

**CITY OF WILDOMAR CITY COUNCIL**  
**Agenda Item #1.2**  
**CONSENT CALENDAR**  
**Meeting Date: April 27, 2011**

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**TO:** Mayor and City Council Members  
**FROM:** Gary Nordquist, Assistant City Manager  
**SUBJECT:** Warrant Registers and Payroll Register

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council approve the following:

1. Warrant Register dated April 14, 2011, in the amount of \$27,406.43;
2. Warrant Register dated April 21, 2011, in the amount of \$16,628.34; and
3. Payroll Register dated April 21, 2011, in the amount of \$17,677.57.

**DISCUSSION:**

The City of Wildomar requires that the City Council audit payments of demands and direct the City Manager to issue checks. The Warrant and Payroll Registers are submitted for approval.

**FISCAL IMPACT:**

These Warrant and Payroll Registers will have a budgetary impact in the amount noted in the recommendation section of this report. These costs are included in the Fiscal Year 2010-11 Budget.

Submitted by:

Approved by:

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Gary Nordquist  
Assistant City Manager

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

Voucher List 4/14/2011  
Voucher List 4/21/2011  
Payroll Warrant Register April 21, 2011

Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200424	4/11/2011	000253 COUNTY OF RIVERSIDE, CLERK OF THE	4112011		NOTICE OF EXEMPTION FEE	64.00
					<b>Total :</b>	<b>64.00</b>
200425	4/14/2011	000254 ACEC CA	41311		2011 PUBLICATIONS- PLANNING DI	167.38
					<b>Total :</b>	<b>167.38</b>
200426	4/14/2011	000033 AMERICAN FORENSIC NURSES	59685 59702		BLOOD DRAW BLOOD DRAW, URINE SPECIMEN, :	82.16 618.64
					<b>Total :</b>	<b>700.80</b>
200427	4/14/2011	000255 CASTANON, GINA	32311		10-0203 DEVELOPER DEPOSIT REF	1,001.51
					<b>Total :</b>	<b>1,001.51</b>
200428	4/14/2011	000036 DATAQUICK	B1-1918457		CODE ENF. SOFTWARE 3/1-3/31/11	264.59
					<b>Total :</b>	<b>264.59</b>
200429	4/14/2011	000058 DEPARTMENT OF JUSTICE	840899		RC SHERIFF BLOOD ALC ANALYSE	35.00
					<b>Total :</b>	<b>35.00</b>
200430	4/14/2011	000022 EDISON	4711 4711A 4711B 4811		CITY LAMPS ELECTRICAL 3/1-4/1/11 CSA 22 ELECTRICAL 3/1-4/1/11 CSA 103 ELECTRICAL 7/1/09-4/1/11 CSA 142 ELECTRICAL 3/1-4/1/11	380.08 3,029.22 16,937.11 2,030.03
					<b>Total :</b>	<b>22,376.44</b>
200431	4/14/2011	000237 ELKS LODGE #2591	41211		STATE OF THE CITY CATERING	448.32
					<b>Total :</b>	<b>448.32</b>
200432	4/14/2011	000016 INNOVATIVE DOCUMENT SOLUTIONS	101610		CONTRACT COPIER SRVCS 3/1-3/3	516.21
					<b>Total :</b>	<b>516.21</b>
200433	4/14/2011	000230 JAMMIN' JUMPS	41311		EGGSTRAVAGANZA EGG HUNT SE	200.00
					<b>Total :</b>	<b>200.00</b>
200434	4/14/2011	000147 MARATHON REPROGRAPHICS	62166 62443 62513		TRAIL MAPS FLOOD CONTROL MAPS CITY STORM DRAIN MAP	6.26 14.88 16.31

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Voucher List  
City of Wildomar

Page: 2

Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200434	4/14/2011	000147	000147 MARATHON REPROGRAPHICS	(Continued)		Total : 37.45
200435	4/14/2011	000049	NORTH COUNTY TIMES	2286948	PUBLIC HEARING NOTICE 09-0301	166.60
						Total : 166.60
200436	4/14/2011	000018	ONTRAC	7091888	09-0265 OVERNIGHT DELIVERY SE	6.72
						Total : 6.72
200437	4/14/2011	000020	VERIZON	4111	TELEPHONE CHARGES 4/1-4/30/11	35.65
				4111A	OFFICE TELEPHONE CHARGES 4/1	605.76
						Total : 641.41
200438	4/14/2011	000078	WILDOMAR AWARDS AND TROPHIES	WAT0000033	ADULT SOFTBALL STAFF 3/1-3/31/1	780.00
						Total : 780.00
15 Vouchers for bank code : wf						Bank total : 27,406.43
15 Vouchers in this report						Total vouchers : 27,406.43

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Voucher List  
City of Wildomar

Page: 1

Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200439	4/21/2011	000044 A&A JANITORIAL SERVICES	1643		JANITORIAL SRVCS & SUPPLIES AI	633.03
					Total :	633.03
200440	4/21/2011	000028 CALPERS	403		MEDICAL PREM MAY 2011	6,407.79
					Total :	6,407.79
200441	4/21/2011	000035 COUNTY OF RIVERSIDE, TLMA	TL-0000007889		FEBRUARY 2011 SLF COSTS	41.66
					Total :	41.66
200442	4/21/2011	000027 DIRECTTV	14915844321		CABLE SRVCS 4/12-5/11/11	86.99
					Total :	86.99
200443	4/21/2011	000022 EDISON	41311 41611		MARNA PARK ELECTRICAL 3/1-4/1/ ELECTRICAL SERVICES 2/16-4/15/1	57.47 4,486.17
					Total :	4,543.64
200444	4/21/2011	000012 ELSINORE VALLEY MUNICIPAL, WATER	4897278 4897279 4897280		HERITAGE WATER SRVCS 3/17-4/1/ MARNA WATER SRVCS 3/17-4/13/11 MARNA WATER SRVCS 3/17-4/13/11	72.05 47.88 570.99
					Total :	690.92
200445	4/21/2011	000024 GUARDIAN	41811		DENTAL/VISION BENEFITS MAY 201	865.65
					Total :	865.65
200446	4/21/2011	000016 INNOVATIVE DOCUMENT SOLUTIONS	101872		PRINTER SUPPLIES	138.00
					Total :	138.00
200447	4/21/2011	000230 JAMMIN' JUMPS	21611		TEEN FUNDRAISING EVENT	1,200.00
					Total :	1,200.00
200448	4/21/2011	000147 MARATHON REPROGRAPHICS	62541		FLOOD CONTROL MAPS - STREET	34.80
					Total :	34.80
200449	4/21/2011	000185 PITNEY BOWES	4611		POSTAGE METER REFILL 4/5/11	500.00
					Total :	500.00
200450	4/21/2011	000053 SIEMENS INDUSTRY, INC.	RI-107314		TRAFFIC SIGN MAINT. MARCH 201	905.00

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Voucher List  
City of Wildomar

Page: 2

Bank code : wf

Voucher	Date	Vendor	Invoice	PO #	Description/Account	Amount
200450	4/21/2011	000053 SIEMENS INDUSTRY, INC.	(Continued) RI-107315		TRAFFIC SIGN RESPONSE MARCH	273.80
					<b>Total :</b>	<b>1,178.80</b>
200451	4/21/2011	000078 WILDOMAR AWARDS AND TROPHIES	41511		REIMB. FOR PAID INVOICES	307.06
					<b>Total :</b>	<b>307.06</b>
13 Vouchers for bank code : wf						<b>Bank total :</b> 16,628.34
13 Vouchers in this report						<b>Total vouchers :</b> 16,628.34

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City of Wildomar  
Payroll Warrant Register  
April 21, 2011

<u>ACH Date</u>	<u>Payee</u>	<u>Description</u>	<u>Amount</u>
4/15/2011	Payroll People	3/26-4/08/11 Staff	17,677.57
		TOTAL	17,677.57

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #1.3**  
**CONSENT CALENDAR**  
**Meeting Date: April 27, 2011**

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**TO:** Mayor and City Council Members  
**FROM:** Gary Nordquist, Assistant City Manager  
**SUBJECT:** Treasurer's Report – March 2011

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council receive and file the Treasurer's Report for March, 2011.

**DISCUSSION:**

Attached is the Treasurer's Report for Cash and Investments for the month of March 2011.

**FISCAL IMPACT:**

None.

Submitted by:

Approved by:

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Gary Nordquist  
Assistant City Manager

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

Treasurer's Report

CITY OF WILDOMAR  
 TREASURER'S REPORT FOR  
 CASH AND INVESTMENT PORTFOLIO  
March 2011

CITY CASH

FUND	ACCOUNT	INSTITUTION	BALANCE	RATE
All	All	WELLS FARGO	\$ 2,469,737.99	0.00%
		TOTAL	\$ 2,469,737.99	

FUND	ACCOUNT	INSTITUTION	BEGINNING BALANCE	+ DEPOSITS	(-) WITHDRAWALS	ENDING BALANCE	RATE
All	All	WELLS FARGO	\$ 2,799,932.03	\$ 395,102.30	\$ (725,296.34)	\$ 2,469,737.99	0.000%
		TOTAL	\$ 2,799,932.03	\$ 395,102.30	\$ (725,296.34)	\$ 2,469,737.99	

CITY INVESTMENT

FUND	ISSUER	BOOK VALUE	FACE VALUE	MARKET VALUE	PERCENT OF PORTFOLIO	DAYS TO MAT.	STATED RATE
All	LOCAL AGENCY INVESTMENT FUND	\$ 1,528,060.08	\$ 1,528,060.08	\$ 1,528,060.08	100.00%	0	0.500%
	TOTAL	\$ 1,528,060.08	\$ 1,528,060.08	\$ 1,528,060.08	100.00%		

**CITY - TOTAL CASH AND INVESTMENT**      \$ 3,997,798.07

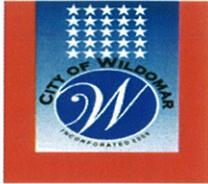
CITY INVESTMENT

FUND	ISSUER	BEGINNING BALANCE	+ DEPOSITS/ PURCHASES	(-) WITHDRAWALS/ SALES/ MATURITIES	ENDING BALANCE	STATED RATE
All	LOCAL AGENCY INVESTMENT FUNDS	\$ 1,528,060.08	\$ 0.00	\$ 0.00	\$ 1,528,060.08	0.500%
	TOTAL	\$ 1,528,060.08	\$ 0.00	\$ 0.00	\$ 1,528,060.08	

In compliance with the California Code Section 53646, as the Director of Finance/ City Treasurer of the City of Wildomar, I hereby certify that sufficient investment liquidity and anticipated revenues are available to meet the City's expenditure requirements for the next six months and that all investments are in compliance to the City's Statement of Investment Policy.  
 I also certify that this report reflects all Government Agency pooled investments and all City's bank balances.

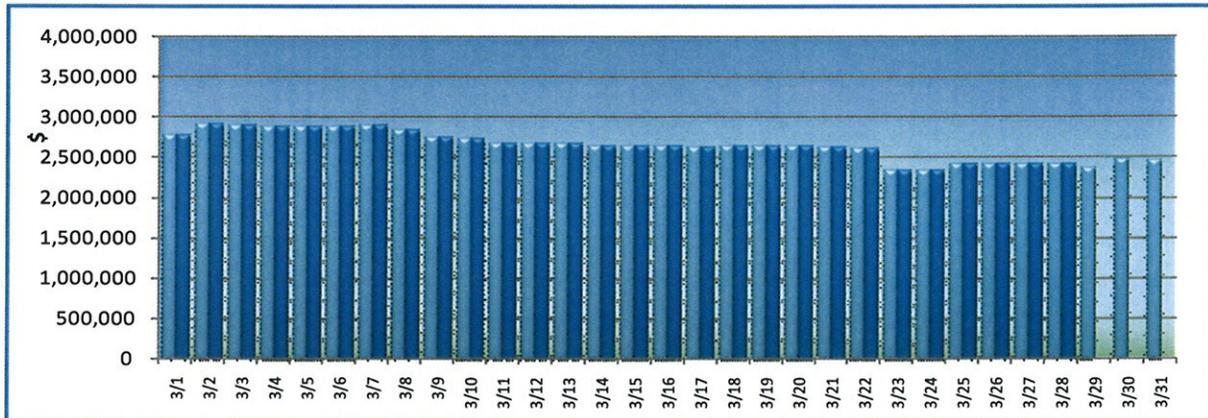
\_\_\_\_\_  
 Gary Nordquist  
 ACM Finance & Administration /  
 City Treasurer

\_\_\_\_\_  
 Date



# March 2011

## Daily Cash Balance All Funds Checking Only Pool Report Balance



Fiscal Year	Ending Balance	Monthly Net Activity
July 2009	2,027,072	-
Aug 2009	4,745,827	2,718,755
Sept 2009	4,201,825	(544,002)
Oct 2009	3,674,234	(527,592)
Nov 2009	3,098,110	(576,124)
Dec 2009	2,963,884	(710,350)
Jan 2010	2,801,810	(296,300)
Feb 2010	2,919,794	117,984
Mar 2010	2,397,718	(522,076)
April 2010	3,239,669	841,951
May 2010	3,200,801	(38,868)
June 2010	3,159,501	(41,300)
July 2010	3,008,802	(150,699)
Aug 2010	3,860,503	851,700
Sept 2010	3,069,412	(791,091)
Oct 2010	2,992,344	(77,068)
Nov 2010	2,365,924	(626,420)
Dec 2010	3,199,019	833,094
Jan 2011	2,661,091	(537,927)
Feb 2011	2,799,932	(399,087)
Mar 2011	2,469,738	(191,353)

March 2011		
Date	Ending Balance in Whole \$	Net Change from Prior Day
3/1	2,788,835	-
3/2	2,927,716	138,881
3/3	2,903,268	(24,448)
3/4	2,893,900	(9,368)
3/5	2,893,900	-
3/6	2,893,900	-
3/7	2,899,574	5,674
3/8	2,850,927	(48,646)
3/9	2,750,078	(100,849)
3/10	2,742,851	(7,227)
3/11	2,680,146	(62,705)
3/12	2,680,146	-
3/13	2,680,146	-
3/14	2,656,118	(24,029)
3/15	2,656,859	741
3/16	2,656,496	(363)
3/17	2,639,688	(16,808)
3/18	2,646,369	6,681
3/19	2,646,369	-
3/20	2,646,369	-
3/21	2,635,690	(10,678)
3/22	2,620,270	(15,420)
3/23	2,348,839	(271,431)
3/24	2,350,720	1,881
3/25	2,429,497	78,777
3/26	2,429,497	-
3/27	2,429,497	-
3/28	2,426,832	(2,665)
3/29	2,371,554	(55,278)
3/30	2,481,459	109,905
3/31	2,469,738	(11,721)

**CITY OF WILDOMAR – COUNCIL**  
**Agenda Item #1.4**  
**CONSENT CALENDAR**  
**Meeting Date: April 27, 2011**

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**TO:** Mayor and City Council Members  
**FROM:** Gary Nordquist, Assistant City Manager  
**SUBJECT:** Accounting Services Contract Amendment-M. Cheng

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council approve the contract amendment and authorize the City Manager to execute the appropriate documents.

**BACKGROUND/DISCUSSION:**

On July 14, 2010 a Professional Services Agreement with Misty Cheng was approved for \$59,900 for limited accounting support services to be provided to the City and the implementation tasks associated with the conversion to the EDEN governmental accounting system. The EDEN project tasks are completed for this fiscal year, however the accounting support services are requested to be increased beyond the original scope of services. This contract amendment adds 540 hours for additional City services for the remainder of the fiscal year, providing daily accounting support to Wildomar Cemetery District and leading the FY 2009-10 year end close project.

**FISCAL IMPACT:**

The funds for this request of \$43,200 are included in the City's budget and are partially subject to reimbursement from the Wildomar Cemetery District as part of the existing agreement between the District and the City for daily accounting support.

Submitted by:

Approved by:

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Gary Nordquist  
Assistant City Manager

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

- A. Contract Exhibit A Amended
- B. Contract Exhibit C Amended
- C. Amended Contract Signature Page

# Attachment

“ A ”

**EXHIBIT "A"**  
**SCOPE OF SERVICES**  
**AMENDED APRIL 27, 2011**

1. PROVIDE ADDITIONAL ACCOUNTING SERVICES FOR THE CITY AND THE TRANSITION PHASE AND FY 2009-10 AUDIT NEEDS FOR THE WILDOMAR CEMETERY DISTRICT AND RELATED ADMINISTRATIVE TASKS AS REQUESTED.

# **Attachment**

## **“B”**

**EXHIBIT "C"**  
**AMENDED APRIL 27, 2011**  
**COMPENSATION**

1. Computer system implementation \$110.00 per hour not to exceed 90 hours (\$9,900).
2. Accounting Services Support \$80.00 per hour not to exceed 24 hours per week (624 hours, \$49,920).
3. Amendment:
  - a. Accounting Services Support \$80.00 per hour not to exceed 30 hours per week or 540 hours (\$43,200). Total Contract (items C1, C2, C3 ) \$103, 020.

# **Attachment**

## **“C”**

**SIGNATURE PAGE  
TO  
PROFESSIONAL SERVICES AGREEMENT AS AMENDED  
APRIL 27, 2011**

**CITY OF WILDOMAR**

**CONSULTANT**

By: \_\_\_\_\_  
Frank Oviedo, City Manager

By: \_\_\_\_\_

By: \_\_\_\_\_  
Debbie Lee, City Clerk

Approved as to Form:

By: \_\_\_\_\_  
Julie Biggs, City Attorney

By: \_\_\_\_\_  
Gary Nordquist, Risk Management

**IN COMPLIANCE WITH PURCHASING AND CONTRACT ADMINISTRATION POLICIES/PROCEDURES**

\_\_\_\_\_  
Gary Nordquist, Administrative Services

**CITY OF WILDOMAR – COUNCIL**  
**Agenda Item #1.5**  
**CONSENT CALENDAR**  
**Meeting Date: April 27, 2011**

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**TO:** Mayor and City Council Members

**FROM:** Gary Nordquist, Assistant City Manager

**SUBJECT:** Consultant Service Agreement with Psomas – Assessment Engineering Services for Community Service Areas 22, 142 & 103

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council adopt a Resolution entitled:

RESOLUTION NO. 2011 - \_\_\_\_\_

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE AGREEMENT FOR ASSESSMENT ENGINEERING SERVICES FOR COMMUNITY SERVICE AREAS 22, 142, AND 103 FOR A NOT-TO EXCEED AMOUNT OF \$17,907 PER YEAR

**BACKGROUND:**

Prior to Incorporation, County Service Areas 22, 142, and 103 were established to provide funding for street lighting and landscaping services. In order to maintain our ability to assess property owners for these services, assessment engineering services must be performed annually. Psomas has been performing these Assessment Engineering Services for Riverside County prior to the City's incorporation. The City contracted with PSOMAS last year for these services and including the assessment of the Landscape and Maintenance District (LMD) 2006-1 (parks). As the LMD 2006-1 was invalidated during September 2010, the specific work tasks are amended to include:

- Preparation of an Engineer's Reports consisting of the description of proposed improvements, assessment boundary map, engineer's estimate of total cost of improvements/services, assessment methodology, and property owner list and assessment roll;
- Preparation of assessment levy in a format acceptable for direct submission to the County Auditor/Controller's office prior to the statutory deadline and preparation of necessary parcel adjustments and corrections;

- Development of the final assessment roll in an electronic format which allows data retrieval based on Assessor Parcel Number and Owner Name;
- Serve as the primary contact for inquiries and questions from property owners, real estate professionals, and representatives of the development community.

Due to the intimate knowledge and critical data storage and retrieval systems already developed by Psomas from previous and ongoing work administering these public financing districts for Riverside County, staff recommends a continuation of these services for the City of Wildomar. Psomas possesses the knowledge and skills to perform this work and their specific knowledge of these districts will result in the performance of necessary work in a cost effective and efficient manner.

The amendment to the agreement is proposed for a one year period with option for a second year at the same rate, subject to the performance. The cost for the proposed services is 17,907 which is less than the Fiscal Year agreement of \$37,115.00, primarily due to removal of LMD 2006-1 scope of services.

**FISCAL IMPACTS:**

Payment for work associated with the performance of this contract will be from revenues generated from CSA 22, 142, and 103 tax levies, respectively. There is no General Fund impact.

Submitted by:

Approved by:

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Gary Nordquist  
Assistant City Manager

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

- A. Resolution to execute an amendment to the agreement for assessment engineering services for Community Service Areas 22, 142, and 103.
- B. Amendment to the Agreement for Consultant Services with Psomas, Exhibits "A" and Exhibit "B".

# Attachment

# A

**RESOLUTION NO. 2011 - \_\_\_\_\_**  
**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE AGREEMENT FOR ASSESSMENT ENGINEERING SERVICES FOR COMMUNITY SERVICE AREAS 22, 142, AND 103 FOR A NOT-TO-EXCEED AMOUNT OF \$17,907 PER YEAR**

WHEREAS, County Service Areas 22, 142, and 103 were established prior to incorporation to fund street lighting and landscape maintenance services within the Wildomar Community; and

WHEREAS, Assessment Engineering Services must be performed annually in order to maintain the city's ability to levy taxes on properties benefitting from these services; and

WHEREAS, Psomas has been performing these services for CSA 22,142 and 103 for Riverside County; and

WHEREAS, Psomas has detailed knowledge and critical storage and retrieval systems already in place to facilitate an efficient and cost effective method to perform necessary services.

**NOW THEREFORE**, the City Council of the City of Wildomar does resolve, in regular session assembled on April 27, 2011 as follows:

Authorizes an amendment to the agreement with Psomas and authorizes the City Manager to amend the consultant services contract in an amount not-to-exceed \$17,907 per year.

**PASSED, APPROVED AND ADOPTED** this 27th day of April, 2011.

\_\_\_\_\_  
Marsha Swanson  
Mayor

APPROVED AS TO FORM:

ATTEST:

\_\_\_\_\_  
Julie Hayward Biggs  
City Attorney

\_\_\_\_\_  
Debbie A. Lee, CMC  
City Clerk

# **Attachment**

**B**

**Exhibit A**  
**Amendment Dated April 27, 2011**  
**Scope of Services and Schedule**

**Removes Exhibit A-2 Project Methodology and Scope of Service for Assessment Engineering Services Landscape Maintenance District 2006-1 from contract and is replaced with the following:**



## Project Methodology

### Project Approach

Psomas will provide the City and its citizen's excellent service that is accurate, timely, professional and courteous. Our proven methodology will ensure successful completion of the annual administration, formation, and annexations services.

Our approach continues with these philosophies and guiding principals:

- ▶ Coordination
- ▶ Communication
- ▶ Quality Assurance
- ▶ Service
- ▶ Stakeholder Participation
- ▶ Innovation

We know that coordination is the cornerstone to success. We recognize that our role is to assist the City of Wildomar with the work required to place charges or special taxes that are equitable on the property tax rolls while meeting statutory requirements and deadlines. We will partner with the City to obtain and provide the information necessary to successfully meet the requirements of the Scope of Work.

**We will communicate.** We know that asking and answering questions will be the beginning of our communication; however, the availability and accessibility of your consultants are necessary for the successful management of the City's CSAs. We provide our clients with communication access via personal cell phones of the assigned consultants, a toll-free number, e-mail, fax, and personal contact. Our customer service principles always extend to your tax payers. We will courteously communicate with property owners when they have questions regarding their charge or special tax and will provide a toll free telephone number for their convenience.

