

**Base Year Modification Request Certification**

**Part 1: Generation Study - No Extrapolation Diversion Data**

To request a substitution for a previously approved base year used in calculating the diversion rate report year generation study for your jurisdiction, please complete and sign this form and return it 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  
1001 I Street, (MS-25)  
PO Box 4025  
Sacramento, CA 95812-4025**

**General Instructions:**

Please select the **ONE** choice below that best explains your request to the Board.

- 1. Use a recent generation-based study to calculate our current reporting year generation amount, but not officially change our existing Board-approved base year.
- 2. Use a recent generation-based study to officially change our existing Board-approved base year to a new base year.

The shaded cells on these sheets are protected. If you have problems using these sheets, please contact your Office of Local Assistance representative by calling (916) 341-6199.

<b>Section I: Jurisdiction Information and Certification</b>			
<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:			
Jurisdiction Name City of Fortuna		County Humboldt	
Authorized Signature		Title	
Type/Print Name of Person Signing	Date	Phone ( ) Include Area Code	
Person Completing This Form (please print or type)		Title	
		Compliance Coordinator	
Affiliation:			
Mailing Address	City	State	ZIP Code
E-Mail Address			

Section II: Information for New Generation-Based Study for Existing or New Base Year	
Attach additional sheets if necessary—reference each response to the appropriate cell number (e.g., "4").	
<b>Note: New base years must be representative of a jurisdiction's disposal and diversion.</b>	
1. Current Board-approved existing base year:	2. Proposed new generation-based study year:
1990	2006
3. Explain how the proposed generation study year is representative of average annual jurisdiction disposal and diversion:	

4. Enter diversion rate information below.			
Diversion rate calculated using existing base year	a. 33 %	Diversion rate calculated using new generation-based study	b. 46%
Existing base year pounds/person/day based on generation	5.89	New generation based study pounds/person/day based on generation	8.55
Existing base year: Residential generation 33 % Non-Residential generation 67 %		New generation based study: Residential generation 23 % Non-Residential generation 77 %	
Population existing generation-based study	8,788	Population new generation-based study	11,217

5. Please explain how the new diversion rate is consistent with your current diversion implementation efforts and also explain the specific reasons for the difference.

6. If the proposed new generation tonnage results in an increase in your pounds per day, please explain how this is consistent with your current diversion implementation efforts and provide examples (e.g., change in jurisdiction's demographics). In addition, if your pounds per person is over the state average of 11.2 pounds, please explain why.

Section III - Disposal and Diversion Information			
1. Disposal Tonnage (enter values):	2522 Residential	6922 Non-Residential	9444 Total
Please select the <b>ONE</b> choice below that best explains your <b>disposal</b> data and complete the required tables.			
<input type="checkbox"/> a. All tons claimed are from the Board's Disposal Reporting System (No explanation required. Go to Number 2.)			
<input type="checkbox"/> b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage. (Please complete Reporting Year Tonnage Request and Modification Certification sheet found at <a href="http://www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc">www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc</a> and submit with			
<input checked="" type="checkbox"/> c. Some Disposal Reporting System data were corrected. (Please complete Reporting Year Tonnage Modification Request and Certification sheet found at <a href="http://www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc">www.ciwmb.ca.gov/LGCentral/Forms/rytnmdrq.doc</a> and submit with the new base year			

2. In the table below, list the summarized diversion activities, tonnages, material types, actual or conversion factors, and diversion data records that support your claim and are available for Board verification. **Note: The Board expects the jurisdiction to be able to provide all back-up documentation, if requested.** Include type of record and location—for example, weight tickets from transfer stations. This section should capture all diversion tonnage (form will perform all addition and percentage calculations). If any diversion is from restricted wastes, agricultural wastes, inert solids [e.g., concrete, asphalt, dirt, white goods, and scrap metal,] you must identify those programs and waste types and complete Section VI. Survey forms for the top ten businesses must be included as an attachment with the generation study year and should be identified as Attachment IVa.

(Note: The Board has indicated that total source reduction amounts greater than five percent will be scrutinized. Please be prepared to substantiate the amounts.)

Note: Detailed Non-Residential waste audit information for the top ten businesses surveyed must be included in Section IV.

