

## **SOLID WASTE & RECYCLING COMMITTEE MEETING AGENDA**

October 18, 2023, 2023 – 2:30 P.M.  
Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371  
& Via Conference Call (see below)

### **SOLID WASTE & RECYCLING COMMITTEE MEETING – 2:30 P.M.**

**Call to Order** – Pledge of Allegiance

#### **Roll Call**

- 1) **Approval of Agenda**
- 2) **Public Comment** – Under this item, any member of the public wishing to directly address the Board on any item of interest that may or may not be within the subject matter jurisdiction of the Board, but not listed on the agenda, may do so at this time. However, the Board is prohibited by law from taking any action on any item not appearing on the agenda unless the action is otherwise authorized by the Brown Act. Any member of the public wishing to directly address the Board on any item listed on the agenda may do so when the item is being considered by the Board. Speakers are requested to be brief in their remarks. The Chair may limit each speaker to a comment period of five (5) minutes.
- 3) **Approval of Minutes**
- 4) **Review of Solid Waste Events**
- 5) **Update on Uniform Collection**
- 6) **SB1383 & Recycling Requirements**
  - Compliance Order
  - Outreach
- 7) **Staff Reports**
- 8) **Review of Action Items**
  - Prior Meeting
  - Current Meeting
- 9) **Set Agenda for Next Meeting** – November 15, 2023
- 10) **Adjournment**

*Pursuant to Government Code Section 54954.2(a), any request for a disability-related modification or accommodation, including auxiliary aids or services, that is sought in order to participate in the above-agendized public meeting should be directed to the District's General Manager at (760) 868-1212 at least 24 hours prior to said meeting.*



#### **Mission Statement:**

*The Mission of the Phelan Piñon Hills Community Services District is to efficiently provide authorized services and maximize resources for the benefit of the community.*

#### **Authorized Services:**

- Water
- Parks & Recreation
- Street Lighting
- Solid Waste & Recycling

Agenda materials can be viewed online at [www.pphcsd.org](http://www.pphcsd.org)

**Remote Viewing:**

To watch the livestream (view only – nonparticipating), visit our YouTube channel:

[PPHCSD YouTube Channel Link](#)

**Remote Participation:**

To provide public comment, or otherwise participate remotely, select the meeting you wish to attend on the District's website and then click the "Join Remote Meeting" option.

<https://www.pphcsd.org/meetings>

*Please be advised that remote participation and livestreaming options are provided as a courtesy to the public and technical issues could occur, resulting in delays or the inability to participate remotely or livestream. It is recommended that you attend in person to ensure you are able to participate.*

**Written Comments:**

You may also email your public comment to the Board Secretary at [ksevy@pphcsd.org](mailto:ksevy@pphcsd.org) by the meeting start time listed on this agenda. Your comment will be added to the record by the Board Secretary.

*Please check the District website for updates on this meeting. We encourage you to sign up for our email notifications by emailing [ksevy@pphcsd.org](mailto:ksevy@pphcsd.org) or by visiting our website and completing the signup form at [www.pphcsd.org](http://www.pphcsd.org) under the "Agendas and Minutes" tab.*

## **SOLID WASTE & RECYCLING COMMITTEE MEETING MINUTES**

September 20, 2023 – 2:30 p.m.  
Phelan Community Center  
4128 Warbler Road, Phelan, CA 92371  
& Remotely Via Zoom or Conference Call

**Board Members Present:** Deborah Philips  
Chuck Hays

**Board Members Absent:** None

**Staff Present:** Kim Sevy, HR & Solid Waste Manager/District Clerk  
Aimee Williams, Asst. Board Clerk/Administrative Specialist

**CR&R Staff Present:** Brandon McGill, Operations Manager

### **Call to Order**

Director Philips called the meeting to order at 2:30 p.m.

### **Roll Call**

All Committee Members were present at Roll Call.

1) **Approval of Agenda**

Director Hays moved to approve the Agenda. Director Philips seconded the motion.  
Motion passed unanimously.

2) **Public Comment**

None

3) **Approval of Minutes**

Director Philips moved to approve the minutes. Director Hays seconded the motion.  
Motion passed unanimously.

4) **Review of Solid Waste Events**

Ms. Sevy reviewed the programs and events. Mr. McGill reported that 8 tons of solid waste and 4 ½ tons of tires were collected at the Free Tire Disposal & Community Cleanup Day.

5) **Update on Uniform Collection**

Ms. Sevy reported on the implementation of the collection program.

6) **SB 1383 & Recycling Requirements**

Ms. Sevy provided an update on SB 1383 & recycling requirements.

7) **Review of Cost-of-Service Study Proposal**

The committee reviewed the Cost-of-Service Study Proposal, and it will go to the Board for approval.

8) **Staff Reports**

A written report was included in the packet.

9) **Review of Action Items**

a) **Prior Meeting** – Complete

b) **Current Meeting** – Cost-of-Service Study Proposal to the Board

10) **Set Agenda for Next Meeting** – October 18, 2023

- Remove Item 7

11) **Adjournment**

With no further business before the Committee, the meeting adjourned at 2:49 p.m.

