

**HUMBOLDT WASTE MANAGEMENT AUTHORITY
MEASURE Z
QUARTERLY AND FINAL SUMMARY REPORT**

Due dates:

Quarterly reports are due one month after the end of each quarter. Quarterly reports will be based on COUNTY fiscal year quarters. The below table below shows each fiscal year quarter and the report due dates. Each agency must submit a quarterly report for each quarter in which the contract is active. The Final Summary Report is due one month after completion of the contract term.

Quarter	Dates Included	Date Report Due to County
1	July 1 through September 30	October 31
2	October 1 through December 31	January 31
3	January 1 through March 31	April 30
4	April 1 through June 30	July 31
Final Summary Report	Based on contract term	One month after term end

Submission of reports:

All reports should be sent to **the County Administrative Office** at the following addresses:

cao@co.humboldt.ca.us

Or by mail to: County of Humboldt
County Administrative Office, Room 112
825 Fifth Street
Eureka, CA 95501

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**ATTACHMENT 1
QUARTERLY AND FINAL SUMMARY REPORT**

**COUNTY OF HUMBOLDT – MEASURE Z
Report Form**



Organization Name: HUMBOLDT WASTE MANAGEMENT AUTHORITY **Report Date:** _____

Contact Name: Jill Duffy, Executive Director **Phone:** 707-268-8680

Please attach a narrative report addressing the items outlined in section I below. Feel free to attach any other relevant materials or reports.

I. QUARTERLY NARRATIVE (please attach a maximum of 1 page, exclusive of attachments)

A. Results/Outcomes

1. Please describe the Measure Z activities completed and/or total numbers served or reached.
Measure Z funds were used to fund a portion of costs associated with disposal of illegally dumped solid wastes and related materials both within the County and incorporated cities (see detail below).

HWMA received an allocation of \$40,000 for FY 2016-17, and to date \$1,631.01 has been expended.

2. What difference did Measure Z funding make in our community and for the population you are serving? Please discuss evidence of effect (e.g., community indicators, outcomes, etc.). *If you have evaluation materials that document outcomes and impacts of your work, feel free to attach them in lieu of answering this or other questions.*

Removal and proper disposal of solid wastes, tires and potentially hazardous materials such as illegally dumped butane canisters serves protect the public and our environmental resources.

