

SOLID WASTE & RECYCLING COMMITTEE MEETING AGENDA

May 15, 2024 – 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) **Review of Quarterly Hauler’s Report**
- 7) **Review of Draft Franchise Amendments**
- 8) **Staff Reports**
- 9) **Review of Action Items**
 - Prior Meeting
 - Current Meeting
- 10) **Set Agenda for Next Meeting** – June 19, 2024
- 11) **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

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 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 or by visiting our website and completing the signup form at www.pphcsd.org under the "Agendas and Minutes" tab.

SOLID WASTE & RECYCLING COMMITTEE MEETING MINUTES

March 20, 2024 – 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, Assistant Board Clerk

CR&R Staff Present: Brandon McGill, Operations Manager

Call to Order

Director Philips called the meeting to order at 2:31 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**

Mr. McGill provided the collection data from the March 9, 2024, cleanup event.

5) **Update on Uniform Collection**

Ms. Sevy & Mr. McGill reported on the implementation of the collection program. Ms. Rhoden had questions about what items go in what barrel which were answered by Mr. McGill and Ms. Sevy.

6) **Update on SB1383 Compliance Order**

Nothing new to report.

7) **Staff Reports**

Nothing further to report; a report was provided in the packet.

8) **Review of Action Items**

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

9) **Set Agenda for Next Meeting** – April 17, 2024

- This meeting will need to be rescheduled.

10) **Adjournment**

With no further business before the Committee, the meeting adjourned at 3:02 p.m.

Agenda materials can be viewed online at www.pphcsd.org

FREE

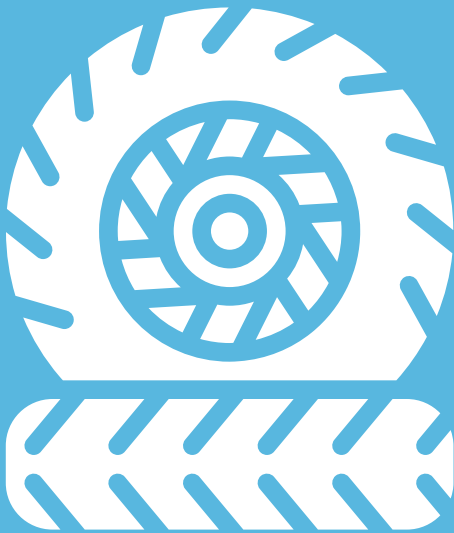
June 8, 2024



TIRE DAY

8 AM - 12 PM

Drop Off Location:
9828 Buckwheat Rd
Phelan, CA



*District residents only. Must show proof of residency. Limit of 9 tires per residence. Must be off rim. NO COMMERCIAL.

✓ Free Tire Collection

⊗ No Commercial Tires

Questions? Call 760-868-1212

CR&R
INCORPORATED
environmental services

CalRecycle



PHELAN PIÑON HILLS CSD
SOLID WASTE SERVICES



CONFUSED ABOUT SOLID WASTE COLLECTION?

FAQS



- **Is everything collected in one truck?**

For some routes, a split body truck is used to collect the different carts. We are in the process of labeling these trucks.

Sometimes, when too much contaminated material is collected (ex: too many customers put trash in the recycling cart), the entire truck becomes contaminated and needs to be sent for special processing. To save time, the rest of the route is collected in the same truck.

- **Why should I separate my trash, recycling, and organics if it sometimes goes into one truck?**

If it is going into a regular truck, and not a split body (see above), and the route becomes contaminated (ex: more than 20% trash in the recycling), it has to be sent for special processing which costs time and money. The more this happens, the more costs for collection and processing are incurred which ultimately get passed on to customers.

Contaminated carts are tagged and repeat offenders will eventually be fined and/or suspended from service so their actions don't impact other customers. Since separate collection is new to the community, and there is a lot of misinformation out there, fines are not currently being imposed. It is our hope that by the end of the year, everyone will be doing their best to separate materials as required by the state.

- **My trash/recycling/organics collection was missed. What do I do?**

We're happy to fix the problem, but we need to know about it. Call CR&R at (760) 868-4232. We will go back and get your trash as soon as possible. As we train new drivers, and absorb the impacts of the new three-cart collection program, mistakes will happen. Letting us know helps us improve service and fix problems.

- **Can I put rocks on my carts to secure the lids?**

Absolutely! As long as your cart isn't overflowing, placing a rock on the lid should work to keep out ravens, dogs, and normal wind. If you need additional carts to prevent your cart from overflowing, call (760) 868-1212 to add a cart to your service. You can also take any extra trash you occasionally have to the transfer station using your dump card.

