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IMPERIAL VALLEY RESOURCE MANAGEMENT AGENCY (IVRMA)  
TECHNICAL ADVISORY COMMITTEE (TAC) MEETING

**AGENDA**

**DATE:** Thursday, January 25, 2024

**TIME:** 3:00 p.m.

**LOCATION:** ICTC Offices (Hybrid)  
1503 N. Imperial Ave., Ste. 104  
El Centro, CA 92243

Zoom meeting information is as follows.

<https://us06web.zoom.us/j/81163258621?pwd=yXcGo9hIz4wfmyQfTfY3nlfYhZ4Cb.1>

**Dial:**(669)900-9128

**Meeting ID:** 811 6325 8621

**Passcode:** 406656

**Chairperson:** City of El Centro

**Vice-Chair:** City of Brawley

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Individuals wishing accessibility accommodations at this meeting, under the Americans with Disabilities Act (ADA), may request such accommodations to aid hearing, visual, or mobility impairment by contacting ICTC offices at (760) 592-4494. Please note that 48 hours advance notice will be necessary to honor your request.

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**PUBLIC COMMENTS**

Any member of the public may address the Committee for a period not to exceed three minutes on any item of interest not on the agenda within the jurisdiction of the Committee. The Committee will listen to all communication, but in compliance with the Brown Act, will not take any action on items that are not on the agenda.

**DISCUSSION/ACTION/INFORMATION ITEMS**

**1. INTRODUCTIONS**

**2. NOVEMBER 16, 2023, MINUTES,**

REVIEW/DISCUSSION/*ACTION* (pgs. 3-13)

**3. ORGANICS WASTE CAPACITY REPORT**

Q&A/DISCUSSION

**Pending reports**

*By IVRMA Staff*

**4. IVRMA UPDATES**

DISCUSSION

*By IVRMA Staff*

## IVRMA TAC MEETING AGENDA |2

- |   |                |
|---|----------------|
| 5. <b>CALRECYCLE LAMD</b><br><i>By CalRecycle</i> | Q&A/DISCUSSION |
| 6. <b>MEMBER ROUNDTABLE</b><br><i>By All</i>      | DISCUSSION     |
| 7. <b>ADJOURNMENT</b>                             | <i>ACTION</i>  |

The next IVRMA TAC meeting is scheduled for Thursday, February 22, 2024. For questions or comments, please call Maricela Galarza at (760) 996-0972, or email me at [maricelagalarza@imperialctc.org](mailto:maricelagalarza@imperialctc.org).



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**IMPERIAL VALLEY RESOURCE MANAGEMENT AGENCY (IVRMA)  
TECHNICAL ADVISORY COMMITTEE (TAC)**

**DRAFT MINUTES**

November 16, 2023

Present

Voting Members:

Abraham Campos	City of El Centro
Cedric Cesena	City of El Centro
Frank Pacheco	City of El Centro
Liliana Falomir	City of Calexico
Yvonne Cordero	City of Imperial
Jose Castaneda	Imperial County Public Works

Other Members:

Maricela Galarza	IVRMA
Angelica Gerardo	IVRMA
Atenea Leal	IVRMA
Risa Baron	Republic Services
Jill Larner	Cal Recycle

1. Mr. Campos called the meeting to order at 3:06 p.m. **A quorum was present.** Introductions were made.
  - Hybrid meeting
2. Minutes were reviewed for October 26, 2023, and no comments or changes were requested. Minutes were adopted for October 26, 2023. (Castaneda, seconded by Ms. Cordero) **Motion Carried.**
3. CAPACITY PLAN PROJECTS/ PROPOSALS

Ms. Galarza provided the following updates.

- The SB1383 Capacity Plan/Reports Request For Proposal (RFP) was developed and shared with interested firms.
- Our agency received four proposals from MSW, ReCREATE Waste Collaborative, SCS Engineers, and Solana Center. The proposal basis is for the consultant to do identification of the Edible Food Generator Tiers, and the Outreach to businesses to gather information data for the reports. These four firms have worked on previous projects similar to the one proposed for the Edible food recovery programs Capacity Planning/ Reports that need to be completed in Imperial County. Ms Galarza provided members with a brief presentation of the submitted proposals' specifics. (Attached for reference)

- The proposals are in the process of being scored by four individuals 1<sup>st</sup> Ms. Galarza from IVRMA, 2<sup>nd</sup> from SCAG, 3<sup>rd</sup> from ICTC, and 4<sup>th</sup> from the County of Imperial. In December's Board meeting, the project/contract will be awarded to the most qualified consultant. The project will initialize from there by having a kick-off meeting.
- Ms. Larner reached out to Ms. Galarza in regards to SB1383 funding. She recommended that all Jurisdictions reach out to the Foodbank as it deals with Tier 1 Edible Food Generators.