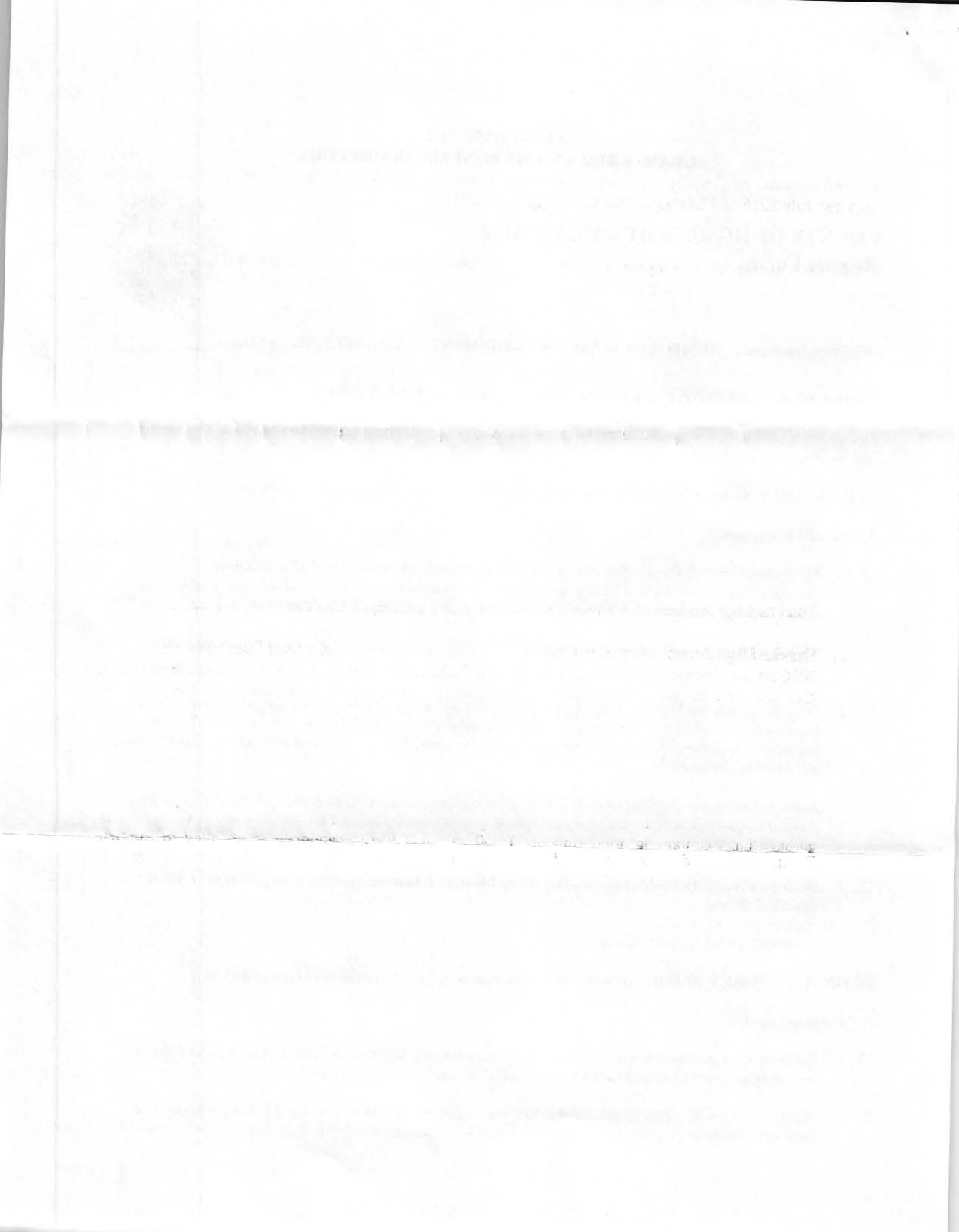
3. Describe any unanticipated impacts of receiving Measure Z funding, positive or negative, not already described above.

No unanticipated impacts to date.

II. FINAL SUMMARY REPORT (please attach a maximum of 2 pages, exclusive of attachments)

A. Lessons Learned

1. Describe what you learned based on the results/outcomes you reported in Section A above and what, if any, changes you will make based on your results/outcomes. *None at this time.*
2. What overall public safety improvements has your organization seen as a result of receiving Measure Z funding? *Proper disposal of solid waste and miscellaneous items that were discarded in the environment.*



The purpose of the Measure Z Funds were to assist HWMA in off-setting costs associated with the clean-up and disposal of illegally disposed solid waste materials. The Authority received four (4) requests between July 2016 and December 2016, totaling \$1,631.01.

- 1. Northcoast Environmental Center – Community Clean Up** **Amount Used: \$167.71**
The NEC sponsors an annual Coastal Clean-up Day where volunteers collect illegally disposed trash from throughout Humboldt County. While the focus areas are coastal areas (Samoa, Manila, Clam Beach and southern Humboldt), other areas include Palco Marsh, Halverson Park and Coopers Gulch. Collection and disposal costs are accomplished through community volunteers, bins donated by either franchise agreements or solid waste hauling companies, and disposal costs covered by HWMA with a portion of costs offset by Measure Z funds.

Total tonnage received at HWMA’s Hawthorne Street Facility: 1.3 Tons

- 2. Mad River Alliance – Community Clean-up** **Amount Used: \$397.10**
In conjunction with the Northcoast Environmental Center Coastal Clean-Up, the Mad River Alliance also recruits volunteers to perform voluntary clean up activities along the Mad River between Blue Lake and Arcata. Bins, hauling and disposal were provided by Arcata Garbage using Measure Z funds.

