



**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors

105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Public Works
Department No.: 054
For Agenda Of: August 20, 2024
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: 4/5

TO: Board of Supervisors
FROM: Department Chris Sneddon, P.E., Director, Public Works, (805) 568-3010
Director(s)
Contact Martin Wilder, P.E., Interim Deputy Director, (805) 882-3605
Info:
SUBJECT: Request to Allocate 13 Additional Positions for Ongoing ReSource Center Operations

County Counsel Concurrence

As to form: Yes

Other Concurrence: Human Resources

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence: CEO Budget

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Adopt a resolution amending the Salary Resolution to allocate 13 positions to the Public Works Department, effective September 2, 2024 (Attachment A); and
- b) Approve Budget Revision Request No. 0010036 to increase appropriations in Salaries and Employee Benefits in the amount of \$300,000 funded by the transfer from Services and Supplies in the Resource Recovery & Waste Management Division Enterprise Fund (Attachment B) (4/5 vote); and
- c) Determine that the above actions are continuing administrative activities such as personnel-related actions and government fiscal activities to convert existing extra-help positions to permanent positions, and therefore are not a project pursuant to Section 15378(b)(2 and 4) of the California Environmental Quality Act (CEQA) Guidelines.

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Summary Text:

This item is on the agenda in order to consider a request by the Public Works Department for the addition of 13 positions to perform ongoing operations at the anaerobic digester facility (ADF) and compost management unit (CMU) at the County ReSource Center. The County assumed operational responsibility of the ReSource Center after the contract with the previous operator of these facilities was terminated in December 2023. At that point, Public Works hired extra-help employees to ensure the continuation of day-to-day operations while evaluating whether to contract out facility operations or permanently assume them.

Public Works has successfully operated the ADF and CMU, making significant progress toward fully commissioning the facility, addressing pre-existing permit violations, and drastically reducing odor complaints from nearby residents. This action, if approved, will add 13 regular positions so that Public Works can permanently assume operations of the ADF and CMU, continuing to build upon progress already made and addressing the need for site-specific experience in a unique regulatory environment. Public Works will supplement ADF and CMU operations with limited contractual assistance for technical oversight of the facility. The cost of permanently assuming operations will be offset by the amounts anticipated to be paid for entering into a contract with a different operator and by appropriations for extra help staffing, which will be replaced with permanent positions.

Background:

The County of Santa Barbara owns and operates the Tajiguas Sanitary Landfill, and has demonstrated its commitment to operating its waste management facilities in compliance with local, state and federal regulations to ensure their safe operation. As a means to divert waste in order to preserve the life of the landfill, as well as in consideration of other environmental factors such as compliance with SB 1383, the County contracted with a third-party, MSB Investors, to construct several facilities including a materials recycling facility (MRF), the ADF that produces energy, and the CMU that produces compost from organics recovered from the region's municipal solid waste as well as source separated food waste. These facilities are collectively referred to as the ReSource Center. These facilities have been in service since fall of 2021, but the ADF and CMU are not yet fully commissioned. Due to inability of MSB Investors to complete and successfully operate portions of the facility, the agreement with them was terminated on December 12, 2023. Since then, the County has assumed contractual arrangements with MarBorg Recovery, LP for the operation of the MRF, and has assumed operation of the ADF and CMU.

The County's management of the ADF and CMU has led to progress in addressing regulatory issues, reducing odor complaints, and attaining compliance with organics diversion goals. Due to these successes and a lack of third-party operators that have experience with the unique regulatory environment (local, state, and federal regulations), the County has decided to continue to operate the ADF and CMU on a permanent basis to ensure environmental compliance, operational safety, minimize risk, and enhance the sustainability of operations at the Resource Center. The transition of the ADF and CMU to a permanent County operation requires the addition of regular positions.

Since the termination of the MSB contract, the Public Works Department onboarded the previous operator's employees as extra-help employees. Between 12 and 15 extra help employees, all working a full-time schedule, have been required to operate the facility. The regular positions requested would replace these extra-help positions. The 13 regular positions proposed to be added include:

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- 1. One (1) Refuse Supervisor – Responsible for daily oversight and coordination of the ADF and CMU
- 2. One (1) Refuse Leader– Lead worker over CMU operations
- 3. One (1) Engineering Tech Specialist - Oversees operations and repairs of ancillary systems of the ReSource Center
- 4. Four (4) Heavy Equipment Operator – Operates loaders, other equipment, and screens at the ADF and CMU
- 5. Three (3) Maintenance Worker – Performs general labor at the CMU
- 6. Two (2) Engineering Tech II – Performs mechanical and technical systems operation and maintenance at the ReSource Center facilities
- 7. One (1) Engineering Environmental Planner – Regulatory compliance for the ReSource Center

Fiscal and Facilities Impacts:

Budgeted: Budget Revision Included

Fiscal Analysis:

Staff is recommending the approval of Budget Revision No. 0010036 to increase appropriations in Salaries and Employee Benefits in the amount of \$300,000 funded by the transfer from Services and Supplies in the Resource Recovery & Waste Management Division Enterprise Fund 1930. This action adds \$300,000 to the adopted FY 2024/25 budget of \$1,384,500 in Salaries and Employee Benefits, Fund 1930, Program 1860. The cost increase in Salaries and Employee Benefits is being offset by savings in third-party operator payments. There is no impact to the General Fund.

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Estimated FY</u>	<u>2025/26 Cost:</u>
Enterprise Fund 1930	\$ 1,684,500	\$	1,735,035
Total	\$ 1,684,500	\$	1,735,035

Staffing Impacts:

Legal Positions:

Add 13 New

FTEs:

Add 13.0

Special Instructions:

Please email one (1) copy of the minute order to Andrea Geis, Fiscal & HR Manager, Public Works, at andreageis@countyofsb.org.

Please also email one (1) copy of the fully executed salary resolution and one (1) copy of the minute order to Tracy Rogers, Workforce Planning Analyst, Human Resources Department, at trogers@sbcountyhr.org.

Attachments:

Attachment A: Salary Resolution
Attachment B: Budget Revision

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Authored by:

Carlyle A. Johnston, ReSource Center Manager, (805) 882-3617

Initial
CJ