<http://www.ciwmb.ca.gov/LGCentral/PARIS/Codes/Reduce.htm>

Diversion Activity	Total Tons	Percent of Total Generation	Specific Material Type(s) (List diversion program activity w/multiple materials in one box)	Indicate whether Actual Tons or Specific Conversion Factor and Source of Factor	Type of Record (include copy with submittal)
Please use the Board's program types. The program type glossary is online at: <a href="http://www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm">www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm</a>					
<b>Residential Source Reduction Activities</b>					
Backyard composting	1	0%	greenwaste, food scrap	50x142bins/2000=3.55tons/3year	Survey records
Grasscycling	53	0%	grasscycling at residential lawns	7.6 tons/acresX7 acres	City records
<b>Other Residential Source Reduction (list each program separately)</b>					
Food bank donations	24	0%	food & toiletry donations	estimate weight staff	Survey records
Fortuna Community services	6	0%	food, household goods,	estimate weight staff	Survey records
RV Park grasscycling	7	0%	grasscycling @ 1 acre	CIWMB conversion factor of 7.6 tons per acre	Survey records
<b>Subtotal, Residential Source Reduction</b>	<b>91</b>	<b>1%</b>			
<b>Residential Recycling Activities</b>					
Curbside Recycling	147	1%	all CRVs per DOC report	actual tons per DOC aggregate volume report	City records
Buyback Centers	530	3%	all CRVs per DOC report	actual tons per DOC aggregate volume report	City records
Drop-off Centers					

Diversion Activity	Total Tons	Percent of Total Generation	Specific Material Type(s) (List diversion program activity w/multiple materials in one box)	Indicate whether Actual Tons or Specific Conversion Factor and Source of Factor	Type of Record (include copy with submittal)
Please use the Board's program types. The program type glossary is online at: <a href="http://www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm">www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm</a>					
<b>Other Residential Recycling (list each program separately)</b>					
Special event recycling of organics	4	0%	manure, hay, straw, shavings		City records
Tires	14	0%	tire recycling/retreads/recaps	U.S. EPA conversion factors	Survey records
Curbside single stream recycling	628	4%	papers, OCC, glass, plastics,	actual tonnage data provided by the hauler	per Eel River Disposal records & reports to the City
Library annual used book sale	1	0%	Books	the '08 sale offered over 10,000 books for reuse	per Times-Standard & librarian Chris Cooper email
<b>Subtotal, Residential Recycling</b>	<b>1324</b>	<b>8%</b>			
<b>Residential Composting Activities</b>					
<b>Green Waste Drop-off</b>	0	0%	this # combined with commercial p-u & drop-off		
<b>Curbside Green Waste</b>	0	0%	curbside services did not start until June 2007		
<b>Christmas Tree Program</b>	0	0%	included with green waste drop off tonnage		
<b>Other Residential Composting (list each program separately)</b>					
Commercial Composting	1	0%	yard waste composting	CIWMB stats	calendar year '06 AB 75 report
City Composting	1	0%	wood chip composting	CIWMB stats	City & Business records
Commercial Composting	1	0%	yard trimmings are composted	estimates based on audit	City records
<b>Subtotal, Residential Composting</b>	<b>3</b>	<b>0%</b>			
<b>Subtotal, Residential Diversion</b>	<b>1418</b>	<b>8%</b>			
<b>Non-Residential Source Reduction Activities:</b>					
<b>Non-Residential Waste Audits</b>	<b>580</b>	<b>3%</b>	<b>Detailed information must be included in Section V</b>	<b>Detailed information must be included in Section V</b>	<b>Detailed information must be included in Section V</b>
<b>Other Non-Residential Source Reduction (list each program separately)</b>					
school grasscycling	251	1%	greenwaste 33 acres	CIWMB conversion factor of 7.6 tons per acre	City records
City greenwaste	48	0%	greenwaste is ground into mulch	380 yds @ 250 lbs per yd, from 5/06 Waste Age stats	City records
grasscycling on public property	456	3%	approximately 60 acres are mowed by the City	CIWMB conversion factor of 7.6 tons per acre	City records
pallet reuse @ Fortuna Feed & Garden, Johnny's Flooring, Post Office, & Wildwood Saw	2	0%	reuse of pallets at warehouse or on site to store mail, flooring, firewood, hay, or straw	2 pallets/week x 52 weeks x 40 lbs/pallet (US EPA) / 2000 lbs	per site visits & data provided by employees
Private school grasscycling	23	0%	greenwaste 3 acre	CIWMB conversion factor of 7.6 tons per acre	per school secretary Donna Brazil & site visits
<b>Subtotal, Non-Residential Source Reduction</b>	<b>1359</b>	<b>8%</b>			