**We achieve quality assurance by checking and re-checking our work.** Our internal procedures for quality assurance demands that all work be independently processed, verified, and approved prior to presentation or delivery to you or on behalf of you, our client. We will meet this critical step to ensure accuracy and promote effectiveness. All deliverables and critical path documents and calculations are triple-checked to ensure accuracy.

**We are prepared to serve you.** Our approach to the successful fulfillment of any scope of work stems from an attitude of service that was put into practice, became a habit, and is now ingrained in our company character. We have carefully reviewed your request for services and have evaluated our resources. We guarantee that we will provide the City the same quality service that has built our reputation.



**We will be active participants and contributors.** Our philosophy of participation includes due diligence before, during, and after formation of the district. We are there with you from concept through full fruition of your project. We will attend all meetings and civil events that may require dissemination or interpretation of the District.

**We will achieve high efficiency through innovation.** Psomas offers web-based solutions that are invaluable research and reporting tools for you and potential investors. Aided by our industry-leading Information Technology team, we offer user-friendly, web-based Assessment District financing components such as the ability to view yearly Disclosure Reports, Delinquency Reports and Assessment Districts. Additionally, our Geographic Information Systems group provides a geospatial context in which to view, analyze, and provided for the development of your district, specifically related to local address, parcel, social and economic regional data.

### **Scope of Services**

The administration of the City's CSAs includes many tasks that are schedule driven. Missed milestones and deadlines can cause irreparable harm to the process and the City. Psomas is able to balance a strict schedule and budget with the necessary flexibility to accommodate unaccounted-for project adjustments. Key task assignments to ensure this balance are described below.

#### *Project Management*

1. Prepare a levy timeline, including key dates and time frames for pertinent tasks throughout the year.
2. Maintain and periodically update an electronic database containing parcel basis data and annual Special Tax levy amounts by Assessor's Parcel Number.
3. Annually calculate and apportion the special assessment as specified pursuant to each CSA.
4. Prepare and maintain a parcel database using the parcel information from the current County Assessor's Office secured roll. Consultant will enhance the data through parcel research and specific information provided by the City, if necessary.
5. Assist in the preparation of an annual resolution that establishes the CSA budget for the Fiscal Year and application of the assessment to be submitted to the County.
6. Assist in the preparation of other staff reports and resolutions as requested by the City.
7. Provide special assessments for each parcel by Assessor's Parcel Number to the County Auditor/Controller's Office in the media, format and configuration required by the county for placement on the annual property tax roll. Provide a final copy to the City.
8. Attend up to two (2) meetings per year.



#### *District Annexations*

Psomas will perform the following services related to annexation to a particular CSA:

1. Research, collect and verify relevant information, such as the tax parcel maps, acreage, owner information, land use and development plan, improvements to be constructed, cost estimates, and phasing and other parcel specific information.
2. Prepare a boundary map and Engineer's Report.

#### *Preparation of Engineer's Reports*

Psomas will prepare a draft Engineer's Report that complies in all respects with the provisions of the Landscape and Lighting Act of 1972. The report will include:

1. A description of the proposed improvements.
2. Assessment District Boundary Map.
3. An engineer's estimate of the total cost of the improvements.
4. Description of Assessment Methodology.
5. The list of property owners and assessment roll that contains the assessor's parcel number and the amount of the proposed assessment.
6. Inclusion of parcels to future annual enrollment process.

#### *Psomas Task Completion Timeline*

The following exhibit provides a general timeline of major milestones and deliverables.

Month	Milestones/Deliverables
April	Obtain the latest tax roll information from the County and compare to the existing database to determine newly created parcels.
May	Update the prior years database with annexations that were processed during the fiscal year for taxation. Assist in the preparation of staff reports and resolution to establish the financing districts' budgets. Prepare preliminary assessments per each CSA and prepare a spreadsheet for use by the City to prepare the Council approval package.
June	Attend Council meetings approving the annual assessment per CSA.
July	Submit the proposed levy to the Auditor-Controller.
August	Research and resubmit any rejected parcels.
September	Prepare CDs in an Excel format of the levy on a per-parcel basis.



*City Support Responsibilities*

Psomas will rely on the City to provide the following information and/or effort:

- ▶ Certified copies (where required) of resolutions or other documentation required by the County for direct levy or assessment administration.
- ▶ Adopt a resolution setting and public hearing regarding the CSA.
- ▶ Direct the City Clerk to set the date and publish a notice for the public hearing.
- ▶ Conduct public hearings.
- ▶ Adopt charges as proposed.
- ▶ Assistance in obtaining information that is annually researched and acquired by Psomas, such as land subdivision, and issuance of building permits and/or certificates of occupancy, as needed.

*City Support Timeline*

Month	Milestones/Deliverables
April	Obtain Resolution numbers and provide to Psomas.
May	Adopt Resolutions to set public hearings.
	Direct the City Clerk to publish the notice of public hearings.
June	Conduct public hearings.
	Provide Psomas with certified Resolutions.
July	Adopt changes as proposed.

**Exhibit B  
Amendment Dated April 27, 2011  
Compensation**

**Removes Exhibit B “Compensation” dated April 14, 2010 for Assessment Engineering Services and is replaced by the following:**



## Compensation

We strive to provide efficient and cost-effective services. We accomplish this by carefully managing each task included in the Scope of Services, triple-checking project deliverables, and by being available and responsive to our clients' needs. It has been our policy to establish fair and equitable costs that are all inclusive (no change orders or hidden fees). *We propose a two-year term with no escalation for Fiscal Years 2011/2012 and 2012/213. The following is our proposed fixed-fee compensation that includes all tasks associated with the Scope of Services:*

District		Proposed Compensation
CSA 22	Lighting	\$ 2,649.13
CSA 103	Drainage, Landscape	\$ 1,992.83
CSA 103	Lighting	\$10,511.68
CSA 142	Lighting	\$ 2,753.37
<b>TOTAL</b>		<b>\$17,907.00</b>
<b>2 Year Agreement</b>		<b>\$35,814.00</b>

\* The base fee for preparing an Assessment Engineer's Report is \$1,555. However, Psomas reserves the right to adjust this amount depending on the size of each project and its required service level of effort specific to the development. Prior to commencement of work, Psomas will coordinate with the City as to the amount necessary to process the Engineer's Report. This amount will include Psomas' fee and any processing fee by the City. Once this amount is deposited by the developer and Psomas completes the Engineer's Report, Psomas will bill the City its portion of the amount deposited from the developer.

Newly Created Number of Parcels within Engineer's Report	Base Fee	Per Parcel Fee
1 thru 10	\$1,555	\$25.00
11 thru 150	\$2,484	\$20.00
150 thru 400	\$3,416	\$10.00
400 +	\$4,347	\$ 2.50

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #2.1**  
**Public Hearing**  
**Meeting Date: April 27, 2011**

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**TO:** Mayor and City Council Members

**FROM:** Tim D'Zmura, Public Works Director

**SUBJECT:** Source Reduction and Recycling Element (SRRE), Household Hazardous Waste Element (HHWE), Non-Disposal Facility Element (NDFE)

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council:

1. Open the public hearing and receive comments on the City's SRRE including HHWE and NDFE; and
2. Adopt a Resolution entitled:

RESOLUTION NO. 2011-  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, MAKING FINDINGS AND ADOPTING THE AB 939 PLANNING  
DOCUMENTS THAT INCLUDE THE SOURCE REDUCTION AND RECYCLING  
ELEMENT, HOUSEHOLD HAZARDOUS WASTE ELEMENT, AND NON-  
DISPOSAL FACILITY ELEMENT AND ADOPTING THE NEGATIVE  
DECLARATION

**BACKGROUND:**

The City is required by the California Waste Management Act/AB 939 (CWMA) to prepare, adopt, and submit a SRRE, HHWE, and NDFE to the California Department of Resources Recycling and Recovery (CalRecycle). These planning documents illustrate how the City will meet the CWMA's objectives.

The City's consultant, Schiavo and Associates, prepared these documents using CalRecycle's model template. On March 9, 2011 the City Council held a public hearing to review and receive comments on the Draft SRRE, HHWE, and NDFE; and the Initial Study and Negative Declaration. Preliminary drafts of the City's SRRE, HHWE, and NDFE were also distributed to CalRecycle, the County of Riverside, adjoining cities and the Solid Waste Advisory Committee ("SWAC") for review and comments. Minor comments have been received and incorporated into the attached final draft for approval by the City Council.

An environmental document is also needed in order to comply with the California Environmental Quality Act (CEQA). An Initial Study/Negative Declaration was circulated for public review and comment from February 5, 2011 to March 9, 2011. The Notice of Intent to Adopt a Negative Declaration and Initial Study were filed with the County Clerk and the Governor's Office of Planning and Research State Clearinghouse on February 3, 2011 (SCH# 2010111072). The Negative Declaration is ready for adoption by the City Council.

**ANALYSIS**

This public hearing is required by the California Code of Regulations Title 14, Division 7, Chapter 9, Article 7.0. The final SRRE, HHWE, and NDFE were noticed for another review period prior to this meeting and are now ready for adoption, along with the associated Negative Declaration.

**FISCAL IMPACTS:**

The SRRE and HHWE outline how the City will meet the requirements of the CWMA. The activities identified by the SRRE and HHWE are funded by the solid waste user rates.

Submitted by:

Approved by:

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Tim D'Zmura  
Director of Public Works

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

1. Source Reduction and Recycling Element, Household Hazardous Waste Element and Non-Disposal Facility Element
2. Negative Declaration

RESOLUTION NO. 2011 - \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, MAKING FINDINGS AND ADOPTING THE AB 939 PLANNING  
DOCUMENTS THAT INCLUDE THE SOURCE REDUCTION AND RECYCLING  
ELEMENT, HOUSEHOLD HAZARDOUS WASTE ELEMENT, AND NON-DISPOSAL  
FACILITY ELEMENT AND ADOPTING THE NEGATIVE DECLARATION**

**WHEREAS**, the City of Wildomar (herein referred to as City), incorporated on July 1, 2008, was formally part of Riverside County Unincorporated area of Riverside, and is now responsible for all requirements of the California Integrated Waste Management Act of 1989 as amended, Public Resources Code Sections 4000 et seq. (the "ACT") and its implementing regulation; and

**WHEREAS**, a city incorporated after January 1, 1990, is required to submit a Source Reduction and Recycling Element (herein referred as SRRE), a Disposal Facility Element (herein referred as NDFE); to the Department of Resources, Recycling and Recovery for approval within 18 months from the date of becoming newly incorporated per requirements of Public Resources Code 41791.5 (b), and

**WHEREAS**, the City prepared an Initial Study/Negative Declaration, dated February 2, 2011, which was circulated for public review and comment from February 5, 2011 to March 9, 2011. The Notice of Intent to Adopt a Negative Declaration and Initial Study were filed with the County Clerk on February 3, 2010, and the Governor's Office of Planning and Research State Clearinghouse on February 3, 2011 (SCH# 2010111072); and

**WHEREAS**, the draft SRRE and HHWE were subject to a 30-day review and comment period and one public hearing thereby satisfying the requirements of California Code of Regulations Title 14, Division 7, Chapter 9, Article 7.0; and

**WHEREAS**, the final SRRE and HHWE were subject to a 15-day review and comment period and the NDFE was subject to a 90-day review and comment period, and all three documents were subject to a public hearing for the adoption, thereby satisfying the requirements of California Code of Regulations Title 14, Division 7, Chapter 9, Article 7.0; and

**WHEREAS**, the City Council is the appropriate authority to hear and take the final action on this project; and

**WHEREAS**, the Notice of Public Hearing for the Project was duly noticed in The Californian, a newspaper of general distribution on March 27, 2011; and

**WHEREAS**, on April 27, 2011 the City Council held a properly noticed public hearing at which it received a report from City Staff, oral and written testimony from the public, and deliberated on the project. At the conclusion of its deliberations, the City Council took a

vote and adopted this resolution to approve the project, as revised by the City Council during its deliberations; and

**NOW THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED** by the Wildomar City Council, in regular session assembled on April 27, 2011, on the basis of the above findings of fact and the entire Record, the City Council:

1. Approves the AB 939 Planning Documents (SRRE, HHWE, and the NDFE); and
2. Adopts the Negative Declaration of Environmental Effect, based on the Initial Study, and staff is directed to prepare a Notice of Determination and to file said document with the County Clerk.

**PASSED, APPROVED, AND ADOPTED** this 27th day of April, 2011.

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Marsha Swanson  
Mayor

APPROVED AS TO FORM:

ATTEST:

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Julie Hayward Biggs  
City Attorney

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Debbie A. Lee, CMC  
City Clerk

# **ATTACHMENT 1**

City of Wildomar

# Final Draft Source Reduction and Recycling Element

Prepared for City of Wildomar

March 12, 2010

**City of Wildomar Draft Source Reduction and Recycling  
Element**

**Table of Contents**

Section 1: Executive Summary.....

Section 2: Introduction.....

Section 3: Residential Solid Waste Collection and Recycling Services.

Section 4: Commercial Solid Waste System.....

Section 5: City Profile.....

Section 6: Future Waste Diversion.....

Appendixes

- Appendix A: Model Source Reduction and Recycling Guidelines
- Appendix B: Procedures for Preparation
- Appendix C: Completed Model Source Reduction and Recycling Template

## Section 1: Executive Summary

The City of Wildomar incorporated on July 1, 2008. To comply with requirements of the Waste Management Act of 1989 ("AB 939"), the City has prepared all the required AB 939 planning documents, including the Source Reduction and Recycling Element (SRRE), Household Hazardous Waste Element (HHWE) and the Nondisposal Facility Element (NDFE).

AB 939 mandates that all California cities and counties prepare a SRRE. This mandate requires that all waste diversion goals of 25 and 50 percent are met by 1995 and 2000, respectively. The 50 percent goal is to also be met on a continuous basis beyond the year 2000. In 2008 a new per capita disposal and goal measurement (Chapter 343, Statutes of 2008 [Wiggins, SB 1016]) system was created. This system moves the emphasis from an estimated diversion measurement number to using an actual disposal measurement number as a factor, along with evaluating program implementation efforts.

**Goal Measurement:** As mentioned above there is no longer a requirement to develop a waste generation study, as disposal reduction is the new metric for determining numeric success. There is a need, however to have a full calendar year of disposal information available, to determine future per capita disposal performance. In the case of the City of Wildomar, the earliest calendar year available to determine per capita disposal was 2009. Based upon information reported from the California State Department of Resources Recycling and Recovery (CalRecycle) Disposal Reporting System, Wildomar was subject to 18,165 tons of disposal in 2009. Based upon a population of 31,374, the pounds per person per day (ppd) is estimated to be 3.172572 ppd. While there is no official target as of yet, the estimated ppd is much lower than a preliminary estimated target of over 6.0 ppd's.

**Waste Characterization:** A waste stream composition study is required as a part of the overall planning process. This study is to determine the major components of the solid waste stream that were disposed and diverted in the study year. This information is used in furthering development of future programs to maximize potential disposal reduction opportunities.

Based upon the information gathered to-date, the waste composition analysis identified the following major components of the City of Wildomar's disposed waste stream in 2009. The basis for determining the relative component percentages of Wildomar's waste stream was utilizing 2009 disposal data and then extrapolating 2008 CalRecycle statewide waste composition study percentages to the total disposal tonnage.

Results of this effort indicate the following:

- **Other Organics:** Includes "Yard waste" (grass clippings, lumber, leaves, prunings, etc.). In 2009 an estimated 8,519 tons of organics were sent to landfill for disposal, representing 47% percent of all materials disposed from Wildomar.
- **Paper:** Includes newspaper, corrugated, office paper, phone books, computer paper, etc. In 2009 an estimated 3,161 tons of paper were sent to the landfill for disposal, representing 17.4% percent of all materials disposed from Wildomar.
- **Other Waste:** Includes concrete, sheetrock, asphalt, lumber, etc. In 2009 it is estimated that there was approximately 3,470 tons of inert going to landfill. This represented approximately 19% of the Wildomar waste stream going to landfill.

**Diversion Efforts:** The City of Wildomar is serviced by two waste hauling companies, Waste Management Inc. and CR&R. Both have been very proactive in their diversion efforts, as they provide sufficient opportunities for both residents and entities in the commercial sector to divert materials from landfill. For more information regarding the diversion programs that are offered within the City, see the Source Reduction and Recycling template (Attachment C). There are possible plans in the future to provide food waste diversion and expanded commercial diversion efforts.

**Household Hazardous Waste Element (HHWE):** Through the streamlining of various forms and processes, the HHWE has been folded into the SRRE template. Within Section nine (9) of the SRRE of the template, a description of the HHWE programs is listed under the category of other special waste. The City of Wildomar is proposing to continue to use the County's program offerings.

## **Section 2: Introduction**

### ***Background:***

The City of Wildomar was incorporated as a California City on July 1, 2008 and as a result is required to fulfill the requirements of the California Integrated Waste Management Act (Act) of 1989, which was enacted through the passage of AB 939 into law. The Act requires that all California municipalities comply with established landfill diversion mandates and planning and reporting requirements within eighteen months of incorporation.

### ***Landfill Diversion Requirements:***

The Act requires that all cities and counties in California divert 50 percent of the total waste generated within their jurisdiction from landfill disposed annually by the year 2000.

### ***Planning Requirements:***

The planning requirements mandate that all cities and counties prepare, adopt and submit planning documents to CalRecycle. The required planning documents include a Source Reduction and Recycling Element ("SRRE"), a Household Hazardous Waste Element ("HHWE") and a Nondisposal Facility Element ("NDFE"). Recent Legislative changes eliminated the requirement for a waste generation study to be performed by the local jurisdiction. Statute does however still require preparation of waste characterization information for each local jurisdiction to be provided as part of the plan preparation. See Attachment A for overall planning guidelines and Attachment B for specific SRRE guidelines and instructions.

### ***Source Reduction and Recycling Element:***

The Source Reduction and Recycling Element ("SRRE") represents the City of Wildomar's plan to divert 50 percent of its waste stream from landfill disposal on an annual basis. The SRRE is the primary planning document for the evaluation and selection of diversion programs to be implemented by the City. The completed SRRE is presented in Appendix C. According to the "Model Source Reduction and Recycling Element Guidelines" produced by the CalRecycle, the SRRE shall include the following components:

- Waste Characterization Component: The SRRE shall identify the solid waste generated within the City. This information shall represent the solid waste generated within and disposed of by the City, and shall reflect seasonal variations

- Source Reduction Component: The SRRE shall include a list of selected programs, and a corresponding implementation schedule, to demonstrate how the City will reduce the generation of solid wastes through source reduction activities.
- Recycling Component: The SRRE shall include a list of selected programs, and a corresponding implementation schedule, to demonstrate how the City will recycle a specified portion of the waste stream.
- Composting Component: The SRRE shall include a list of selected programs, and a corresponding implementation schedule, to demonstrate how the City will compost a specified portion of the waste stream.
- Education and Public Information Component: The SRRE shall describe how the City will increase public awareness of, and participation in, source reduction, recycling and composting programs.
- Funding Component: The SRRE shall describe how the City will increase public awareness of, and participation in, source reduction, recycling and composting activities.
- Special Waste Component: The SRRE shall describe existing waste handling and disposal practices for special waste including but not limited to asbestos and sewage sludge, which are not classified as hazardous waste. The SRRE must identify current and proposed programs to ensure proper handling, reuse and long-term disposal of special waste.
- Facility Capacity Component: The SRRE shall project the amount of disposal capacity needed to accommodate the waste generated within the City for a 15-year period.

***Household Hazardous Waste Element:***

The primary objective of the HHWE is to identify a program for the safe collection, recycling, treatment, and disposal of hazardous wastes as defined in Section 25117 of the Health and Safety Code which are generated by households in the City and should be separated from the solid waste stream.

***Nondisposal Facility Element:***

A "nondisposal facility" includes solid waste facilities that are required to obtain a solid waste facility permit, but that are not solid waste disposal or transformation facilities. The nondisposal facilities may include composting facilities, material recovery facilities, transfer stations, etc. The primary objective of the Nondisposal Facility Element is to identify facilities that are currently in operation, or that may be required in the future to comply with the diversion mandates of AB 939. The City of Widomar NDFE was submitted to the Riverside County Solid Waste Management Advisory Council - County

wide Local Task Force (LTF) for review in August 2010 and was heard at the September 16, 2010 meeting.

***AB 939 Planning Process and Procedural Requirements:***

The preparation, review and adoption of the AB 939 planning documents include the following steps:

- *Develop Preliminary Drafts of AB 939 Planning Documents:* The City of Wildomar must develop a Preliminary Draft of the SRRE, HHWE, and NDFE. The preliminary drafts will be distributed to CalRecycle, the County of Riverside, adjoining cities and the LTF for a review period of no less than 30 days and no more than 45 days.
- *Convene a Public Hearing to Take Comments on the Preliminary Drafts of the AB 939 Planning Documents:* The City must convene a Public Hearing to accept comments on the preliminary drafts during the 45- day review period.
- *Develop Final Drafts of the AB 939 Planning Documents:* The City must incorporate comments from the appropriate parties and the public hearing into the Final Drafts, and distribute to the LTF at least 30 days prior to the scheduled public hearing for approval by the City Council.
- *Final Submittal to CalRecycle and California Environmental Quality Act ("CEQA") Process:* The City must prepare the required documentation for the Planning Documents to comply with the CEQA process. (The City assumes that a Negative Declaration will be appropriate). Upon completion of the CEQA document, the City must facilitate a public hearing to receive comment on the environmental review documentation and for adoption of the Final Draft of the planning documents.

***Planning Schedule:***

As stated previously, the City incorporated on July 1, 2008 and AB 939 regulations require newly incorporated jurisdictions to complete the planning requirements within eighteen months of incorporation. This would have required the City to complete the planning process by the end of 2009.

However, it is also required that a base year for a newly incorporated City incorporate an entire calendar year, meaning that 2009 is the first complete calendar year after incorporation. On February 23, 2010 the City submitted a memorandum to the CalRecycle requesting a six month extension to the deadline for completion of the AB 939 planning documents. On June 16, 2010 CalRecycle granted the City's request for an extension through the end of November 2010. Due to delay of availability of disposal information for the City of Wildomar (received mid September rather than an anticipated date of June, 15, 2010) the review and approval process will take longer than anticipated.

### **Section 3: Residential Solid Waste Collection and Recycling Services**

Prior to incorporation, the City Service Area was part of unincorporated Riverside County. The Wildomar City Council ("Council") approved the staff recommendation to proceed with the administration of a competitive procurement process for residential solid waste collection and recycling services. The Wildomar City Council executed Collection Services Agreements with Waste Management Inc. (WMI) and CR&R Inc. The following is a summary of the WMI and CR&R Collection Services.

#### ***Summary of CR&R and WMI Collection Service Contract:***

- Term: The contracts provide an initial term of five (5) years commencing on October 1, 2008 and terminating on December 31, 2013. This contract is year to year and is renewed on an annual basis with a maximum five year term.
- Minimum Diversion Rate: WMI and CR&R are required to divert sufficient material from the waste stream that will enable the City to comply with the AB 939 requirements.
- Franchise Fee: WMI and CR&R are required to remit 8 percent of gross revenues, less landfill fees to the City as a Franchise Fee.
- Annual Adjustments to WMI and CR&R Compensation: The compensation paid to WMI and CR&R for the provision of solid waste collection services is adjusted annually based on the Consumer Price Index (CPI).
- Annual Adjustments to the Residential Customer Rates: The residential customer rates are adjusted annually, consistent with annual adjustments to the compensation paid to WMI and CR&R to maintain a constant level of Franchise Fees.
- Recycling Fee Sharing: The haulers and the City share the net revenues from the recycling program equally. The haulers are required to report the volumes of material and compute the amount to be paid to the City.