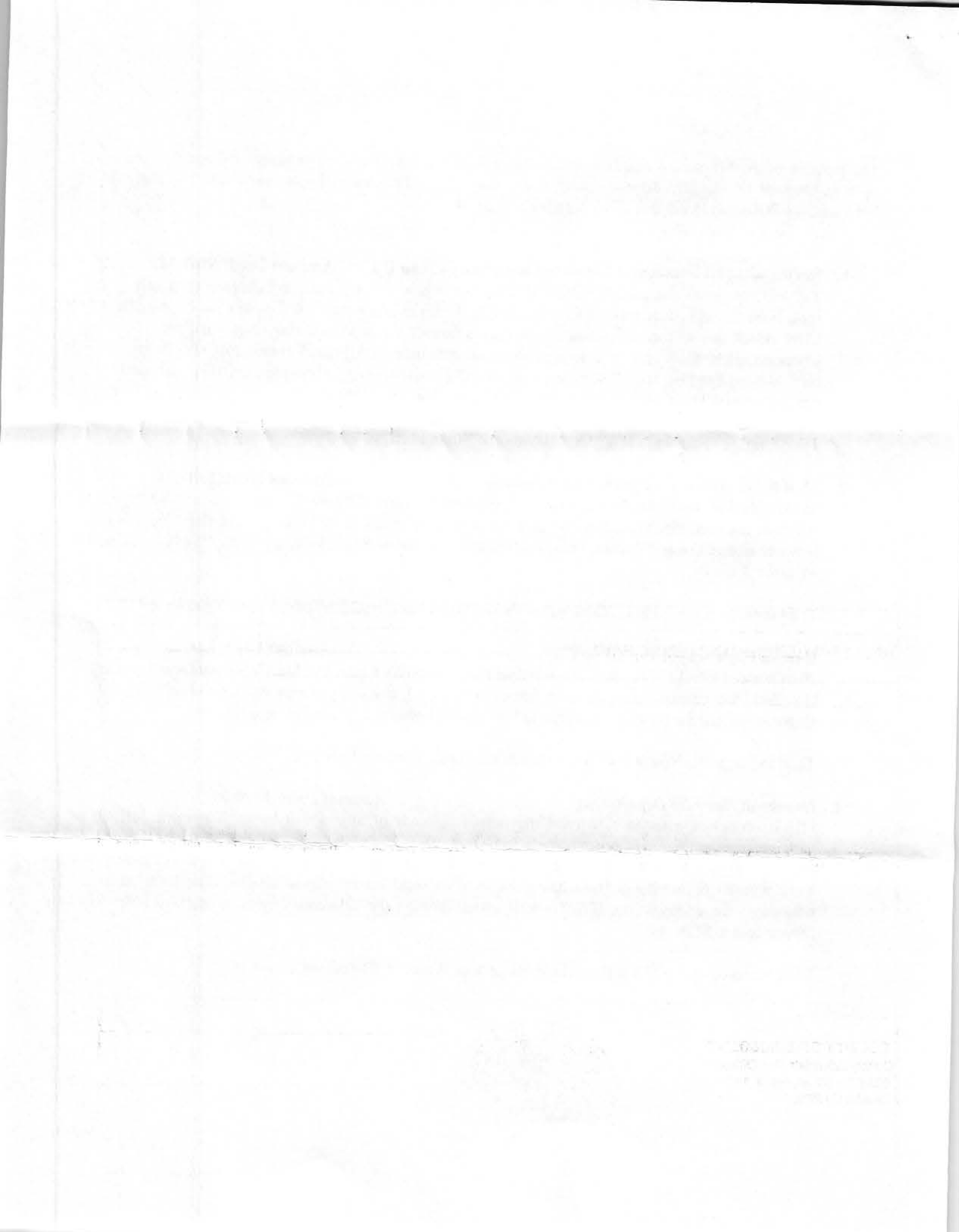
Total tonnage received at HWMA’s Hawthorne Street Facility: 2.83 Tons, 5 tires, 1 flatscreen TV.

