



# Phelan Piñon Hills Community Services District

4176 Warbler Road • P. O. Box 294049 • Phelan, CA 92329-4049 • (760) 868-1212 Fax (760) 868-2323

## WASTE & RECYCLING COMMITTEE MEETING

December 19, 2019 – 8:00 a.m.

District Office

4176 Warbler Road, Phelan, CA

### AGENDA

1. **Call to Order** – Pledge of Allegiance
2. **Roll Call**
3. **Approval of Agenda**
4. **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 complete a Comment Card and present it to the Board Secretary. Speakers are requested to be brief in their remarks. The Chair may limit each speaker to a comment period of five (5) minutes.
5. **Approval of Minutes** – October 17, 2019
6. **Staff Report**
7. **Review of 2020 Events Schedule**
8. **2020/2021 Solid Waste Budget**
9. **Committee Comments**
10. **Review of Action Items**
11. **Set Agenda for Next Meeting** – January 16, 2019
12. **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>



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**WASTE & RECYCLING COMMITTEE MEETING**  
**October 17, 2019 – 8:00 a.m.**  
**District Office**  
**4176 Warbler Road, Phelan, CA**

## MINUTES

<b>Committee Members Present:</b>	Director Roberts, Chair Director Philips
<b>Committee Members Absent:</b>	None
<b>District Staff Present:</b>	Don Bartz, General Manager Kimberly Ward, HR Manager/Executive Secretary
<b>CR&amp;R Staff:</b>	Brent Speers, General Manager Dan Ross, Operations Manager
<b>Public Present:</b>	Michelle Hannon

- 1. Call to Order**  
The meeting was called to order at approximately 8:04 a.m.
- 2. Roll Call**  
All Committee members were present.
- 3. Approval of Agenda**  
Director Roberts moved to approve the Agenda. Director Philips seconded the motion. All were in favor and the motion passed.
- 4. Public Comment** – None
- 5. Approval of Minutes** – June 20, 2019  
The Minutes were approved.
- 6. Staff Report** – Staff reported that the District was awarded a tire amnesty grant. Fall cleanup and tire day are this coming weekend. Noted the outreach to business being conducted by CR&R staff. Would like to look into updating the ordinances.
- 7. Committee Comments** – Discussed Circle Green and their role in helping with organics. Discussed issues with recycling.
- 8. Review of Action Items** – None
- 9. Set Agenda for Next Meeting** - Same
- 10. Adjournment**  
With no further business before the Committee, the meeting adjourned at 8:21 a.m.

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



## Waste & Recycling Events – 2020

**DRAFT**

<u>Date</u>	<u>Time</u>	<u>Event</u>
<b>COMPOST WORKSHOP</b>		
March/April 2020	8:30am – noon	Compost Workshop
<b>CHILDREN’S EVENTS</b> (Tentative Dates)		
April 2020		Art Contest
July 17, 2020	10:00am – Noon	Kids Kraft Class
<b>CLEAN-UP EVENTS</b>		
February 15, 2020	8:00am – Noon	Free Tire Day
May 16, 2020	8:00am – Noon	Free Tire Day/Community Cleanup & Shredding Event
September 2020	9:00am – 2:00pm	Used Oil Filter Exchange & Recycling (Tentative)
August 15, 2020	8:00am – Noon	Free Tire Day
November 14, 2020	8:00am – Noon	Free Tire Day/Community Cleanup
<b>SCHOOL PROGRAMS/EVENTS</b>		
School Recycling Contest (awarded in September 2020)		
April 2020	TBD	Mr. Eco
September 2020	4:00pm – 7:00pm	Heritage School Health Fair
October 10, 2020	9:00am – 5:00pm	Phelan Phun Days – CSD Booth