#### 4. ORGANICS WASTE CAPACITY REPORT

Ms. Galarza provided the following updates.

- Reached out to Jurisdictions via email to provide guidelines for the reporting. (Attached for reference)

#### 5. IVRMA UPDATES

Ms. Leal provided the following updates.

- For October 28, 2023, there will be 1 IVRMA Clean-Up event in Niland and 1 IVRMA/REPUBLIC Clean-Up event in Imperial.
- For November there will be 2 Clean-ups events 1 in Holtville and 1 in Ocotillo.
- For December 2<sup>nd</sup> Clean-ups will be in the City of Heber and for December 9<sup>th</sup> in Seeley and Bombay Beach for December 16.
- For Community Events, IVRMA outreach participated in Lincoln Elementary School. IVRMA will also be participating in a Community event in the City of Brawley.
- IVRMA will be hosting 11 school presentations for Introduction to Recycle in JW Oakley School and 1 in Ben Hulse School.

#### 6. MEMBER ROUNDTABLE

Ms. Cordero provided the following updates.

- The City of Imperial will be having The Light Parade on December 8, 2023, and for Community events Christmas in a Small Town on December 9, 2023.
- Ms. Cordero reached out to Sara Griffen under the advisement of Ms. Larner to see what the Food Bank needs relating to SB1383 capacity expansion/maintenance. Imperial will be including the Food Bank in the Grant expenses. For the Grant proposal, they have added a Delivery truck lift gate which is approximately \$18,000. Also, Driver wages as additional drivers will be required. Ms. Griffen offered to do a tour of their facility to show jurisdictions how they operate and their storage capacity.

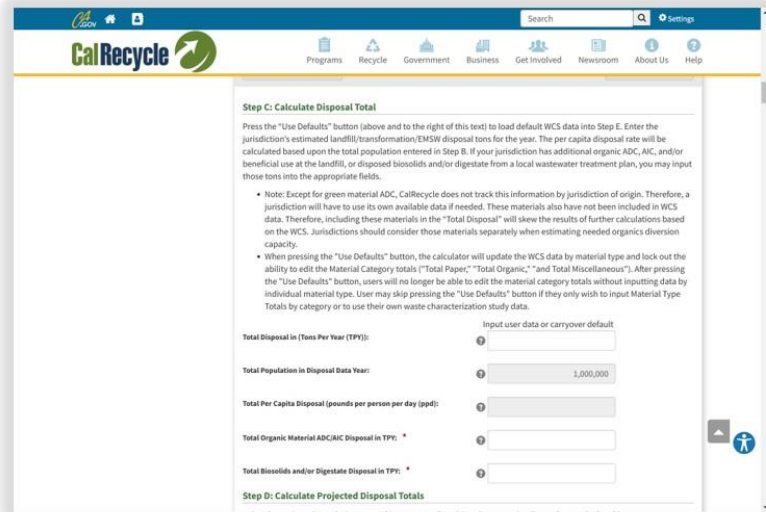
#### 7. ADJOURNMENT

- Mr. Campos adjourned the meeting at 3:46 pm.
- It was discussed and approved among members to move forward in going dark for December TAC. There will be no pending items that can't wait until the January meeting. The proposal procurement process will move forward through the management and Board meeting in December. Ms. Galarza will follow up with an email informing members of the final decision for the Capacity Plan Project.

**The next IVRMA TAC meeting is scheduled for Thursday, December 14, 2023. For questions or comments, please call Maricela Galarza at (760) 996-0972, or email at [maricelagalarza@imperialctc.org](mailto:maricelagalarza@imperialctc.org).**

	MSW	ReCREATE Waste Collaborative	SCS Engineers	Solana Center	Notes
<b>Business Profile</b>	41760 Ivy St., Suite 203 Murrieta, CA 92562	Los Angeles Area*	3900 Kilroy Airport Way, Suite 100 Long Beach, CA 90806	137 N. El Camino Real, Encinitas, CA 92024 501(c)(3) non-profit corporation	
<b># of similar Projects/References</b>	??	9 (JPA SB)	3(JPA Salinas)	4(JPA RSWA)	
<b>Falls withing Timeframe Proposed</b>	Y	Y	Y	Y	March 29& June 15
<b>Total Costs for Project</b>	\$ 109,944.00	\$ 108,540.00	\$ 109,968.00	\$ 109,935.00	

\*2 reports due (1/1/2022-12/31/2024 report that was due 8/1/2022\*1/1/2025\*12/31/2034 report that will be due 8/1/2024)



### [Organic Waste Capacity Planning Calculator Tool](#)

#### **Here are the steps for completing and submitting your Organic Waste Capacity Planning Calculator Tool Form:**

**Step 1:** Access the [link](#) to CalRecycle's Organic Waste Capacity Planning Calculator Tool on CalRecycle's Website.

