



**COUNTY ADMINISTRATION
OFFICE
COUNTY OF TULARE
AGENDA ITEM**

BOARD OF SUPERVISORS

ALLEN ISHIDA
District One

PETE VANDER POEL
District Two

PHILLIP A. COX
District Three

J. STEVEN WORTHLEY
District Four

MIKE ENNIS
District Five

AGENDA DATE: July 9, 2013

Public Hearing Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Published Notice Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Advertised Published Notice	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Meet & Confer Required	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Electronic file(s) has been sent	Yes <input checked="" type="checkbox"/>	N/A <input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Personnel Resolution attached	Yes <input checked="" type="checkbox"/>	N/A <input checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes <input type="checkbox"/>	N/A <input checked="" type="checkbox"/>

CONTACT PERSON: Jean Rousseau PHONE: 636-5005

SUBJECT: Establishing a Solid Waste Department

REQUEST(S):

That the Board of Supervisors:

1. Establish a Solid Waste Department.
2. Adopt a Personnel Resolution to establish the Director of Solid Waste classification with a salary band range of \$74,802 to \$112,203;
3. Authorize the County Administrative Officer, Auditor/Controller/Treasurer-Tax Collector and Human Resources Director to make minor adjustments as needed.

SUMMARY:

On May 10, 2012 the County Administrative Office (CAO) assumed management control over the fiscal condition of the Solid Waste Enterprise Fund. Since that time, the CAO has assumed operational oversight of the Solid Waste Division. Several changes have been made within the Division, to the oversight of the Division, and two consulting firms have been hired to help guide the modernization of Tulare County's Solid Waste System.

The Solid Waste Division is responsible for the operation and maintenance of the County's three active landfills and seven transfer stations. These activities include the ongoing day to day operations, long term maintenance, and ongoing environmental monitoring as required by state regulations. The Division is also responsible for nine closed landfill sites and the ongoing environmental monitoring and subsequent evaluation and corrective action programs associated with each site.

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In addition to solid waste operations, the Division is also responsible for tonnage reporting to the state, diversion programs, and participates in the Consolidated Waste Management Authority on behalf of the County. The County's responsibility for these activities continues to grow as the State enacts new laws related to current and future diversion.

The Division also provides oversight to the Licensed Haulers collecting waste for the businesses and residents of Tulare County. On May 21, 2013 your Board approved converting the current licensing system to a franchise system and directed staff to begin negotiations with the current licensees to develop franchise agreements.

Within the next month your Board will receive a presentation from Blue Ridge Services regarding the state of current operations and recommendations for the future of Tulare County's Solid Waste System. It is anticipated that the presentation will result in significant operational changes that will need to be implemented over the next few months to several years.

The changes that are anticipated for the Solid Waste System will require a considerable amount of effort and attention from Solid Waste staff. This work includes, but is not limited to, working with Counsel and the Licensed Haulers to develop a franchise system that best meets the needs of the County, coordinating the implementation of system-wide changes, and directing the ongoing fiscal rebound of the Solid Waste Enterprise Fund. Accordingly, the Administrative Office believes and recommends the Solid Waste Division should be moved to its own department for maximum organization effectiveness and insures its ongoing focus over the organization changes. Because the Solid Waste system is in its own Enterprise Fund the costs associated with departmentalizing operation will be covered by the fund and will have no impact on the County General Fund.

Consistent with the creation of the Solid Waste Department a new Director of Solid Waste classification has been developed.

To support the functions of the new Department a number of positions will be created or transferred from RMA. A personnel resolution identifying those changes will be presented at a later date.

FISCAL IMPACT/FINANCING:

Establishing the Solid Waste Department will not result in increased salary and benefit expenses in Fiscal Year 2013/2014.

LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:

The County's Strategic Plan includes the Organizational Performance Initiative which provides for the objective of continuously improving organizational

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effectiveness and fiscal stability.

ADMINISTRATIVE SIGN-OFF:

Jean M. Rousseau
County Administrative Officer

Cc: Auditor-Controller
County Counsel
County Administrative Office (2)

Attachment Personnel Resolution

**BEFORE THE BOARD OF SUPERVISORS
COUNTY OF TULARE, STATE OF CALIFORNIA**

IN THE MATTER OF ESTABLISHING A
SOLID WASTE DEPARTMENT

)
) Resolution No. _____
) Agreement No. _____
)
)

UPON MOTION OF SUPERVISOR _____, SECONDED BY
SUPERVISOR _____, THE FOLLOWING WAS ADOPTED BY THE
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD _____
_____, BY THE FOLLOWING VOTE:

AYES:
NOES:
ABSTAIN:
ABSENT:

ATTEST: JEAN M. ROUSSEAU
COUNTY ADMINISTRATIVE OFFICER/
CLERK, BOARD OF SUPERVISORS

BY: _____
Deputy Clerk

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