

MEETING NOTICE & AGENDA

DATE: October 28, 2024
TIME: 1:00 p.m.
PLACE: Plumas Bank
1280 Bridge Street, Second Floor
Yuba City, CA 95991

I. Call to Order & Roll Call

Bains (Chairman), Blaser, Buttacavoli, Shaw (Vice-Chairman), Teeter, and Woten

II. Public Business from the Floor

Members of the public may address the Authority on any item listed on the agenda prior to the convening of the closed session. No action may be taken on items that do not appear on the posted agenda. No member of the public will be allowed to be present once the Authority convenes into closed session.

III. Consent Calendar

All matters listed under the Consent Calendar are considered to be routine and can be enacted in one motion. There will be no separate discussion of these items prior to the time the Board votes on the motion unless members of the Board, staff, or public request specific items to be discussed or removed from the Consent Calendar for specific action.

- A. Approval of minutes from September 11, 2024 (Attachment)
- B. Disbursement List for September 2024 (Attachment)

IV. Closed Session

- A. **Public Employee Appointment** (Pursuant to Government Code Section 54961 and 54961).
Position Title: Executive Director
- B. **Public Employment** (Pursuant to Government Code Section 54961 and 54961).
Position Title: Interim Executive Director

V. Adjournment

THE NEXT REGULAR MEETING IS SCHEDULED FOR 4:30 P.M. ON THURSDAY, NOVEMBER 21, 2024 IN YUBA COUNTY BOARD OF SUPERVISORS CHAMBERS.

**REGIONAL WASTE MANAGEMENT AUTHORITY
MEETING MINUTES
September 11, 2024**

I. Call to Order & Roll Call

The meeting was called to order by Vice Chairman Shaw at 4:05 p.m.

Present: Shaw, Blaser, Woten, Teter, and Buttacavoli

Absent: Bains

II. Public Business from the Floor

None.

III. Consent Calendar

Director Blaser made a motion to approve the Consent Calendar. Director Buttacavoli seconded the motion, and it was carried unanimously.

IV. Reports

A. 2025-2034 Capacity Planning Reports to CalRecycle.

Baxter reported that RWMA staff used CalRecycle resources to complete the capacity planning efforts for both organic waste processing and edible food recovery. A conservative population increase of approximately 1.2% per year was used over the 10 year period for projection purposes based on the DOT 2022 Countywide Economic Forecasts.

Organic Waste Capacity

- RWMA staff collected current organic waste collection data from Recology (how much green waste and food waste is being processed) and the current permitted capacity at Ostrom Organics
- We projected the amount of organics that would be recoverable from disposal by 2034
- As a result, Recology confirmed that they have plans for expanding the Ostrom Organics facility in the next 5 years and that the facility is estimated to have enough capacity for the next 10 years based on current operations and projected population growth.

Edible Food Capacity

- RWMA staff collected current food recovery collection data from Yuba Sutter Food Bank (types of food collected, where it was being collected from, how much food, in pounds, is being collected, how much additional could be rescued from current donors)
- We projected the amount of food that would be recoverable from disposal by 2034 from Tier 1 & Tier 2 generators
- As a result, YSFB is estimated to have sufficient capacity for the next 10 years to collect edible food currently disposed by mandated food donors.
- YSFB is currently operating in a budget deficit of \$288k and would like to have a conversation about how the RWMA and YSFB can work together to increase food rescue options and continue to meet SB 1383 reporting requirements.

The Board would like RWMA staff to meet with the Food Bank and report back with the future capacity needs

moving forward.

B. 2023 Electronic Annual Report to CalRecycle.

Baxter reported that the annual disposal report was submitted to the State on August 1, 2024 for calendar year 2023.

This report also details the progress on implementing regulations mandating recycling and organics collection under SB 1383, AB 341, and AB 1826. Based on our review of data provided in the annual report, RWMA staff have identified three gaps:

1. Organic waste service to all residents and businesses

RWMA staff have provided educational materials and site visits to all businesses that are not exempt from subscribing to recycling or organic waste for the last two years. As next steps, RWMA staff are following up with customers that have not received an exemption from service with a site visit and final warning letter. The letter will provide the customer with contact information for both Recology and RWMA to address any concerns and it will provide customers with information on how to comply. Service containers will be delivered by Recology if the customer does not set up compliant service within 30 days of receiving the notice.

RWMA staff have estimated that this notice will be sent to approximately 12% of commercial and multi-family customers. We will begin in areas with the least number of non-compliant accounts and work our way through the RWMA service area with an anticipated completion date of rolling out recycling and organics collection service by the end of 2024.

2. Monitoring compliance through route reviews

SB 1383 requires that each route have randomly selected containers reviewed through a visual inspection for contamination. In 2023, Recology conducted route reviews on behalf of the RWMA in Yuba County and the City of Live Oak as a courtesy. Route reviews can be delegated to Recology, but will need to be negotiated into the current contract. Alternatively, RWMA can request bids from qualified consultants to provide this service.

3. Procuring recovered organic waste products.

Zero Foodprint was contracted to develop and operate a Compost Purchase Rebate Program in 2023. The program resulted in zero participation, so RWMA staff are working with Zero Foodprint to identify gaps and shift to a successful program for 2024 and beyond.

The Board would like RWMA staff to meet with Recology to discuss plans for future route reviews.