#### ***Summary of Collection Programs and Services:***

- Solid Waste Collection: Residents are provided a 96 gallon can for garbage collection and pay a set monthly fee. This can is collected weekly or every seven days. There is no variable can rate for garbage collection.
- Green Waste Collection: Residents are provided with a 96-gallon can for green waste collection. Acceptable materials include grass clippings, leaves and

branches less than 4" in diameter. In order to accommodate households that generate significant quantities of green waste, the haulers will provide one (1) additional green waste cart to residents at no additional charge.

- Commingled Recycling Collection: Residents are provided with a 96-gallon can for commingled recyclables. Acceptable materials include plastic and glass containers, newspaper, magazines, cardboard, aluminum and tin cans, junk mail, etc.
- Frequency of Collection: CR&R provides collection of garbage, green waste and recyclables each week. WMI provides green waste and commingled recycling cart collection every other week, on an alternating basis, while garbage collection takes place weekly.
- On-Call Bulky Waste Program: WMI and CR&R provide two "on-call" collections per year, with a volume limit of ten (10) cubic yards per event. Under the proposed program, WMI and CR&R provide service within 48 hours of a customer request for service.
- E-waste Collection Program: WMI and CR&R collect E-Waste in the On-Call Bulky Waste Program at no additional charge to the residents.
- Curbside Christmas tree Collection: WMI and CR&R provide curbside collection of whole trees on the regular collection day during the three (3) week period starting December 26 of each contract year.
- City Services: WMI and CR&R provide solid waste collection and recycling service to City offices and facilities at no additional charge.
- Special Clean-Up Service: WMI and CR&R provide roll-off container service to the City for special clean-up events at no additional charge.
- City Sponsored Events: WMI and CR&R provide solid waste collection and recycling services for City sponsored events per year, including parades, festivals, etc. at no additional charge.
- New Cans: WMI and CR&R provide all City households with new garbage, recycling and green waste cans. The cans display a city logo and a label for garbage, green waste or recycling. The City will retain ownership of the cans upon termination of the contract.
- Alternative Fuel Vehicles: WMI and CR&R use Alternative Fuel Vehicles (bio-diesel) for all collection service provided under the contract.
- Billing and Customer Service: WMI and CR&R provide Billing and Customer Service for residential accounts

## **Section 4: Commercial Solid Waste System**

Prior to incorporation, commercial solid waste haulers operating in the City of Wildomar Service Area were regulated by the County of Riverside. The City has elected to assume responsibility for regulating commercial solid waste haulers operating within its City limits.

The City Council adopted staff recommendations to contract with WMI and CR&R for commercial solid waste collection, recycling and disposal activities within the City limits. The commercial franchise agreements require haulers operating in the City to divert a minimum of 30 percent of the material they collect from businesses within the City limits.

CR&R and WMI are the only licensed commercial haulers operating in the City. WMI operates on the east side of the City and CR&R on the west side of the City.

## Section 5: City Profile

Wildomar is the 25th city established in Riverside County. The City ranks as number 233 in population in the State of California. The City lies in the southwest portion of Riverside County along interstate 15 Highway. The City is bound on the north by the City of Lake Elsinore and on the south by the City of Murrieta. Based upon 2009 information, the following provides local statistics regarding the City:

- Square miles within City boundaries: 23.7
- Population: 31,321
  - Proportion Male 48.6%
  - Proportion Female 51.4%
  - Proportion Children (<18 years) 31%
  - Proportion Seniors (>65 years) 11%
- Ethnicity
  - White 65.42%
  - Black or African American 1.76%
  - Hispanic or Latino 21.58%
  - Native American 1.84%
  - Asian .26%
  - Other 9.14. %
- Total Housing Units 10,235
- Average Household Size 3.06 persons/unit

## **Section 6: Future Waste Diversion**

The greatest potential for future waste diversion and recovery for the City of Wildomar lies in the commercial waste component of the City's waste stream.

In 2008 the California Integrated Waste Management Board (now CalRecycle) estimated that 50% of all waste generated in California is commercial waste and that 70% of all waste going to landfill is commercial waste. These figures reveal the lack of adequate programs in California dedicated to the recovery of commercial waste. Commercial waste consists primarily of waste paper and corrugated cardboard. However, other recoverable items such as beverage containers, assorted metals, air conditioning units, water heaters and wood and lumber are also part of commercial waste generated by California businesses, government offices and schools.

While most communities focus on the diversion and recovery of residential waste, very few have comprehensive programs for commercial recycling. This is true because it has been difficult for local governments to mandate commercial recycling due to the potential financial burden that it may place on local businesses. For a business, saving money is the bottom line. If a business can reduce overall costs by separating materials such as paper and corrugated cardboard from their trash, recycling can be a cost effective endeavor for them.

CalRecycle is now in the process of creating State Regulations which would mandate commercial recycling programs in all California communities. These regulations should be finalized in mid-2011. The need for these regulations surfaced due to the lack of organized programs for the recovery of commercial waste.

Another key element to a successful commercial recycling program is education. In fact education is the single most important factor in a commercial program. A strong education program will assist businesses in understanding how to evaluate what waste is produced in their operations, how to separate and recycle it and how to identify any inefficiencies in how their waste is currently handled. It can also teach them environmental responsibility and how their business image can be enhanced through recycling.

## Appendix A

### Model Source Reduction and Recycling Element (SRRE) Guidelines

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**Note:** This page contains historical information from the California Department of Resources Recycling and Recovery's (CalRecycle) statewide goal measurement prior to 2007 that estimated a diversion percentage. For 2007 and subsequent years, CalRecycle compares reported disposal tons to population to calculate per capita disposal expressed in pounds/person/day. This new goal measurement system is described in CalRecycle's [Goal Measurement: 2007 and Later](#) web page.

With the implementation of this measurement system, CalRecycle will only accept new base year studies commenced prior to June 30, 2008. A jurisdiction may conduct a generation study for internal review purposes; however, CalRecycle will not review it for compliance determination.

If you are a newly incorporated city or are a jurisdiction that is joining or leaving a regional agency, please contact your LAMD representative to determine what you would need to submit and to determine how your 50 percent equivalent per capita disposal target will be calculated.

#### Introduction

The California Integrated Waste Management Act (AB 939, Sher, Chapter 1095, Statutes of 1989 as amended [IWMA]) requires each California city and county to prepare, adopt, and submit to the California Department of Resources Recycling and Recovery (CalRecycle) a source reduction and recycling element (SRRE) that demonstrates how the jurisdiction will meet the IWMA's mandated diversion goals of 25 percent by January 1, 1995, and 50 percent on and after January 1, 2000. (Regional agencies may utilize the SRREs prepared by their individual cities or counties.)

Each jurisdiction's SRRE must include specific components, as defined in Public Resources Code (PRC) sections [41003](#) and [41303](#). In addition, the SRRE must include a program for management of solid waste generated within the jurisdiction that is consistent with the following hierarchy: (1) source reduction, (2) recycling and composting, and (3) environmentally safe transformation and land disposal. Included in this hierarchy is the requirement to emphasize and maximize the use of all feasible source reduction, recycling, and composting options in order to reduce the amount of solid waste that must be disposed of by transformation and land disposal (PRC sections [40051](#), [41002](#), and [41302](#)).

The jurisdiction may use CalRecycle's model SRRE template, designed for use by either a newly incorporated city that needs to submit a SRRE or a jurisdiction that needs to revise its SRRE. The model SRRE template contains nine parts, seven of them designed to address specific statutory and regulatory requirements, as well as to provide information for CalRecycle's current planning and assistance databases (Parts III-IX).

#### Statutes and Regulations

The basic statutory requirements for the content and format of the SRRE are found in PRC sections 41000-41260 for a city, and sections 41300-41460 for a county. PRC sections 41780-41794 contain the requirements and procedures for preparation and submittal of the SRREs to CalRecycle. These statutes are available on the [CalRecycle's Web site](#).

In addition to the statutory requirements, CalRecycle adopted regulations further guiding the development, adoption, and submittal of the SRRE. Regulations outlining SRRE content and development are found in Title 14 of the California Code of Regulations (14 CCR), Division 7, Chapter 9, [Articles 6.1 and 6.2](#). Regulations guiding SRRE preparation, adoption, and submittal are found in 14 CCR, Division 7, Chapter 9, [Article 7.0](#).

## Definitions and Required Information for SRRE

Statute and regulations require that specific components and additional information be included in the SRRE before final submittal to CalRecycle for approval. The following is a brief description of each component required by statute and regulations:

1. **Waste Characterization.** SRRE must identify the solid waste generated within the city. This information shall represent the solid waste generated within, and disposed of by, the city and shall reflect seasonal variations. The material shall be identified by volume or weight, material type, and source of generation (residential, commercial, industrial, governmental etc.).
2. **Source Reduction.** SRRE must include a program and implementation schedule showing how the city will reduce the creation of solid waste, thereby preventing it from entering the waste stream.
3. **Recycling.** SRRE must include a program and implementation schedule showing how the city will recycle a portion of its waste.
4. **Composting.** SRRE must include a program and implementation schedule describing the types of materials to be composted.
5. **Education and Public Information.** SRRE must describe how the city will increase public awareness of, and participation in, source reduction, recycling, and composting.
6. **Funding.** SRRE must describe costs, revenues, and revenue sources the city will use to implement all components of the SRRE.
7. **Special Waste.** SRRE must describe existing waste handling and disposal practices for special waste, including, but not limited to, asbestos and sewage sludge, which are not hazardous waste. SRRE must identify current and proposed programs to ensure proper handling, reuse, and long-term disposal of special waste.
8. **Facility Capacity.** SRRE must project the amount of disposal capacity needed to accommodate the waste generated within the city for a 15-year period.

The regulations further define the information that must be included as part of each of the components identified above.

## Main Parts of Model SRRE Template

The [model SRRE template](#) (MS Excel, 205 KB) has been developed so that the component information required by statute and regulations is incorporated into the following seven main parts.

1. **Characterization of Disposal and Existing Diversion Activities** (Part III of model SRRE template). This section characterizes the jurisdiction's existing disposal.
2. **Existing Diversion Activities** (Part IV of model SRRE template). This section identifies existing diversion activities in the jurisdiction.
3. **Evaluation Criteria** (Part V of model SRRE template). This section identifies the criteria the jurisdiction used to evaluate both existing and planned programs.

4. **Identification of New or Expanded Diversion Programs** (Part VI of model SRRE template). This section documents the expansion of existing programs and new programs that the jurisdiction plans to implement to meet the diversion goal.
5. **Projection of Disposal Capacity** (Part VII of model SRRE template). This section includes the jurisdiction's projection of the disposal capacity needed to accommodate the portion of solid waste generated within the jurisdiction over the next 15 years that will not be diverted.
6. **Identification of Projected Costs and Revenue Sources** (Part VIII of model SRRE template). This section includes an identification and description of projected costs, revenues, and revenue sources needed to implement all the programs existing and selected for implementation.
7. **Identification of Market Development Activities** (Part IX of model SRRE template). This section includes an identification of methods to increase the markets for recycled materials, including evaluating the feasibility of procurement preferences for the purchase of recycled products.

Within each of these sections is an explanation of the information required and guidelines on the format for providing the information.

**Note:** For Jurisdictions that incorporated since 2007 or left a Regional Agency and need to prepare their own planning documents:

With the implementation of new disposal measurement system ([Chapter 343, Statutes of 2008 \[Wiggins, SB 1016\]](#)), only new base year studies commenced prior to June 30, 2008 will be accepted. A jurisdiction may conduct a generation study for internal review purposes; however, it will not be reviewed for compliance determination or for establishing a new per capita target.

If, after 2007, you are a newly incorporated city or are a jurisdiction that is joining or leaving a Regional Agency, please contact your LAMD representative to determine what you would need to submit and to determine how your 50 percent equivalent per capita disposal target will be calculated for your jurisdiction.

Since base year studies are no longer required, there are sections of the model SRRE that will not need to be completed by jurisdictions that either incorporated in 2007 or later, or for those jurisdictions that left a Regional Agency in 2007 or later, and as a result will need to prepare their own planning documents. To provide some initial guidance for these jurisdictions please note the following sections of the model SRRE that you should or should not complete:

- **Part I: Please complete.**
- **Part II: Do not complete.**
- **Part III-7: Do not complete.**
- **Part III-8: Please complete utilizing statewide characterization data estimates—contact your LAMD representative for assistance.**
- **Part IV-9: Complete the columns for Start Date, Materials Targeted and Program Description and Notes for each existing program. Do not complete the columns for Tonnage, Relative Percent, Specific Conversion Factor, Type of Record.**
- **Part IV-10: Do not complete.**
- **Part IV-11: Do not complete.**

- **Part V-12: Please complete.**
- **Part VI: Please complete all of the information, but do not complete the column for Estimated Percent of Diversion.**
- **Part VII: Please complete.**
- **Part VIII: Please complete.**
- **Part IX: Please complete.**

## **SRRE Preparation and Guidelines**

In preparing the SRRE, please refer to the definitions set forth in statute and regulations. In addition, it may be helpful to refer to CalRecycle's [online local government glossary](#) containing definitions of terms used in statute and regulation, as well as those commonly used in the waste management industry.

## **Characterization of Disposal and Existing Diversion Activities**

To develop a successful diversion plan, a jurisdiction must understand the composition as well as the origin of its waste stream. In order to determine how a jurisdiction will reach the mandated solid waste diversion requirement of 50 percent on and after January 1, 2000, a jurisdiction must first conduct a [solid waste generation study](#) to quantify the amounts and types of waste it generates. Total generation is calculated by determining the amount of waste the jurisdiction disposes of and adding it to the amount it diverts (Generation = Disposal + Diversion). Based on the study results, the jurisdiction then evaluates and selects needed additional diversion programs that target those sectors generating the largest waste types. Parts III and IV of the model SRRE template pertain to characterization of disposal and existing diversion activities.

**Note:** With the implementation of new disposal measurement system ([Chapter 343, Statutes of 2008 \[Wiggins, SB 1016\]](#)), only new base year studies commenced prior to June 30, 2008 will be accepted. A jurisdiction may conduct a generation study for internal review purposes; however, it will not be reviewed for compliance determination or for establishing a new per capita target.

**If after 2007 you are a newly incorporated city or are a jurisdiction that is joining or leaving a Regional Agency, please contact your LAMD representative to determine what you would need to submit and to determine how your 50 percent equivalent per capita disposal target will be calculated for your jurisdiction.**

## **Disposal Characterization (Part III, Model SRRE Template)**

To plan programs that will best divert the various types of waste generated within the jurisdiction, the jurisdiction must identify the amount of waste that is being disposed of by the jurisdiction, as well as the materials that compose its waste stream. The materials must be identified by volume, percentage in weight or its volumetric equivalent, material type, and source of generation, which includes residential, commercial, industrial, governmental, or other sectors. The information must be statistically representative of solid waste disposal within that area and must reflect seasonal variations.

A jurisdiction may determine its total amount of disposal using CalRecycle's [Disposal Reporting System](#). The total disposal amount should be entered into section 7 of the model SRRE template.

CalRecycle's [waste characterization information](#) helps jurisdictions understand what their waste streams contain, a first step in devising ways to reduce waste and cut disposal costs.

To further assist jurisdictions in preparing a SRRE and to help them assess their waste stream, CalRecycle offers the following online resources:

- [Waste stream measurement and analysis](#)
- [Solid waste characterization database](#)

Once a jurisdiction identifies its waste stream characterization, the information should be included in section 8 of the model SRRE template.

#### Existing Diversion Characterization (Part IV, Model SRRE Template)

**Note:** With the implementation of SB 1016, CalRecycle will only accept new base year studies commenced prior to June 30, 2008. A jurisdiction may conduct a generation study for internal review purposes; however, CalRecycle will not review it for compliance determination. For details on goal measurement for 2007 and subsequent years, the new goal measurement system is described in CalRecycle's [Goal Measurement: 2007 and Later](#) web page. For assistance or questions during the preparation of your jurisdiction's planning documents, please contact your [Local Assistance and Market Development staff representative](#).

In addition to determining the amount and types of waste the jurisdiction disposes of, the SRRE needs to identify and measure the diversion taking place in the jurisdiction. CalRecycle-approved [Diversion Study Guide](#) helps jurisdictions identify their existing diversion activities. The guide covers the following topics:

- Benefits of conducting a diversion study.
- Determining if a base-year problem exists (for jurisdictions with an existing base-year).
- Designing a diversion study.
- Conducting a diversion study.
- Addressing restricted wastes.
- Analyzing data and calculating diversion.
- Submitting a new base year to CalRecycle.

In addition to the diversion study guide, CalRecycle offers several resources located on its website:

- [Waste Diversion Program Implementation](#)
- [Disposal and Diversion Statistics](#)

Section 9 of the model SRRE template provides a format for documenting the various diversion programs existing within the jurisdiction. These programs include source reduction, recycling, composting, special waste, public education, policy incentives, recovery facilities, and transformation. Combined with a primary focus on feasibility, they can be used to achieve the goal while adhering to the hierarchy of waste diversion.

When describing your jurisdiction's programs in section 9 of the SRRE template, refer to the [programs code glossary](#) for a description of all typical diversion programs. To make sure all programs get reported, include all programs and facilities used by your jurisdiction's residents and private businesses (also government facilities), not just those that are funded by or operating within your jurisdiction (e.g., indicate in section 9 of the SRRE template if the jurisdiction uses a materials recovery facility located in another jurisdiction).

**Note:** With the implementation of new disposal measurement system ([Chapter 343, Statutes of 2008 \[Wiggins, SB 1016\]](#)), only new base year studies commenced prior to June 30, 2008 will be accepted. A jurisdiction may conduct a generation study for internal review purposes; however, it will not be reviewed for compliance determination or for establishing a new per capita target.

If after 2007 you are a newly incorporated city or are a jurisdiction that is joining or leaving a Regional Agency, please contact your LAMD representative to determine what you would need to submit and to determine how your 50 percent equivalent per capita disposal target will be calculated for your jurisdiction.

#### Evaluation Criteria (Part V, Model SRRE Template)

After specifying diversion of its existing programs, the jurisdiction should evaluate the effectiveness of these programs to determine if it should implement new or expanded programs. If the diversion requirements are being met, the jurisdiction should include a strategy for ensuring the programs are institutionalized for ongoing diversion. CalRecycle's regulations (14 CCR, Division 7, [Chapter 9, section 18733.3](#)) specify criteria that each jurisdiction must use to evaluate diversion programs. These criteria are included in section 12 of the model SRRE template; however, the jurisdiction may also develop and include additional criteria to evaluate program effectiveness.

### **Identification of New or Expanded Diversion Programs (Part VI, Model SRRE Template)**

As a result of the evaluation of existing diversion programs, a jurisdiction should determine whether new or expanded programs are necessary to meet and maintain the diversion requirements. A jurisdiction may find it useful to examine its waste characterization study and initially target its largest waste streams for diversion. Additional information on [waste diversion program implementation](#) may be found on this web site, including examples of [successful model programs](#) in other cities, as well as links to other CalRecycle programs targeting specific waste (e.g., [construction and demolition](#), [food waste](#)).

If a jurisdiction needs help determining whether its programs are effective or whether there are areas of its waste stream for which programs are lacking, the jurisdiction should contact its [Local Assistance and Market Development staff representative](#) at CalRecycle to visit the jurisdiction and conduct a "needs assessment." During a needs assessment, the LAMD representative will collaborate with the jurisdiction to assess if new or expanded programs are necessary, and provide needed technical assistance and resources. The Local assistance staff representative can also answer any questions the jurisdiction may have in filling out the model SRRE template.

The jurisdiction should use section 13 of the model SRRE template to identify new or expanded programs it plans to implement.

### **Projection of Solid Waste Disposal Facility Capacity (Part VII, Model SRRE Template)**

In completing the SRRE's solid waste facility capacity component, the jurisdiction must project how much disposal capacity will be needed to accommodate solid waste generated over the next 15 years that cannot be diverted from landfill disposal, or that does not currently have secured disposal capacity (PRC sections 41260, 41460). In addition, the following information is required to for each permitted solid waste disposal facility within your jurisdiction: identification of the owner and operator of the facility, quantity and waste types of solid waste disposed of, permitted site acreage, permitted capacity, current disposal fees, and for solid waste landfills, remaining facility capacity in cubic yards and years. Please provide this information using sections 14 and 15 of the model SRRE template.

### **Identification of Projected Costs and Existing/Planned Revenue Sources (Part VIII, Model SRRE Template)**

The jurisdiction should identify the projected costs for implementing selected diversion programs, as well as revenue sources (including rate structures and fees) that will be, or are being, used to implement existing and planned programs identified in its SRRE (PRC sections [41230](#), [41430](#)). Revenue sources may include, but are not limited to, the following: rate structures, tipping fees, business license fees, refunds, rebates, loans, loan guarantees, grants, quantity-based residential collection fees, surcharge at disposal facilities. Please provide this information using sections 16 and 17 of the SRRE template.

### **Identification of Market Development Activities (Part IX, Model SRRE Template)**

Market development activities are a key component in ensuring the longevity and stability of existing and selected diversion programs. The model SRRE template therefore includes a section for identifying and describing methods to increase markets for recycled materials (including evaluating the feasibility of procurement preferences for the purchase of recycled products). In addition, the jurisdiction must identify methods for increasing public awareness and participation in existing and planned diversion programs. Please provide this information using section 18 of the model SRRE template.

### **SRRE Adoption and Submittal**

For assistance or questions during the preparation of your jurisdiction's SRRE, please contact your [Local Assistance and Market Development staff representative](#).

The procedures for the SRRE adoption process are outlined in 14 CCR, Division 7, Chapter 9, [Article 7.0](#)). These basic steps are listed below. (The steps for preliminary draft SRREs apply to initial SRREs for newly incorporated cities, not to revised SRREs.)

- The SRRE must comply with the California Environmental Quality Act (CEQA) through completion of a negative declaration or an environmental impact report (EIR).
- The preliminary draft SRRE should be reviewed by adjoining jurisdictions and the county within which the jurisdiction is located, the local task force, and CalRecycle.
- The jurisdiction must hold at least one public hearing (noticed at least 30 days in advance in a paper of general circulation) to receive public testimony on the preliminary draft SRRE.
- The local task force should review final draft of the SRRE.
- The jurisdiction must adopt (by resolution) the SRRE at a public hearing (noticed in a paper of general circulation at least three days prior to adoption).
- Within 30 days of local adoption, the jurisdiction must submit the following to the county in which it is located: one copy of the SRRE, a signed copy of the resolution, and proof of compliance with CEQA.
- The jurisdiction should submit the SRRE and the additional required documentation (see next section) to CalRecycle.

Within 120 days after CalRecycle determines the SRRE is complete, CalRecycle must review the SRRE to determine whether the element is in compliance with statute (PRC sections 40050-40063, sections 41000-41460, and sections 41750-41770); based upon that determination, CalRecycle must approve, conditionally approve, or disapprove the plan.