- **My collection day was missed during the storm. What should I do?**

Keep your carts out for collection. They will likely be picked up the next service day. For inclement weather lasting multiple days, it may be longer until your carts are collected. As you are aware, sometimes the roads become impassable, especially for a trash truck. You can check www.PPHCSD.org for alerts regarding delayed pickup or call CR&R at (760) 868-4232 for info.

**San Bernardino County
Unincorporated Area Franchise Hauler
Quarterly Report**

Reporting Period: 1/1/2024 to 3/31/2024

CFA PPHCSD

Hauler:	CR & R
Contact Name & Phone No.:	Brandon McGill (760) 524-1409
Email:	brandonm@crrmail.com
Billing Accounts:	1030 & 1052

Section 1.1

All DRS/Data Exchange Corrections Submitted On-Tim	YES	YES	YES
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Section 1.2

Collection Information Report

Account Types	Residential			Commercial		
	Month 1	Month 2	Month 3	Month1	Month 2	Month 3
Total # of accounts serviced	5509	5603	5756	93	95	110
# of barrel accounts serviced	4073	4159	4319	9	9	9
# bin accounts serviced	1436	1444	1437	84	86	101
# of cleanup service (Roll Offs) placements				24	31	40

Commercial Accounts						
# of Comm-Businesses with recycling services				88	90	105
# of Comm-Businesses with organic services				38	40	55
Total # of multi-family accounts w/ Rec.				1	1	1
3RD party or self-haul recycle				5	5	5
3RD party or self-haul organics				11	12	12
Exempt/De minimis recycle				0	0	0
Exempt/De minimis organics				45	42	43

Section 1.3

Cleanup Events	Month 1	Month 2	Month 3
YES/NO	NO	NO	YES
Tons	0	0	3
Tires	0	0	300

Actual Disposal - Total Tons	Residential			Commercial		
	Month 1	Month 2	Month 3	Month1	Month 2	Month 3
Total monthly solid waste	1127.37	1151.96	1228.41	171.21	239.55	279.33
Total monthly recycle diversion	11.3	16.42	15.23	15.22	12.9	8.43
Total monthly organics diversion	9.4	9.88	7.6	0.8	1.2	0.7

Section 1.4

Service Information Report

	Month 1	Month 2	Month 3
# of commendations	0	1	0
# of litter complaints	0	0	0
# of property damage complaints	0	0	0
# of misplaced container complaints	0	0	0
# of personnel complaints	0	0	0
# of missed pick-ups	8	4	12
# of replacement containers	19	22	51
# of stolen containers	1	2	1
# of bulky item pick-ups	90	98	68

Section 1.5

Outreach Information

Multiple flyers sent out to PPHCSD customers
Education flyer sent out in quarterly bill

Section 1.6

Financial Information	Month 1	Month 2	Month 3
Total	447,530.85	266,248.88	261,914.69
Franchise Fee Rate	10.00%	10.00%	10.00%
Franchise Fee	44,753.09	26,624.89	26,191.47

Comments

M E M O R A N D U M

DATE: May 15, 2024

TO: Solid Waste & Recycling Committee

FROM: Kim Sevy, HR & Solid Waste Manager/District Clerk

SUBJECT: Review of Draft Franchise Amendment Regarding Section 9.04 & 6.03

STAFF RECOMMENDATION

None

BACKGROUND

This year, in negotiating rates with CR&R, the District’s Accountant and CR&R’s Accountant disagreed on the CPI index and metric to utilize. There are discrepancies looking at past rate increases for guidance. In 2020, the November 30 and annual CPI were the same. In some years, CPI is not implemented, or CPI is not used because a new rate schedule is adopted. CR&R’s accountant also indicated that we are using the wrong index; that we should be using the CPI “Less Energy” as the Franchise Agreement states (CUURS49CSA0LE).