Agenda materials can be viewed online at [www.pphcsd.org](http://www.pphcsd.org)

## MANAGEMENT REPORT

**DATE:** October 13, 2023  
**PREPARED BY:** Kim Sevy, HR & Solid Waste Manager  
**SUBJECT:** September 2023 Manager's Report

### SOLID WASTE & RECYCLING

#### Customer Data:

<u>COMMERCIAL ACCOUNTS</u>	<u>NO.</u>	<u>CITATIONS ISSUED</u>	<u>NO.</u>
Trash	93	Commercial	0
Recycling	90	Residential	0
Organics	20		
		<u>PERMITS ACTIVE</u>	<u>NO.</u>
		Self-Haul - Commercial Recycling	3
		Self-Haul - Commercial Organics	0
		Self-Haul - Residential Recycling	N/A
		Self-Haul - Residential Organics	N/A
		SB1383 Exemptions – Commercial	15
<u>SCHOOL ACCOUNTS</u>	<u>NO.</u>	<u>TEMPORARY SERVICE</u>	<u>NO.</u>
Trash	16	Temporary - Trash	55
Recycling	16	Temporary - Recycling	0
Organics	1		
<u>RESIDENTIAL ACCOUNTS</u>	<u>NO.</u>		
Trash	5,480		
Recycling	34		
Organics	N/A		

#### APPLICATIONS – AUGUST 2023

CR&R - Confirming or Modifying	1,176	50.15%
CR&R - Change to Self-Haul	35	1.49%
Current Self-Hauler - Confirming	769	32.79%
Current Self-Hauler - Change to CR&R	107	4.56%
New Resident/Self-Haul	15	0.64%
New Resident/Start CR&R Service	243	10.36 %
<b>TOTAL</b>	<b>2,345</b>	<b>100.00%</b>

TOTAL CR&R        65%

TOTAL Self-Haul    35%

#### Notable Activity:

- Gathering additional SB 1383 exemption forms from applicable commercial customers
- Mailed District customers in August bills
- Annual report submitted to state
- Weekly meetings with CR&R staff
- Food scrap containers are available in the District office
- Planning community outreach events for fall:
  - Kiwanis
  - Farmers Market Booth
  - Phun Day

Recent & Upcoming Events:

- HHW Drop off Event
  - October 14, 2023 – 9am-1pm
  - CR&R Service Yard
- Compost Workshop & tree Giveaway
  - October 14, 2023 – 11am
  - Phelan Park
- Free Tire Disposal Day
  - December 9, 2023 – 8am-noon
  - CR&R Service Yard

**HUMAN RESOURCES**Statistical Data (for August 2023):

- Full Time Employees: 27
  - Engineering: 3
  - Water (Field): 10.0
  - Parks & Rec: 2
  - Administration: 12
- Part Time Employees: 0
- Temporary Employees: 0
- Open Positions: 0

**MISCELLANEOUS**Recent District Events:

*(for Park & Rec events, see Park Operations Supervisor's Report)*

- None

Website Data (for August 2023)

PAGE	Unique Views	Total Views
Main Page	2,135	3,757
My Account	1,678	3,690
Water Department	694	470
Solid Waste & Recycling – Res.	673	345
Services	377	550
Contact Us	234	319
Solid Waste & Recycling - Main	216	311
Events	174	285
Apply for Service	133	241
Meetings	73	221
Sign-Up for Classes	95	198
Employment	125	168
Rates & Fees	95	148
Calendar	78	137
Board of Directors Meeting	58	136
Parks & Recreation – Main	87	129

Projects	61	105
New Connections	62	93
Board Members	54	92
Water Rate Study (page rank 44)	29	19

### Grants

- **SB 1383 Local Compliance Grant**

- Submitted in January 2022. The District was awarded \$20,000. Grant funds have been used to pay for Solid Waste consultant.
- Staff will be submitting for the 2023 program grant in the amount of \$75,000.

- **Community Project Funding Request - 2023**

- Staff submitted a Community Project Funding Request (“Request”) in the amount of \$2 million to help fund a portion of the Civic Center Project which will house the Community/Board Room that also will serve as the area’s Community Emergency Operations Center. The \$2 million request was funded in the FY2023 Omnibus appropriations bill which the Senate and House passed at the end of December. CalOES issued grant documents to the District to complete as they will be administering the funds. Staff has been working with CalOES on FEMA requirements.

- **Community Project Funding Request - 2024**

- Staff submitted a Community Project Funding Request (“Request”) in the amount of \$2,000,000 to help fund a Tank 6A-2. Staff is pleased to report the District’s full Request was selected by the Congressman as one of the 15 projects he submitted to the House Appropriations Committee.
- There is an approximately year-long process before final approval and receipt of funds. The Request must be reviewed and approved by the House Appropriations Committee who will then craft legislation in the form of funding bills which are then consolidated with the Senate Appropriations Committee’s funding bills. The consolidated funding bill is then signed into law by the President and funding is then distributed. After funding is distributed, the District will have approximately 12-24 months to complete the project and is subject to an audit by the Government Accountability Office. During this time, it is possible that funding for such Requests may disappear, however all indications show that funding is likely to continue for now.

- **County American Rescue Program Act (ARPA) Funds**

- Staff worked with consultants and submitted a request to the county. The county approved \$457,194 in ARPA funds for construction of certain parks elements. Staff has been working with Wallace Group on park elements and will be presenting to the Parks Committee in November.

- **Land and Water Conservation Fund Grant**

- After review of the grant requirements, particularly the lengthy process required to borrow dirt for the site for the Civic Center, staff has withdrawn the application and will apply again if there is another application cycle for this grant.