### **SRRE Submittal Checklist**

To ensure your SRRE submittal is complete, please use the following checklist:

- Three copies (3) of the SRRE. **Note: The jurisdiction may submit its SRRE and associated documentation electronically to its [Local Assistance and Market Development staff representative](#).**
- A copy of the notice for each public hearing regarding the SRRE (if a new SRRE, submit notices for hearings on preliminary and final SRRE).
- A copy of the resolution adopting the SRRE.
- Comments on the final draft from the local task force.

A copy of the notice of determination verifying CEQA compliance.

## Appendix B

### Article 7.0. Procedures for Preparing and Revising City, Regional Agency and County Source Reduction and Recycling Elements, and Household Hazardous Waste Elements and Nondisposal Facility Elements

#### Section 18760. Applicability.

(a) The procedures for preparing Source Reduction and Recycling Elements (SRREs), Household Hazardous Waste Elements (HHWEs) and Nondisposal Facility Elements (NDFEs) apply to the counties, cities, joint power authorities, regional agencies, special districts, or other agencies which are designated by the cities or counties, and are responsible for preparing these Elements.

(1) Cities, counties and cities which are also counties may enter into agreements to prepare and implement the SRREs, HHWEs and NDFEs which are specific to each jurisdiction.

(2) A city, county or a city and county shall be held accountable for implementation of the specified goals and programs of its SRRE and HHWE.

(b) For the purposes of this article, a jurisdiction is a city, county, city and county or regional agency.

#### Note:

##### Authority cited:

Section 40502 of the [Public Resources Code](#).

##### Reference:

Sections 40002, 40950, 40971 through 40975, 41000, 41300, 41500, 41510, 41730, 41731, 41813, 41850 and 41823 of the [Public Resources Code](#).

#### Section 18761. Local Task Force (LTF).

(a) Establishment. Each county board of supervisors and a majority of the cities within the county which contain a majority of the population in the county, shall submit written documentation to the Board approving the membership of their LTF, within 30 days after establishment of the LTF.

(1) The documentation submitted to the Board shall denote the identity of the members in the LTF, and whether the members represent the governmental or the private sectors, or other entities or groups. The documentation shall define the terms of membership for each member.

(2) The terms of membership shall be determined by the county board of supervisors and a majority of the cities within the county which contain a majority of the population in the county.

(3) After its establishment, each LTF shall inform the Board of how frequently it intends to meet.

(b) Role of the LTF. The LTF shall advise jurisdictions responsible for the SRRE, HHWE and NDFE preparation, and review goals, policies and procedures for jurisdictions, which, upon implementation, will aid in meeting the solid waste management needs of the county, as well as the mandated source reduction and recycling requirements of Public Resources Code section 41780.

(1) The LTF shall assist and advise in the review of the SRRE, HHWE and NDFE, and shall assist jurisdictions in the implementation of the SRRE, HHWE and NDFE.

(2) The LTF shall provide technical guidance and information regarding source reduction, waste diversion and recycling to local jurisdictions during preparation and revision of the SRRE, HHWE and NDFE. Such information may be presented to the general public at public hearings and upon request by members of local government and community organizations.

#### Note:

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 40001, 40950, 41000, 41300, 41500, 41510, 41730 and 41731 of the [Public Resources Code](#).

**Section 18762. SRRE, HHWE, and NDFE Preparation.**

(a) A jurisdiction shall prepare the SRRE, HHWE and NDFE pursuant to Articles 6.1, 6.2, 6.3 and 6.4 of this Chapter, as applicable.

(1) Except as provided by Public Resources Code section 41735 (a), a jurisdiction shall comply with the California Environmental Quality Act (CEQA) pursuant to Public Resources Code section 21000 et seq.

(b) A jurisdiction shall submit written documentation to the Board of its designation of an agency responsible for preparation of the SRRE, HHWE and NDFE within 30 days of said designation.

(c) A jurisdiction, in coordination with the LTF, shall prepare and adopt the SRRE, HHWE and NDFE, by the dates specified in Public Resources Code sections 41000, 41300 and 41791, as applicable.

(d) For the purposes of this article, after a jurisdiction prepares its NDFE, the NDFE shall be appended to the SRRE by the jurisdiction at the time the SRRE is submitted to the Board. At the time of the five year revision of the SRRE, the NDFE may be incorporated into the SRRE.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 21083, 40900, 40950, 41000, 41003, 41300, 41303, 41500, 41510, 41730, 41731, 41732, 41733, 41734, 41735, 41736, 41750, 41780 and 41791 of the [Public Resources Code](#).

**Section 18763. Circulation of the Preliminary Draft SRRE and HHWE for Review.**

(a) A jurisdiction shall prepare a preliminary draft of its SRRE and HHWE.

(b) If the jurisdiction is a city, the preliminary draft SRRE and HHWE shall be sent to adjoining cities, the county or regional agency responsible for the Countywide Integrated Waste Management Plan (CIWMP) or Regional Agency Integrated Waste Management Plan (RAIWMP) preparation, and the LTF.

(c) If the jurisdiction is a county, the preliminary draft SRRE and HHWE shall be sent to adjoining cities and the LTF.

(d) If the jurisdiction is a regional agency then the following applies:

(1) If the regional agency is composed of a single county but does not include all of the cities within the county the preliminary draft SRRE and HHWE shall be sent to adjoining cities, the agency in the county responsible for the CIWMP preparation and to the LTF.

(2) If the regional agency is composed of a single county and all of the cities within that county the preliminary draft SRRE and HHWE shall be sent to adjoining cities and the LTF.

(3) If the regional agency is composed of two or more counties and all of the cities within the counties, the preliminary draft SRRE and HHWE shall be sent to adjoining cities, and the LTF of each affected county.

(4) If the regional agency is composed of two or more counties but does not include all of the cities within those counties, the preliminary draft SRRE and HHWE shall be sent to adjoining cities, each of the county agencies responsible for the CIWMP and the LTF of each affected county.

Each jurisdiction shall also submit three copies of the draft SRRE and HHWE to the Board.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 40900, 41000, 41300, 41500, 41510, 41750.1 and 41790 of the [Public Resources Code](#).

**Section 18764. Review of the Preliminary Draft SRRE and HHWE.**

(a) Review Period. In accordance with Government Code section 15376, the review period shall be a minimum of 30 days, commencing upon the date of receipt of the Preliminary Draft SRRE and HHWE by a reviewing agency. The median time for review shall be 38 days. The maximum time for review shall be 45 days.

(1) Review by LTF. In reviewing the preliminary draft SRRE and HHWE, the LTF shall consider the issues of regional concern pursuant to Public Resources Code section 40950(c) to aid in ensuring that they are addressed. Copies of written comments made by the LTF on the preliminary draft SRRE and HHWE shall be sent simultaneously to the Board and to the jurisdiction that prepared the preliminary draft SRRE and HHWE.

(2) Review by Other Reviewing Agencies. The county, adjacent cities, any association of regional governments and the Board shall review the preliminary draft SRRE and HHWE and send written comments to the jurisdiction that prepared the preliminary draft SRRE and HHWE. A copy of the Board's written comments shall be sent simultaneously to the LTF.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#); Section 15376, of the [Government Code](#).

**Reference:**

Sections 40950, 41000, 41300, 41500, 41510 and 41790 of the [Public Resources Code](#).

**Section 18765. Review of the Final Draft SRRE, HHWE and NDFE.**

(a) Thirty (30) days prior to the public hearing for the adoption of the SRRE and HHWE, the jurisdiction shall send a copy of the final draft of its SRRE and HHWE to the LTF(s) of the affected counties for review. Within 15 days of receipt of the final draft of the SRRE and HHWE, the LTF shall provide written comments to the jurisdiction and the Board regarding the final draft.

(b) Ninety (90) days prior to the public hearing for the adoption of the NDFE, the jurisdiction shall send a copy of the final draft NDFE to the LTF for review. Within 90 days of receipt of the final draft NDFE, the LTF shall provide written comments to the city or county and the Board regarding the final draft.

(c) If deficiencies are indicated in the LTF's comments, the LTF shall meet with the jurisdiction to resolve them. If no resolution between the jurisdiction and the LTF can be achieved, the LTF shall send a letter to the jurisdiction and the Board indicating the remaining deficiencies of the SRRE, HHWE and NDFE.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 40950, 40971, 41000, 41300, 41500, 41510, 41730, 41731 and 41734 of the [Public Resources Code](#).

**Section 18766. Public Participation; Notice; Local Adoption of the SRRE, HHWE and NDFE.**

(a) The general public, affected governmental entities, and private industries shall be given an opportunity to participate in the planning process and implementation of the SRRE, HHWE and NDFE through attendance at informative meetings and public hearings.

(1) Pursuant to Public Resources Code section 41793, at least one public hearing shall be held to receive testimony regarding the Preliminary Draft of the SRRE and HHWE before a jurisdiction adopts its SRRE and HHWE.

(A) To inform the public of the hearing, the jurisdiction shall publish a notice in a local newspaper of general circulation at least 30 days in advance of the scheduled public hearing on the SRRE and HHWE.

(2) Jurisdictions may form advisory committees which may review and comment on draft elements, and provide technical guidance and support during the development of the SRRE, HHWE and NDFE.

(b) In addition to the hearing or hearings held pursuant to (a) (1) of this section, the governing body of the jurisdiction, shall conduct a public hearing for the purpose of adopting the SRRE, HHWE and NDFE. After considering all comments of the members of the governing body and the public, the jurisdiction shall, by resolution, adopt the SRRE, HHWE and NDFE.

(1) To inform the public of the hearing, the jurisdiction shall publish a notice in a newspaper of general circulation at least three (3) days in advance of the scheduled public hearing on the final draft SRRE, HHWE and NDFE.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 40900, 40971, 41000, 41300, 41500, 41510, 41730, 41731 and 41793 of the [Public Resources Code](#).

**Section 18767. Submittal of City or Regional Agency SRRE, HHWE, and NDFE to the County and County NDFE to the Cities.**

(a) A city or regional agency which is composed of some cities within a single county, shall transmit one (1) copy of its SRRE and one (1) copy of its HHWE to the county in which it is located within 30 days of its adoption by the city or regional agency for incorporation into the CIWMP.

(1) A signed resolution and documentation that the jurisdiction has complied with CEQA (Public Resources Code sections 21000 et seq.) shall accompany the SRRE and HHWE that are submitted to the county.

(b) A city, unless it is a city and county, or regional agency which is composed of some cities within a single county shall transmit a copy of its NDFE to the county in which it is located within 30 days of its adoption by the city or regional agency for incorporation into the CIWMP. This submittal shall occur no later than the applicable submittal dates in PRC section 41791.5.

(c) A county, unless it is a city and county, shall transmit a copy of its NDFE to the cities which are located within the county within 30 days of adoption of the NDFE by the county. This submittal shall occur no later than the applicable submittal dates specified in PRC 41791.5.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 21083, 40971, 41000, 41300, 41500, 41510, 41791, 41730, 41731, 41750.1 and 41793 of the [Public Resources Code](#).

**Section 18768. Submittal of the SRRE, HHWE and NDFE to the Board.**

(a) A jurisdiction shall, according to the schedule set forth in PRC section 41791.5, submit to the Board three (3) copies of its SRRE.

(1) When submitting the SRRE to the Board, the jurisdiction shall include a copy of the public notice(s) for the public hearings on the SRRE, a copy of the resolution(s) adopting the SRRE, comments on the final draft from the LTF, and a copy of the Notice of Determination which has been filed with the State Clearinghouse in the Office of Planning and Research as verification of compliance with the CEQA (Public Resources Code sections 21000 et seq.).

(b) A jurisdiction shall, according to the schedule set forth in PRC section 41791.5, submit to the Board three (3) copies of its NDFE.

(1) When submitting the NDFE to the Board, the jurisdiction shall include a copy of the public notice(s) for the public hearing(s) on the NDFE, a copy of the resolution(s) adopting the NDFE and comments on the final draft from the LTF.

(c) A jurisdiction shall submit its HHWE with the CIWMP according to the schedule set forth in PRC section 41791. Any city, or regional agency which is composed of some cities within a single county may separately submit its HHWE to the Board for approval.

(1) When submitting the HHWE to the Board, the jurisdiction shall include a copy of the public notice(s) for the public hearings on the HHWE, a copy of the resolution(s) adopting its HHWE, comments on the final draft from the LTF, and a copy of the Notice of Determination which has been filed with the State's Clearinghouse in the Office of Planning and Research as verification of compliance with the CEQA (Public Resources Code sections 21000 et seq.).

(d) The Board's 120 day review period for consideration of approval of the SRRE, HHWE and NDFE will commence upon determination by the Board that three (3) copies of a SRRE, HHWE, or NDFE and the accompanying documents required by (a), (b) and (c) of this section have been submitted by the jurisdiction.

(1) Within 30 days of receipt of a SRRE, HHWE or NDFE for approval, the Board shall indicate to the jurisdiction whether all requirements included in (a), (b) and (c) have been fulfilled. If the Board notifies the jurisdiction that the required documents have not been submitted, the jurisdiction shall submit the remaining required document(s) within 30 days of notification.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#) and Section 15376 of the [Government Code](#).

**Reference:**

Sections 21083, 40971, 41750, 41791, 41791.5, 41794, 41800 and 41802 of the [Public Resources Code](#).

**Section 18769. Board Approval of SRREs, HHWEs and NDFEs.**

(a) The Board shall approve, conditionally approve, or disapprove the SRRE, HHWE and NDFE at a public hearing. After receiving testimony from the jurisdiction, the public and the LTF, the Board shall either adopt and prepare written findings approving the SRRE, HHWE and NDFE, or issue a Notice identifying deficiencies in the SRRE, HHWE and NDFE.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Section 41800 and 41801, 41802 and 41810 through 41813 of the [Public Resources Code](#).

**Section 18770. Amendment or Revision, and Resubmittal of the Amended or Revised SRRE, HHWE and NDFE.**

(a) If a jurisdiction revises or amends its SRRE, HHWE, or NDFE, the jurisdiction shall revise or amend and submit its SRRE, HHWE, or NDFE pursuant to the requirements of sections 18765 through 18768 of this article.

(b) A jurisdiction shall resubmit a revised or amended version of its SRRE, HHWE, or NDFE to the Board either voluntarily according to PRC section 41770.5 or within 120 days of receipt of a notice identifying the element's deficiencies.

(c) The Board's 60 day review period for consideration of approval of amendments to the NDFE prior to the five year revision of the SRRE will commence upon determination by the BOARD that three (3) copies of the amendments to the NDFE and the accompanying documents required by section 18768(b) have been submitted by the jurisdiction.

(1) Within 30 days of receipt of the amendments to the NDFE for approval, the Board shall indicate to the jurisdiction whether all requirements included in section 18768(b) have been fulfilled. If the Board notifies the jurisdiction that the required documents have not been submitted, the jurisdiction shall submit the remaining required document (s) within 30 days.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 21083, 40950, 41000, 41300, 41770, 41770.5, 41780, 41781.2, 41790, 41793, 41800, 41801, 41802 and 41810 through 41813, 41822 of the [Public Resources Code](#).

**Section 18770.5. Board Approval of Revised or Amended SRREs, HHWEs, and NDFEs.**

(a) If a jurisdiction is required to amend or revise its SRRE, HHWE, or NDFE due to the disapproval of the document, the Board shall approve, conditionally approve, or disapprove the element or amendment, pursuant to Public Resources Code sections 41812 and 41813, within 120 days of receipt of resubmitted elements or within 60 days of the receipt of NDFE amendments.

(b) The Board shall approve, conditionally approve, or disapprove revised or amended SRREs, HHWEs, and NDFEs at a public hearing. After considering public testimony and input from the LTF, the Board shall either adopt a resolution approving revised or amended SRREs, HHWEs, and NDFEs, or issue a notice identifying deficiencies in the SRREs, HHWEs, and NDFEs. Board approval shall be based on an evaluation of the jurisdiction's implementation of the hierarchy for waste management practices as described in Public Resources Code section 40051 of the California Integrated Waste Management Act of 1989.

(1) If revised or amended SRREs, HHWEs, and NDFEs are disapproved or conditionally approved, the Board shall send a notice identifying deficiencies within thirty (30) days of making its findings.

(2) Conditional approval or disapproval of a SRRE or HHWE, which has been revised per Section 18772 of this article, shall require the jurisdiction to reinstated the process for preparation and approval of the SRREs and HHWEs, beginning in sections 18762 through 18768.

(3) If revised or amended SRREs, HHWEs, and NDFEs are approved, the Board shall send a copy of the resolution of approval to the jurisdiction within thirty (30) days of making its finding.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 40050, 40051, 40052, 41780, 41790, 41800 through 41802, 41810 through 41813, 41822 of the [Public Resources Code](#).

**18771. Repealed**

**Section 18772. Board's Biennial Review of the City, Regional Agency, or County SRRE and HHWE.**

(a) In addition to local jurisdiction review of city, regional agency and county SRREs and HHWEs, at least once every two years, the Board shall conduct an independent review of SRREs and HHWEs. This biennial review will enable the Board to assess each jurisdiction's progress towards meeting the mandated diversion and disposal requirements. The Board shall determine if the SRRE and HHWE programs are being implemented, and if jurisdictions are meeting the goals of their SRRE and HHWE.

(b) If the Board finds that a jurisdiction is failing to implement its SRRE and HHWE, and is not making progress towards meeting the requirements of Public Resources Code sections 41000, or 41300, 41500, 41510 or 41780, as applicable, after a public hearing on the matter, the Board shall issue a compliance order for achieving those requirements.

(1) The compliance order shall identify the programs and goals of the SRRE and HHWE which are not being implemented or attained by the jurisdiction, or identify areas of the SRRE and HHWE which require revision. The Board shall also set a date by which the jurisdiction shall meet the mandated requirements.

(2) The Board shall issue the compliance order within 30 days of making its finding of noncompliance.

(c) If a jurisdiction fails to bring its SRRE and HHWE into compliance by the date specified by the Board, the Board shall enforce the compliance order pursuant to Public Resources Code section 41850.

**Note:**

**Authority:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 41000, 41300, 41500, 41510, 41780, 41825, and 41850 of the [Public Resources Code](#).

**Section 18773. Board Approval of Revised SRRE and HHWE.**

(a) The Board shall consider approval of revised SRREs and HHWEs at a public hearing. After considering public testimony and input from the LTF, the Board shall either adopt a resolution approving revised SRREs and HHWEs, or issue a notice identifying deficiencies in the SRREs and HHWEs. Board approval shall be based on an evaluation of the jurisdiction's implementation of the hierarchy for waste management practices as described in the California Integrated Waste Management Act of 1989.

(1) If revised SRREs and HHWEs are disapproved or conditionally approved, the Board shall send a notice identifying deficiencies within 30 days of making its findings.

(2) Conditional approval or disapproval of a SRRE or HHWE which has been revised per Section 18772 of this article, shall require the jurisdiction to reinstitute the process for preparation and approval of the SRREs and HHWEs, beginning in Sections 18762 through 18768.

(b) If revised SRREs and HHWEs are approved, the Board shall send a copy of the resolution of approval to the jurisdiction within thirty (30) days of making its finding.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 40050, 40051, 40052, 41780, 41800, 41802, 41810 through 41813 and 41822 of the [Public Resources Code](#).

**Section 18774. One Year Time Extension for Meeting Diversion Requirements.**

(a) Commencing in 1995, the Board may grant a one-year time extension for meeting the state mandated diversion requirements identified in Public Resources Code section 41780.

(1) A jurisdiction requesting an extension, shall demonstrate, in writing, that it meets the requirements for an extension pursuant to Public Resources Code section 41820. (2) Within 45 days of receipt of this request, the Board shall review the adequacy of the application, and determine if the requirements of Public Resources Code section 41820 are met. Based upon this determination, the Board shall adopt written findings approving or disapproving the jurisdiction's request.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 41780 and 41820 of the [Public Resources Code](#).

**Section 18774.5. Two-year Time Extension for Meeting Diversion Requirements.**

(a) Commencing in 1995, the Board may grant a two-year time extension to a rural jurisdiction, as defined in

Public Resources Code sections 40183 and 40184, for meeting the state mandated diversion requirements in Public Resources Code section 41780.

(1) A jurisdiction requesting an extension shall demonstrate, in writing, that it meets the requirements for an extension pursuant to Public Resources Code section 41787.4.

(2) Within 45 days of receipt of a complete request, the Board shall review the adequacy of the application, and determine if the requirements of Public Resources Code section 41787.4 are met. Based upon this determination, the Board shall adopt written findings approving or disapproving the jurisdiction's request.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 40183, 40184, 41780 and 41787.4 of the [Public Resources Code](#).

**Section 18775. Reduction in Diversion and Planning Requirements.**

(a) A rural jurisdiction, as defined in Public Resources Code sections 40183 and 40184, may petition the Board, at a public hearing, to reduce the planning requirements and diversion requirements specified in Public Resources Code section 41780. To petition for a reduction, the jurisdiction shall present verification to the Board which indicates that achievement of the requirements is not feasible. To qualify to petition for a reduction in the diversion and planning requirements, a jurisdiction must meet the following:

(1) For a rural city, a geographic area of less than 3 square miles or a population density of less than 1500 people per square mile and a waste disposal rate of less than 100 cubic yards per day or 60 tons per day.

(2) For the unincorporated area of a rural county, the county's population shall be 200,000 or less.

(3) For a rural regional agency, consist of rural cities and counties, not to exceed more than two rural counties, unless authorized by the Board.

(4) Be located in a rural area. "Rural area" means those counties and cities located in agricultural or mountainous areas of the state and located outside the Department of Finance's Primary Metropolitan Statistical Areas.

(b) Based on information presented at the hearing, the Board may establish reduced diversion requirements, and alternative, but less comprehensive, planning requirements. A petitioner may identify those specific planning requirements from which it wants to be relieved and provide justification for the reduction. Examples of reduced planning requirements could include, but would not be limited to, reduced requirements for solid waste generation studies, and reduced requirements and consolidation of specific component requirements. These reduced planning requirements, if granted, must ensure compliance with Public Resources Code section 41782.

(c) Rural jurisdictions requesting a reduction in the diversion and planning requirements must include the following information in the reduction petition:

(1) A general description of the existing disposal and diversion systems, including documentation of the types and quantities of waste disposed and diverted. Documentation sources may include, but are not limited to, the following:

(A) Solid Waste Generation or Characterization Studies;

(B) Diversion data from public and private recycling operations;

(C) Current year waste loading information from permitted solid waste facilities used by the jurisdiction;

(2) Identification of the specific reductions being requested (i.e. diversion or planning requirements or both);

(3) Documentation of why attainment of mandated diversion and planning requirements is not feasible. Examples of documentation could include, but are not limited to:

- (A) Evidence from the documentation sources specified in paragraph (c)(1) of this section;
- (B) Verification of existing solid waste budget revenues and expenses from the duly authorized designated representative of the jurisdiction;
- (4) The planning or diversion requirements that the jurisdiction feels are achievable, and why.
- (5) Documentation verifying that the rural city or county has implemented those programs identified in Public Resources Code section 41787(a) (3).
- (6) Documentation verifying that the rural regional agency has implemented those regionwide programs identified in Public Resources Code section 41787.1(c)(2).

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Section 40183, 40184, 41787, 41787.1, 41787.2, 41802, and 40973 of the [Public Resources Code](#).