Rate Effective Date	Rate Increase %	Index Used	Metric Used	Notes
7/1/2024	4.30%	CUURS49CSA0 - SB/Riverside	November 30	Agreed to for this year by CR&R
7/1/2023	0%	N/A	N/A	CR&R agreed to a rate stay pending study
7/1/2022	2.63%	CUUR549CSA0LE - LA/Anaheim	Annual	
7/1/2021	2.27%	CUUR549CSA0LE - LA/Anaheim	Annual	
7/1/2020	3.03%	CUUR549CSA0LE - LA/Anaheim	Annual	Annual and Nov 30 were the same
7/1/2019	Varied	N/A	N/A	Prop 218 Rate Increase
7/1/2018	3.30%	CUUR549CSA0LE - LA/Anaheim	November 30	Residential only - commercial deferred

For consistency, staff recommends updating Section 9.04 to be clear on what index and metric are used. Staff recommends using the CUURS49CSA0 SB/Riverside “All Items” index and the annual average as preferred by CR&R; over time, it will become negligible which metric is used and therefore will not favor the District over CR&R and vice-versa. Due to the pending rate study, CR&R has requested language addressing a possible delay in providing rates next year which has been incorporated into the attached draft.

Regarding Section 6.03, CR&R has stated that residential bad debt in our area is high, and they would like the District to recover bad debt on the tax rolls. The existing franchise agreement states that residential bad debt will be recovered by CR&R and that commercial bad debt will be recovered by the District. As Section 9D of the District's Uniform Solid Waste states, the District may recover residential bad debt by collection on the tax rolls. Modifying the franchise agreement will make this consistent with the Ordinance.

Attached is a draft of the proposed changes to the franchise agreement along with a new exhibit to clarify the index and metric used.

FISCAL IMPACT

None

ATTACHMENT(S)

Draft Franchise Amendments

9.04 ANNUAL FORMULA-BASED COMPENSATION ADJUSTMENT

Subject to Section 9.04 a. and Section 9.04 b., the maximum rates set forth in Attachment C, ~~all Residential Bin and Commercial Services types~~ shall be adjusted annually effective ~~each July~~ July 1 of each year. Beginning July 1, 2025, ~~1st as follows: (i) during the first three (3) years of the Term, by an amount equal to the calendar year annual twelve-month change in the Consumer Price Index ("CPI") for All Urban Consumers (CPI-U) for the Los Angeles/Anaheim/Riverside Metropolitan Area, (1982-84=100), as published by the United States Department of Labor, Bureau of Labor Statistics CUURS49ASA0LE, and (ii) during the remainder of the Term~~ by an amount equal to the twelve-month change in the Consumer Price Index ("CPI") for All Urban Consumers (CPI-U) for the Riverside/San Bernardino/Ontario Area, (December 2017=100) CUURS49CSA0LE (see Attachment D).

Contractor acknowledges that various legal procedures, including but not limited to those contained in Proposition 218, may be applicable to any rate increases (and District agrees to undertake such procedures in the exercise of its sole discretion). In the event such rate increases do not receive the requisite approval under such procedures, the District shall not be required to adopt such rate increases, nor shall the District be liable to Contractor for the failure to implement any such increases.

- a. Adjustment Request Procedure. Contractor shall submit its request for a CPI-based rate adjustment not later than ~~April~~ March 1 of each year using the format specified in Attachment C, accompanied by a complete revised proposed Attachment C, Residential Bin and Commercial Services, reflecting the CPI-based rate adjustment. The District may determine that the request be submitted earlier than ~~April~~ March 1. For the 2025-2026 rate adjustment, the District and Contractor acknowledge the March 1 date may not be met due to the proposed audit.
- b. ~~b.~~ Adjustment Approval Procedure. Contractor's request shall be subject to review and approval by the Board of Directors. Subject to all applicable requirements of law, the Board of Directors' decision shall be based solely upon verification of the change in CPI in accordance with the formula set forth in this Agreement and verification of Contractor's computations of the changes in Attachment C, Residential Bin and Commercial Services. As long as Contractor timely complies with its requirements under Subsection "a" immediately above, the Board of Directors' decision shall be rendered prior to the beginning of District's the fiscal year, and shall not be unreasonably withheld.

ATTACHMENT D

In order to promote consistency with CPI utilization, and to capture the most current CPI, the Annual CPI is to be utilized beginning with the July 1, 2025, rates.

