

**Base Year Modification Request Certification**

CIWMB 628 (NEW 7/99)

Agenda Item 99  
Attachment 2aBoard Meeting  
February 10-11, 2003

To request a correction to or substitution for a previously approved base-year amount used in calculating the diversion rate 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) 255-2555 to be connected to your OLA representative.

Mail completed documents to:

California Integrated Waste Management Board  
Office of Local Assistance, MS 8  
8800 Cal Center Drive  
Sacramento CA 95826

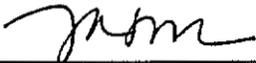
**General Instructions:**

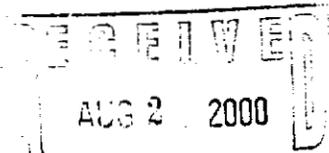
Please select the **ONE** choice below that best explains your request to the Board, and complete the appropriate sections. **All respondents must complete Section I** and either Section II A or II B, as noted.

1. Correct our existing Board-approved base-year generation (disposal or diversion) tonnage. (Please complete Section I and Section II A.)
2. Use a recent generation-based study to substitute for our existing Board-approved base-year generation amount, but not officially change our existing Board-approved base year. (Please complete Section I and Section II B.)
3. Use a recent generation-based study to officially change our Board-approved existing base year to a new base year. (Please complete Section I and Section II B.)

**Section I: Jurisdiction Information and Certification***All respondents must complete this section.*

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 Half Moon Bay		County San Mateo	
Authorized Signature 		Title Public Works Director	
Type/Print Name of Person Signing Therese Smith	Date 8/24/00	Phone (650) 726-8265	
Person Completing This Form (please print or type) Therese Smith	Title Public Works Director	Phone (650) 726-8265	
Mailing Address 501 Main Street	City Half Moon Bay	State CA	ZIP Code 94019



**Section II A: Information for Correction of Existing Base-Year Tonnage**

Respondents who chose option 1 on the first page must complete this section.

Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., A6).

A1. Current Board-approved base year:

A2. Increased or decreased diversion tons requested:

A3. Increased or decreased disposal tons requested:

A4. Proposed total base-year generation tons requested (add figures from A2 and A3):

A5. Document your proposed base-year modification method:

- Board-approved method from the March 26, 1997 "Agenda Item 32" list.\* Name of method: \_\_\_\_\_
- Board-approved method from November 5, 1998 "Agenda Item 8" ["LA Fix" method].\*
- Proposed method is not currently Board-approved. (Explain the method in detail below.)

• If you need a copy of either agenda item, contact your Office of Local Assistance representative.

A6. If additional diversion tonnage is requested in Box A2, choose one:

- All diversion tonnage claimed is from a 100 percent audit (full enumeration) of diversion programs.
- Some diversion data were estimated or extrapolated from representative sampling. (Explain the amount and method in detail below.)

A7. Describe the diversion data records that support your claim and are available for Board audit. Include type of record and location; for example, weigh tickets from transfer station.

Diversion Program	Tons	Type of Record	Location of Data

A8. If additional disposal tonnage is requested in Box A3, choose one:

- All tons claimed are from a 100 percent audit (full enumeration) of hauler, self-haul, or other tonnage.
- Some disposal data were estimated or extrapolated from representative sampling. (Explain the amount and method in detail.)

A9. In the table below, list the disposal data records that support your claim and are available for Board audit. Include type of record and location; for example, weigh tickets from transfer station.

Source of Additional Disposal	Tons	Type of Record	Location of Data

A10. Enter your diversion rates in the table below.

	1997	1998
Current calculated diversion rate:	a. %	b. %
Proposed diversion rate:	c. %	d. %

A11. If the proposed base-year generation tonnage correction results in an increase in either your 1997 or 1998 waste diversion rate, please explain how your diversion rate is consistent with your diversion program implementation efforts.

A12. If the difference between the proposed 1997 and 1998 diversion rates in A10c and A10d is greater than 5 percentage points, please explain the reasons for the difference in the rates. (For example: program implementation or data errors.)

**Section II B: Information New Generation-Based Study for Recycling or New Base Year**  
 Respondents who chose option 2 or 3 on the first page must complete this section.  
 Attach additional sheets if necessary—please reference each response to the appropriate cell number (e.g., B4).

**B1. Current Board-approved base-year:**

1991

**B2. Proposed new generation-based study year:**

NA

**B3. Is the proposed generation study year representative of average annual jurisdiction disposal and diversion patterns?**  **Yes**  **No**

**B4. Please select the ONE choice below that best explains your diversion data.**

- All diversion tonnage claimed is from a 100 percent audit (full enumeration) of all available diversion programs.  
 Some diversion data were estimated or extrapolated from representative sampling. (Explain amount and method in detail below.)

We focused our survey on a selected group of businesses that were potentially the biggest sources of diversion in Half Moon Bay. These businesses were selected based on the city staff's knowledge of the businesses in the city and on the CIWMB data on commercial waste generation. Our survey did not attempt to do a statistical extrapolation to the entire city, so our diversion rate includes only the 24 sources that we surveyed.

**B5. In the table below, list the diversion data records that support your claim and are available for Board audit. Include type of record and location; for example, weigh tickets from transfer station.**

Diversion Program	Tons	Type of Record	Location of Data
BFI Commercial	1,070	Weight Tag	Hauler
BFI Residential Curbside	962	Weight Tag	Hauler
BFI Residential Green Waste	330	Weight Tag	Hauler
Ox Mountain and Transfer Station	949	Weight Tag	Hauler
Self-haul Green Waste	1,753	Weight Tag	Hauler
California Redemption Value Containers	120	Weight Tag	DOR
Businesses	16,256	Survey	Consultant's Office

**B6. Please select the ONE choice below that best explains your disposal data and complete the required tables.**

- a. All tons claimed are from the Board's Disposal Reporting System (1995 and after). (No explanation required. Skip to B9.)  
 b. All tons claimed are from a 100 percent audit of hauler and self-haul tonnage (pre-1995). (Please complete B7 and then skip to B9.)  
 c. Some Disposal Reporting System data were corrected. (Please skip to B8.)

**B7. If you chose "b" in B6, list the disposal data records that support your claim and are available for Board audit in the table below. Include type of record and location; for example, weigh tickets from transfer station.**

Source of Disposal	Tons	Type of Record	Location of Data

B8. If you chose "c" in B6, list the disposal records that support your claim and are available for record audit in the table below. Explain tonnage amount, correction method used, and correct owner of disputed tonnage in detail.

Source of Disposal	Tons	Correction Method Used	Correct Owner

B9. Enter your diversion rates in the table below.

	1997	1998	Other Year: 1999 (please specify)
Current calculated diversion rate:	a. %	b. %	12%
Proposed diversion rate:	c. %	d. %	e. 44%

B10. If the proposed base-year generation tonnage correction results in an increase in either your 1997 or 1998 waste diversion rate, please explain how the diversion rate is consistent with your diversion implementation efforts.

B11. If the difference between the proposed diversion rates in B9c and B9d or B9d and B9e is greater than 5 percentage points, please explain the reasons for the difference in the rates. (For example: program implementation or data errors.)

The calculation methodology provided by the CIWMB does not adequately represent a city like Half Moon Bay. The CIWMB's formula requires several critical assumptions about the current disposal rates and uses waste disposal and diversion data from 1991, the current base-year. For example, Half Moon Bay now attracts over 1,500,000 tourists annually; with this large influx of visitors, the disposal rate is much greater than it would be for a city with only 11,300 residents.

Our survey more accurately represents the diversion that Half Moon Bay produces each year.