**Section 18775.2. Sludge Diversion.**

(a) Jurisdictions that wish to claim diversion of waste type "sludge" shall submit a written request to the Board pursuant to PRC 41781.1. Within 45 days of receipt of a jurisdiction's request, Board shall notify the jurisdiction in writing whether sufficient information has been included in the request to enable the Board to make findings pursuant to PRC Section 41781.1. Requests that are found by the Board to be incomplete, pursuant to the criterion set forth in this section, shall be revised by the jurisdiction to correct any inadequacy. The Board shall make the findings required by PRC Section 41781.1 at a public hearing no later than 180 days after receipt of a complete request for sludge diversion credit.

(1) A request for allowing sludge diversion shall include the following information:

(A) Description of the selected diversion alternative(s);

(B) Projected annual quantity of sludge waste to be diverted through the year 2000;

(C) Documentation that waste type "sludge" has been categorized, quantified and documented in the applicable "solid waste generation study" as defined in section 18722 of this chapter;

(D) Written certification from the agent(s) responsible for implementing the sludge diversion alternative that the reuse meets all applicable requirements of state and federal law. Information upon which the above certification is based shall be made available to the Board upon request.

(E) Description of monitoring program(s) that are in place or which will be established to insure that the sludge diversion alternative will not pose a threat to public health or the environment.

(F) If the sludge diversion alternative receives a permit or is identified under an existing permit, waste discharge requirements, or has other conditions imposed by one or more of the agencies specified in PRC Section 41781.1, include the name of the agency(s) and identify the agency identification code or number for the permit, waste discharge requirements, or other imposed conditions.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**References:**

Section 41780 and 41781.1 of the [Public Resources Code](#).

**Section 18775.4. Use of Excluded Waste Types for Baseline Diversion Credit**

(a) To establish baseline diversion, jurisdictions which have included alternatives for the diversion of

agricultural wastes, inert solids, or scrap metals as defined in PRC section 41781.2 (b), or white goods as defined in Article 3 of this Chapter, shall follow the requirements specified in PRC section 41781.2. Within 60 days of receipt of a jurisdiction's SRRE for final review, the Board shall notify the jurisdiction in writing if there is insufficient information to determine that the criteria specified in PRC section 41781.2 have been met.

(b) If the Board disapproves an element for which a jurisdiction has received a notification of excluded wastes pursuant to PRC section 41801.5(b), the jurisdiction may, concurrent with the procedures specified in section 18770 of this article, submit additional information to the Board which substantiates that the criteria specified in PRC section 41781.2 have been met. Within 60 days of receipt of the additional information, the Board shall determine whether diversion of all or a portion of the excluded waste will be allowed for the purposes of compliance with the diversion requirements of PRC section 41780.

(c) Based on the Board's determination in subsection (b), the jurisdiction shall revise its SRRE to correct any inadequacies and shall resubmit it to the Board within 120 days of the Board's determination. If a jurisdiction is unable to resubmit its revised SRRE within 120 days, the Board may, on a case by case basis, extend the deadline for resubmittal. Upon receipt of a resubmitted element, the Board shall follow the procedures specified in section 18770 of this article.

**Appendix C:**

**Completed Model Source Reduction and Recycling Element Template**

**[Wildomar SRRE9-19.xls](#)**

**Model Certification Template for New or Revised Source Reduction and Recycling Element (SRRE) Generation Study - No Extrapolation Diversion Data**

To establish a base year as part of your newly incorporated city's SRRE or establish a new base year as part of your revised SRRE, please complete this certification sheet sign Part I, and return all parts to your Office of Local Assistance (OLA) representative at the address below, along with any additional information requested by OLA staff. When all documentation has been received, your OLA representative will work with you to prepare for your appearance before the Board. If you have any questions about this process, please call (916) 341-6199 to be connected to your OLA representative.

Mail completed documents to:

**California Integrated Waste Management Board  
 Office of Local Assistance  
 PO Box 4025 (MS-25)  
 Sacramento, CA 95812-4025**

**General Instructions**

The cells on these sheets are protected except for the ones that need information. If you have problems using these sheets, please contact your Office of Local Assistance representative.

Part I: Jurisdiction Information and Certification			
<i>All respondents must complete this section.</i>			
I certify under penalty of perjury that the information in this document is true and correct to the best of my knowledge, and that I am authorized to make this certification on behalf of the jurisdiction listed below.			
Jurisdiction Name Wildomar		County Riverside	
Authorized Signature		Title	
Type/Print Name of Person Signing	Date	Phone ( ) Include Area Code	
Person Completing This Form (please print or type) Dolores Sanchez Badillo		Title Recycling Coordinator	
Affiliation CR&R Inc.			
Mailing Address	City	State	ZIP Code
E-Mail Address			

<b>Part II: Information for New Generation-Based Study for New Base Year</b> Newly incorporated cities preparing an initial SRRE do not need to complete Part II, Sections 1, 4a, 5, or 6. Jurisdictions preparing SRRE revisions must complete all sections. Attach additional sheets if necessary— reference each response to the appropriate cell number (e.g., 4). <i>Note: New base years must be representative of a jurisdiction's average annual disposal and diversion.</i>			
<b>1.</b> Existing Board-approved base year (complete if revising SRRE)		<b>2.</b> Proposed new generation-based study year	
<b>3.</b> Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion.			
<b>4. Enter your diversion rate information below.</b>			
Diversion rate calculated using existing base year (complete if revising SRRE)	a.           %	Diversion rate calculated using new generation-based study	b.           %
For existing base year: Pounds/person/day based on generation		For new generation-based study: Pounds/person/day based on generation	
Residential generation           %           Non residential generation           %		Residential generation           %           Non residential generation           %	
Population (existing generation-based study)		Population (new generation-based study)	
<b>5.</b> If there is an increase from 4a to 4b, please explain how the new diversion rate is consistent with your current diversion implementation efforts. If the proposed new generation tonnage results in an increase in your pounds/person/day, please explain how this is consistent with your current diversion implementation efforts and provide any examples (e.g., change in jurisdiction's demographics).			
<b>6.</b> If the difference between the proposed diversion rates in 4a and 4b is greater than 5 percentage points, please explain the specific reasons for the difference (e.g., new/improved curbside diversion programs).			

**Part III: Disposal Characterization and Quantities**  
**7. Disposal Tonnage**  
Please enter your disposal tonnage.

Sector	Disposal (tons)	Relative Percentages
Residential		0
Non residential		0
Total	0	0

Please select the **one** choice below that best explains your disposal data.

- a. All tons claimed are from the Board's Disposal Reporting System (no explanation required).
- b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete and submit the Reporting Year Tonnage Modification Request and Certification sheet found at [www.ciwmb.ca.gov/LGCentral/Forms/RYSDispTonMod.doc](http://www.ciwmb.ca.gov/LGCentral/Forms/RYSDispTonMod.doc))
- c. Some Disposal Reporting System data were corrected. (Please complete and submit the Reporting Year Tonnage Modification Request and Certification sheet found at [www.ciwmb.ca.gov/LGCentral/Forms/RYSDispTonMod.doc](http://www.ciwmb.ca.gov/LGCentral/Forms/RYSDispTonMod.doc).)

<b>Part III: Disposal Characterization and Quantities (continued)</b>		
<b>8. Solid Waste Disposal Tonnage Table</b>		
Please enter the disposal tonnage and targeted sector(s) for each material type. Include all that are applicable.		
<b>Material Type</b>	<b>Disposal (tons)</b>	<b>Targeted Sectors**</b>
<b>Paper</b>		
Uncoated Corrugated Cardboard	872	A
Phone Books and Directories	18	A
Magazines and Catalogs	127	A
Computer Paper	0	A
Newspaper	236	A
White Ledger	127	A
Colored Ledger	0	A
Paper Bags	73	A
Other Office Paper	218	A
Other Misc. Paper	545	A
Remainder/Composite Paper	945	A
		A
<b>Plastic</b>		A
HDPE Containers	73	A
PETE Containers	91	A
Durable Plastic Items	381	A
Misc. Plastic Containers	291	A
Film Plastics	400	A
Remainder/Composite Plastic	509	A
		A
<b>Glass</b>		A
Green Glass Bottles/Containers	36	A
Brown Glass Bottles/Containers	54	A
Clear Glass Bottles/Containers	91	A
Other Colored Glass Bottles /Containers	18	A
Flat Glass	18	A
Remainder/Composite Glass	54	A
		A
<b>Metal</b>		A
Aluminum Cans	18	A
Tin/Steel Cans	109	A
Other Ferrous	363	A
Other Non-Ferrous	36	A
Major Appliances	0	A
Remainder/Composite Metal	291	A
		A

<b>Other Organic</b>		A
Food Wastes	2816	A
Tires	0	A
Lumber	2634	A
Agricultural Crop Residues	0	A
Manure	18	A
Textiles	400	A
Branches and Stumps	109	A
Prunings and Trimmings	490	A
Leaves and Grass	690	A
Remainder/Composite Organic	1362	A
		A
<b>Other Waste</b>		A
Bulky Items	636	A
Concrete	218	A
Gypsum Board	291	A
Asphalt Paving	54	A
Asphalt Roofing	509	A
Rock/Soil/Fines	581	A
Mixed Residue	145	A
Remainder Composite Construction & Demolition	999	A
Batteries	0	A
Used Oil	0	A
Vehicle and Equipment Fluids	0	A
Paint	18	A
Remainder Composite Household Hazardous Waste	18	A
		A
<b>Special Waste</b>		A
Treated Medical Waste	0	A
Ash	18	A
Sewage Solids	0	A
Industrial Sludge	0	A
Remainder/Composite Special Waste	165	A
<b>Grand Total</b>	<b>18165</b>	
<b>**Please use the following to indicate targeted sectors: R=Residential; C=Commercial; I=Industrial; G=Governmental; S=School; A=All sectors</b>		

**Part IV: Existing Diversion Characterization and Quantities**

**9. Existing Diversion Activities**

In the table below, identify the existing diversion activities within the jurisdiction and document the associated start dates, material type(s), tonnages, applicable conversion factors, and program notes. Please identify diversion data records that support your claim and are available for Board audit. (Note: The Board expects the jurisdictions to be able to provide all backup documentation, if requested). Include type of record and location (e.g., weigh tickets from transfer stations). This form will perform all calculations. If any diversion is from restricted wastes, (agricultural wastes, inert solids [e.g., concrete, asphalt, dirt, etc.], white goods, and scrap metal), please include those programs/waste types and also fill out section 11 of Part IV. Please mark as "Attachment 9" all copies of survey audit forms used. If you have program description questions, please refer to the Board's program types available on line at [www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm](http://www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm).

Insert Row

If you need more rows to enter data, please select a diversion activity group in column A and click the "Insert Row" button to the right. A row will be added at the bottom of the group.

(Sheet will perform all addition and percentage calculations).

Existing Diversion Activity	Start Date	Material Type (use one line per material type)	Tonnage	Relative Percent	Specific Conversion Factor	Type of Record	Program Description and Notes
<b>Residential Activities</b>							
<u>Source Reduction</u>							
Xeriscaping/Grasscycling	2000	grass, leaves					Grasscycling takes place at random households throughout community. This is promoted by the City through brochures and electronic media.
Backyard Composting/Mulching	2000	grass,leaves and other green waste					The Riverside County Waste Management Department offers a countywide Backyard Composting Workshop Program to all County residents
Other Source Reduction							
<i>Residential Source Reduction Subtotal</i>			0				
<u>Recycling</u>							
Curbside Recycling	2000	News,glass,alum, cardboard,tin cans,oil					Includes single family commingled recycling and multifamily comingled recycling. There are two haulers that serve the City, both are comprehensive in their approach to collecting a variety of materials. Materials are comingled and taken to their respective MRF's for processing.
Curbside							
Curbside							
Drop-Off Centers							
Buy-Back Centers	1990	aluminium, glass, plastic and metals					Small dedicated recycling centers are located adjacent to large grocery stores and are certified with CalRecycle
Special Collection, Seasonal	2000	Christmas Trees					In addition Chistmas tree collection is available curbside each Dec/Jan

	Date	(use one line per material type)	Percent			
Special Collection Events	2000	Bulky Items				2 bulky item collection days are available for residents each year.
Special Event						
Other Recycling						
<i>Residential Recycling Subtotal</i>			0			
<i>Composting</i>						
Curbside Green Waste Collection	2000	leaves, grass,branches				Collection is provided by two different haulers. In one part of City collection is provided on a weekly basis and part of City is provided on a bi-weekly basis.
Self-Haul Green Waste	1990	leaves, grass,branches				There is some self haul of greenwaste, but it does not represent the majority of diversion of green waste. Most of material is taken to the BP John facility in Romoland. City will also actively investigate alternative outlets.
Other Composting						
Food Waste						
Plants						
<i>Residential Composting Subtotal</i>			0			
<i>Residential Diversion Subtotal</i>			0			

	Date	(use one line per material type)	Percent			
<b>Non residential Activities</b>						
<b>Source Reduction</b>						
Xeriscaping/Grasscycling On-Site Composting/Mulching	1990	Grass and leaves				Grasscycling takes place at all schools and parks within the City.
Business Source Reduction	2008	Paper/Cardboard and bottles and cans				Business source reduction takes place within the City boundaries in various forms. This is promoted via the haulers and City staff.
Procurement	2008	Paper and Office Supplies				City Hall participates in procurment of recycled content paper and toner cartridges
School Source Reduction	2000	Paper, grass and leaves toner cartridges				All schools participate in grasscycling and reuse of paper and double sided copying and reuse of toner cartridges
Government Source Reduction	2008	Various Material Types				Government source reduction takes place within the City Hall-includes double sided copying, increased use of electronic meda and communication and use of resusable food service items.
Material Exchange/Thrift Stores						
Other Source Reduction						
<b>Non residential Source Reduction Subtotal</b>			0			
<b>Recycling</b>						
On-Site Pickup	2000	cardboard, office paper, plastics, and bottles and cans				City businesses have the opportunity to recycle various materials at a reduced rate in established recycling bins (usually 3 cu yd bins).
Self-Haul	1990	cardboard, office paper, plastics, and bottles and cans				City businsses are able to self haul to the MRF's located in proximity of City. Informational flyers are available and directions and other information are available online. Big box stores ship materials to regional facilities.
School Recycling	2000	paper, glass, aluminnum				All schools within the City are encouraged to recycle via both haulers and their respective diversion programs.
Government Recycling	2008	paper, glass, aluminnum				Collection containers are available at City Hall
Special Collection, Seasonal						
Special Collection Events						
Other Recycling						

	Date	(use one line per material type)	Percent			
<i>Non residential Recycling Subtotal</i>			0			
<b>Composting</b>						
On-Site Green Waste Pickup						
Self-Haul Green Waste	2000	leaves, grass and branches				Landscapers and some residents self haul their materials to local MRF's for recovery. Matereils go to BP John, Moreno Valley and Perris transfer stations.
Food Waste Composting						
School Composting						
Government Composting						
Other Composting						
<i>Non residential Composting Subtotal</i>			0			
<i>Non residential Diversion Subtotal</i>			0			
<b>Other Residential/Non residential Activities</b>						
<b>Special Waste Materials</b>						
Ash						
Sludge						
Tires	2000	Tires				Residents are able to take tires to biannual City Wide Collection events 2 times per year.
White Goods	2000	White Goods				Collection is provided on an oncall basis
Scrap Metal	2000	Scrap Metal				Residents are able to take scrap metals to biannual City wide clean ups. These items can be picked up as bulky items for residents, as well
Wood Waste	2000	Wood waste				Residents are able to take wood waste to biannual City wide clean ups. These items can also be picked up on an on-all basis.
Concrete/Asphalt/Rubble	2000	Concrete Asphalt and Rubble				Construction demolition is available for residential, commercial and developers within the City.
Disaster Debris						
Shingles						
Rendering						

	Date	(use one line per material type)	Percent			
Other Special Waste	2000	Used oil, various small volume materials such as paints, solvents chemicals, CRT's, ewaste and other such materials				City will utilize County's ongoing program that includes a schedule of small collection events for a variety of material types. The County is also establishing a network of permanent centers to collect paints, solvents, chemicals ewaste and other materials. Used oil is collected by the local haulers as part of their curbside collection programs.
<u>Public Education</u>						
Electronic	2000	All Materials				City Hall website provides updated information on hauler services, including but not limited to: service requests, City-wide clean-up information, illegal dumping, bulky item pick ups and residential recycling. Additionally, the City website contains links to hauler websites that provides more information.
Print	2000	All Materials				New residential packets are mailed by hauler that provide collection services. City wide clean ups are promoted via fliers. City hall also provides new resident flyers.
Outreach	2000					Haulers provide on-site tour of facilities. Community outreach programs promoting a variety of programs are provided by the two hauler serving the City. Waste audits have also been provided.
Schools						Haulers have worked with local school district's Green Teams on recycling/energy programs.
Other Public Education						
<u>Policy Incentives</u>						
Product and Landfill Bans						
Economic Incentives						
Ordinances	2008	C&D Materials				The City utilizes the County Unincorporated C&D ordinance to manage this waste type.
Other Policy Incentives						
<u>Facility Recovery</u>						

	Date	(use one line per material type)	Percent			
Materials Recovery Facility (MRF)	2000	Aluminum, glass, plastic, news, corrugated, C&D and other materials				Collected material is taken by both haulers for processing at various MRF locations.
Landfill Salvage	1990	White goods, wood waste,				Materials are salvaged at the El Sobrante Landfill by attendants.
Transfer Station Salvage	1990	various material types, wood waste, white goods, glass				Materials are salvaged at the Moreno Valley Transfer Station by attendants.
Composting Facility						
Alternative Daily Cover (ADC)						
Other Facility Recovery						
<i>Other Residential/Non residential Diversion Subtotal</i>			0			
<b>Total Diversion, Tons</b>						
<b>Total Disposal, Tons From Part III</b>						
<b>Total Generation, Tons (Diversion+Disposal)</b>						
<b>Diversion Rate %</b>						



**Part IV: Existing Diversion Characterization and Quantities (continued)**

11. For each restricted waste type (i.e., agricultural waste, inert solids [e.g., concrete, asphalt, dirt, etc.], scrap metals, and white goods [PRC Section 41781.2]) and associated program, please provide the following information:

a. If the diversion program started on or after January 1, 1990, complete the following table.

(Note: Program name refers to one specific diversion program for that waste type (e.g., diversion conducted by city public waste department).

Restricted Waste Type	Specific Program Name	Year Started	Tonnage
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			
Pull Down for Waste Types ▼			

b. If the diversion program started before January 1, 1990, on a separate sheet marked "Attachment 11b", provide the documentation listed below. (Note: If documentation for a waste type and program has already been approved by the Board, you do not have to provide an Attachment 11b for that waste type and program.)

Instead please provide date of Board approval of previously submitted information. \_\_\_\_\_ (Date)

If documentation is not available, go to 11d.

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion PRC section 41781.2 c 1.
- Indicate whether the amount of that waste type diverted from the jurisdiction in 1990 was less than or equal to the amount of that waste type disposed at a permitted disposal facility by the jurisdiction in any year before 1990. (Note: this criterion is applicable to the entire jurisdiction, not to individual programs.--PRC Section 41781.2 (c) (2).
- The jurisdiction is implementing, and will continue to implement, the diversion programs in its source reduction and recycling element.

c. If the diversion program started before January 1, 1990, and the documentation requested in 11b is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Diversion Tonnage
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		
Pull Down for Waste Types ▼		

d. If the diversion program started before January 1, 1990, and the documentation requested in 11b is not available, please complete the table below for each program claimed. (**Note:** Only the difference between the new base year/reporting year and 1990 can be counted in the diversion rate calculation.)

Restricted Waste Type	Specific Program Name	New Base Year or Reporting Year Tonnage	1990 Diversion Tonnage	Difference
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				
Pull Down for Waste Types ▼				

**Part V: Evaluation Criteria**

**12. Evaluation Criteria for Programs**

Please list each program that is either currently being implemented (Please list all programs identified in Part IV) or is being considered for future implementation. Rank the criteria for each program by placing an "H" (for high), "M" (for medium), or "L" (for low) in the appropriate columns. You may add additional evaluation criteria if needed. Include the entity responsible for monitoring and evaluating the programs.

**If you need more rows to enter data, please select a cell in the "Program type" column and click the "Insert Row" button to the right. A row will be added at the bottom of the group.**

**(Sheet will perform all addition and percentage calculations).**

Insert Row

Program Type (e.g. Xeriscaping/grasscycling)	Projected Planning Period for Implementation	Small Institutional Barriers to Implementation	Adaptability/Flexibility	Cost Estimate	End-user Market Demand	Hazard Created by Alternative	Consistent w/Local Policies, Plans, Ordinances	Uses Existing Facilities or Equipment	Impact on Waste Stream	Other consideration	Entity Responsible for Monitoring & Evaluation								
<b>Residential Programs</b>																			
Xeriscaping/Grasscycling	L	L	M	H	L	L	M	H	H										
Backyard Composting/Mulching	L	L	M	H	L	L	H	M	H										
Curbside Recycling	H	L	H	H	H	L	H	M	H										
Buy-Back Centers	L	M	M	L	H	L	H	L	M										
Special Collection, Seasonal	M	L	H	L	L	L	M	M	L										
Special Collection Events	M	L	H	L	L	L	M	M	L										
Curbside Green Waste Collection	H	M	M	H	H	M	H	M	H										
Self-Haul Green Waste	L	L	L	L	L	M	M	L	L										
<b>Non Residential Programs</b>																			
Xeriscaping/Grasscycling	L	L	M	H	L	L	H	M	L										
Business Source Reduction	L	L	M	L	L	L	M	L	M										
Procurement	M	L	M	H	M	L	H	L	M										

School Source Reduction	L	M	M	L	L	L	M	L	M											
Government Source Reduction	L	M	M	L	L	L	M	L	M											
Material Exchange/Thrift Stores	L	L	L	L	L	L	M	L	L											
On-Site Pickup	M	M	M	M	M	L	L	H	M											
Self-Haul	L	L	L	L	L	L	L	L	M											
School Recycling	L	M	L	L	L	L	M	M	L											
On-Site Green Waste Pickup	H	M	M	H	H	L	M	M	H											
Self-Haul Green Waste	L	L	L	L	L	L	M	L	H											
Tires	M	M	M	L	L	M	M	M	L											
White Goods	M	M	M	L	L	L	M	M	L											
Scrap Metal	M	M	M	L	L	L	M	M	L											
Wood Waste	M	M	M	L	L	L	M	M	L											
Concrete/Asphalt/Rubble	H	M	M	H	H	L	H	H	H											
Disaster Debris	H	H	M	H	L	H	H	M	M											
Electronic	H	H	M	M	L	H	H	M	L											
Print	M	L	M	M	L	L	H	L	H											
Outreach	M	L	M	M	L	L	H	L	H											
Schools	M	L	M	M	L	L	H	L	H											
Landfill Salvage	M	M	M	M	L	L	M	H	L											



**Part VII: Projection of Disposal Capacity**

**14. Fifteen-Year Disposal Capacity**

Please enter the start and end dates to span 15 years (e.g., "From 2000 to 2015").

Dates: 2009/2024

For all existing permitted solid waste landfills and transformation facilities within your jurisdiction, identify owner, operator, quantity and waste types of solid waste disposed, permitted site acreage, permitted capacity, current disposal fees, and remaining facility capacity in cubic yards and in years. No facility capacity is required for transformation facilities.