- 3. Eureka High School Wrestling Club** **Amount Used: 246.20**
2016 marked Eureka High School’s 6th Annual Community Clean Up. Students from the wrestling club and their parents collected trash from throughout Eureka city streets on November 19th, and then transported the collected material to HWMA’s Hawthorne Street Transfer Station.

Total tonnage received at HWMA’s Hawthorne Street Facility: 1.58 Tons

- 4. Humboldt Bay Fire Department** **Amount Used: \$820.00**
HBFD requested assistance to fund the proper disposal of abandoned butane canisters. Eight garbage bags containing approximately 1,500 canisters were abandoned in an alley in Eureka. Butane canisters disposed as hazardous waste (due to pressurized gas) typically costs \$1/canister. This material is prohibited from being disposed as solid waste, and is handled and disposed as household hazardous waste. HWMA staff sorted through the delivered canisters, and was able to reduce cost to \$820.00.

Total received at HWMA’s Household Hazardous Waste: 1,500 butane canisters.



ATTACHMENT II - EXHIBIT E

Measure Z - Invoice

Humboldt Waste Management Authority Jill K. Duffy, Executive Director 1059 West Hawthorne Street, Eureka, CA 95501 (707) 268-8680
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Invoice Date: 12/13/2016

Invoice # MZ- HWMA001

Invoice Period: 07/01/16 to 12/31/16

Description	Cost	Total Amount Due
Personnel Costs (Wages and Benefits)	\$0.00	
Operational Costs (Rent, Utilities, Phones, etc.)	\$1,631.01	
Waste Management Fees for Solid Waste Transportation and Disposal		
Fees for Diposal of Special Items in Waste Stream		
Consumables/Supplies (Supplies and Consumables should be separate)	\$0.00	
Transportation/Travel (Local and out of county should be separate)	\$0.00	
Other (Indirect Costs, Contracts, etc.)	\$0.00	
		\$1,631.01

I certify that the information provided above is, to the best of my knowledge, complete and accurate; the expenditures are in accordance with the approved Agreement cited for services provided under the provision of that agreement. Full justification and backup records for the expenditures are maintained in our office at the address indicated.

Signature and date: *J. K. Duffy* 12/16/2016
 Print Name and Title: Jill K Duffy, HWMA Executive Director