Download: [xls](#) .xlsx

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2017												100.000			
2018	100.916		101.897		102.929		103.139		103.241		103.616		102.732	102.023	103.441
2019	103.991		104.749		105.959		105.816		106.412		106.573		105.697	104.998	106.397
2020	107.143		107.162		106.899		107.640		108.201		108.626		107.672	107.068	108.275
2021	109.550		110.981		113.222		114.682		115.557		117.206		113.875	111.588	116.162
2022	118.963		122.127		123.893		125.262		125.272		125.983		123.784	122.018	125.551
2023	127.683		127.707		128.768		129.525		131.372		131.372		129.545	128.130	130.961
2024	131.358														

12-Month Percent Change

Series Id: CUURS49CSA0, CUUSS49CSA0

Not Seasonally Adjusted

Series Title: All items in Riverside-San Bernardino-Ontario, CA, all urban consumers, not seasonally adjusted

Area: Riverside-San Bernardino-Ontario, CA

Item: All items

Base Period: DECEMBER 2017=100



Download: [xls](#) .xlsx

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual	HALF1	HALF2
2019	3.0		2.8		2.9		2.6		3.1		2.9		2.9	2.9	2.9
2020	3.0		2.3		0.9		1.7		1.7		1.9		1.9	2.0	1.8
2021	2.2		3.6		5.9		6.5		6.8		7.9		5.8	4.2	7.3
2022	8.6		10.0		9.4		9.2		8.4		7.5		8.7	9.3	8.1
2023	7.3		4.6		3.9		3.4		4.9		4.3		4.7	5.0	4.3
2024	2.9														

6.03 BAD DEBT RECOVERY.

- a. ~~Residential~~Contractor. Contractor shall attempt to recover debt for ~~residential~~ solid waste and services rendered by Contractor.
- b. ~~Commercial~~District. When requested by the Contractor, the District shall recover debt annually for solid waste and services rendered by Contractor after Contractor has attempted to collect debt. Debt remaining unpaid for a period of ninety (90) days after the date upon which they were billed will be submitted to the District whereby the District, pursuant to applicable law, may place a lien and may collect thereafter as follows:
 - ~~1)~~ Once a year, the Board of Directors shall cause to be prepared a report of delinquent fees. The Board shall fix a time, date and place for hearing the report and any objections or protests thereto.
 - ~~2)~~ Contractor will provide a list of all delinquent accounts with customer name, mailing address, number of days the account has been delinquent, and the amount of the delinquency by June 1 annually.
 - ~~3)~~ The Board shall cause notice of the hearing to be mailed to the landowners listed on the report not less than ten (10) days prior to the date of the hearing.
 - ~~4)~~ At the hearing, the Board shall hear any objections or protests of landowners liable to be assessed for delinquent fees. The Board may make such revisions or corrections to the report as it deems just, after which by resolution, the report shall be confirmed.
 - 4) The delinquent fees set forth in the report as confirmed shall constitute special assessments against the respective parcels of land and are a lien on the property for the amount of such delinquent fees. A certified copy of the confirmed report shall be filed with the county auditor, on or before August 10, for the amounts of the respective assessments against the respective parcels of land as they appear on the current assessment roll. The lien created attaches upon recordation, in the office of the county recorder of the county in which the property is situated, of a certified copy of the resolution of confirmation. The assessment may be collected at the same time and in the same manner as ordinary county ad valorem property taxes are collected and shall be subject to the same penalties and the same procedure and sale in case of delinquency as provided for such taxes. All laws applicable to the levy, collection and enforcement of county ad valorem property taxes shall be applicable to such assessment, except that if any real property to

which such lien would attach has been transferred or conveyed to a bonafide purchaser for value, or if a lien of a bona fide encumbrance for value has been created and attaches thereon, prior to the date on which the first installment of such taxes would become delinquent, then the lien which would otherwise be imposed by this section shall not attach to such real property and the delinquency fees, as confirmed, relating to such property shall be transferred to the unsecured roll for collection.

MANAGEMENT REPORT

DATE: May 10, 2024
PREPARED BY: Kim Sevy, HR & Solid Waste Manager
SUBJECT: April 2024 Manager's Report

SOLID WASTE & RECYCLING

Customer Data:

<u>COMMERCIAL ACCOUNTS</u>	<u>NO.</u>	<u>CITATIONS ISSUED</u>	<u>NO.</u>
Trash	110	Commercial	0
Recycling	105	Residential	0
Organics	56		
		<u>PERMITS ACTIVE</u>	<u>NO.</u>
		Self-Haul - Commercial Recycling	5
		Self-Haul - Commercial Organics	12
		Self-Haul - Residential Recycling	N/A
		Self-Haul - Residential Organics	N/A
		SB1383 Exemptions – Commercial	43
<u>SCHOOL ACCOUNTS</u>	<u>NO.</u>	<u>TEMPORARY SERVICE</u>	<u>NO.</u>
Trash	16	Temporary - Trash	46
Recycling	16	Temporary - Recycling	0
Organics (Roll Off)	2		
<u>RESIDENTIAL ACCOUNTS</u>	<u>NO.</u>		
Total Trash	5759		
Barrel Customers	4377		
Bin Customers	1382		