Disposal Facility	Owner/Operator	Quantity of Waste	Waste Types	Permitted Acreage	Permitted Capacity	Disposal Fees	**Remaining Facility Capacity
El Sobrante	USA Waste SVS of CA	16,054	Mixed Muni	1322	184,930 k	\$35	145530000 2045
Lamb Canyon	County of Riverside	3,000	Mixed Muni	354	34,292,000	\$35	18955000 2021
Badlands	County of Riverside	4,000	Mixed Muni	246	30,386,332	\$35	19477616 2016

**\*\* Enter remaining facility capacity in cubic yards and years.**

<b>Part VII: Projection of Disposal Capacity (continued)</b>							
<b>15. Fifteen-Year Disposal Needs Projection</b>							
For each year in the 15-year time period, please enter the following amounts: solid waste projected to be generated, solid waste expected to be imported, solid waste diverted through source reduction, recycling and composting, volume reduced through transformation, permitted disposal capacity available, solid waste exported, and additional capacity required.							
<b>Year</b>	<b>Solid Waste Generated</b>	<b>Solid Waste Imported</b>	<b>Solid Waste Diverted</b>	<b>Volume Reduced Through Transformation</b>	<b>Disposal Capacity Available</b>	<b>Solid Waste Exported</b>	<b>Additional Capacity Required</b>
2000							
2001							
2002							
2003							
2004							
2005							
2006							
2007							
2008							
2009	41,780	0	23,615	0	100,000,000+	0	0
2010	41,780	0	23,615	0	100,000,000+	0	0
2011	41,780	0	23,615	0	100,000,000+	0	0
2012	41,780	0	23,615	0	100,000,000+	0	0
2013	41,780	0	23,615	0	100,000,000+	0	0
2014	41,780	0	23,615	0	100,000,000+	0	0
2015	41,780	0	23,615	0	100,000,000+	0	0
2016	41,780	0	23,615	0	100,000,000+	0	0
2017	41,780	0	23,615	0	100,000,000+	0	0
2018	41,780	0	23,615	0	100,000,000+	0	0
2019	41,780	0	23,615	0	100,000,000+	0	0
2020	41,780	0	23,615	0	100,000,000+	0	0
2021	41,780	0	23,615	0	100,000,000+	0	0
2022	41,780	0	23,615	0	100,000,000+	0	0
2023	41,780	0	23,615	0	100,000,000+	0	0
2024	41,780	0	23,615	0	100,000,000+	0	0
2025	41,780	0	23,615	0	100,000,000+	0	0

<b>Part VIII: Identification of Projected Costs and Revenue Sources</b>						
<b>16. Planned Revenue Sources</b>						
Please list all available revenue sources to fund all the programs that will be implemented, including monitoring and evaluation. Please note and include contingency funding sources in the event that the identified revenue sources become unavailable.						
Some revenue sources could be, but are not limited to grants, loans, franchise fees, user fees, special and general funds, gate fees, taxes, and any others.						
<b>Revenue Sources:</b>						
Franchise Fees						
User Fees						
<b>17. Projected Costs for Existing and Planned Programs</b>						
Please list projected total costs for implementation of all existing and planned programs over the next five years.						
<b>Year</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>	<b>All Years</b>
<b>Program</b>	<b>Cost (\$)</b>					
Existing Programs	\$220,000	\$220,000	\$220,000	\$220,000	\$220,000	NA
Planned Programs	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	NA
<b>Total Program Cost</b>	235000	235000	235000	235000	235000	1175000

**Part IX: Identification of Market Development Activities**

**18. Market Development Activities and Objectives**

Please describe methods which will be used to increase the markets for recycled materials, including but not limited to, an evaluation of the feasibility of procurement preferences for the purchase of recycled-content products.

**Market Development Activities:**

The City programs are managed by CR&R and Waste Management Inc., both of which have a highly successful history of diversion activities and have shown long term ability of finding markets for collected materials. Even in times of economic challenges, these companies have been able to sustain their market development activities. Additionally, the City has established some procurement policies and may expand these activities as the City matures.

Has your jurisdiction been designated a California Integrated Waste Management Board recycling market development zone (RMDZ)?

- Yes
- No

Does your jurisdiction plan to apply for designation as an RMDZ?

- Yes
- No

1.

**CITY OF WILDOMAR NONDISPOSAL FACILITY ELEMENT**

**Prepared for:**

**City of Wildomar**

**23873 Clinton Keith Road, Suite 201**

**Wildomar, CA 92595**

**Telephone: 951-677-7751**

**April 21, 2011**

# City of Wildomar Final Draft Nondisposal Facility Element

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A: NDFE Regulations

# CITY OF WILDOMAR NONDISPOSAL FACILITY ELEMENT

## **Introduction**

The California Integrated Waste Management Act of 1989 (AB 939) requires cities and counties in California to prepare, adopt and implement Source Reduction and Recycling Elements (SRREs), Household Hazardous Waste Elements (HHWEs), and a County Wide Siting Element (County only). All of these Elements are to be included in a Countywide Integrated Waste Management Plan (CIWMP).

In 1992, the California Legislature enacted Assembly Bill 3001 which amended AB 939, requiring cities and counties to prepare and adopt a Nondisposal Facility Element (NDFE). This document has been prepared for the City of Wildomar ("City") to meet the requirements of AB 3001.

## **Definition**

"Nondisposal Facility" is a solid waste facility that is required to obtain a state solid waste facility permit, but is not a solid waste disposal or transformation facility. Therefore, the types of facilities to be addressed in the NDFE include materials recovery facilities, transfer stations; large-scale composting facilities, and other waste processing or recycling facilities.

## **Background**

The City of Wildomar NDFE document identifies the nondisposal facilities which are currently used, or are planned to be used, by the City solid waste generators or haulers to help comply with the 50 percent diversion mandates of AB 939.

Upon the 90 day review by the Riverside County Solid Waste Management Advisory Council/Local Task Force (LTF), the City Council of the City of Wildomar will hold a City Council Public Hearing on April 27th beginning at 6:30 pm in the City Council Chambers, 23873 Clinton Keith Road, Suite 201, Wildomar, California, regarding proposed Resolution Number 2011- , adopting the Nondisposal Facility Element. Location: Citywide. BE ADVISED THAT if you challenge proposed Resolution Number 2011- in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered, to the City Council on, or prior to, the public hearing.

## **Description of Nondisposal Facilities**

The City of Wildomar's NDFE identifies nondisposal facilities as defined by PRC Section 40141, including: Materials recovery facilities, transfer stations, large-scale composting facilities, and large scale Aggregate/Inert Processing Facilities that the City intends to utilize to implement its SRRE and meet the solid waste diversion requirements of PRC Section 41780. Descriptions of all the identified nondisposal facilities are organized in tabular format and presented in Attachment A.

The City of Wildomar does not use any nondisposal facilities located within the jurisdiction. Attachment A identifies all existing facilities which the City plans to utilize that are located outside the jurisdiction which recover for reuse or recycling at least five percent of the total volume of material received by the facility.

All recovery and recycling facilities utilized by the City of Wildomar currently exist.

**ATTACHMENT A**

NONDISPOSAL FACILITIES LOCATED OUTSIDE THE JURISDICTION WITH AT LEAST A  
FIVE PERCENT DIVERSION RATE

**Table A-1**  
**County of Riverside NDFE**  
**B.P. John Recycling, Inc.**

<b>Type of Facility</b>	B.P. John Recycling is an outdoor green/woody waste chipping and grinding operation that is permitted to process a maximum of 1,000 tons per day of green and woody waste (312,000 tons per year).
<b>Facility Capacity</b>	Material type wood and green waste. Maximum throughput tons per day 1,000. Permitted capacity is 312,00 tons per year.
<b>Expected Diversion Rate</b>	The facility's SWIS number is 33-AA-0301 and the anticipated diversion rate from waste received at the facility is at least 20 percent.
<b>Participating Jurisdictions</b>	B.P. John Recycling primarily serves the surrounding unincorporated area and city jurisdictions located in the southwestern Riverside County area.
<b>Location</b>	B.P. John Recycling is located on approximately 6.2 acres at 28700 Matthews Road in Romoland, an unincorporated area of Riverside County (north of McLaughlin Road, northeast of Matthews Road, and west of Junipero Road).

**Table A-2**  
**County of Riverside NDFE**  
**Pico Rivera Material Recovery Facility**

<b>Type of Facility</b>	The Pico Rivera Materials Recovery Facility is a large volume transfer, processing and solid waste facility that is permitted to accept a maximum of 327 tons a day. Acceptable waste types include mixed municipal compose.
<b>Facility Capacity</b>	Material type is mixed municipal compose. Maximum throughput 327 tons per day. Permitted capacity is 327 tons per day.
<b>Expected Diversion Rate</b>	The anticipated diversion rate from waste the facility receives exceeds 20 percent.
<b>Participating Jurisdictions</b>	The facility services jurisdictions in Los Angeles, Orange and Riverside Counties, within California.
<b>Location</b>	The Facility is located on 3.5000 acres. The facility's SWIS number is 19-AA-1105 and is located at 8405 Loch Lomand Drive in Pico Rivera, CA.

**Table A-3  
County of Riverside NDFE**

**Waste Management Downtown Diversion Facility**

<b>Type of Facility</b>	The Waste Management Downtown Diversion Facility (previous facility name Looney Bins) is a solid waste facility that is permitted to accept a maximum of 1,500 tons a day. Acceptable waste types include construction and demolition.
<b>Facility Capacity</b>	Material Type is construction and demolition. Maximum throughput tons per day 1,500. Permitted capacity is 525,000 tons per year.
<b>Expected Diversion Rate</b>	The anticipated diversion rate from waste the facility receives is well over 20 percent.
<b>Participating Jurisdictions</b>	Waste Management Downtown Diversion Facility services Los Angeles, Riverside, San Diego, and other areas in Southern California.
<b>Location</b>	Waste Management Downtown Diversion Facility is located on 5.0000 acres. The facility's SWIS number is 19-AR-1224 and is located at 2424 East Olympic Blvd. in Los Angeles, CA.

**Table A-4**  
**County of Riverside NDFE**

**Stanton Recycling and Transfer Facility**

<b>Type of Facility</b>	The Stanton Recycling and Transfer Facility is a large volume transfer, processing and solid waste facility that is permitted to accept a maximum of 1,800 tons a day. Acceptable waste types include construction, demolition, agricultural, mixed municipal, and industrial waste.
<b>Facility Capacity</b>	Material Type is construction, demolition, agricultural, mixed municipal, and industrial waste. Maximum throughput tons per day 1,800. Permitted capacity is 3,600 tons per day.
<b>Expected Diversion Rate</b>	The anticipated diversion rate from waste the facility exceeds 20 percent.
<b>Participating Jurisdictions</b>	Stanton Recycling and Transfer Facility primarily serve cities in Orange County, Los Angeles and Riverside Counties.
<b>Location</b>	The Stanton Recycling and Transfer facility is located on 11.0000 acres. The facility's SWIS number is 30-AB-0013 and is located at 11232 Knott Avenue in Stanton, California.

**Table A-5**  
**County of Riverside NDFE**  
**Moreno Valley Solid Waste R & T Facility**

<b>Type of Facility</b>	The Moreno Valley Solid Waste R & T Facility is a large volume transfer, processing and solid waste facility that is permitted to accept a maximum of 2,000 tons a day.
<b>Facility Capacity</b>	Material Type is construction, demolition, green materials, metals, and mixed municipal. Maximum throughput tons per day 2,000. Permitted capacity is 2,600 tons per day.
<b>Expected Diversion Rate</b>	The anticipated diversion rate from waste the facility receives exceeds 20 percent.
<b>Participating Jurisdictions</b>	Moreno Valley Solid Waste R & T Facility primarily serves the surrounding area and city jurisdictions located in Moreno Valley.
<b>Location</b>	The facility is located on 19.9000 acres. The SWIS number is 33-AA-0234 and is located at 17700 Indian Street in Moreno Valley, CA.

**Table A-6**  
**County of Riverside NDFE**  
**Perris Transfer Station and MRF**

<b>Type of Facility</b>	The Perris Transfer Station and MRF is a large volume transfer, processing and solid waste facility that is permitted to accept a maximum of 1,800 tons a day. Acceptable waste types include mixed municipal.
<b>Facility Capacity</b>	Material type is mixed municipal. Maximum throughput tons per day 1,800. Permitted capacity is 3,600 tons per day.
<b>Expected Diversion Rate</b>	The anticipated diversion rate from waste the facility receives is approximately 20 percent.
<b>Participating Jurisdictions</b>	Perris Transfer Station primarily serves the surrounding area and city jurisdictions located in and around Perris, California.
<b>Location</b>	The facility is located on 12.3000 acres. The facility's SWIS number is 33-AA-0239 and is located at 1706 Goetz Road in Perris, CA.

# Appendix A

## Article 6.4 Nondisposal Facility Element

### Section 18752. Scope.

(a) The Nondisposal Facility Element (NDFE) shall identify the nondisposal facilities to be used by a jurisdiction to assist in reaching the diversion mandates of Public Resources Code Section 41780.

(b) The NDFE shall include the items identified in Sections 18752 through 18754.5 of this chapter.

(c) For the purpose of this Article, a nondisposal facility is any solid waste facility required to obtain a permit pursuant to Article 1 (commencing with Section 44001) Chapter 3 Part 4, except a disposal facility or a transformation facility.

(d) The NDFE should reflect information available to a jurisdiction at the time of the development of the document. The NDFE may also contain additional information as determined by a jurisdiction.

(e) A jurisdiction may include other facilities not defined as nondisposal facilities (i.e. recycling centers, drop-off centers, household hazardous waste facilities, etc.).

#### Note:

#### Authority cited:

Section 40502 of the [Public Resources Code](#).

#### Reference:

Sections 41732 and 41733 of the [Public Resources Code](#).

### Section 18753. Description of Nondisposal Facilities within a Jurisdiction.

The NDFE shall identify all existing, expansion of existing, and proposed nondisposal facilities located within a jurisdiction which recover for reuse or recycling at least five percent of the total volume of material received by the facility.

(a) Each facility description shall include, but is not limited to:

(1) type of facility;

(2) facility capacity;

(3) anticipated diversion rate or expected diversion rate from the total amount of the waste that the facility receives; and,

(4) participating jurisdictions.

(b) Each facility location description may include, but is not limited to:

(1) address of the facility; or,

(2) description of the general area, (include a land use map, zoning map, or other type of planning map).

#### Note:

#### Authority cited:

Section 40502 of the [Public Resources Code](#).

#### Reference:

Sections 41730, 41731, 41732, 41733, and 41750.1 of the [Public Resources Code](#).

**Section 18753.5. Description of Nondisposal Facilities outside a Jurisdiction**

The NDFE shall identify all existing, expansion of existing, and proposed nondisposal facilities which a jurisdiction, plans to utilize, but which are not located within the jurisdiction, and which recover for reuse or recycling at least five percent of the total volume of material received by the facility.

(a) Each facility description shall include, but is not limited to:

- (1) type of facility;
- (2) estimated amount of the waste the jurisdiction will transport to the facility;
- (3) anticipated diversion rate or expected diversion rate from the total amount of the waste that the facility receives; and,
- (4) location of facility.

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 41730, 41731, 41732, 41733, and 41750.1 of the [Public Resources Code](#).

**Section 18754. Description of Transfer Stations within a Jurisdiction.**

The NDFE shall identify existing, expansion of existing, and proposed transfer stations located within a jurisdiction, which recover less than five percent of the volume of materials received for reuse or recycling.

(a) Each facility description shall include, but is not limited to:

- (1) name of facility; and;
- (2) participating jurisdictions;
- (3) facility capacity.

(b) Each facility location description may include, but is not limited to:

- (1) address of the facility; or,
- (2) description of the general area, (include a land use map, zoning map, or other type of planning map).

**Note:**

**Authority cited:**

Section 40502 of the [Public Resources Code](#).

**Reference:**

Sections 41730, 41731, 41732, 41733, and 41750.1 of the [Public Resources Code](#).

**Section 18754.5. Description of Transfer Stations outside a Jurisdiction**

The NDFE shall identify existing, expansion of existing, and proposed transfer stations to be used by a jurisdiction but not located within the jurisdiction, which recover less than five percent of the volume of materials received for reuse or recycling.

(a) Each facility description shall include, but is not limited to:

- (1) name of facility; and,
- (2) location of facility.

# **ATTACHMENT 2**

## Draft Negative Declaration

The Planning Director has reviewed the proposed project described below to determine whether it could have a significant effect on the environment as a result of project completion. "Significant effect on the environment" means a substantial, or potentially substantial, adverse change in any of the physical conditions within the area affected by the project including land, air, water, minerals, flora, fauna, ambient noise, and objects of historic or aesthetic significance.

**NAME OF PROJECT:** Preparation and Adoption of Source Reduction and Recycling Element/Household Hazardous Waste Element

**PROJECT DESCRIPTION:** In 2008, the City of Wildomar (City) became incorporated as a California city. Before that time, Wildomar was part of the unincorporated portion of the County and considered part of Riverside County for the purposes of maximizing diversion while reducing disposal tracking and reporting costs.

Due to the incorporation of Wildomar as a California in July 2008, State law requires the City to prepare and submit AB 939 Planning Documents to the California Integrated Waste Management Board (CIWMB) (or its successor agency if the documents are completed after January 1, 2010). The AB 939 Planning Documents are:

- A Source Reduction and Reduction and Recycling Element (SRRE), which identifies the programs and plans for meeting the 50 percent state diversion mandate,
- a Household Hazardous Waste Management Element (HHWE), which identifies the programs for managing materials defined as household hazardous waste (as contrasted with municipal solid waste), and
- a Nondisposal Facility Element (NDFE) listing solid waste facilities, other than disposal facilities such as landfill, which will be needed to implement the SRRE.

This proposed project consists of the application for preparation and adoption of a SRRE and HHWE. Additionally, the City plans to expand on recycling programs to increase diversion.

The proposed project plan area will remain within the current solid waste and recycling program plan area in the City, which includes areas zoned for residential, industrial and/or commercial use. The expansion of Wildomar's existing solid waste and recycling program is expected to have an overall positive environmental impact.

**APPLICANT CONTACT INFORMATION:** Steven Palmer, Supervising Engineer  
City of Wildomar, (951) 677-7751  
23873 Clinton Keith Road, Suite 201  
Wildomar, California 92595

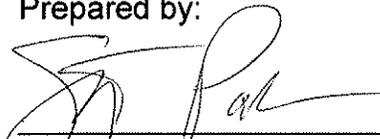
**STATEMENT OF ENVIRONMENTAL FINDINGS:**

An Initial Study was conducted by Schiavo and Associates to evaluate the potential effects of this project upon the environment. Based upon the findings contained in the attached Initial Study, it has been determined that this project could not have a significant effect upon the environment.

**PUBLIC REVIEW**

Document Posting Period: FEB 4, 2011 to MARCH 7, 2011

Prepared by:

  
\_\_\_\_\_  
Supervising Engineer

Approved by:

  
\_\_\_\_\_  
Planning Director

***INITIAL STUDY  
CITY OF WILDOMAR***

***November 2010  
City of Wildomar  
Preparation and Adoption of Source Reduction and Recycling Element/  
Household Hazardous Waste Element***

1. Project Title: Preparation and Adoption of Source Reduction and Recycling Element/  
Household Hazardous Waste Element
2. Lead Agency Name and Address: City of Wildomar  
23873 Clinton Keith Road, Suite 201  
Wildomar, CA 92595
3. Contact Person and Phone Number: Pat Schiavo, (916) 952-4147; or  
Steven Palmer, (951) 677-7751
4. Project Location: Citywide  
City of Wildomar  
Riverside County
5. Project Sponsor's Name and Address: N/A
6. Property Owner Name and Address: N/A

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**A. BACKGROUND**

1. Project Title: Preparation and Adoption of Source Reduction and Recycling Element/  
Household Hazardous Waste Element
2. Lead Agency Name and Address: City of Wildomar  
23873 Clinton Keith Road, Suite 201  
Wildomar, CA 92595
3. Contact Person and Phone Number: Pat Schiavo, (916) 952-4147; or  
Steven Palmer, (951) 677-7751
4. Project Location: Citywide, Riverside
5. Project Sponsor's Name and Address: N/A
6. Property Owner Name and Address: N/A
7. General Plan Designation: City of Wildomar General Plan
8. Existing Zoning: Various
9. Project Description Summary:

California state law requires the City to prepare and submit AB 939 Planning Documents to the California Integrated Waste Management Board (CIWMB) (or its successor agency if the documents are completed after January 1, 2010). The AB939 Planning Documents are:

- A Source Reduction and Reduction and Recycling Element (SRRE), which identifies the programs and plans for meeting the 50 percent state diversion mandate,
- a Household Hazardous Waste Management Element (HHWE), which identifies the programs for managing materials defined as household hazardous waste (as contrasted with municipal solid waste), and
- a Nondisposal Facility Element (NDFE) listing solid waste facilities, other than disposal facilities, such as a landfill ), which will be needed to implement the SRRE .

This proposed project consists of the application for preparation and adoption of a SRRE and HHWE. The City plans to expand on recycling programs to increase diversion.

The proposed project plan area will remain within the current solid waste and recycling program plan area in the City, which includes areas zoned for residential, industrial and/or commercial use. The expansion of Wildomar's existing solid waste and recycling operations is expected to have an overall positive environmental impact.

## **B. SOURCES**

The following documents are referenced information sources utilized by this analysis:

1. County of Riverside General Plan, currently utilized by City of Wildomar , Adopted October 2003.

**C. ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED**

The environmental factors checked below would be potentially affected by this project, involving at least one impact that is “Potentially Significant unless Mitigation Incorporated” as indicated by the checklist on the following pages.

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Aesthetics                    | <input type="checkbox"/> Agriculture                        | <input type="checkbox"/> Air Quality                  |
| <input type="checkbox"/> Biological Resources          | <input type="checkbox"/> Cultural Resources                 | <input type="checkbox"/> Geology/Soils                |
| <input type="checkbox"/> Hazards & Hazardous Materials | <input type="checkbox"/> Hydrology/Water Quality            | <input type="checkbox"/> Land Use & Planning          |
| <input type="checkbox"/> Energy & Mineral Resources    | <input type="checkbox"/> Noise                              | <input type="checkbox"/> Population & Housing         |
| <input type="checkbox"/> Public Services               | <input type="checkbox"/> Recreation                         | <input type="checkbox"/> Transportation & Circulation |
| <input type="checkbox"/> Utilities/Service Systems     | <input type="checkbox"/> Mandatory Findings of Significance |   |

**D. PROJECT SPONSOR'S INCORPORATION OF MITIGATION MEASURES**

Acting on behalf of the project sponsor or the authorized agent of the project sponsor, I (undersigned) have reviewed the Initial Study for the Preparation and Adoption of Source Reduction and Recycling Element/ Household Hazardous Waste Element and have particularly reviewed the Mitigation Measures and Monitoring Programs identified herein. I accept the findings of the Initial Study, including the recommended mitigation measures, and hereby agree to modify the proposed project applications now on file with the City of Wildomar to include and incorporate all Mitigation Measures and Monitoring Programs set out in this Initial Study.



