

SOLID WASTE & RECYCLING COMMITTEE MEETING AGENDA

July 14, 2022 – 4:00 P.M.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Via Conference Call (see below)

THIS MEETING WILL BE CONDUCTED PURSUANT TO THE PROVISIONS OF AB361, WHICH EFFECTIVE OCTOBER 1, 2021, MODIFIED CERTAIN REQUIREMENTS OF THE RALPH M. BROWN ACT WITH RESPECT TO REMOTE TELECONFERENCE BOARD MEETINGS DURING PERIODS OF STATE-DECLARED EMERGENCIES.

Pursuant to AB361, and as a precaution to our Board of Directors, District staff, and general public as a result of the ongoing COVID-19 pandemic, the Phelan Piñon Hills Community Services District will hold this meeting of its Board of Directors both in-person at the above location and via teleconference or video conference. Members of the public may watch and participate in the meeting by physical attendance or by Zoom or telephone conference via the remote instructions below.

REMOTE PARTICIPATION INFORMATION:

Dial-in

(669) 444-9171
Meeting ID: 829 5298 3220
Passcode: 076262

Zoom

<https://us06web.zoom.us/j/82952983220?pwd=QmgvUVBKSnhKd2kzOTA4U3l0TWxkUT09>
Meeting ID: 829 5298 3220
Passcode: 076262

One-Tap Mobile

+16694449171,,82952983220#

Comment Procedure:

- You will be muted until you are called on during the public comment period.
- You will be recognized by the last 4 digits of your phone number or Zoom ID and asked if you have a comment.
 - If you do not have a comment, state “no comment.”
 - If you do have a comment, please state your name, where you live, and limit your comment to 5 minutes. After 5 minutes you may be muted so that others can comment.
- You may also email your public comment to the Board Secretary at kward@pphcsd.org by 4:00 p.m. on July 14, 2022. Your comment will be read into 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 kward@pphcsd.org or by visiting our website and completing the signup form at www.pphcsd.org under the “Agendas and Minutes” tab.



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

SOLID WASTE & RECYCLING COMMITTEE MEETING – 4:00 P.M.

Call to Order – Pledge of Allegiance

Roll Call1) **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. *If you wish to address the Board, please do so by the method listed on this agenda.* 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 Program Events**5) **SB1383 Compliance**

- De Minimus
- Procurement
- Timeline

6) **Staff Reports**7) **Review of Action Items**

- a) **Prior Meeting**
- b) **Current Meeting**

8) **Set Agenda for Next Meeting** – August 11, 20229) **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.

Agenda materials can be viewed online at <http://www.pphcsd.org>

SOLID WASTE & RECYCLING COMMITTEE MEETING MINUTES

June 9, 2022 – 4:00 p.m.
Phelan Community Center
4128 Warbler Road, Phelan, CA 92371
& Remotely Via Zoom or Conference Call

Board Members Present: Deborah Philips, Chair/Vice President
Rebecca Kujawa, President

Board Members Absent: None

Staff Present: Kim Ward, HR Manager/Executive Secretary

CR&R Staff Present: Belen Cordero, Sustainability Specialist (Zoom)
Brandon McGill, Operations Manager (Zoom)

Guests/Public: None

Call to Order

Vice President Philips called the meeting to order at 4:00 p.m.

Roll Call

All Committee Members were present at Roll Call.

- 1) **Approval of Agenda**
President Kujawa moved to approve the Agenda. Vice President Philips seconded the motion. Motion passed unanimously.
- 2) **Public Comment** – None
- 3) **Approval of Minutes**
Vice President Philips moved to approve the Minutes. President Kujawa seconded the motion. Motion passed unanimously.
- 4) **Review of Program Events**
Ms. Ward reviewed the programs and events.
- 5) **SB 1383 Compliance**
Ms. Ward presented an alternate timeline and requested for the Committee to approve going to the Board with the alternate timeline for approval, which includes delaying commercial organics collection until January 1, 2023.
- 6) **Staff Reports**
A written report was in the packet.

7) **Review of Action Items**

- a) **Prior Meeting** – None
- b) **Current Meeting** – None

8) **Set Agenda for Next Meeting** – July 14, 2022

NOTE: The Committee will meet monthly from now on.

9) **Adjournment**

With no further business before the Committee, the meeting adjourned at 4:32 p.m.

Agenda materials can be viewed online at <https://www.pphcsd.org>

Reduce • Reuse • Recycle



FREE TIRE DAY



Aug. 13, 2022

 Free tire collection

 Must show proof of residency

 Up to 9 tires per residence

 No commercial tires

Drop Off Location
CR&R Service Yard
9828 Buckwheat Rd
Phelan, CA 92371

8 am - 12 pm

SB 1383 Implementation & Uniform Collection Timeline

Approved by the Board on 6/15/2022

2021		
October	November	December
Develop Franchise Agreement, Legal Review, Committee Review, Board Review		
Increase Voluntary Participation		
Continue Business Outreach		
Begin Draft Uniform Collection Ordinance		

	Complete
	In Progress

2022											
January	February	March	April	May	June	July	August	September	October	November	December
Develop Cost of Service Rates - Commercial									Develop Cost of Service Rates - Residential		
Adopt New Franchise Agreement	Res. Intent to Comply w/ SB1383	Adopt Uniform Collection Ordinance					Review Uniform Collection Ordinance and Amend as Necessary	Board Reviews Comm. Rates	Prop 218 Notice Period - Comm.	Board Adopts Comm. Rates	
Continue Business Outreach						Begin Residential/Continue Business Outreach/Education					
Develop Procurement Policy						Adopt/Implement Procurement Policy					
Develop & Implement Edible Food Recovery Program											