Diversion Activity	Total Tons	Percent of Total Generation	Specific Material Type(s) (List diversion program activity w/multiple materials in one box)	Indicate whether Actual Tons or Specific Conversion Factor and Source of Factor	Type of Record (include copy with submittal)
Please use the Board's program types. The program type glossary is online at: <a href="http://www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm">www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm</a>					
<b>Non-Residential Recycling Activities:</b>					
<b>Non-Residential Waste Audits</b>	<b>3410</b>	<b>19%</b>	<b>Detailed information must be included in Section V</b>	<b>Detailed information must be included in Section V</b>	<b>Detailed information must be included in Section V</b>
<b>Other Non-Residential Recycling (list each program separately)</b>					
Businesses recycling	4	0%	collection, shredding & recycling of paper	U.S. EPA conversion factors	Business records
Hospital	16	0%	grasscycling & greenwaste composting	CIWMB conversion factor of 7.6 tons per acre	per 5/12/06 waste audit, 2 acres are mowed
Rendering	42	0%	grease from commercial accounts	actual tonnage	Business records
City construction and demolition	1100	6%	City spoils, asphalt, & concrete reuse & recycling	Tellus stats	City records
<b>Subtotal Non-Residential Recycling</b>	<b>4571</b>	<b>26%</b>			
<b>Non-Residential Composting Activities</b>					
<b>Non-Residential Waste Audits</b>	<b>394</b>	<b>2%</b>	<b>Detailed information must be included in Section V</b>	<b>Detailed information must be included in Section V</b>	<b>Detailed information must be included in Section V</b>
<b>Other Non-Residential Composting (list each program separately)</b>					
Caltrans	2	0%	grasscycling & wood chip composting	CIWMB stats	based on their AB 75 reports
Commercial Composting	30	0%	4 ac apple orchard mowing & pomace composting	CIWMB conversion factor of 7.6 tons per acre	Business records
Enter program name					
Enter program name					
Enter program name					
<b>Subtotal Non-Residential Composting</b>	<b>426</b>	<b>2%</b>			
<b>Subtotal Non-Residential Diversion</b>	<b>6356</b>	<b>36%</b>			
<b>Other Diversion Activities</b>					
<b>(Note: If you are unable to provide the actual residential/non-residential split, please provide your best estimates of the split in each program type or put all the diversion under non-residential.)</b>					
<b>Residential</b>					
ADC	0	0%	n/a		
Sludge (must submit sludge cert form)	0	0%	n/a		
Scrap Metal	0	0%	n/a		
Construction and Demolition					
Landfill Salvage	0	0%	n/a		
Other (e.g., ag waste)	0	0%	n/a		
<b>Subtotal Residential Waste Diversion</b>	<b>0</b>	<b>0%</b>			