**Phelan Pinon Hills Community Services District**

**DRAFT Government Funds Capital Improvement Plans**

	Priority	Location	Description	Fiscal Year									10-Year Plan (Fiscal) Total	
				2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028		2028/2029
Solid Waste	1	Government Fund Solid Waste Cash Minimum	Capital Projects	\$30,000.00	\$35,000.00	\$35,000.00	\$40,000.00	\$40,000.00	\$45,000.00	\$45,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$420,000.00
			Emergency Compliance	\$25,000.00	\$30,000.00	\$30,000.00	\$35,000.00	\$35,000.00	\$40,000.00	\$40,000.00	\$45,000.00	\$45,000.00	\$45,000.00	\$370,000.00
			<b>Yearly Fiscal Totals</b>	<b>\$55,000.00</b>	<b>\$65,000.00</b>	<b>\$65,000.00</b>	<b>\$75,000.00</b>	<b>\$75,000.00</b>	<b>\$85,000.00</b>	<b>\$85,000.00</b>	<b>\$95,000.00</b>	<b>\$95,000.00</b>	<b>\$95,000.00</b>	<b>\$790,000.00</b>
Parks	1	Phelan Park/CC/Office (Note: \$200k total; 50% share of cost with Water Fund)	Remove & Replace											
			Parking Lot											\$0.00
	2	Parks and Recreation	Master Plan					\$32,000.00						\$32,000.00
			Street Light Decorations					\$9,600.00						\$9,600.00
	4	Parks/Senior & Community Centers/District Office	Patch/Crack Fill/Seal					\$32,000.00						\$32,000.00
			Paint Exterior					\$35,000.00						\$35,000.00
	5	Parks/Senior & Community Centers/District Office	Paint Interior		\$11,500.00	\$9,000.00			\$5,000.00		\$5,000.00	\$5,000.00	\$5,000.00	\$40,500.00
			Bathroom Rehabilitation					\$19,500.00						\$19,500.00
			Appliances					\$36,500.00						\$36,500.00
	6	Phelan Park - East Lot	Clear											\$0.00
			Fence											\$0.00
	7	Phelan & Pinon Hills Parks	Replace Play Equipment		\$12,000.00			\$10,000.00			\$89,000.00			\$111,000.00
			Replace Shelters					\$103,000.00						\$103,000.00
			Picnic Tables/Lighting								\$17,100.00			\$17,100.00
			Repaints Basketball Cts			\$11,000.00								\$11,000.00
Sidewalks & Table Pads (PH)				\$20,000.00									\$20,000.00	
		Fencing				\$30,000.00			\$30,000.00			\$60,000.00		
		<b>Yearly Fiscal Totals</b>	<b>\$0.00</b>	<b>\$43,500.00</b>	<b>\$20,000.00</b>	<b>\$30,000.00</b>	<b>\$277,600.00</b>	<b>\$5,000.00</b>	<b>\$0.00</b>	<b>\$141,100.00</b>	<b>\$5,000.00</b>	<b>\$5,000.00</b>	<b>\$527,200.00</b>	

Phelan Pinon Hills Community Services District

**DRAFT Solid Waste Program Plan**

	Priority	Item	Description	Fiscal Year									10-Year Plan (Fiscal) Total	
				2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028		2028/2029
Solid Waste Programs	1	Community Clean-ups	Feb	\$4,000.00	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$64,000.00
			Augst	\$4,000.00	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00	\$8,000.00	\$8,000.00	\$8,000.00	\$64,000.00
			10% Contingency	\$800.00	\$1,000.00	\$1,000.00	\$1,200.00	\$1,200.00	\$1,400.00	\$1,400.00	\$1,600.00	\$1,600.00	\$1,600.00	\$12,800.00
	2	Tire Clean-ups	May	\$3,000.00	\$4,000.00	\$4,000.00	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$54,000.00
			November	\$3,000.00	\$4,000.00	\$4,000.00	\$5,000.00	\$5,000.00	\$6,000.00	\$6,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$54,000.00
			10% Contingency	\$600.00	\$800.00	\$800.00	\$1,000.00	\$1,000.00	\$1,200.00	\$1,200.00	\$1,400.00	\$1,400.00	\$1,400.00	\$10,800.00
	3	Workshops	Composting	\$2,000.00	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$28,000.00
			Art Contest	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$3,000.00
			Recycling	\$2,000.00	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00	\$28,000.00
			10% Contingency	\$430.00	\$530.00	\$530.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00	\$630.00	\$5,900.00
	4	Commercial Trash & Recycling Program	Marketing	\$4,000.00	\$2,000.00	\$2,500.00	\$2,500.00	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	\$32,000.00
			Software	\$5,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,000.00
			10% Contingency	\$400.00	\$200.00	\$250.00	\$250.00	\$300.00	\$300.00	\$350.00	\$350.00	\$400.00	\$400.00	\$3,200.00
	5	Household Hazardous Waste Program in Cooperation with San Bernardino County	Staff	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$20,000.00
			Advertising	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$10,000.00
			10% Contingency	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$300.00	\$3,000.00
			Special PPHCSD Hosted HHW Event Payable to SB County	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
	6	Miscellaneous Marketing (Adverstising, printing, etc)		\$2,000.00	\$4,000.00	\$2,500.00	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	\$4,000.00	\$33,500.00
														\$0.00
	7	School Outreach Program	Assemblies	\$4,500.00	\$4,750.00	\$4,750.00	\$5,000.00	\$5,000.00	\$5,250.00	\$5,250.00	\$5,500.00	\$5,500.00	\$5,500.00	\$51,000.00
Marketing			\$2,000.00	\$2,250.00	\$2,250.00	\$2,500.00	\$2,500.00	\$2,750.00	\$2,750.00	\$3,000.00	\$3,000.00	\$3,000.00	\$26,000.00	
Contests			\$3,000.00	\$3,000.00	\$3,000.00	\$3,500.00	\$3,500.00	\$3,500.00	\$3,500.00	\$4,000.00	\$4,000.00	\$4,000.00	\$35,000.00	
8	Service Organization Donations		\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$85,000.00		
<b>Yearly Fiscal Totals</b>				<b>\$52,830.00</b>	<b>\$53,630.00</b>	<b>\$52,680.00</b>	<b>\$59,680.00</b>	<b>\$60,230.00</b>	<b>\$65,630.00</b>	<b>\$66,180.00</b>	<b>\$72,080.00</b>	<b>\$72,630.00</b>	<b>\$72,630.00</b>	
											<b>10-Year Program Total</b>	<b>\$628,200.00</b>		