



A. 4176 Warbler Road
P.O. Box 294049
Phelan, CA 92329
P. (760) 868-1212
F. (760) 868-2323
W. www.pphcsd.org

MANAGEMENT REPORT

DATE: October 1, 2022
PREPARED BY: Kim Ward, HR & Solid Waste Manager
SUBJECT: September 2022 Manager's Report

SOLID WASTE & RECYCLING

Customer Data:

<u>COMMERCIAL ACCOUNTS</u>	<u>NO.</u>	<u>CITATIONS ISSUED</u>	<u>NO.</u>
Trash	122	Commercial	1
Recycling	120	Residential	0
Organics	N/A		

<u>RESIDENTIAL ACCOUNTS</u>	<u>NO.</u>	<u>PERMITS ACTIVE</u>	<u>NO.</u>
Trash	5,081	Self-Haul - Commercial Recycling	1
Recycling	34	Self-Haul - Commercial Organics	0
Organics	N/A	Self-Haul - Residential Recycling	N/A
		Self-Haul - Residential Organics	N/A

Notable Activity:

- Completed and submitted Annual Report to County
- 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:

- Community Clean-up & Tire Day
 - November 5, 2022 – 8am-noon
 - CR&R Service Yard

Recent Events:

- Used Oil Filter Exchange and Recycling Event
 - September 10, 2022 – 9am-2pm
 - AutoZone - Phelan

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



MISCELLANEOUSUpcoming District Events:*(for Park & Rec events, see Park Operations Supervisor's Report)*Recent Events:

None

Upcoming Board Election

- 3 seats are up for election
- Filing closed on August 12.
- The official notice of election is posted online and in the District Office.
- Election day is November 8, 2022

Website Data (for September 2022)

Main Page	3,593
My Account	3,479
Water Department	510
Services	411
Board Meetings	281
Meetings	256
Contact Us	242
Apply for Service	221
Rates & Fees	184
Events	179
Solid Waste	178
Employment	155
Parks & Recreation	142
Calendar	108
Board Members	88
Other Payment Options	88
New Connections	84
Rules & Regulations	52
Governance	50
District Management	18

Grants

- **SB 1383 Local Compliance Grant**
 - Submitted in January 2022. The District was awarded \$20,000.
- **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.

- **Land and Water Conservation Fund Grant (Park Project)**

- Submitted a \$2.7million application in January 2022. The District was not awarded a grant but was told that projects with completed CEQA and project design score higher and to submit for the next round of funding.

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

- Staff is working with KTUA on a submittal to request ARPA funds for portions of the Phelan Park Expansion Project. Submittal is anticipated for October.