Diversion Activity	Total Tons	Percent of Total Generation	Specific Material Type(s) (List diversion program activity w/multiple materials in one box)	Indicate whether Actual Tons or Specific Conversion Factor and Source of Factor	Type of Record (include copy with submittal)
Please use the Board's program types. The program type glossary is online at: <a href="http://www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm">www.ciwmb.ca.gov/LGCentral/Paris/Codes/Reduce.htm</a>	(A)	(A/Total Generation)			
<b>Non-Residential</b>					
ADC	81	0%	Green waste	actual tonnage	based on landfill & DRS records
Sludge (must submit sludge cert form)	0	0%	n/a		
Scrap Metal	13	0%	scrap metal	estimate based on volume collected @ their sites, and CIWMB conversion factors	Waiting to hear from angie
Construction and Demolition	197	1%	concrete (67.11), wood (107.04), metal (6.74), dry wall (15.6), and asphalt shingles (6.65)	actual tons based on weight tickets	Resource Management Plan provided by Marianne Bithell of Pacific Builders
Landfill Salvage	0	0%	n/a	no active landfill located in Humboldt County	
Other (e.g., ag waste)	2	0%	pallet	over 100 pallets were collected from various Fortuna sources & used to ship ewaste out of the area	per City's 2006 ewaste event records
<b>Subtotal Non-Residential Waste Diversion</b>	<b>293</b>	<b>2%</b>			
<b>Subtotal Residential/ Non-Residential Other Diversion</b>	<b>293</b>	<b>2%</b>			
<b>Total Residential/Non-Residential Source Reduction Tons</b>	<b>1450</b>	<b>8%</b>			
<b>Total Diversion Tons</b>	<b>8068</b>	<b>46%</b>			
<b>Total Disposal Tons from Number 1</b>	<b>9444</b>	<b>54%</b>			
<b>Total Generation Tons (Div+Dis)</b>	<b>17512</b>				
<b>NEW GENERATION STUDY DIVERSION RATE</b>					
	<b>46%</b>				
<b>Additional Information for Report Year Calculations - Biomass and Transformation Activities (Note: you cannot claim both biomass and transformation.)</b>					
Biomass (must submit biomass cert form and must be 10% or less of generation--use the calculator to calculate)	1098	6%			
Transformation	0	0%			
<b>Report Year Diversion Rate with Biomass or Transformation Credit</b>	<b>52%</b>				

**Section IV - Specific Non-Residential Sector Waste Audits**

Top 10 Non-Residential Generators

Please complete this table for the top ten non-residential businesses that were surveyed. **Use the business type in lieu of the specific business name.**(e.g., grocery store vs. Bestway Grocery Store) List each non-residential business separately from largest to smallest, based on total diversion tons. Audit reference number should be the same number used to identify businesses on the survey/audit sheets, and must be identical to the data in the Section V spreadsheet.

Audit Reference Numbe	Type of Non-Residential Generator	Include Material Type (e.g., paper, grasscycling). (List materials on one line)	Source Reduction Tons	Recycling Tons	Composting Tons	Total Diversion Tons	Percent of Total Generation (Total Diversion Tons/Total Generation in Section III)	Survey Method Phone (P) Mail (M) On-site (O) Other ____
1. HWR	scrap metal recycler	scrap metal - all types						p
2. ERD	transfer station & hauler	fibers, metals, plastics, glass, greenwaste, wood, etc.		2,767.71		2767.71	15.8%	email
3. FCD	cemetery	grasscycling	281.00			281	1.6%	o & p
4. ERB	brewery & restaurant	food scraps & spent hops	270.00			270	1.5%	p & o
5. LST	tires	tire recycling & recaps		196.00		196	1.1%	p & o
6. SS	grocery	cardboard, bones, fat, organics		187.30	124.00	311.3	1.8%	email
7. HWMA	transfer station & recycler	greenwaste & scrap metal		80.00	270.20	350.2	2.0%	email
8. RAS	drug store	cardboard		87.40		87.4	0.5%	o
9. RFP	grocery	cardboard, produce, & bakery	28.50	84.00		112.5	0.6%	o
10. WC	construction company	asphalt & concrete						o & email
<b>Totals</b>			<b>579.5</b>	<b>3402.41</b>	<b>394.2</b>	<b>4376.11</b>	<b>25.0%</b>	

**Section V - Non-Residential Generator Audit Diversion Spreadsheet**

*Use the type of business and audit reference number in lieu of the specific business name. For each business include the diversion activity and material type and associated tonnage for each diversion activity/material type, and applicable conversion factors and sources. Copies of the audit survey form(s) for each of the top ten businesses should be included as an attachment. Click on the Section Button to add a section for another generator ( ten rows and a subtotal row added to the table for each new generator). If you have any questions, please contact your OLA Representative at (916) 341-6199.*