2023						
January	February	March	April	May	June	July
1/1/2023 Uniform Comm. Collect. Begins			Prop 218 Notice Period - Res.	Board Adopts Res. Rates		7/1/2023 Uniform Res. Collect. Begins
Customer Outreach/Education						

MANAGEMENT REPORT

DATE: July 1, 2022
PREPARED BY: Kim Ward, HR Manager/Executive Secretary
SUBJECT: June 2022 Manager's Report

SOLID WASTE & RECYCLING

Customer Data:

<u>COMMERCIAL ACCOUNTS</u>	<u>NO.</u>	<u>CITATIONS ISSUED</u>	<u>NO.</u>
Trash	116	Commercial	0
Recycling	59	Residential	N/A
Organics	N/A		
		<u>PERMITS ACTIVE</u>	<u>NO.</u>
<u>RESIDENTIAL ACCOUNTS</u>	<u>NO.</u>	Self-Haul - Commercial Recycling	0
Trash	4,909	Self-Haul - Commercial Organics	0
Recycling	52	Self-Haul - Residential Recycling	N/A
Organics	N/A	Self-Haul - Residential Organics	N/A



Notable Activity:

- Attended the Solid Waste Association of North America (SWANA) regional chapter conference on June 23, 2022. Many jurisdictions are encountering issues with compliance. A presentation was provided that showed data from survey participants that indicate many jurisdictions are out of compliance with SB 1383. South Coast AQMD presented proposed regulations that, beginning 2024, would require 50% of new fleet vehicles purchased to be zero emissions. Staff contacted MDAQMD and they do not have similar proposed requirements at this time.

SUMMARY OF STATE-WIDE SURVEY AS OF APRIL 2022



92% of agencies have adopted an ordinance or enforceable mechanism



55% of agencies have not established reporting procedures



58% of agencies do not have internal policies or procedures for recovered organic waste product procurement



37% of agencies have approved a new franchise agreement or amendment(s) to delegate SB 1383 responsibilities



68% of agencies did not submit a NOIC; of those, **47%** do not have a franchise agreement or amendment adopted

- Working on a procurement policy as required by SB 1383. Received confirmation that the District is exempt from Recovered Organic Waste Product Procurement which means the District will not have to purchase almost 1,950 tons of organic waste (mulch, biofuels, etc.). For perspective, the District purchased 137.08 tons of mulch in 2021, for \$1,470 in delivery costs. If the District had to meet the requirement utilizing mulch only, the additional delivery fees would be approximately \$21,000/year. However, the District is not exempt from recycled paper product procurement requirements. District staff are already purchasing paper products in compliance with SB 1383. A policy will be brought to the Board in July or August, pending legal review.
- Effective July 1, 2022, all businesses in the District will have recycling service.
- On June 15, 2022, the Board approved delaying commercial organics collection until January 1, 2023. New rates were also adopted for existing service types and go into effect July 1, 2022.
- Staff asked by CR&R about Waste Disposal Agreement with the county. It is an agreement between the District and the county regarding District customer waste going to county facilities. Staff is not aware of any such agreement and is continuing to research the matter.
- Continuing to promote CR&R residential service to increase voluntary participation.
 - Monthly mailers in customer bills
 - Information in new customer packets
 - Social media ads
 - Information in District office

Upcoming /Current Events:

- Waste Tire Collection Event
 - August 13, 2022 – 8am-noon
 - CR&R Service Yard
- Use Oil Filter Exchange and Recycling Event
 - September 10, 2022 – 9am-2pm
 - AutoZone - Phelan

Recent Events:

- None

HUMAN RESOURCES

Statistical Data:

- Full Time Employees: 26
 - Engineering: 3
 - Water (Field): 10.5
 - Parks & Rec: 2.5
 - Administration: 10
- Part Time Employees: 0
- Temporary Employees: 0
- Open Positions: 0

MISCELLANEOUS

Upcoming District Events:

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

- Sheep Creek Consolidation Community Meeting
July 23, 2022 – 10am
Phelan Park
- Town Hall & Ice Cream Social
August 6, 2022 – 10am
Phelan Park
Confirmed Representatives: Congressman Obernolte, Senator Ochoa-Bogh, Sheriff Dicus, Assemblyman Smith

Upcoming Board Election

- 3 seats are up for election
- Filing opens on July 18, 2022, and ends on August 12, 2022*
- Candidates can make an appointment at the County Registrar or the District Office to pull candidate paperwork
- When the District receives the official notice of election, it will be posted online and in the District Office

Website Data (for June 2022)

- Unique Visitors: 4,350
- Average Pages Viewed per Unique Visit: 1.94
- The District's website will transition to a new platform on 7/7/2022

Grants

- **Small Scale Water Efficiency Grant**
 - \$75,000 to be disbursed when meters for Phase 3a are purchased. Verified meter purchase is in compliance with federal requirements.
- **Community Project Funding Request**
 - Staff submitted a Community Project Funding Request ("Request") in the amount of \$2,000,000 to help fund a portion of the Civic Center Project which will house the Community/Board Room that also will service as the area's Community Emergency Operations Center to Congressman Jay Obernolte. A total of 31 Requests were submitted to the Congressman for consideration. 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 (March 15, 2022, this year for last year's requests) 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.

- Staff submitted additional information to Appropriations, per request, and CalOES has agreed to act as the District's grant administrator for the funds.
- **SB 1383 Local Compliance Grant**
 - Submitted in January 2022. The District is eligible for 2nd round awards for a maximum amount of \$20,000. Award announcement is anticipated in September.
- **Land and Water Conservation Fund Grant (Park Project)**
 - Submitted a \$2.7million application in January 2022. Staff had a project walk with a grant representative at the end of April. KTUA and staff made the recommended project submittal updates. Award announcement is delayed until later in the year.