\_\_\_\_\_  
(Project Sponsor's Name or Representative)

2/2/11  
\_\_\_\_\_  
Date

SUPERVISING ENGINEER, CITY OF WILDOMAR  
\_\_\_\_\_  
(Project Sponsor's Name or Representative)

\_\_\_\_\_  
Date

**E. DETERMINATION**

On the basis of this initial study:

- I find that the Proposed Project COULD NOT have a significant effect on the environment, and a NEGATIVE DECLARATION will be prepared.
- I find that although the Proposed Project could have a significant effect on the environment, there will not be a significant effect in this case because revisions in the project have been made by or agreed to by the applicant. A MITIGATED NEGATIVE DECLARATION will be prepared.
- I find that the Proposed Project MAY have a significant effect on the environment, and an ENVIRONMENTAL IMPACT REPORT is required.
- I find that the proposed project MAY have a “potentially significant impact” or “potentially significant unless mitigated” on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An ENVIRONMENTAL IMPACT REPORT is required, but it must analyze only the effects that remain to be addressed.
- I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier EIR pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier EIR, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.

  
Signature

2/3/11  
Date

STEVEN PALMER  
Printed Name

CITY OF WILDOMAR  
For

## **F. BACKGROUND AND INTRODUCTION**

This Initial Study provides an environmental analysis pursuant to the California Environmental Quality Act (CEQA) for the Initial Study contains an analysis of the environmental effects of the proposed project.

Upon incorporation, the City of Wildomar adopted the County of Riverside General Plan and the General Plan EIR. The proposed project is consistent with the General Plan and the Initial Study relies upon the program level analysis provided in the General Plan EIR, as well as site-specific studies prepared for the project, in determination of impacts.

The analysis conducted during this initial study determined that this project would not have a negative impact on the city and/or the environment.

## **G. PROJECT DESCRIPTION**

The proposed project consists of preparation and adoption of a SSRE and HHWE for the City of Wildomar separate from the RA to expand on recycling programs to further increase diversion.

The proposed project plan area is the entire City that includes areas zoned for residential, industrial and/or commercial use. The expansion of Wildomar's existing solid waste and recycling operations is expected to have an overall positive impact on the city and the environment.

## H. ENVIRONMENTAL CHECKLIST

The following Checklist contains the environmental checklist form presented in Appendix G of the CEQA Guidelines. The checklist form is used to describe the impacts of the proposed project. A discussion follows each environmental issue identified in the checklist. Included in each discussion are project-specific mitigation measures recommended, as appropriate, as part of the proposed project.

For this checklist, the following designations are used:

**Potentially Significant Impact:** An impact that could be significant, and for which mitigation has not been identified. If any potentially significant impacts are identified, an EIR must be prepared.

**Potentially Significant Unless Mitigation Incorporated:** An impact that requires mitigation to reduce the impact to a less-than-significant level.

**Less-Than-Significant Impact:** Any impact that would not be considered significant under CEQA relative to existing standards.

**No Impact:** The project would not have any impact.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact	
<b><i>I. AESTHETICS.</i></b>					
<i>Would the project:</i>					
a.	Have a substantial adverse effect on a scenic vista?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
b.	Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a State scenic highway?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
c.	Substantially degrade the existing visual character or quality of the site and its surroundings?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
d.	Create a new source of substantial light or glare which would adversely affect day or night-time views in the area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

**Discussion**

The City of Wildomar’s preparation and adoption of a SRRE and HHWE includes plans to expand current and implement future programs that enhance the city’s diversion. These programs are expected to have a positive impact on the aesthetics within the city. The introduction of new, larger, uniform recycling and greenwaste containers with lids, reducing the likelihood of litter through spillage and/or animal interference, will reduce neighborhood blight. Additionally, the future program change in greenwaste pick-up service from bi-weekly to weekly, and the adoption of an enclosure ordinance requiring adequate space for recycling containers at businesses and multi-family dwellings will reduce litter potential.

The City’s preparation and adoption of a SRRE and HHWE will not have substantial adverse effect on a scenic vista or damage a scenic resource, degrade the existing visual character or quality of the site and surroundings, or create substantial new light or glare.

The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City’s diversion. Therefore, there would be ***no impact*** due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
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**II. AGRICULTURE RESOURCES.**

*In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1977) prepared by the California Dept. of Conservation as an optional model to use in assessing impacts on agriculture and farmland. Would the project:*

- |    |  |                          |                          |                          |   |
|----|--|--------------------------|--------------------------|--------------------------|---|
| a. | Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping Program of the California Resources Agency, to non-agricultural use? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | X |
| b. | Conflict with existing zoning for agricultural use, or a Williamson Act contract?  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | X |
| c. | Involve other changes in the existing environment which, due to their location or nature, could individually or cumulatively result in loss of Farmland to non-agricultural use?   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | X |

**Discussion**

The proposed project plan area will remain within the current solid waste and recycling program plan area that includes areas zoned for residential, industrial and/or commercial use. There is no development proposal associated with the city’s preparation of a SRRE/HHWE. Any future development would require a separate environmental evaluation for impact evaluation. Additionally, this project would not convert farmlands within the city to non-agricultural use.

The City anticipates no change in impact to the agriculture resources within the City limits. The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City’s diversion. Therefore, there would be ***no impact*** due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
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**III. AIR QUALITY.**

*Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied upon to make the following determinations. Would the project:*

a.	Conflict with or obstruct implementation of the applicable air quality plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
b.	Violate any air quality standard or contribute substantially to an existing or projected air quality violation?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
c.	Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard (including releasing emissions which exceed quantitative thresholds for ozone precursors)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
d.	Expose sensitive receptors to substantial pollutant concentrations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
e.	Create objectionable odors affecting a substantial number of people?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

**Discussion**

The City's use of a fully automated collection system will have a positive impact on air quality within the region. The project plan includes the implementation of residential single stream recycling that includes switching to a fully-automated collection process that will increase the number of households served per collection vehicle; thus the City will need fewer vehicles, resulting in overall lower fuel usage and emissions. The new automated collection vehicles will replace older vehicles and be compliant with more stringent emission standards, thereby reducing emissions.

Additionally, the use of closed recycling containers will reduce emissions and odors from residues left on recyclable containers. The City expects to see a decrease in the overall emissions from collection operations.

### Contribution to Global Climate Change

The potential effect of greenhouse gas (GHG) emissions on global climate change is an emerging issue that warrants discussion under CEQA. Unlike the pollutants discussed above that may have regional and/or local effects, project-generated GHG emissions do not directly produce local or regional impacts, but may contribute to an impact on global climate. Individual projects contribute relatively small amounts of GHG that, when added to all other GHG producing activities around the world, result in global increases in these emissions. Local or regional environmental effects may occur if the climate is changed. Therefore, a project produces an indirect localized and regional environmental impact from its contribution of GHG and the subsequent change in global climate.

In 2006, the State Legislature and Governor enacted AB 32, the California Global Warming Solutions Act of 2006, which charged the California Air Resources Board (CARB) to develop regulations on how the state would address global climate change (also known as “global warming”). AB 32 focuses on reducing GHG in California. GHGs, as defined under AB 32 include carbon dioxide (CO<sub>2</sub>), methane, nitrous oxide, hydrofluorocarbons, perfluorocarbons, and sulfur hexafluoride. AB 32 requires that CARB must determine what the statewide GHG emissions was in 1990, and approve a statewide GHG emissions limit that is equivalent to that level, to be achieved by 2020. Implementation of AB 32 substantially reduces California’s cumulative contribution of GHG to the global anthropogenic GHG inventory.

Guidelines for what would constitute a significant increase in GHG from projects have not been developed by CARB, the California Environmental Protection Agency (CalEPA), the U.S. EPA, the City of Wildomar, or other appropriate governmental organizations. In addition, there is little consensus on the appropriate approach to analyzing a project’s impact. Nevertheless, this analysis develops a threshold and determines project significance with regard to its contribution to GHG. Note that this analysis is specific to the project and may not apply to other projects in the City. CEQA Guidelines Section 15064.7 indicates, “each public agency is encouraged to develop and publish thresholds of significance that the agency uses in the determination of the significance of environmental effects.” This analysis does not establish thresholds in the City.

### Contribution to Global Climate Change - Project-Level Threshold

Although it is unknown if AB 32 alone is enough to reduce California’s fair-share contribution to global GHG inventory, it is currently the only well-defined and widely accepted benchmark for GHG emissions in California. For the purposes of this analysis, the following criteria for GHG significance is proposed:

Would the project result in an increase in greenhouse gas emissions that would significantly hinder or delay the State's ability to meet the reduction targets contained in AB 32?

The threshold proposed in above is qualitative in nature, and will be addressed as such in this document. In addition, quantification methods are available to calculate the project’s contribution of CO<sub>2</sub> from area and vehicular sources. This project’s is expected to result in a

decrease in generation of CO<sub>2</sub> and the estimated reduction in generation is provided for information purposes.

#### Contribution to Global Climate Change - Cumulative Threshold

As stated by the California Attorney General's Office, global climate change is essentially a cumulative impact. Even a very large individual project cannot generate enough greenhouse gas emissions to measurably influence global climate change. It is a project's incremental contribution combined with the cumulative increase of all other sources of greenhouse gases that together form anthropogenic global climate change impacts (AEP 2007). However, the theory that an increase of one molecule of an air pollutant constitutes significant increase (one-molecule theory) should not be the basis of a de-facto significance threshold, as discussed in the decision for *Community for a Better Environment vs. California Resources Agency* (103 Cal. App. 4th 98 (2002)):

This does not mean, however, that any additional effect in a nonattainment area for that effect necessarily creates a significant cumulative impact; the "one [additional] molecule rule" is not the law.

As stated above, GHG thresholds have not been adopted by CARB, or other appropriate public agency. This document does not propose a threshold or provide a significance determination for cumulative GHG emissions for the following reason:

An individual project contributes to GHG emissions through construction, increased VMT, and increased energy consumption. Each project can reduce its own GHG emissions through project-level review and mitigation. However, the cumulative impact of GHG emissions, and therefore Global Climate Change, cannot be mitigated in a piecemeal, case-by-case basis. It is the regional development pattern, land use and transportation policies that determines the cumulative impact that a project participates in.

Large-scale assessments and emission reduction strategies must be formulated to evenly address GHG emissions on a regional level that incorporates land use patterns, energy generation and consumption, transportation, water transport, waste disposal, and the other major sources of

GHG emissions. A region-specific plan would create the basis of a cumulative threshold and provide a platform for cumulative analysis on the project level.

Without a region-specific plan that addresses the cumulative nature of GHG's and creates a framework for comprehensive GHG emission reductions, a project's cumulative impacts to global climate change through GHG emissions "when added to closely related past, present, and reasonably foreseeable probable future projects" (CEQA Guidelines §15355) is speculative at this time and no significance determination can be made.

#### Contribution to Global Climate Change – Analysis

The project will not contribute to global climate change impacts. The project will not emit an increase in GHGs during operation. The largest source of GHGs from the project operation is

vehicular emissions, and the carbon dioxide (CO<sub>2</sub>) is expected to constitute the majority of GHG emissions. However, the project is focused on recycling as well as waste collection. Recycling has been shown to be a strategy that, on a life cycle basis, reduces greenhouse gas emissions. In fact, CARB has commercial recycling ordinance as one of its greenhouse gas emissions reduction strategies and a draft commercial recycling regulation in response to the CARB action was released on November 16, 2009.

#### Early Implementation of New or Exceeding Existing State Strategies

To assess the early implementation of new state strategies or exceeding the requirements of existing strategies, the 2006 Climate Action Team (CAT) Report to Governor Schwarzenegger (2006 CAT Report) will be used. The CAT published a draft version of the 2007 CAT Report, but since the Draft 2007 CAT Report is not finalized, this study will assess the project in relation to the 2006 CAT Report strategies.

Under AB 32, CARB has the primary responsibility for reducing GHG emissions. However, the many public agencies involved in land use decisions, energy use, waste streams, construction, and other areas should be involved in the creation and implementation of strategies to reduce greenhouse gas emissions in California. The CAT, formed by Governor Schwarzenegger, addresses strategies for certain California public agencies.

To meet GHG emission reduction targets in Executive Order S-3-05, the Governor directed the Secretary of the Cal EPA to lead the CAT made up of representatives from the Business, Transportation and Housing Agency; the Department of Food and Agriculture; the Resources Agency; CARB; the Energy Commission; and the Public Utilities Commission. The 2006 CAT Report to Governor Schwarzenegger and the Legislature contains existing bills, regulations and standards that help reduce California's GHG emissions. The 2006 CAT Report also contains new strategies that can be implemented by CARB and other California agencies to help reduce California's emissions to 1990 levels in 2020. The 2006 CAT Report lists the recommendation for emission reduction strategies to be implemented in the "next two years" for the public agencies involved in the CAT.

The City of Wildomar anticipates an overall positive impact on GHG emissions within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will

expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be *no impact* due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
<b>IV. BIOLOGICAL RESOURCES.</b>				
<i>Would the project:</i>				
a.				
	Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or U.S. Fish and Wildlife Service?			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
b.				
	Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, and regulations or by the California Department of Fish and Game or US Fish and Wildlife Service?			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
c.				
	Have a substantial adverse effect on federally protected wetlands as defined by Section 404 of the Clean Water Act (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
d.				
	Interfere substantially with the movement of any resident or migratory fish or wildlife species or with established resident or migratory wildlife corridors, or impede the use of wildlife nursery sites?			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
e.				
	Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
f.				
	Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Conservation Community Plan, or other approved local, regional, or state habitat conservation plan?			
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

## Discussion

The preparation and adoption of a SRRE/HHWE will not have substantial adverse effect on any species identified as a candidate, sensitive, or special status species identified by the California Department of Fish and Game or U.S. Fish and Wildlife Service. It will not have substantial adverse affect on riparian habitat, native resident, migratory fish, wildlife species or federally protected wetlands. It will not conflict with any local policies or ordinance protecting biological resource or provisions of an adopted Habitat Conservation Plan.

The project plan area will remain within areas that are currently zoned for residential, industrial, or commercial use. There is no development proposal associated with the preparation of the City's SRRE/HHWE, and all future development will require separate environmental evaluation in order to determine that any potential impacts.

The proposed project has the potential to upgrade the quality of the environment and habitat of fish and wildlife species. The plans to expand source reduction and recycling programs throughout the City of Wildomar is expected to reduce unwanted and discarded litter in the environment that often interfere with ecosystems. The containerization of recyclables and greenwaste are expected to decrease litter in storm drains and the environment.

The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be *no impact* due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
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**V. CULTURAL RESOURCES.**

*Would the project:*

a.	Cause a substantial adverse change in the significance of a historical resource as defined in Section 15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
b.	Cause a substantial adverse change in the significance of a unique archaeological resource pursuant to Section 15064.5?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
c.	Directly or indirectly destroy a unique paleontological resource on site or unique geologic features?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
d.	Disturb any human remains, including those interred outside of formal cemeteries.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

**Discussion**

The preparation and adoption of a SRRE/HHWE will not cause a substantial adverse change in the significance of a historical resource or archaeological resource. It will not directly or indirectly destroy unique paleontological resource or disturb any human remains.

The project plan area will remain within areas that are currently zoned for residential, industrial, or commercial use. There is no development proposal associated with the preparation and adoption of the City’s SRRE/HHWE.

The City expects no change in impact to cultural resources within the city.

The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City’s diversion. Therefore, there would be *no impact* due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
<b>VI. GEOLOGY AND SOILS.</b>				
<i>Would the project:</i>				
a.	Expose people or structures to potential substantial adverse effects, including the risk of loss, injury, or death involving:			
i.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
	Rupture of a known earthquake fault, as delineated on the most recent Alquist - Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area based on other substantial evidence of a known fault?			
ii.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
	Strong seismic ground shaking?			
iii.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
	Seismic-related ground failure, including liquefaction?			
iv.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
	Landslides?			
b.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
	Result in substantial soil erosion or the loss of topsoil?			
c.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
	Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction or collapse?			
d.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
	Be located on expansive soil, as defined in Table 18-1B of the Uniform Building Code?			
e.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
	Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?			

## Discussion

The preparation and adoption of a SRRE/HHWE will not expose people or structures to potential substantial adverse effects, including the risk of injury or death. It will not result in substantial soil erosion, loss of topsoil, landslide, liquefaction or collapse. It will not be located on expansive soil or have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water. The City anticipates no potential for substantial adverse effects from exposure to spillage including no anticipated risk of loss, injury, or death. The use of self closing containers for collection is expected to reduce spillage in the event of tipping over.

The project plan area will remain within areas that are currently zoned for residential, industrial, or commercial use.

The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be *no impact* due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
<b>VII. HAZARDS AND HAZARDOUS MATERIALS.</b>				
<i>Would the project:</i>				
a.				
Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
b.				
Create a significant hazard to the public or the environment through reasonably foreseeable upset and accident conditions involving the likely release of hazardous materials into the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
c.				
Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
d.				
Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code Section 65962.5 and, as a result, would it create a significant hazard to the public or the environment?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
e.				
For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
f.				
For a project within the vicinity of a private airstrip, would the project result in a safety hazard for people residing or working in the project area?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than-Significant Impact	No Impact
g. Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
h. Expose people or structures to the risk of loss, injury or death involving wildland fires, including where wildlands are adjacent to urbanized areas or where residences are intermixed with wildlands?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

**Discussion**

The City of Wildomar's preparation and adoption of a SRRE/HHWE will not include the collection of Department of Transportation hazardous materials. The program includes public education on hazardous materials that are not accepted for curbside collection, and provides information on the appropriate means of disposal of those materials. All franchisee employees do receive hazardous materials awareness training to recognize, and identify potential hazardous situations and procedures for obtaining emergency services.

This project will not create hazard to the public or environment from hazardous materials, emit hazardous emissions, interfere with an adopted emergency response plan or expose people or structures to wild land fires. It will not result in a safety hazard for people residing or working in a public airport or private airstrip.

There is no development proposal associated with this project, and all future development will require a separate environmental evaluation in order to determine impact.

The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be *no impact* due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
<b>VIII. HYDROLOGY AND WATER QUALITY.</b>				
<i>Would the project:</i>				
a. Violate any water quality standards or waste discharge requirements?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
b. Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that there would be a net deficit in aquifer volume or a lowering of the local groundwater table level (i.e., the production rate of pre-existing nearby wells would drop to a level which would not support existing land uses or planned uses for which permits have been granted)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
c. Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, in a manner which would result in substantial erosion or siltation on- or off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
d. Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river, or substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
e. Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
f. Otherwise substantially degrade water quality?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
g. Place housing within a 100-year floodplain, as mapped on a federal Flood Hazard Boundary or Flood Insurance Rate Map or other flood hazard delineation map?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
h. Place within a 100-year floodplain structures which would impede or redirect flood flows?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
i. Expose people or structures to a significant risk of loss, injury or death involving flooding, including flooding as a result of the failure of a levee or dam.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
j. Inundation by seiche, tsunami, or mudflow?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

**Discussion**

The City of Wildomar works to ensure enhanced flood protection throughout the City. This project plan area will operate within already zoned residential, commercial, and industrial areas within the City.

The preparation and adoption of a SRRE/HHWE for the City of Wildomar will not violate any water quality standards, substantially deplete groundwater supplies, alter any existing drainage pattern, create or contribute runoff water, or degrade water quality. The project does not involve housing so it will not place housing within a 100-year flood hazard area or expose people or structures to significant risk of injury or death involving flood. There is no development proposal associated with the project, and all future development will require separate environmental evaluation in order to determine that any potential impacts.

The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be ***no impact*** due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
<b>IX. LAND USE AND PLANNING.</b>				
<i>Would the project:</i>				
a. Physically divide an established community?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
b. Conflict with any applicable land use plans, policies, or regulations of an agency with jurisdiction over the project (including, but not limited to the general plan, specific plan, local coastal program, or zoning ordinance) adopted for the purpose of avoiding or mitigating on environmental effect?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
c. Conflict with any applicable habitat conservation plan or natural communities' conservation plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

**Discussion**

The preparation and adoption of a SRRE/HHWE for the City of Wildomar does not involve building or construction of any type, so it will not divide an established community or conflict with any applicable habitat conservation plan. The project does not conflict with the land use designation and policies identified in the City of Wildomar General Plan or zoning ordinances.

The City of Wildomar's SRRE/HHWE programs will operate within already zoned residential, commercial, and industrial areas within the City. The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be *no impact* due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
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**X. MINERAL RESOURCES.**

*Would the project:*

- |   |                          |                          |                          |   |
|---|--------------------------|--------------------------|--------------------------|---|
| a. Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?                                | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | X |
| b. Result in the loss of availability of a locally-important mineral resource recovery site delineated on a local general plan, specific plan or other land use plan? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | X |

**Discussion**

The preparation and adoption of a SRRE/HHWE for the City of Wildomar will not result in the loss of mineral resource. There is no development proposal associated with this project and all future development will require separate environmental evaluation in order to determine potential impacts.

The City's SRRE/HHWE programs will operate within areas already zoned for residential, commercial, and industrial use within the city.

The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be ***no impact*** due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
<b><i>XI. NOISE.</i></b>				
<i>Would the project result in:</i>				
a. Exposure of persons to or generation of noise levels in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
b. Exposure of persons to or generation of excessive groundborne vibration or groundborne noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
c. A substantial permanent increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
d. A substantial temporary or periodic increase in ambient noise levels in the project vicinity above levels existing without the project?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
e. For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
f. For a project within the vicinity of a private airstrip, would the project expose people residing or working in the project area to excessive noise levels?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

**Discussion**

This project involves a fully-automated recyclable collection process. Manual collection requires the use of more collection vehicles and longer stop times during the collection process, as the driver is required to exit the vehicle to manually collect containers and empty its contents into the collection vehicle. Vehicles are left idling during this process. Fully automated collection vehicles require less time per pick up, increasing the number of pick-ups per vehicle while reducing the number of

vehicles required per route. Additionally, the use of an automated collection arm on the vehicle will not substantially increase the noise levels that are already generated during the manual collection process, as manual collection involves a longer process of container handling and more potential for noise generation.

The City of Wildomar's preparation and adoption of a SRRE/HHWE will not expose the public to noise levels in excess of standards established in the City's Noise Ordinance. The project will not create excessive noise levels. Overall, traffic and roadway noise is expected to decrease.

The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be *no impact* due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
<b><i>XII. POPULATION AND HOUSING.</i></b>				
<i>Would the project:</i>				
a. Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (e.g., through projects in an undeveloped area or extension of major infrastructure)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
b. Displace substantial numbers of existing housing, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
c. Displace substantial numbers of people, necessitating the construction of replacement housing elsewhere?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

**Discussion**

This project plan area is within areas currently zoned for residential, commercial, and industrial within the city, and will not impact population and housing within the city.

The preparation and adoption of a SRRE/HHWE for the City of Wildomar will not induce substantial population growth or displace existing housing or people. There is no development proposal associated with this project, and all future development will require separate environmental evaluation in order to determine impact.

The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be ***no impact*** due to this project.

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Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No impact
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***XIII. PUBLIC SERVICES.***

*Would the project result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times or other performance objectives for any of the public services:*

a. Fire protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
b. Police protection?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
c. Schools?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
d. Parks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
e. Other Public Facilities?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

**Discussion**

The City of Wildomar provides an array of local municipal services. The City of Wildomar’s preparation and adoption of a SRRE/HHWE includes expanded programs for containerized recycling and greenwaste collection, that may alleviate the need, in part, for some public services such as street sweeping, and culvert and storm drain maintenance.