**Step 2:** Fill out the information requested on the website (Guidelines for the Calculator tool attached).

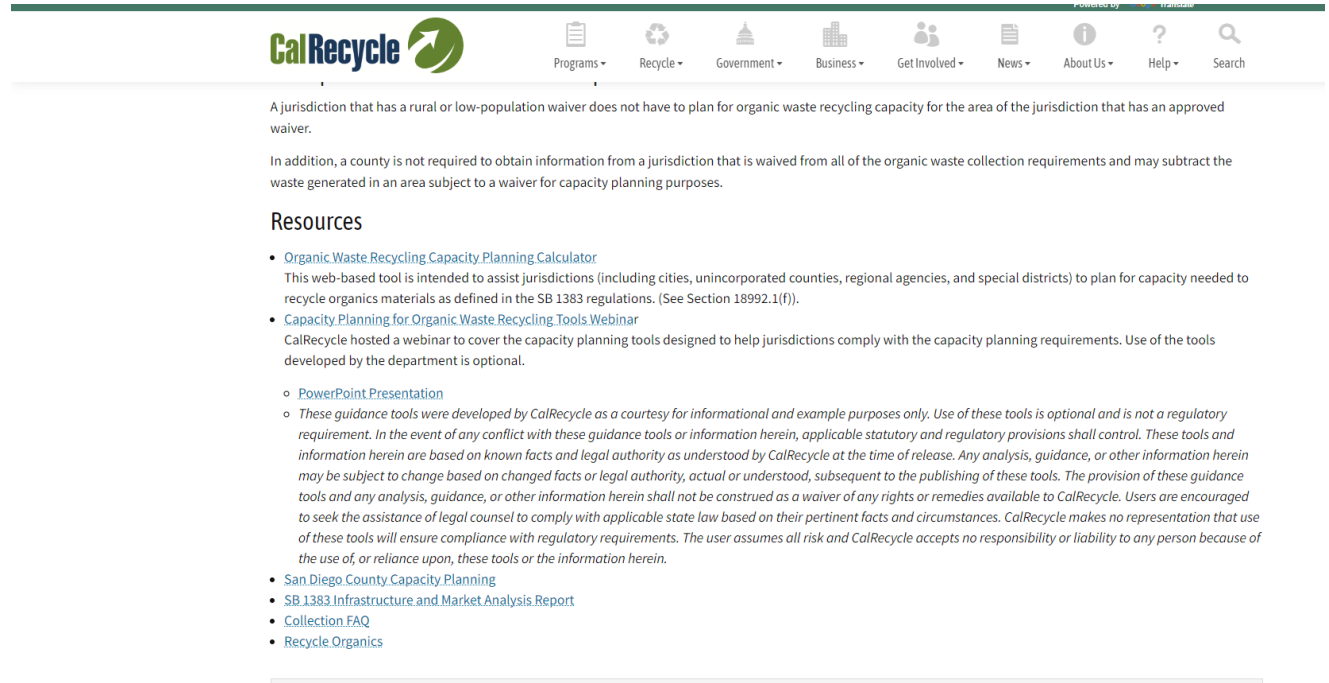
**Step 3:** Generate the Excel file by clicking the "Export to Excel" button at the bottom of the website.

(Here is a [link](#) to a sample Excel File for reference on what the output Excel file will look like)

**Step 4:** Send your Excel file via email to [maricelagalarza@imperialctc.org](mailto:maricelagalarza@imperialctc.org) with the subject line: "SB 1383 Organic Waste Form - City of [Insert City Name Here]"

You can also offer the Capacity Planning webinar PPT and recording, both available here: <https://calrecycle.ca.gov/organics/slcp/capacityplanning/recycling/>, <https://www.youtube.com/watch?v=8ihgX2EVuWM>

