

SOLID WASTE & RECYCLING COMMITTEE MEETING AGENDA

June 9, 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 Pinon 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

(253) 215-8782
Meeting ID: 867 1036 7535
Passcode: 604672

Zoom

<https://us06web.zoom.us/j/86710367535?pwd=WEtqZzB5NlplVZUJWMy9BTlplHTi9Vdz09>
Meeting ID: 867 1036 7535
Passcode: 604672

One-Tap Mobile

+12532158782,,86710367535#

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 June 9, 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**6) **Staff Reports**7) **Review of Action Items**

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

8) **Set Agenda for Next Meeting** – July 14, 2022 (Tentative)9) **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

March 10, 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
Aimee Williams, Administrative Technician II

CR&R Staff Present: Brent Speers, General Manager
Belen Cordero, Sustainability Specialist (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**
Staff provided an overview of the 2022 program events.
- 5) **SB 1383 Compliance**
Ms. Ward reported that the Uniform Collection Ordinance is in development. It is currently being reviewed by legal counsel and will go to the Board for the 1st reading on March 30, 2022. The Implementation Timeline was reviewed.

- 6) **Review Helendale CSD Thrift Store & Recycling Program**
The Committee reviewed the information that was included in the packet and discussed the program.
- 7) **Staff Reports**
The CR&R quarterly report has an error in it and will be corrected before it goes to the Board. A discussion took place on what items can go in the different color containers.
- 8) **Review of Action Items**
 - a) **Prior Meeting** – None
 - b) **Current Meeting** – None
- 9) **Set Agenda for Next Meeting** – June 9, 2022
 - Remove Agenda Item 6
- 10) **Adjournment**
With no further business before the Committee, the meeting adjourned at 4:34 p.m.

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



Waste & Recycling Events – 2022

<u>Date</u>	<u>Time</u>	<u>Event</u>
WORKSHOPS		
May 14, 2022	10:00am – Noon	Eco-Friendly Gardening
May 2022	8:30am – 10:30am	Compost Workshop
CHILDREN’S EVENTS		
April/May 2022	N/A	Art Contest
Summer 2022	10:00am – Noon	Kids Craft Class
CLEAN-UP EVENTS		
April 16, 2022	8:00am – Noon	Free Tire Day/Community Cleanup
June 2022	TBD	HHW Collection Event
July 16, 2022	8:00am – Noon	Free Tire Day
September 17, 2022	8:00am – Noon	Free Tire Day/Community Cleanup
November 2022	TBD	Used Oil Filter Exchange -Autozone
December 17, 2022	8:00am – Noon	Free Tire Day
SCHOOL PROGRAMS/EVENTS		
May/June 2022	TBD	Mr. Eco
TBD	TBD	Healthy Snowline Event
October 2022	TBD	Phelan Phun Days Booth
TBD	TBD	STEM Night

Exhibit B
SB 1383 Implementation & Uniform Collection Timeline

Updated 02/01/2022

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			Board Reviews Rates	Prop 218 Noticing & Public Hearing		7/1/2022 Uniform Comm. Collect. Begins					
Adopt New Franchise Agreement	Res. Intent to Comply w/ SB1383	Adopt Uniform Collection Ordinance									
Continue Business Outreach						Begin Residential/Continue Business Outreach/Education					
Develop Procurement Policy				Adopt Procurement Policy		Begin Procurement Policy					
Develop & Implement Edible Food Recovery Program											

2023						
January	February	March	April	May	June	July
						7/1/2023 Uniform Res. Collect. Begins
Continue Outreach/Education						

MANAGEMENT REPORT

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

SOLID WASTE & RECYCLING

Customer Data:

<u>COMMERCIAL ACCOUNTS</u>	<u>NO.</u>	<u>CITATIONS ISSUED</u>	<u>NO.</u>
Trash	104	Commercial	0
Recycling	59	Residential	N/A
Organics	N/A		

<u>RESIDENTIAL ACCOUNTS</u>	<u>NO.</u>	<u>PERMITS ACTIVE</u>	<u>NO.</u>
Trash	UNK	Self-Haul - Commercial Recycling	0
Recycling	UNK	Self-Haul - Commercial Organics	0
Organics	N/A	Self-Haul - Residential Recycling	N/A
		Self-Haul - Residential Organics	N/A

Notable Activity:

- Staff visited the CR&R yard in Colton and rode along with CR&R compliance staff to see how food waste disposal compliance audits are conducted in Colton and Loma Linda. Visited the City of Redland's "Wall."



Arrowhead Regional Organics



Fast Food Restaurant Organics Bin Contents



Carl's Jr. Customer Self-Sort



McDonald's Customer Self-Sort



Redlands' SB 1383 Compliance Method & "Wall" for Waste Drop Off



- CalRecycle conducted a surprise site visit and staff provided an overview of the District's education program, showed District office's new trash can system, and provided an update on SB 1383 implementation challenges. CalRecycle will be back for an official tour at a later date.
- Working on a procurement policy as required by SB 1383. CalRecycle reached out about the status of this in advance of them approving the District's compliance plan. District staff are already purchasing paper products in compliance with SB 1383.
- CalRecycle issued a letter notifying the District that the compliance plan for SB 1383 was approved.
- Sent notification to businesses not recycling of requirement to recycle.
- 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 researching 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:

- Earth Day Art Contest
 - Submissions were due 5/31/2022
 - Winners will be announced at the June 15, 2022, Board meeting
- Waste Tire Collection Event
 - July 16, 2022 – 8am-noon (tentative)
 - CR&R Service Yard
- EcoHero Performance
 - June 2, 2022 – Heritage School

Recent Events:

- Earth Day Clean-Up & Tire Day
 - 72 participants
 - 432 tires collected
 - 3.69 tons of waste collected
- EcoHero Performances
 - May 18, 2022 – Phelan Elementary School
 - May 23, 2022 – Phelan Elementary School
 - May 23, 2022 – Phelan Elementary School
 - May 26, 2022 – Phelan Elementary School

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: 1
 - Water (Field): 1
- 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, Assemblyman Lackey, Sheriff Dicus

Upcoming Board Election (will be updated as information is received from the county)

- 3 seats are up for election
- Filing opens July 18, 2022 – TBD if District will be issuing filing paperwork.
- Website will be updated when complete information is available.

Website Data (for May 2022)

- Unique Visitors: 3,815
- Average Pages Viewed per Unique Visit: 1.84

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.

- **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 anticipated in June.