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MANAGEMENT REPORT

DATE: December 4, 2023
PREPARED BY: Kim Sevy, HR & Solid Waste Manager
SUBJECT: November 2023 Manager's Report

SOLID WASTE & RECYCLING

Customer Data:

<u>COMMERCIAL ACCOUNTS</u>	<u>NO.</u>	<u>CITATIONS ISSUED</u>	<u>NO.</u>
Trash	91	Commercial	0
Recycling	87	Residential	0
Organics	35		
		<u>PERMITS ACTIVE</u>	<u>NO.</u>
		Self-Haul - Commercial Recycling	4
		Self-Haul - Commercial Organics	11
		Self-Haul - Residential Recycling	N/A
		Self-Haul - Residential Organics	N/A
		SB1383 Exemptions – Commercial	45
<u>SCHOOL ACCOUNTS</u>	<u>NO.</u>	<u>TEMPORARY SERVICE</u>	<u>NO.</u>
Trash	16	Temporary - Trash	21
Recycling	16	Temporary - Recycling	0
Organics (Roll Off)	1		
<u>RESIDENTIAL ACCOUNTS</u>	<u>NO.</u>		
Total Trash	5,511		
Total Recycling	34		
Total Organics	N/A		
Barrel Customers	4,118		
Bin Customers	1,393		

TOTAL APPLICATIONS (12/1/2023)

CR&R - Confirming or Modifying	1,281	49.59%
CR&R - Change to Self-Haul	51	1.97%
Current Self-Hauler - Confirming	797	30.86%
Current Self-Hauler - Change to CR&R	114	4.41%
New Resident/Self-Haul	27	1.05%
New Resident/Start CR&R Service	313	12.12%
TOTAL	2,583	100.00%

TOTAL CR&R 66%
 TOTAL Self-Haul 34%

Self-Hauler Data:

TOTAL Number of Self-Hauls to Transfer Station: 1,591
 TOTAL Number of Unique Self-Hauls to Transfer Station: 1,139
 TOTAL Self-Haul Tonnage: 340.59

Notable Activity:

- Weekly meetings with CR&R staff
- Food scrap containers are available in the District office
- Submitted for SB 1383 Grant
- Rate study upcoming



Recent & Upcoming Events:

- Kiwanis Meeting
 - November 9, 2023
 - VFW Phelan
- Free Tire Disposal Day
 - December 9, 2023 – 8am-noon
 - CR&R Service Yard

HUMAN RESOURCES

Statistical Data:

- 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:

	Page Name	Total Views	Unique Users
1	My Account - Phelan Pinon Hills Community Services District	3172	1493
2	Phelan Pinon Hills Community Services District – Main Page	3169	1903
3	Water Department - Phelan Pinon Hills Community Services District	616	446
4	Residential - Phelan Pinon Hills Community Services District	443	230
5	Services - Phelan Pinon Hills Community Services District	439	311
6	Events - Phelan Pinon Hills Community Services District	268	156
7	Contact Us - Phelan Pinon Hills Community Services District	263	205
8	Sign Up for Classes - Phelan Pinon Hills Community Services District	233	99
9	Apply for Service - Phelan Pinon Hills Community Services District	221	112
10	Solid Waste and Recycling - Phelan Pinon Hills Community Services District	210	153
11	Meetings - Phelan Pinon Hills Community Services District	182	60
12	Employment - Phelan Pinon Hills Community Services District	173	124
13	Board of Directors Meeting Phelan Pinon Hills Community Services District	120	40
14	Calendar - Phelan Pinon Hills Community Services District	117	66
15	Rates and Fees - Phelan Pinon Hills Community Services District	99	69
16	Board Members - Phelan Pinon Hills Community Services District	92	49
17	Contractors - Phelan Pinon Hills Community Services District	81	42



18	Parks and Recreation - Phelan Pinon Hills Community Services District	77	47
19	Projects - Phelan Pinon Hills Community Services District	74	41
20	Upcoming Classes - Phelan Pinon Hills Community Services District	65	40

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 submitted for the 2023 program grant in the amount of \$75,000.

- **Community Project Funding Request - 2023**

- Wallace Group has taken the lead on this grant as it progresses. The District was notified at the end of November of a NEPA requirement which could delay the construction until September 2024.
- 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. 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 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.