**LOCATED AT THE BOTTOM OF THE PAGE IN THE RESOURCES SECTION**



The screenshot shows the CalRecycle website's resources section. At the top is the CalRecycle logo and a navigation menu with items: Programs, Recycle, Government, Business, Get Involved, News, About Us, Help, and Search. Below the menu, there are two paragraphs of text. The first paragraph states: "A jurisdiction that has a rural or low-population waiver does not have to plan for organic waste recycling capacity for the area of the jurisdiction that has an approved waiver." The second paragraph states: "In addition, a county is not required to obtain information from a jurisdiction that is waived from all of the organic waste collection requirements and may subtract the waste generated in an area subject to a waiver for capacity planning purposes." Below this is a "Resources" heading followed by a bulleted list of links: "Organic Waste Recycling Capacity Planning Calculator", "Capacity Planning for Organic Waste Recycling Tools Webinar", "PowerPoint Presentation", "San Diego County Capacity Planning", "SB 1383 Infrastructure and Market Analysis Report", "Collection FAQ", and "Recycle Organics". A large block of italicized text follows, providing a disclaimer: "These guidance tools were developed by CalRecycle as a courtesy for informational and example purposes only. Use of these tools is optional and is not a regulatory requirement. In the event of any conflict with these guidance tools or information herein, applicable statutory and regulatory provisions shall control. These tools and information herein are based on known facts and legal authority as understood by CalRecycle at the time of release. Any analysis, guidance, or other information herein may be subject to change based on changed facts or legal authority, actual or understood, subsequent to the publishing of these tools. The provision of these guidance tools and any analysis, guidance, or other information herein shall not be construed as a waiver of any rights or remedies available to CalRecycle. Users are encouraged to seek the assistance of legal counsel to comply with applicable state law based on their pertinent facts and circumstances. CalRecycle makes no representation that use of these tools will ensure compliance with regulatory requirements. The user assumes all risk and CalRecycle accepts no responsibility or liability to any person because of the use of, or reliance upon, these tools or the information herein."

IF YOU HAVE ANY QUESTIONS PLEASE LET ME KNOW

## **REPORTING EXPECTATIONS FOR JURISDICTIONS AND COUNTY**

**This submitted report must reflect the Calendar year 2021, which covers Jan. 2022-Dec 2024. This is the report that was supposed to be submitted on August 1, 2022. (This is the report IVRMA is asking for from all jurisdictions now to bring up to compliance)**

**There will be another submission required by the jurisdiction on August 1, 2024, as well to keep compliant on this section.**

**Please see below for more information on your role.**

**Each county is responsible for: (IVRMA HAS TAKEN THIS ROLE OF DATA COLLECTION FROM ALL JURISDICTIONS TO FORWARD TO COUNTY FOR SUBMISSION.)**

- Collecting organic waste recycling capacity information from jurisdictions.
- Identifying any jurisdiction, including itself, that does not have enough organic waste recycling capacity.
- Submitting an organic waste recycling capacity report to CalRecycle on the following schedule:
  - August 1, 2022 (this is the current one I'm asking for to bring you up for compliance)
  - August 1, 2024 (this will need to be requested before this deadline to submit)
  - Every five years starting in 2029.
- Informing jurisdictions that have insufficient capacity that they must submit an implementation schedule to CalRecycle

**Each jurisdiction is responsible for:**

- Estimating the amount of organic waste in tons that will be disposed of by organic waste generators.