Add Section

**Non-Residential Generator Audit Diversion**

Non-Residential Generator Survey or Audit Identification Number	Generator Type (Example - grocery store, retail, manufacturer)	Material Type (Example - cardboard, glass, plastic, etc.)	Specific Conversion Factor and Source or Actual Weight	Source Reduction (Tons)	Recycling (Tons)	Composting (Tons)	Total Tons
1. HWR	scrap metal recycler	scrap metal	actual tonnage generated from Fortuna sources		0		
<b>Subtotal -</b>				<b>0</b>	<b>0</b>	<b>0</b>	
2. ERD	transfer station/recycler	fibers, plastics, glass, greenwaste, wood, etc.	actual tonnage		2767.71		<b>2767.71</b>
		This material is all drop off at transfer station					
<b>Subtotal -</b>				<b>0</b>	<b>2767.71</b>	<b>0</b>	<b>2767.71</b>
3. FCD	cemetery district	grasscycling	37acres X 7.6 tons/acre/year	281			<b>281</b>
<b>Subtotal -</b>				<b>281</b>	<b>0</b>	<b>0</b>	<b>281</b>



State of California  
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California Integrated Waste Management Board

Non-Residential Generator Survey or Audit Identification Number	Generator Type (Example - grocery store, retail, manufacturer)	Material Type (Example - cardboard, glass, plastic, etc.)	Specific Conversion Factor and Source or Actual Weight	Source Reduction (Tons)	Recycling (Tons)	Composting (Tons)	Total Tons
<b>Subtotal -</b>				<b>0</b>	<b>87.3</b>	<b>270.2</b>	<b>357.5</b>
8. RAS	drug store	cardboard	2 bale/week x 52 weeks x 400 lbs/cuyd (US EPA) X 4cuyd / 2000		87.4		<b>87.4</b>
<b>Subtotal -</b>				<b>0</b>	<b>87.4</b>	<b>0</b>	<b>87.4</b>
9. RFP	grocery store	cardboard,	2 bale/week x 52 weeks x 400 lbs/cuyd (US EPA) X 4cuyd / 2000		84		<b>84</b>
		produce, baked goods	actual weight	28.5			<b>28.5</b>
<b>Subtotal -</b>				<b>28.5</b>	<b>84</b>	<b>0</b>	<b>112.5</b>
10. WC	construction company	asphalt & concrete recycling	actual weight provided by company		0		
<b>Subtotal -</b>				<b>0</b>	<b>0</b>	<b>0</b>	
<b>Grand Total</b>				<b>579.50</b>	<b>3,409.71</b>	<b>394.20</b>	<b>4,383.41</b>

**Section VI - Restricted Waste**

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 or generator, please provide the following information:

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

**Note:** Specific Program Name refers to one specific diversion program for that waste type (e.g., "Diversion conducted by city public waste dept."). Please input the complete program name with business type if appropriate. If you need to add additional programs, insert a row by clicking on the button for that section.

Restricted Waste Type	Audit Reference Number	Specific Program Name	Year Started	Generation Study Diversion Tonnage
Inert Solids	NA	City Construction and Demolition	2004	1100
Scrap Metal	7	Non Residential Scrap metal	2000	80
Scrap Metal	NA	Non Residential metal	2000	13
Inert Solids	NA	Non Res. concrete,metal, asphalt shingles	2003	75
Pull Down for Waste Types				

2. If the diversion program started before January 1, 1990 - and if documentation on the program and waste type has not been approved by the Board, on a separate sheet marked "Attachment Section VI. 2", provide the documentation that indicates:

- How the diversion was the result of a local action taken by the jurisdiction, which specifically resulted in the diversion (PRC sec. 41781.2 [c] [1]).

- That 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 individual programs (PRC sec 41781.2(c)(2). Please include documentation

- The jurisdiction is implementing, and will continue to implement, the diversion in its Source Reduction and Recycling Element.

**Note:** If documentation for a waste type and program has already been approved by the Board, you do not have to provide an "Attachment Section VI.2" 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 Number 4.

3. If the diversion program started before January 1, 1990, and the documentation requested in Section VI.2" is available (but not yet approved by the Board), complete the table below for each program claimed:

Restricted Waste Type	Audit Reference Number	Specific Program Name	Generation Study 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			

4. If the diversion program started before January 1, 1990, and the documentation requested in Section VI.2 is not available, complete the table below for each program claimed:

Restricted Waste Type	Audit Reference Number	Specific Program Name	Specific Program Generation Study Diversion 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					