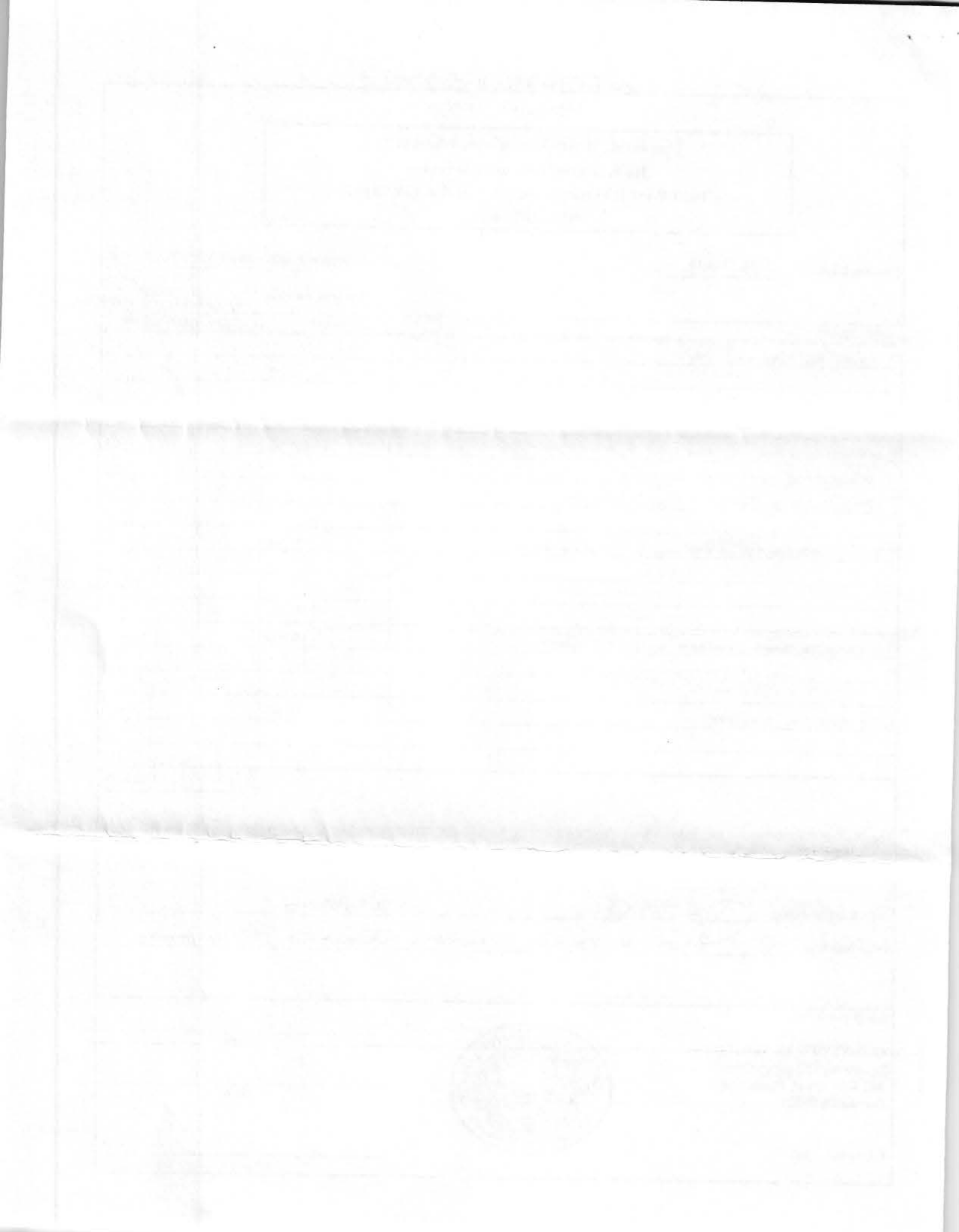
Send invoice to:
COUNTY OF HUMBOLDT
 County Administrative Office
 825 Fifth Street, Room 112
 Eureka Ca 95501