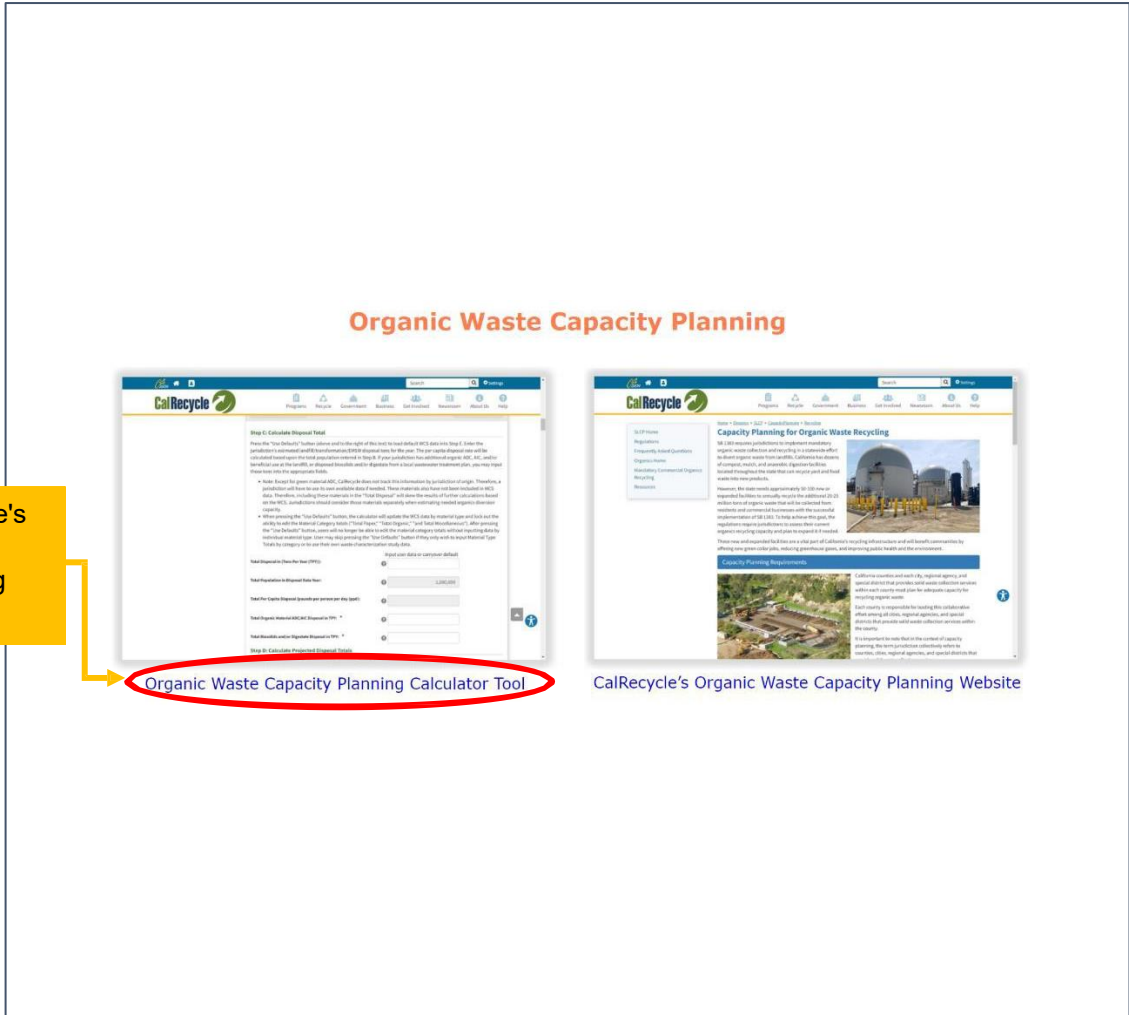


- Organic waste must include food scraps, landscape and pruning waste, wood, paper products, digestate, and biosolids.
- Identifying the amount in tons of existing organic waste recycling infrastructure capacity, located both in the county and outside of the county, that is verifiably available to the jurisdiction.
  - Verifiably available means that each jurisdiction can demonstrate the available capacity through a contract, franchise agreement, or other documentation of existing, new, or expanded capacity at a facility, activity, operation, or property that recovers organic waste. A facility permit is not an indication of capacity available to a jurisdiction.
- Estimating the amount of new or expanded organic waste recycling facility capacity that is needed to process the organic waste estimated to be disposed by organic waste generators.
- Responding to the county’s request for necessary capacity planning information within 120 days.
- Submitting an implementation schedule to CalRecycle when the jurisdiction has insufficient organic waste recycling capacity.
  - The implementation schedule must demonstrate the jurisdiction’s effort to secure organic waste recycling capacity.
  - The implementation schedule must include how the jurisdiction plans to obtain funding for infrastructure, such as through modifying franchise agreements or other means of financially supporting the expansion of organic waste recycling and identify existing organic waste recycling facilities that could be expanded to recycle additional organic waste.

# Organic Waste Capacity Planning Data Submittal

**Step 1:** Access the [link](#) to CalRecycle's Organic Waste Capacity Planning Calculator Tool.

(This tool is in a webpage format, where the user would input all information on the webpage itself and then generate an Excel spreadsheet at the end)



**Step 2:** Fill out the information requested on the website. (See notes below)

**Instructions**

Please note that the calculator contains ToolTips (🔍) with definitions, user input instructions, and additional guidance about the origin of predefined or calculated data. Select the ToolTip and a small graphic will appear with more information.

Fields in each step that require an entry to calculate data in related steps are noted with a red asterisk (\*).

Please note that this calculator does not save any of the data that are entered. To save a record of your data please use the "export to excel" button located at the bottom of the calculator after completion.

This webpage has an "idle timer;" that is set for 120 minutes, during which the webpage caches temporary data. After this initial 120 minute period, any further period of inactivity exceeding 15 minutes (e.g. not making any changes to records in Step E, or Step F, or Step G during the additional 15 minute timeframe) may result in a loss of all data entries and/or an inconsistent Excel export. Therefore, after this webpage has been open for 120 minutes, users may experience some issues in displaying or exporting data, if not continuously updating information within every 15 minutes, and may choose to refresh the webpage prior to the start of data entry to maximize the initial timeframe available.

**Step A: Select Reporting Year & Period**

Enter the year of the reporting requirement in which the capacity planning report is due. The planning period will automatically load in the "Period Covered" box.

- A jurisdiction that has a waiver from the collection requirements is not required to plan for the organic waste capacity in the areas subject to the waiver. Accordingly, for a more accurate estimate, population and disposal tons from the waived area(s) should not be included in this data submitted to the county.
- A county is not required to obtain information from a jurisdiction in all of the organic waste collection

2021  
2023  
2028  
2033

Period Covered: Jan 1 2022 - Dec 31 2024

Select appropriate reporting year from the dropdown menu.

