

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

March 20, 2024, 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) **Update on SB1383 Compliance Order**
- 7) **Review of Draft Franchise Amendments**
- 8) **Staff Reports**
- 9) **Review of Action Items**
  - Prior Meeting
  - Current Meeting
- 10) **Set Agenda for Next Meeting** – April 17, 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](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**

February 21, 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 2:30 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 upcoming tire collection event scheduled for March 9, 2024.

5) **Update on Uniform Collection**

Ms. Sevy & Mr. McGill reported on the implementation of the collection program. All three containers will be collected on the same day for residential customers. Almost all customers have the three-container system. Separate collection has begun; however, recycling and organics are contaminated with trash. 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**  
Ms. Sevy provided an update on the status of the District's SB 1383 compliance order. All tasks have been completed.
- 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** – March 20, 2024
  - Keep the same
- 10) **Adjournment**  
With no further business before the Committee, the meeting adjourned at 2:59 p.m.

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

# SEPARATE COLLECTION HAS BEGUN



See Reverse  
for Sorting  
Instructions



CalRecycle

PHELAN PIÑON HILLS CSD  
SOLID WASTE  
SERVICES



Phelan Piñon Hills CSD

Established 2008

# What Goes Where

## RECYCLABLES

- Aluminum
- Cardboard
- Glass
- Metal
- Paper
- Plastic



## ORGANICS

- |                     |               |
|---------------------|---------------|
| From The Kitchen    | From The Yard |
| • Dairy             | • Flowers     |
| • Food Soiled Paper | • Grass       |
| • Fruits            | • Leaves      |
| • Grains            | • Prunings    |
| • Meat              | • Weeds       |
| • Seafood           |               |
| • Vegetables        |               |



**FOOD WASTE MUST BE PLACED  
IN PLASTIC BAGS AND PLACED  
INSIDE ORGANICS CART**

## LANDFILL

- Ceramics
- Coat Hangers
- Diapers
- Mirrors
- Paper Towels
- Pet Waste/Cat Litter
- Styrofoam
- Tissue Paper
- Waxed Paper



**NO HAZARDOUS WASTE**

## M E M O R A N D U M

**DATE:** March 20, 2024

**TO:** Solid Waste & Recycling Committee

**FROM:** Don Bartz, General Manager  
By: Kim Sevy, HR & Solid Waste Manager/District Clerk

**SUBJECT:** Review of Draft Franchise Amendment Regarding Section 9.04

**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 what metric are used. Staff recommends using the CUURS49CSA0 SB/Riverside “All Items” index and the 12-month period ending November 30 rather than an average of just six months as that is what is being utilized for July 1, 2024; over time, it will become negligible which metric is used and therefore will not favor the District over CR&R and vice-versa.

Attached is a draft of the proposed changes to Section 9.04 and 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 ~~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 calendar year twelve-month change ending November 30 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.

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 November date is to be utilized. Example: For the July 1, 2024, rate increase, the CPI rate of 4.3%, as circled below, would be utilized.

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														

## MANAGEMENT REPORT

**DATE:** March 6, 2024  
**PREPARED BY:** Kim Sevy, HR & Solid Waste Manager  
**SUBJECT:** February 2024 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	87	Residential	0
Organics	37		
		<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	31
Recycling	16	Temporary - Recycling	0
Organics (Roll Off)	2		
<u>RESIDENTIAL ACCOUNTS</u>	<u>NO.</u>		
Total Trash	5721		
Barrel Customers	4341		
Bin Customers	1380		

#### TOTAL APPLICATIONS (2/29/2024)

CR&R - Confirming or Modifying	1533	49.76%
CR&R - Change to Self-Haul	73	2.37%
Current Self-Hauler - Confirming	858	27.85%
Current Self-Hauler - Change to CR&R	132	4.28%
New Resident/Self-Haul	55	1.79%
New Resident/Start CR&R Service	430	13.96%
<b>TOTAL</b>	<b>3,081</b>	<b>100.00%</b>

TOTAL CR&R 68%  
 TOTAL Self-Haul 32%

#### Self-Hauler Data:

TOTAL Number of Self-Hauls to Transfer Station: 1,401  
 TOTAL Number of Unique Self-Hauls to Transfer Station: 1,534  
 TOTAL Self-Haul Tonnage: 550.82

#### Notable Activity:

- Weekly meetings with CR&R staff
- Food scrap containers are available in the District office
- Provided update on solid waste service to Phelan Chamber of Commerce
- All 28 Compliance Order items have been completed

Recent & Upcoming Events:

- Chamber of Commerce Meeting – Solid Waste Update
  - March 5, 2024 – Noon
  - Pizza Factory
- Free Tire Disposal Day & Community Clean-up
  - March 9, 2024 – 8am-noon
  - CR&R Service Yard

**HUMAN RESOURCES**

Statistical Data:

- Full Time Employees: 27
  - Engineering: 3
  - Water (Field): 10.5
  - Parks & Rec: 2.5
  - 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 Piñon Hills Community Services District	3,354	1,497
2	Phelan Piñon Hills Community Services District	3,329	1,878
3	Water Department - Phelan Piñon Hills Community Services District	615	432
4	Services - Phelan Piñon Hills Community Services District	426	308
5	Residential - Phelan Piñon Hills Community Services District	321	189
6	Contact Us - Phelan Piñon Hills Community Services District	265	194
7	Apply for Service - Phelan Piñon Hills Community Services District	245	121
8	Solid Waste and Recycling - Phelan Piñon Hills Community Services District	224	145
9	Employment - Phelan Piñon Hills Community Services District	219	158
10	Meetings - Phelan Piñon Hills Community Services District	171	72
11	Board of Directors Meeting - Phelan Piñon Hills Community Services District	133	60
12	Rates and Fees - Phelan Piñon Hills Community Services District	131	79
13	Projects - Phelan Piñon Hills Community Services District	112	60
14	Parks and Recreation - Phelan Piñon Hills Community Services District	96	64
15	Calendar - Phelan Piñon Hills Community Services District	94	55
16	Events - Phelan Piñon Hills Community Services District	93	63



17	Contractors - Phelan Piñon Hills Community Services District	92	49
18	New Connections - Phelan Piñon Hills Community Services District	79	48
19	Sign Up for Classes - Phelan Piñon Hills Community Services District	73	36
20	Board Members - Phelan Piñon Hills Community Services District	63	43

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.
- On February 26, 2024, The District was notified of a pending award in the amount of \$75,360.

• **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.
- 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.
- This will require an authorizing resolution.

• **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.

