943,223	-	764,747	-	-	882,935	394,973	-	-
2100 Processing Facilities										
2110 Construction & Demolition Debris Recycling	186,731			186,731						5,097
Sub-total	186,731			186,731						5,097
2300 Hazardous Waste										
2310 Hazardous Waste	17,805		155,000							
2311 Used Oil Recycling Grant					6,467,992					
2312 Household Hazardous Waste Facilities										
Sub-total	17,805		155,000		6,467,992					
2400 C/I/I Collections (Commercial/Industrial/Institutional)										
2420 Business Assistance Supporting Activities	148,970	255,578							148,970	
Sub-total	148,970	255,578							148,970	
Total Discard Management	1,435,396	2,385,532	155,000	764,747	6,467,992	-	882,935	394,973	148,970	5,097
\$	12,640,641									

WASTE MANAGEMENT AUTHORITY & SOURCE REDUCTION AND RECYCLING BOARD & ENERGY COUNCIL
Projects by Funding Source- Budget FY 16/17

	Total Cost	Waste Management Authority				Energy Council Board			Recycling Board				
		Facility Fee	Mitigation Fee	Externally Funded	Benchmark Fee	HHW Fees	Energy Council	RB Discretionary	RB Grants to Non-Profit	RB Source Reduction	RB Market Development		
3000-COMMUNICATION, ADMINISTRATION, PLANNING													
3021 Miscellaneous Small Grants Administration	\$ 300,000	-	-	300,000	-	-	-	-	-	-	-	-	-
Sub-total	300,000	-	-	300,000	-	-	-	-	-	-	-	-	-
3200 Other General Activities													
3210 Property Management	161,082		161,082										
3220 Disposal Reporting	73,041	21,912			51,129								
3230 Technical Advisory Committee	44,967	44,967											
3240 Fee Enforcement	417,047	417,047											
Sub-total	696,137	483,926	161,082	-	51,129	-	-	-	-	-	-	-	-
3400 Planning													
3410 General Planning	162,089	132,089	30,000										
3420 Residential Organics Recovery Pilots	178,198	78,198	100,000										
3430 ColWMP Amendments Application	9,610	9,610											
3440 Waste Characterization Study	487,530	400,500									87,030		
3460 Five Year Audit	244,520	244,520									244,520		
3470 Standards Development	163,219	163,219											
Sub-total	1,245,166	383,116	530,500	-	-	-	-	-	-	-	331,550	-	-
3500 Agency Communications													
3510 General Agency Communication	1,192,344	1,156,244									36,100		
3530 Legislation	219,607	189,607									30,000		
Sub-total	1,411,951	1,345,851	-	-	-	-	-	-	-	-	66,100	-	-
Total Communication, Administration, Planning	\$ 3,653,254	2,212,893	691,582	300,000	51,129	-	-	-	-	-	397,650	-	-
Total Project Expenditures**	\$ 33,472,110	4,768,371	3,627,925	8,027,789	815,876	6,467,992	6,177,442	1,113,426	846,623	785,726	\$ 840,941		

** Total Project expenditures include:
 Salaries \$4,815,568
 Benefits \$2,332,296
 Core Budget \$11,444,555
 AND Core Revenues equal \$9,432,005

WASTE MANAGEMENT AUTHORITY & SOURCE REDUCTION AND RECYCLING BOARD & ENERGY COUNCIL
Projects by Funding Source- Budget FY 16/17

	Waste Management Authority				Energy Council Board				Recycling Board			
	Facility Fee	Mitigation Fee	Externally Funded	Benchmark Fee	HHW Fees	Energy Council	Discretionary	RB Grants to Non-Profit	RB Source Reduction	RB Market Development		
ADJUSTED ENDING FUND BALANCE	\$ 3,513,506	\$ 0	\$ -	\$ -	\$ 6,128,855	\$ 104,477	\$ 3,532,687	\$ 1,089,502	\$ 554,875	\$ 163,117		
Total												
Cost												

OTHER PROJECTS:

Revolving Loan (RLF): (Project 2030)
 Beginning fund balance \$ 1,053,226
 Revenues 21,667
 Loan Repayment 126,388
 Project cost (loans and expenses) (687,469)
Ending fund balance \$ 513,812

RB Municipalities (Measure D 50%) (Project 2220)
 Beginning fund balance \$ -
 Revenues 3,860,961
 Project cost (3,860,961)
Ending fund balance \$ -

Recycled Product Purchase Preference Meas. D 5% (proj. 1210)
 Beginning fund balance \$ -
 Revenues 385,896
 Project cost (385,896)
Ending fund balance \$ -

Total project cost including other projects \$ 38,406,436
Total revenues including other projects \$ 35,185,410

NOTE
 Facility Fees=Authority user fee of \$4.34 per ton.
 Mitigation Fees= Import Mitigation Fee of \$4.53 per ton collected on all other wastes landfilled in Alameda County that originate out-of-county.
 RB Discretionary=Recycling Board Discretionary Fund - 15% of Measure D fees, of which 3% may be used to cover expenses necessary to administer the recycling fund.
 RB Grants to Non-Profit = Recycling Board Grants to Non-Profit Fund - 10% of Measure D fees.
 RB Source Reduction= Recycling Board Source Reduction Fund - 10% of Measure D fees.
 RB Market Development = Recycling Board Market Development Fund - 10% of Measure D fees.
 RB Recycled Prod. Pref. = Recycling Board Recycled Product Price Preference Fund - 5% of Measure D fees.
 RB Municipalities = Recycling Board Municipalities Fund - 50% of Measure D fees.
 RLF = Revolving Loan Fund
 HHW= HHW fees of \$2.15 per ton and \$8.60 per residential unit.

**ALAMEDA COUNTY SOURCE REDUCTION AND RECYCLING BOARD
FUND BALANCES AVAILABLE
FISCAL YEAR 2016-2017 BUDGET**

<i>FUND NAME</i>	<i>RB</i>	<i>BEG. FUND BALANCE JULY 1, 2016</i>	<i>ADJUST- MENTS</i>	<i>BEG. FUND BALANCE JULY 1, 2016</i>	<i>PROJECTED REVENUES</i>	<i>PROJECTED EXPENDITURES</i>	<i>TRANSFERS</i>	<i>ESTIMATED FUND BALANCE JUNE 30, 2017</i>
RECYCLING BOARD								
Discretionary****		15% \$ 3,449,145	20,780 (a)	3,469,925	1,176,188	(1,113,426)		\$ 3,532,687
Grants to Non-Profits		10% 1,135,178	29,155 (a)	1,164,333	771,792	(846,623)		1,089,502
Source Reduction		10% 551,081	17,728 (a)	568,809	771,792	(785,726)		554,875
Market Development		10% 208,312	23,954 (a)	232,266	771,792	(840,941)		163,117
Recycled Prod. Purch. Prefer.		5% -	-	-	385,896	(385,896)		0
Municipalities Allocation		50% -	-	-	3,860,961	(3,860,961)		0
Recycling Board Total		\$ 5,343,716	91,617	5,435,333	7,738,421	(7,833,573)	-	\$ 5,340,181
Revolving Loan		\$ 1,053,226		1,053,226	148,055	(687,469)		\$ 513,812

** Mandated percentage apportionment of revenue. Discretionary and Municipalities allocation includes interest.

**** 3% of Discretionary funds may be used to cover expenses necessary to administer the recycling fund.

(a) Closed contracts.

**ALAMEDA COUNTY SOURCE REDUCTION AND RECYCLING BOARD
 SCHEDULE OF RESERVES
 FISCAL YEAR 2016-2017 BUDGET**

<i>DESCRIPTION</i>	RB			<i>BALANCE JUNE 30, 2017</i>
	<i>BALANCE JULY 1, 2016</i>	<i>TRANSFERS IN</i>	<i>TRANSFERS OUT</i>	
FISCAL RESERVE	\$ 694,981			\$ 694,981
Total	<u>\$ 694,981</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 694,981</u>