**Step B: Select Jurisdiction**

Select your jurisdiction or input a special district that collects solid waste name in the "Other Area" field. Enter the population of the current year and the estimated population of the jurisdiction or district at the end of the planning period, and then press the "Search" button. The next calculation steps will then appear below in Steps C through H.

- Note: Default population data from the Department of Finance (DOF) and default disposal data from the Recycling and Disposal Reporting System (RDRS) will load for the disposal data year selected when it is available.
- Note: Pressing the "Reset" button resets Step B, which will affect disposal-related calculations in Steps C through H, though other information entered by a user should not be impacted. After pressing the reset button, users should complete Step B fields again.

Jurisdiction: Los Angeles-Unincorporated

Other Area:

Total Population in Disposal Data Year: 1,000,000

Projected Population in 3 years: 1,100,000

Change in Population: 10.0%

Press the "Search" button and further calculation steps will appear below.

Search Reset

1st: Select jurisdiction from dropdown menu.

2nd: Fill in jurisdiction's current population.\*

3rd: Fill in jurisdiction's projected population.

4th: Select "Search" once all information is filled in.

\* (You can find your jurisdiction's reporting year population using the most recent annual data from the California Department of Finance (<https://www.dof.ca.gov/Forecasting/Demographics/Estimates/>)).

**Input your jurisdiction's current disposal data (the year prior to reporting year) from CalRecycle's Recycling and Disposal Reporting System (RDRS)**

**Step C: Calculate Disposal Total**

Press the "Use Defaults" button (above and to the right of this text) to load default WCS data into Step E. Enter the jurisdiction's estimated landfill/transformation/EMSW disposal tons for the year. The per capita disposal rate will be calculated based upon the total population entered in Step B. If your jurisdiction has additional organic ADC, AIC, and/or beneficial use at the landfill, or disposed biosolids and/or digestate from a local wastewater treatment plan, you may input those tons into the appropriate fields.

- Note: Except for green material ADC, CalRecycle does not track this information by jurisdiction of origin. Therefore, a jurisdiction will have to use its own available data if needed. These materials also have not been included in WCS data. Therefore, including these materials in the "Total Disposal" will skew the results of further calculations based on the WCS. Jurisdictions should consider those materials separately when estimating needed organics diversion capacity.
- When pressing the "Use Defaults" button, the calculator will update the WCS data by material type and lock out the ability to edit the Material Category totals ("Total Paper," "Total Organic," "and Total Miscellaneous"). After pressing the "Use Defaults" button, users will no longer be able to edit the material category totals without inputting data by individual material type. User may skip pressing the "Use Defaults" button if they only wish to input Material Type Totals by category or to use their own waste characterization study data.

Total Disposal in (Tons Per Year (TPY)):

Total Population in Disposal Data Year:

Total Per Capita Disposal (pounds per person per day (ppd)):

Total Organic Material ADC/AIC Disposal in TPY: \*

Total Biosolids and/or Digestate Disposal in TPY: \*

For reference: [CalRecycle's Recycling and Disposal Reporting System \(RDRS\) Link](#)

**To fill in this section, you can select "Use Defaults" (found above Step C) to use the percentages from CalRecycle's Waste Characterization Study or you can input percentages using a waste characterization study performed by your jurisdiction.**

Note: Please reference Article 11 Section 18992.1 of the regulations for more details on the types of waste characterization studies that can be used.

**Step E: Calculate Projected Organic Disposal**

This step allows users to input specific percentages of different organic materials, or use the statewide WCS data (by pressing the "Use Defaults" button) to calculate an estimate of each type of organic material, and the total amount of organic material, in the disposal stream. There is also an option for users to choose a "Primary Facility Activity Type" to indicate the likely pathway each material may take, which will total, by facility type, in the fields beneath the WCS Materials table. Selecting facility types is an optional step and descriptions of the facility types are included as Tool Tips for reference in the fields below the table where the totals by facility type are displayed. Changes made in the WCS Materials table will calculate a percentage of organics in the future disposal stream, and calculate the total amount of organic material in the disposal stream at the end of Step E.

- Note: The tons that appear in the Estimated Tons of Total Disposal column are rounded to the nearest whole number, and as data is aggregated throughout the rest of the calculator, rounding issues may produce totals that are not exact.