TOTAL APPLICATIONS as of 4/30/2024:

CR&R - Confirming or Modifying	1570	48.50%
CR&R - Change to Self-Haul	79	2.44%
Current Self-Hauler - Confirming	866	26.75%
Current Self-Hauler - Change to CR&R	140	4.32%
New Resident/Self-Haul	69	2.13%
New Resident/Start CR&R Service	513	15.85%
TOTAL	3,237	100.00%

TOTAL CR&R 69%
 TOTAL Self-Haul 31%

Self-Hauler Data:

TOTAL Number of Self-Hauls to Transfer Station: 2,922
 TOTAL Number of Unique Self-Hauls to Transfer Station: 1,585
 TOTAL Self-Haul Tonnage: 730.4

Notable Activity:

- Weekly meetings with CR&R staff
- Provided update on solid waste service to Phelan Chamber of Commerce
- All 28 Compliance Order items have been completed; had last meeting with CalRecycle enforcement staff.

Recent & Upcoming Events:

- Earth Day Art Contest – Awards presented at 5/8/2024 Board meeting
- Free Tire Disposal Day – June 8, 2024 – 8am – Noon at CR&R Yard

HUMAN RESOURCES

Statistical Data:

- Full Time Employees: 27
 - Engineering: 3
 - Water (Field): 9.5
 - Parks & Rec: 2.5
 - Administration: 12
- Part Time Employees: 0
- Temporary Employees: 0
- Open Positions: 1

MISCELLANEOUS

Recent District Events:

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

- None

Website Data:

	Page Name	Total Views	Unique Users
1	Main - Phelan Piñon Hills Community Services District	3,483	1,865
2	My Account - Phelan Piñon Hills Community Services District	3,020	1,410
3	Water Department - Phelan Piñon Hills Community Services District	655	455
4	Employment - Phelan Piñon Hills Community Services District	448	241
5	Services - Phelan Piñon Hills Community Services District	399	289
6	Residential - Phelan Piñon Hills Community Services District	386	190
7	Board of Directors Meeting	311	251
8	Contact Us - Phelan Piñon Hills Community Services District	279	200
9	Apply for Service - Phelan Piñon Hills Community Services District	249	129
10	Solid Waste and Recycling	229	137
11	Events - Phelan Piñon Hills Community Services District	205	133
12	Meetings - Phelan Piñon Hills Community Services District	197	53
13	Parks and Recreation - Phelan Piñon Hills Community Services District	146	100
14	Calendar - Phelan Piñon Hills Community Services District	137	76
15	Rates and Fees - Phelan Piñon Hills Community Services District	135	94
16	Contractors - Phelan Piñon Hills Community Services District	131	58
17	Engineering Committee Meeting	107	84
18	Click on an Image Below to Sign Up for the Class	100	66
19	New Connections - Phelan Piñon Hills Community Services District	90	53
20	Solid Waste & Recycling Committee Meeting	88	82

Grants

- **SB 1383 Local Compliance Grant**
 - On February 26, 2024, The District was notified of a pending award in the amount of \$75,360. On March 27, 2024, the District was notified the program budget was approved and the District could begin incurring expenses.
- **Community Project Funding Request – 2023**
 - Wallace Group has taken the lead on this grant process, and Engineering is reporting on the progress of this project.
- **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.
 - The House and Senate passed the budget package that included the District’s request. At some point, HUD will reach out to the District to begin the grant process.
- **Community Project Funding Request – 2025**
 - The request window unofficially opened on 3/28/2024.
 - Staff met with Congressman Obernolte’s staff to discuss a new request to cover the additional expenses of the Civic Center/EOC redesign for the new FEMA standards. Because of timing issues for additional funding, and additional project delays as a result, a request was not submitted.
- **American Rescue Program Act (ARPA) Funds – Park Improvement**
 - 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 presented to the Parks Committee in November.
 - A survey is underway for ADA requirements before park design begins in order to ensure parks design meets all applicable ADA requirements.
 - The tentative project budget and timeline have been prepared and design work is in progress.
- **County Funding Request**
 - Staff requested funding from the county for the Civic Center & EOC in order to help with additional costs, including county plan check fees, for project modifications due to FEMA. Supervisor Cook requested \$500,000 in discretionary funds for the District. A contract will be drafted and presented to the District’s Board in May. Expected County approval is on June 25, 2024, provided there are no major contract changes.