(707) 445-7266

Date

Date



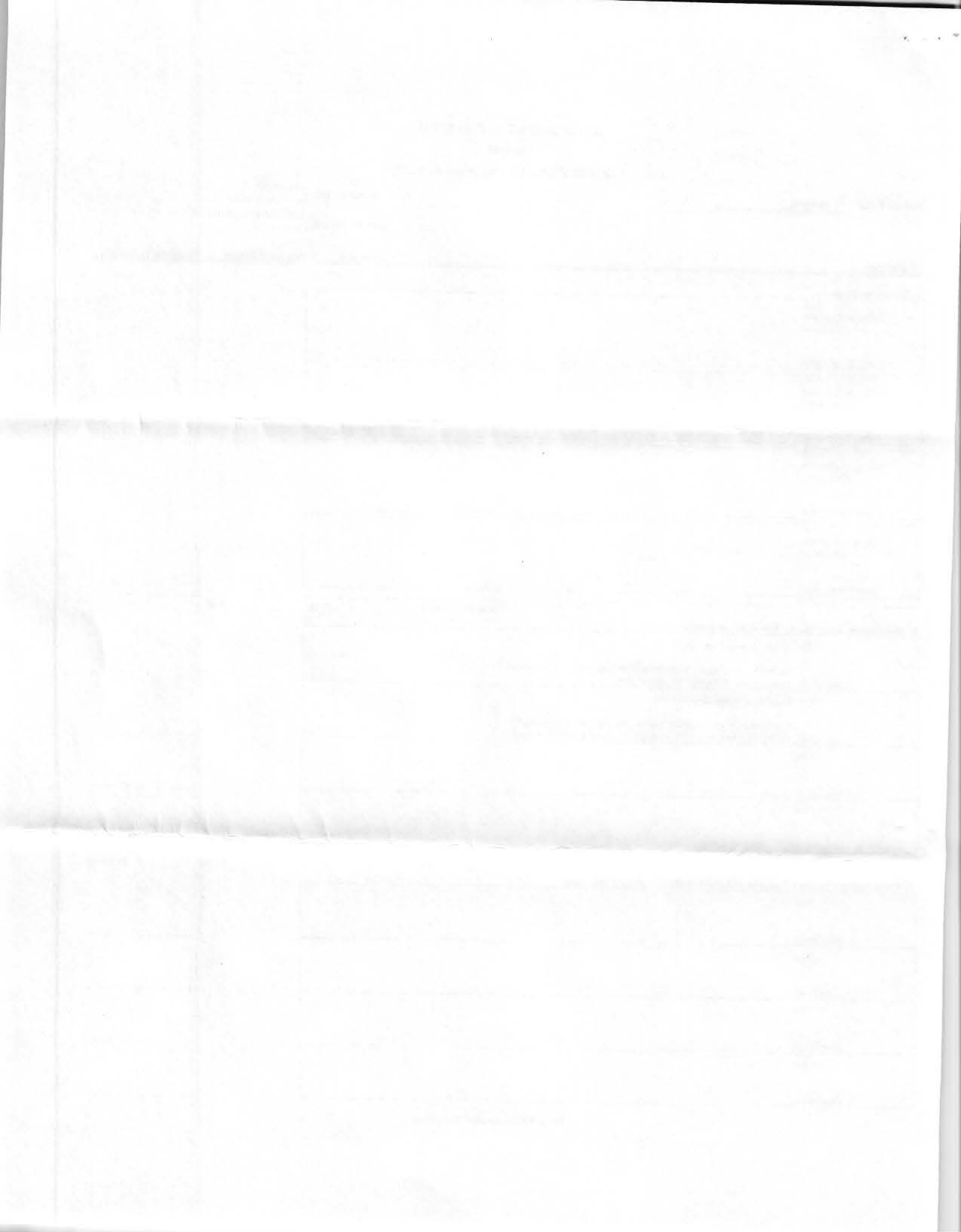
ATTACHMENT II - EXHIBIT D
Budget
Humboldt Waste Management Authority

Invoice Date: 12/13/16

Invoice # MZ: HWMA001

Invoice Period: 07/01/16 to 12/31/16

Descriptions	Amounts	Approved Budget	Remaining Balance
A. Personnel Costs			
Title: Salary and Benefits Calculation: Duties Description:			0.00
Title: Salary and Benefits Calculation: Duties Description:			0
Title: Salary and Benefits Calculation: Duties Description:			0
Title: Salary and Benefits Calculation: Duties Description:			0
Total Personnel:		0.00	0.00
B. Operational Costs (Rent, Utilities, Phones, etc.)			
Title: Waste Management Fees Description: Per ton fee for disposal of solid waste through HWMA Facilities, plus costs related to salvage of divertible items.	811.01	40000	38368.99
Title: Hazardous Waste Disposal Fees Description: Transportation and Disposal fees for collection and processing of hazardous waste materials not disposed of in solid waste stream.	820		
Title: Description:			
Title: Description:			
Total Operating Costs:		1631.01	40000
C. Consumables/Supplies (Supplies and Consumables should be separate)			
Title: Description:			
Title: Description:			
Title: Description:			
Title: Description:			
Total Consumable/Supplies:		0	0



ATTACHMENT II - EXHIBIT D
Budget
Humboldt Waste Management Authority

Invoice Date: 12/13/16

Invoice # MZ: HWMA001

Invoice Period: 07/01/16 to 12/31/16

Descriptions	Amounts	Approved Budget	Remaining Balance
D. Transportation/Travel (Local and Out-of-County should be separate)			
Title:			
Description:			_____
Title:			
Description:			_____
Title:			
Description:			_____
Total Transportation/Travel Costs:		0	0
E. Fixed Assets			
Title:			
Description:			_____
Title:			
Description:			_____
Total Other Costs:		0	0
Invoice Total:		1,631.01	