Total Projected Disposal in 3 years (TPY):

Percentage of Organics in 3 years (%):

**Waste Characterization Materials**

Waste Characterization Material	CalRecycle Waste Characterization Estimate - Estimate of Percent of Total Disposal	User Input of Estimate of Percent of Total Disposal	Estimated Tons of Total Disposal	Primary Facility Activity Type
Total Paper	16.59 %	16.59 %	173,183	
Uncoated Corrugated Cardboard	5.18 %	5.18 %	54,074	
Paper Grocery Bags	0.07 %	0.07 %	731	
Other Paper Bags/Kraft Paper	0.41 %	0.41 %	4,280	
Newspaper/Newspaper Inserts	0.70 %	0.70 %	7,307	

**\*\*\* (OPTIONAL STEP) \*\*\***

The screenshot shows the CalRecycle calculator interface. At the top, there is a search bar and a 'Settings' button. Below the navigation bar, a text box explains that the table will calculate a percentage of organics in the future disposal stream. A note states: "Note: The tons that appear in the Estimated Tons of Total Disposal column are rounded to the nearest whole number, and as data is aggregated throughout the rest of the calculator, rounding issues may produce totals that are not exact." Below this, there is a field for "Input user data or carryover default" with a value of 1,043,900. A tooltip titled "Optional Step" explains that users can pick a facility type from a dropdown menu, and that facility types are described in the ToolTips located next to each facility type name in the "Primary Facility Activity Type Tons" fields. The main table, titled "Waste Characterization", has the following data:

Waste Characterization Material	CalRecycle Waste Characterization Estimate - Estimate of Percent of Total Disposal	User Input or Carryover Default - Estimate of Percent of Total Disposal	Estimated Tons of Total Disposal	Primary Facility Activity Type
Total Paper	16.59 %	16.59 %	173,183	
Uncoated Corrugated Cardboard	5.18 %	5.18 %	54,074	
Paper Grocery Bags	0.07 %	0.07 %	731	
Other Paper Bags/Kraft Paper	0.41 %	0.41 %	4,280	
Newspaper/Newspaper Inserts	0.70 %	0.70 %	7,307	
White Office-Type Paper and Mail	0.40 %	0.40 %	4,176	
Magazines and Catalogs	0.41 %	0.41 %	4,280	
Folding Cartons and Other Paperboard Packaging	1.16 %	1.16 %	12,109	
Other Recyclable Paper	1.42 %	1.42 %	14,823	
Miscellaneous Paper Packaging	0.90 %	0.90 %	9,395	

A yellow callout box on the left says: "You can utilize this column to assign each material type to a specific facility type. This is optional." An arrow points from this box to the "Primary Facility Activity Type" column in the table.

The screenshot shows the "Primary Facility Activity Type Tons" section of the CalRecycle calculator. It lists various facility types with corresponding input fields for estimated tons. A yellow callout box on the left says: "This section will auto populate if you choose to assign each material type to a specific facility type, as described above. Otherwise, skip to Step F." The facility types and their input fields are:

- Estimated Composting Tons: [Input Field]
- Estimated Community Composting Tons: [Input Field]
- Estimated On-site Organics Management Tons: [Input Field]
- Estimated In-Vessel / Anaerobic Digestion Tons: [Input Field]
- Estimated Co-Digestion at Waste Water Treatment Plant Tons: [Input Field]
- Estimated Biomass / Co-Generation Tons: [Input Field]
- Estimated Chip & Grind / Mulch Tons: [Input Field]
- Estimated Recycling Center Tons: [Input Field]
- Estimated Edible Food Donation Tons: [Input Field]
- Estimated Rendering Tons: [Input Field]
- Estimated Animal Feed Tons: [Input Field]
- Estimated Land Application Tons: [Input Field]
- Estimated Soil Amendment Tons: [Input Field]

**Step F: Calculate Available Organics Capacity**

This step allows users to input specific facilities to which they may take organic materials. For each facility type, a user must select facilities/sites that report in RDRS or input information for facilities/sites that may not report in RDRS. For each facility type, in the "Enter records in RDRS" tables, after pressing the "+ Add new record" button, a user should select a county where a facility they will utilize is located. The facility names in the next column will be limited to the county selected, and after selecting a facility name from the dropdown menu, the address and RDRS Number will display. Please note that the dropdown menu will include all reporting entities in the selected county that report in RDRS, regardless of the type of facility/site or activities. Some sites or facilities may consist of multiple reporting entities at the same location based on their activities.

Users can then enter the Predicted Annual Tons per Year (TPY) they intend to take to the facility, and indicate if the capacity available for those tons is **verified** capacity or **unverified** capacity. Verified capacity and unverified capacity will be tracked at the end of the calculator in Step H. Facility TPY that is "unverified" will be noted as "false" and "verified" TPY will appear as "true" after the box is checked.

- Additional facilities can be added by pressing the "+ Add new record" button again. If a user needs to input data both for verified capacity and unverified capacity at the same facility, the user can then choose the same facility after pressing the "+ Add new record" button to add another line.
- If the facility does not report in RDRS, users can press the "+ Add new record" button in the second table of each section, under "Enter records not in RDRS," and type in specific information for the facility/site they intend to utilize.