This project will not result in adverse physical impacts associated with the provision of new or physically altered government facilities.

The City expects an overall positive environmental impact to public resources within the city. The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City’s diversion. Therefore, there would be ***no impact*** due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
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***XIV. RECREATION.***

*Would the project:*

- |   |                          |                          |                          |   |
|---|--------------------------|--------------------------|--------------------------|---|
| <p>a. Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?</p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | X |
| <p>b. Does the project include recreational facilities or require the construction or expansion of recreational facilities which might have an adverse physical effect on the environment?</p>                        | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | X |

**Discussion**

The proposed project will not increase the use of existing park facilities such that substantial physical deterioration of the facility would occur or be accelerated and/or require the construction or expansion of new recreational facilities.

The City expects no change in impact to recreation within the City. The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be *no impact* due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
<b><i>XV. TRANSPORTATION/CIRCULATION.</i></b>				
<i>Would the project:</i>				
a. Cause an increase in traffic which is substantial in relation to the existing traffic load and capacity of the street system (i.e., result in a substantial increase in either the number of vehicle trips, the volume to capacity ratio on roads, or congestion at intersections)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
b. Exceed, either individually or cumulatively, a level of service standard established by the county congestion management agency for designated roads or highways?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
c. Result in a change in air traffic patterns, including either an increase in traffic levels or a change in location that results in substantial safety risks?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
d. Substantially increase hazards due to a design features (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
e. Result in inadequate emergency access?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
f. Result in inadequate parking capacity?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
g. Conflicts with adopted policies supporting alternative transportation (e.g., bus turnouts, bicycle racks)?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

**Discussion**

The proposed project will not impact the current transportation/circulation infrastructure within the city. The City anticipates a future decrease in the number of vehicles needed to service residential, commercial and industrial areas, as the implementation of an automated

collection system increases the amount of pick-ups per vehicle. The overall impact of this project is expected to be positive.

The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be *no impact* due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than- Significant Impact	No Impact
<b><i>XVI. UTILITIES AND SERVICE SYSTEMS.</i></b>				
<i>Would the project:</i>				
a. Exceed wastewater treatment requirements of the applicable Regional Water Quality Control Board?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
b. Require or result in the construction of new water or wastewater treatment facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
c. Require or result in the construction of new storm water drainage facilities or expansion of existing facilities, the construction of which could cause significant environmental effects?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
d. Have sufficient water supplies available to serve the project from existing entitlements and resources, or are new or expanded entitlements needed?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
e. Result in a determination by the wastewater treatment provider which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
f. Be served by a landfill with sufficient permitted capacity to accommodate the project's solid waste disposal needs?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X
g. Comply with federal, state, and local statutes and regulations related to solid waste?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	X

## Discussion

The proposed project will not exceed wastewater treatment requirements, construct new storm water drainage facilities or produce solid waste. It will not have any adverse impact to utilities and service systems.

The expanded source reduction and recycling programs will result in reduced demand for landfill services due to the increase in materials that will be recycled rather than disposed as a result of the expanded operations. Additionally, the program expansions will comply with federal, state, and local statutes and regulations related to solid waste.

The City of Wildomar anticipates an overall positive impact within the City due to the adoption and implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be *no impact* due to this project.

Issues	Potentially Significant Impact	Potentially Significant Unless Mitigation Incorporated	Less-Than-Significant Impact	No Impact
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***XII. MANDATORY FINDINGS OF SIGNIFICANCE.***

- |   |                          |                          |                          |   |
|---|--------------------------|--------------------------|--------------------------|---|
| <p>a. Does the project have the potential to degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal or eliminate important examples of the major periods of California history or prehistory?</p> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | X |
| <p>b. Does the project have impacts that are individually limited, but cumulatively considerable? ("Cumulatively considerable" means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects)?</p>   | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | X |
| <p>c. Does the project have environmental effects which will cause substantial adverse effects on human beings, either directly or indirectly?</p>  | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | X |

**Discussion**

The preparation and adoption of a SRRE/HHWE for the City of Wildomar will not degrade the quality of the environment, reduce the habitat or the population of fish and wildlife species, eliminate plant or animal community, or eliminate important examples of California history or prehistory. The project will not have any impacts that are individually limited but cumulatively considerable or cause substantial adverse effects on human beings, either directly or indirectly.

The proposed project has the potential to upgrade the quality of the environment and habitat of fish and wildlife species located throughout the City of Wildomar. The plans to expand source reduction and recycling programs throughout the city of Wildomar is expected to reduce unwanted and discarded litter in the environment that often interfere with ecosystems. The containerization of recyclables and greenwaste are expected to decrease litter in storm drains and the environment.

The impact on human health and the environment is expected to be substantially positive. The City of Wildomar anticipates an overall positive impact within the City due to the adoption and

implementation of a SRRE and HHWE. The SRRE and HHWE will expand the refuse and recycling programs and operations within the City resulting in a more efficient and effective system that will enhance the City's diversion. Therefore, there would be ***no impact*** due to this project.

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #3.1**  
**GENERAL BUSINESS**  
**Meeting Date: April 27, 2011**

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**TO:** Mayor and City Council Members  
**FROM:** Gary Nordquist, Assistant City Manager  
**SUBJECT:** Parks Update

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council receive and file the update report.

**DISCUSSION:**

The annual Eggstravaganza Egg Hunt was held on April 16 at Marna O'Brien Park. 500 plus children dashed for more than 10,000 eggs in four separate age groups. The Access and Functional Needs egg hunt was successful by those that participated. Eggs were hid under basket grass on multiple tables for those in wheelchairs to roll to each table and search for eggs. There was also a small area set up for anyone who was unable to be in crowds. One of the participants stated this was the first time she didn't have to have someone pick up the eggs for her and was excited to be able to do the egg hunt on her own.

**Upcoming Events:**

On May 6 from 5pm-9pm we will hold Teen Night at Marna O'Brien Park. Wristbands will be sold for \$15 presale and \$20 at the door for multiple activities that will be set up. Proceeds will go towards the maintenance of the park.

**Fund Raising Efforts: \$18,286.06**

Submitted by:

Approved by:

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Gary Nordquist  
Assistant City Manager

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Frank Oviedo  
City Manager

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #3.2**  
**GENERAL BUSINESS**  
**Meeting Date: April 27, 2011**

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**TO:** Mayor and City Council Members  
**FROM:** Gary Nordquist, Assistant City Manager  
**SUBJECT:** Ratifying the Appropriations Limit for FY 2010-11

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council adopt a Resolution entitled:

RESOLUTION NO. 2011 - \_\_\_\_\_  
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR,  
CALIFORNIA, RATIFYING THE APPROPRIATIONS LIMIT FOR FISCAL  
YEAR 2010-11

**DISCUSSION:**

On November 2, 2010, the permanent appropriations limit of \$7,728,041 was placed on the ballot and subsequently approved by the voters. This will serve as the FY2009-10 Base Year Appropriations Limit for the City.

Article XIII-B of the California State Constitution places limits on the amount of revenue that can be spent by all entities of government. It is the responsibility of the City to calculate the annual appropriations limit. The previous fiscal year's limit is increased by a factor based upon the change in the population combined with the change in California per capita personal income. A city may choose its own change in population or that of the county if the county change in population is greater than the City's. Staff recommends the City use the population change that is most favorable to the City. The choice of each of these factors is an annual election. For fiscal year 2010-11, the change in population for the City of Wildomar is 1.017% and the change in population for the County of Riverside is 1.014%. The FY 2009-10 appropriations limit calculation is based on the 1.017% population change. The change in the California per capita personal income was -2.54%.

For Fiscal Year 2010-11, the estimated proceeds of tax less exclusions (\$5,310,623) is below the appropriations limit of \$7,659,788 by \$2,349,165.

Cities are required to complete an appropriations calculation for each fiscal year. The City's auditors are required to review and approve the appropriations calculation as part of their audit of the City.

**FISCAL IMPACT:**

None.

Submitted by:

Approved by:

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Gary Nordquist  
Assistant City Manager

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Frank Oviedo  
City Manager

**ATTACHMENTS:**

Resolution Ratifying the Appropriations Limit for FY2010-11  
FY 2010-11 GANN Appropriation Limit Calculation worksheets

RESOLUTION NO. 2011 - \_\_\_\_\_

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WILDOMAR, CALIFORNIA, RATIFYING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2010-11**

**WHEREAS**, Constitutional Article XII-B (Propositions 4 and 111) places an appropriations limitation on State and Local Government;

**WHEREAS**, the permanent FY2009-10 base year appropriations limit of \$7,728,041 for the City was established by a vote of the people on November 2, 2010;

**WHEREAS**, the appropriations limitation is based on proceeds of taxes adjusted annually from the base year 2010-11 by either the population growth factor for the City of Wildomar or for the County of Riverside, and by either the change in the California Per Capita Personal Income or the change in Non-residential Construction for the City of Wildomar;

**WHEREAS**, the City has received inflation and population data from the State Department of Finance to calculate the Fiscal Year 2010-11 Appropriations Limit;

**WHEREAS**, the City Council of the City of Wildomar wishes to select those options providing the greatest ratio of change as shown below:

Change in California per Capita Personal Income <u>(Inflation Factor)</u>	County Population Change <u>(Population Factor)</u>	<u>Factor</u>
0.9746	1.0170	0.99117

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Wildomar ratifies the appropriations limit at \$7,659,788 for Fiscal Year 2010-11, and selects the options for calculation using the population growth of the City of Wildomar and the change in the California per Capita Personal Income.

The City Clerk shall attest and certify to the passage and adoption of this resolution, and it shall become effective immediately upon its approval.

**PASSED, APPROVED AND ADOPTED** this 27th day of April, 2011.

\_\_\_\_\_  
Marsha Swanson  
Mayor

APPROVED AS TO FORM:

ATTEST:

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Julie Hayward Biggs  
City Attorney

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Debbie A. Lee, CMC  
City Clerk

<b>City of Wildomar</b>				
<b>GANN Appropriations Limit</b>				
<b>FY 2010-11 CALCULATIONS if amended</b>				
			Amount	
A.	Fiscal Year 2009-10 Appropriations Limit		<b>\$ 7,728,041</b>	
B.	Adjustment Factors:			
	1. Population		1.0170	
	2. Inflation		0.9746	
	Total Adjustment		<b>0.99116820</b>	(B1*B2)
C.	FY2010-11 Base Appropriations Limit		\$ 7,659,788	(B*A)
D.	Other Adjustments			
	Lost Responsibility (-)		-	
	Transfer to private (-)		-	
	Transfer to fees (-)		-	
	Assume Responsibility (+)		-	
	Sub-total Adjustments		-	
E.	FY2010-11 Adjusted Appropriations Limit		7,659,788	(C-D)
F.	FY 2010-11 Appropriations Limit		<b>\$ 7,659,788</b>	
<b>Appropriations Subject to Limitation</b>				
			Amount	
A.	Proceeds of Taxes		\$ 6,705,000	
B.	Exclusions (Qualified Debt Service)		1,394,377	
C.	Appropriations Subject to Limitation		5,310,623	(A-B)
D.	Current Year Limit		7,659,788	
E.	Over/(Under) Limit		<b>\$ (2,349,165)</b>	(C-D)

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #3.3**  
**GENERAL BUSINESS**  
**Meeting Date: April 27, 2011**

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**TO:** Mayor and City Council Members  
**FROM:** Frank Oviedo, City Manager  
**SUBJECT:** Supervisorial District 1 Sub-Committee

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council determine who should serve on an ad hoc subcommittee to meet with Riverside County Supervisor's District 1 Office or provide direction to staff on an alternative arrangement.

**DISCUSSION:**

At the April 13, 2011 City Council meeting Council asked staff to return with an agenda item to form an ad hoc subcommittee to meet with the Riverside County District 1 Supervisor's Office.

From time to time issues associated with City/County relations specific to the Supervisor's Office come to the attention of the City Council where initial meetings with the County Supervisor could be beneficial. An example would include the request for parkland recently discussed by the City Council. There are other issues associated with post incorporation and future impacts affecting Wildomar's residents where staff would have the ability to work with a subcommittee of the Council before a recommendation would be made to the full body of the City Council.

Alternatively, the Council could assign another existing ad hoc committee to meet with the Supervisor's Office or each Council member individually can continue to meet with the Supervisor on issues of concern on their own.

**FISCAL IMPACT:**

There is no fiscal impact by this action or direction from Council at this time.

Submitted and Approved by:

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Frank Oviedo  
City Manager

**CITY OF WILDOMAR – CITY COUNCIL**  
**Agenda Item #3.4**  
**GENERAL BUSINESS**  
**Meeting Date: April 27, 2011**

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**TO:** Mayor and City Council Members

**FROM:** Frank Oviedo, City Manager

**SUBJECT:** City Attorney Review

**STAFF REPORT**

**RECOMMENDATION:**

Staff recommends that the City Council receive and file the report and provide staff with direction as appropriate.

**DISCUSSION:**

Council requested that staff bring back a review of the City Attorney operations and budget. Attached to this report is a PowerPoint presentation the City Attorney will present to the Council.

The City Council should receive and file the report and provide staff with direction as appropriate.

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**FISCAL IMPACT:**

There is no fiscal impact by this report.

Submitted and Approved by:

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Frank Oviedo  
City Manager

**ATTACHMENT:**

Attorney Budget and Performance Review

# City of Wildomar -- Delivery of Legal Services

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Budget and Performance Review  
Fiscal Year 2010-2011  
Through March 31, 2011

Presented by  
Julie Hayward Biggs, City Attorney  
BURKE, WILLIAMS & SORENSEN, LLP  
April 27, 2011

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# Annual Report

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- This report is intended to inform the Council and the public of the workings of the City Attorney's office and the related costs associated with it from inception of the City in July of 2008 to the present.
  - Legal cost data is based upon billings submitted only by Burke, Williams & Sorensen, to the City. Because some matters include costs incurred by the County of Riverside during the transition period, the costs represented in this report do not necessarily tie exactly to City legal cost reports. Nevertheless, they do reflect most of the legal costs incurred.
-

# Our Fees

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- ❑ **Regular public agency rates at Burke, Williams & Sorensen range from \$205-\$250 per hour for associates and \$325-\$375 per hour for partners for public agencies where we do not serve as the primary provider of legal services. Where we serve as the contract City Attorney firm, however, we discount our fees accordingly.**
  - ❑ **As of July 1, 2008, rates for the City of Wildomar were set at \$215 for associates and \$235 for partners. For Fiscal year 2010-2011, rates were reduced to \$200 and \$225 for associates and partners respectively in recognition of the fiscal concerns of the City.**
  - ❑ **There is no charge for travel costs or time, other than mileage, for the services of the City Attorney and the Assistant City Attorney.**
  - ❑ **Our budget for legal services for the City for Fiscal year 2010-2011 was set at \$300,000.**
-

# Three Year Cost Comparison through January 31, 2011

<input type="checkbox"/> Department	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11*</u>
<input type="checkbox"/> Admin/Gen	\$174,620	\$ 128,668	\$ 69,332
<input type="checkbox"/> Planning/RDA	73,530	143,900	51,281
<input type="checkbox"/> Personnel	6,512	5,711	1,432
<input type="checkbox"/> Finance		2467	4,739
<input type="checkbox"/> Public Works	35,054	47,058	30,332
<input type="checkbox"/> City Clerk/Elections	17,888	17,719	6,847
<input type="checkbox"/> Eminent Domain			
<input type="checkbox"/> Tesoro			6,593
<input type="checkbox"/> Archland			8,582
<input type="checkbox"/> Kim			13,141
<input type="checkbox"/> Litigation			
<input type="checkbox"/> Ste. Marie(Dist)	13,159	5,405	
<input type="checkbox"/> Ste. Marie(LAFCO)		22,273	751
<input type="checkbox"/> Buetz (Parks)		752	337
<input type="checkbox"/> Wildomar Patients			35,315
<input type="checkbox"/> Protect Wildomar			12,805
<input type="checkbox"/> Code Enforcement	8,042	29,773	7,171
<input type="checkbox"/> Hayes	<u>8,579</u>	<u>11,627</u>	<u>2,165</u>
<b>Total</b>	<b>\$ 337,384</b>	<b>\$ 415,352</b>	<b>\$ 246,084</b>
<b>*July 1- January 31</b>			

# UPDATED

## Three Year Cost Comparison through March 31, 2011

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<input type="checkbox"/> Department	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11*</u>
<input type="checkbox"/> Admin/Gen	\$174,620	\$ 128,668	\$101,127
<input type="checkbox"/> Planning/RDA	73,530	143,900	57,523
<input type="checkbox"/> Personnel	6,512	5,711	1,432
<input type="checkbox"/> Finance		2467	6,314
<input type="checkbox"/> Public Works	35,054	47,058	53,935
<input type="checkbox"/> City Clerk/Elections	17,888	17,719	7,185
<input type="checkbox"/> Eminent Domain			
<input type="checkbox"/> Tesoro			6,956
<input type="checkbox"/> Archland			8,356
<input type="checkbox"/> Kim			17,047
<input type="checkbox"/> Litigation			
<input type="checkbox"/> Ste. Marie(Dist)	13,159	5,405	
<input type="checkbox"/> Ste. Marie(LAFCO)		22,273	10,946
<input type="checkbox"/> Buetz (Parks)		752	337
<input type="checkbox"/> Wildomar Patients			42,912
<input type="checkbox"/> Protect Wildomar			12,988
<input type="checkbox"/> Code Enforcement	8,042	29,773	8,949
<input type="checkbox"/> Hayes	<u>8,579</u>	<u>11,627</u>	<u>2,903</u>
<b>Total</b>	<b>\$337,384</b>	<b>\$415,352</b>	<b>\$338,910</b>
<b>*July 1- April 30</b>			

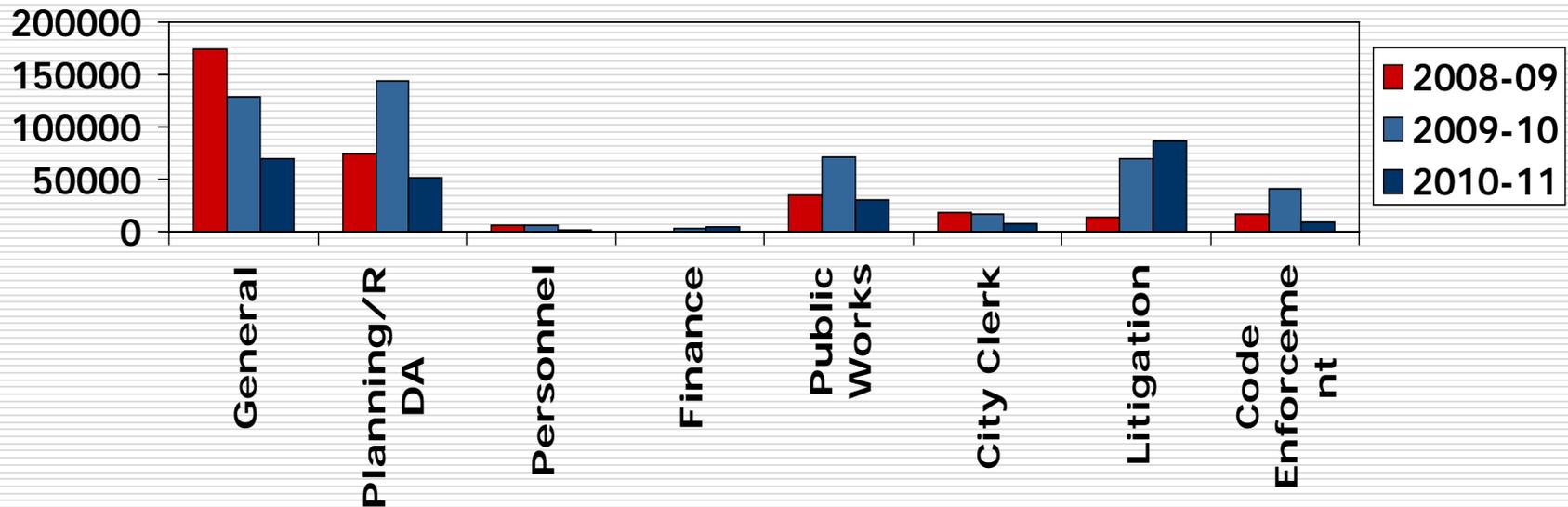
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# Legal Services

## Allocation of Costs among Departments

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### Wildomar Inception to 2011



## **UPDATED**

Major Legal Costs

Fiscal Year 2010-2011

through March 31, 2011

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- CEQA Challenge to Robles Project – \$12,988
- Medical Marijuana Litigation - \$42,912
- Eminent Domain Proceedings for Clinton-Keith Road Improvements - \$32,359\*
- Park Assessment Issues - \$19,419

\* These fees are subject to reimbursement from the County of Riverside

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# Nearby Cities

## Legal Cost Comparisons

### 2009-2010 Fiscal Year

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	Total Legal Fee	Legal Cost Per Capita
<input type="checkbox"/> <b>Wildomar (actual)</b>		
■ Population 31,321		
■ 2010 General and RDA fees	\$415,352	\$13.26
<input type="checkbox"/> <b>San Jacinto (budgeted)</b>		
■ Population 34,345		
■ 2010 General and RDA fees	\$512,500	\$14.92
<input type="checkbox"/> <b>Lake Elsinore (budgeted)</b>		
■ Population 50,267		
■ 2010 General and RDA fees	\$663,647	\$13.20
<input type="checkbox"/> <b>Murrieta (budgeted)</b>		
■ Population 58,392		
■ 2010 General and RDA fees	\$650,066	\$11.32
<input type="checkbox"/> <b>Temecula (budgeted)</b>		
■ Population 100,097		
■ 2010 General and RDA fees	\$821,300	\$ 8.21

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# Legal Costs

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- ❑ The City has budgeted \$300,000 annually for legal fees since 2008. This represents a cost of \$9.57 per capita for legal services. In fact, legal costs exceeded budget projections from inception.
  - ❑ This budget figure was based on an hourly rate of \$235 for partners and \$215 for associates with potential increases over time and with anticipated additional costs as the City developed and expanded necessary services.
  - ❑ For fiscal year 2010-2011, the hourly rate was reduced to \$225 and \$200 for partners and associates respectively, but the total projected costs for 2010-2011 are still likely to exceed \$400,000 due to increased use of legal services
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# Things to Consider

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- ❑ Some costs are subject to reimbursement either through judgment liens on affected properties, indemnification provisions, or agreement with the County of Riverside
  - ❑ As the City comes into full status as a local government, legal issues and costs are likely to expand
  - ❑ Current costs are well within the range experienced in comparable communities and substantially less than some other similar new cities have seen
  - ❑ Communities with larger populations may have a lower per capita cost because the cost of basic legal services is spread over larger population numbers
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# Cost containment

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- ❑ Legal fees are incurred only when legal services are requested by the Council or staff or when it becomes apparent to the City Attorney that legal direction is needed
  - ❑ The use of legal services in Wildomar has been conservative and issue driven
  - ❑ Limited staff increases reliance on the City Attorney's office for sometimes routine matters that in other jurisdictions would be handled by non-lawyers
  - ❑ Continuing challenges by the public to actions of the City must be anticipated – the key to containing legal costs is to adhere to the law in advance of decision-making and to follow established procedures carefully.
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# Thank You

The foregoing presentation prepared by:

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Burke, Williams & Sorensen

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