C. Zero Foodprint Contract for SB 1383 Recovered Organic Product Procurement Project.

Shaw asked how does this impact local businesses and how does this help them move the compost? Soulard stated that this only impacts the Ostrom Rd facility and can be spread locally.

Buttacavoli asked can there be local education for this program and what can Recology do to get this program out to the community. Diaz informed the Board that Recology can use their social media, website, and mailings to get the information out to the local community. Buttacavoli followed up asking if Recology has been able to move the compost. Diaz responded letting the Board know it depends on the market and is based on the weather and time of year.

Blaser asked if the farmers see the value in compost. Diaz confirmed that the local farmers all see the value.

Director Buttacavoli made a motion to approve the execution of the Zero FoodPrint contract. Director Woten

seconded the motion, and it was carried unanimously.

D. Household Hazardous Waste Grant program (HD43, FY 2024/2025).

Baxter stated that the RWMA applied for funding from the Household Hazardous Waste Grant Program. The maximum grant award available for the RWMA JPA is \$100,000.

Director Buttacavoli made a motion to adopt Resolution No. 4-24 authorizing the submittal of a regional application for the Household Hazardous Waste Grant Program for FY 2024/2025 (HD43). Director Woten seconded the motion, and it was carried unanimously.

E. Beverage Container Recycling Grant Program (RBC36, FY 2024/2025).

Baxter stated that RWMA will be applying for the Beverage Container Recycling Grant Program for FY 2024-2025. The maximum grant award for the RWMA JPA is \$275,000.

Director Buttacavoli made a motion to adopt Resolution No. 5-24 authorizing the submittal of a regional application for the Beverage Container Recycling Grant Program for FY 2024/2025 (RCB36). Director Woten seconded the motion, and it was carried unanimously.

V. Other Business

A. Update on Executive Director Recruitment.

Baxter updated the Board on the Executive Director recruitment that closed on August 23, 2024. We received three applications who were all considered to be qualified. The first round of interviews will be conducted the week of October 9, 2024 with the Technical Advisory Committee. Final interviews are anticipated to be held with the Board in the end of October.

B. Annual Financial Audit.

Baxter stated that California code Section 26909 requires an annual audit be filed with the Controller by the end of each fiscal year. The RWMA has used Richardson & Co for many years to complete this financial audit and has provided an engagement letter to provide an audit for year fiscal year ending June 30, 2024.

The Board advised they would like to continue using Richardson and Company for the RWMA financial audit.

C. Adjustment to the Board Meeting start time

The Board would like to consider a 3:00pm meeting start time beginning in January 2025. Baxter bring this item for consideration to a future meeting.

D. Recology FY25 Rate Increase

Baxter reported that Recology has submitted their FY25 Rate Applications to include the CPI increase. This year's rate applications also include a RWMA Surcharge increase. RWMA staff reviewed the rate adjustment and found that the 3.0% rate increase request was calculated in accordance with the provisions of the franchise agreements, and Recology will proceed with updating their systems for an effective date of October 1, 2024.

The Yuba City franchise agreement has Biosolids Hauling included, with different terms and requirements

for the rate adjustments. The rate is based on the Water Sewer Trash index and is calculated after the July preceding the scheduled increase effective date. It also includes a fuel surcharge adjustment when the fuel index exceeds \$4.20/gallon. RWMA staff reviewed the rate adjustment and found that the 5.72% rate increase request was calculated in accordance with the provisions of the Yuba City franchise agreement, and Recology will proceed with updating their systems for an effective date of October 1, 2024.

VI. Adjournment

The meeting was adjourned at 5:05 p.m.

The next regular meeting of the Regional Waste Management Authority is scheduled for 4:30 p.m. on Thursday, October 17, 2024, in the Yuba County Board of Supervisors Chambers at the Yuba County Government Center unless otherwise noticed.

**Agenda Item III. – A
Disbursements List September 2024
Regional Waste Management Authority**

Check No.	Amount	Vendor	Purpose
EFT	\$2,075.27	CARD SERVICE CENTER	SUBSCRIPTIONS CONFERENCE HOTEL
EFT	\$767.60	EMPLOYERS INSURANCE	WORKERS COMPENSATION
EFT	\$1,757.50	RICH, FUIDGE, BORDSEN & GALYEAN, INC	LEGAL SERVICES 08/16/2024 - 09/15/2024
EFT	\$20,644.87	GUSTO	PAYROLL SERVICES – SEPT 2024
EFT	\$180.00	STREAMLINE	WEBSITE SERVICES – SEPT 2024
8306	\$500.00	ALLIANT NETWORKING SERVICES	IT SERVICES – SEPT 2024
8308	\$610.00	TAX OWL INC	ACCOUNTING SERVICES – MAY 4- JULY 7 2024
8309	\$24,841.00	YUBA COUNTY COMMUNITY DEVELOPMENT AND SERVICES AGENCY	Q4 GENERAL SOLID WASTE EXPENSES
8310	\$18,500.00	R3 CONSULTING SERIVCES	RWMA SERVICES – FOR JULY 2024
8312	\$500.00	ALLIANT NETWORKING SERVICES	IT SERVICES – SEPT 2024
8313	\$100.00	TAX OWL INC	QUICKBOOKS MAY & JUNE 2024
\$90,132.07			
LIAF TRANSFERS			