**1<sup>st</sup>: Select "+ Add new record".**

**2<sup>nd</sup>: Use the dropdown menu to select the County that the facility is (or facilities are) located in.**

**3<sup>rd</sup>: Use the dropdown menu to select the name of the facility or facilities.**

**Note: Address and RDRS Number will auto populate.**

**4<sup>th</sup>: Input the predicted annual tons per year that your jurisdiction will send to the facility.**

**5<sup>th</sup>: If the capacity can be "verified" to be available to your jurisdiction via a contract or other documentation or agreement, select the check box to change this to "true".**

**Total Available Composting Capacity Details**

**Enter records in RDRS**

County Name	Site Name	Address	RDRS Number	Predicted Annual TPY sent by Jurisdiction	User "Verified" Capacity with Facility	Delete
Los Angeles	Bradley East Transfer Station/ Sun Valley Recycling Park - Transfer/Processor	9227 Tujunga Ave, Sun Valley, Los Angeles county.	10037	150	false	X Delete

**Enter records not in RDRS**

County Name	Site Name	Address	Predicted Annual TPY sent by Jurisdiction	User "Verified" Capacity with Facility	Delete
				false	X Delete

No items to display

The sample above only shows the section on "Composting Capacity". You will need to repeat the steps, above, for all other capacities in the calculator (e.g., Community Composting Capacity, On-site Organics Management Capacity, In-Vessel/Anaerobic Digestion Capacity, etc.).

Note: For facilities or operations **not** found in RDRS, you will perform similar steps; however, instead of using a "dropdown menu", you will need to type in the County Name, Site Name, and Address.

**Step G: Calculate Changes to New or Expanded Organics Capacity**

User can input information for facilities/sites to indicate changes in new or expanded organics capacity. Users press the "+ Add new record" button and type in specific information for the new or expanded facility/site they intend to use.

**Fill in the information for New or Expanded facilities or anticipated closures.**

**Note: There are not "dropdown" menus. You must type the information yourself.**

**Changes in New or Expanded Organics Capacity in 3 years (TPY)**

**Predicted Annual TPY Sent By Jurisdiction From Step G:**

1,000

**Enter records in RDRS**

New or Expanded Site Name, or anticipated site closures	Address/Location	Description	RDRS Number	Predicted Annual TPY sent by Jurisdiction (enter negative (-) number for anticipated loss of capacity due to closure)	User "Verified" Capacity with Facility	Material Accepted At Site	Delete
ABC Composting	1234 Organics Lane	Composting Facility		1,000	false	Food, Green Waste, Wood Waste	X Delete

No items to display



**Step H: Calculate Potential Shortfall in Projected Organics Recycling Capacity**

Based upon data entered in previous steps, this step will calculate:

- Total projected organics disposal for the period covered.
- The total of verified existing, new, or expanded capacity available.
- The shortfall or excess of verified organics capacity.
- Total potential existing, new, or expanded capacity that has been identified but has not yet been verified.
- Total potential existing, new, or expanded capacity that has not been identified and has not yet been verified.

Data will not appear in these fields if no "verified" or "unverified" predicted annual TPY have been selected in Step F or G. Note: As data was aggregated throughout the calculator, rounding issues may produce estimated totals that are not exact.

Field	Value
Total Projected Organics Disposal in 3 years (TPY):	533,224
Total existing, new, or expanded capacity that has been verified (TPY):	150
Shortfall or Excess in Organics Capacity (TPY):	-533,074
Total potential existing, new, or expanded capacity that has been identified but has not yet been verified (TPY):	1,000
Total potential existing, new, or expanded capacity that has not been identified and has not yet been verified (TPY):	-532,074

Optional: Use this space to take notes about your plans for securing adequate capacity for organics recycling. Per Section 18992.3 Counties will report information on capacity planning on a specified schedule.

CalRecycle encourages users to utilize this space to make additional notes about what facilities they may intend to utilize, how much material they intend to take to each facility, adjustments to material types in the waste characterization, and how these may affect a facility's ability to process these materials.

**Export to Excel**

**Step 3:** Generate the Excel file by clicking the "Export to Excel" button at the end of the page.

Note: None of the information in this calculator can be saved. If you'd like a record of your input please use the "Export to Excel" button and save the file to your own system.

**Export To Excel**

**Step 3A:** Save the Excel file to your computer for your reference.

**Step 4:** Send your Excel file via email to [maricelagalarza@imperialctc.org](mailto:maricelagalarza@imperialctc.org) with the subject line: "SB 1383 Organic Waste Form - City of [Insert City Name Here]"

**THANK YOU!!!!**

**IF YOU HAVE ANY QUESTIONS OR CONCERNS, PLEASE FEEL FREE TO LET ME KNOW**