



# WESTERN PLACER WASTE MANAGEMENT AUTHORITY MEETING OF THE BOARD OF DIRECTORS

**FEBRUARY 8, 2024 5:30 PM**

Materials Recovery Facility Administration Building  
3013 Fiddymment Road, Roseville, CA 95747

*The WPWMA Board of Directors FEBRUARY 8, 2024 meeting will be open to in-person attendance. Meetings will be broadcast live on the WPWMA's YouTube channel <https://www.youtube.com/@wpwma>*

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1. Call Meeting to Order
2. Pledge of Allegiance (Director Andreatta)
3. Roll Call
4. Statement of Meeting Procedures (Clerk of the Board)
5. Election of Officers (Kevin Bell) Pg. 3  
Elect officers for calendar year 2024 and establish the Board voting order.
6. Public Comment  
This is a time when persons may address the Board regarding items not on this Agenda. It is requested that comments be brief, since the Board is not permitted to take any action on items addressed under Public Comment.
7. Announcements & Information
  - a. Reports from Directors ---
  - b. Report from the Executive Director (Kevin Bell) ---
  - c. Financial Reports (Eric Oddo) Pg. 5
  - d. Monthly Tonnage Reports (Eric Oddo) ---
  - e. MRF Improvements Project Update (FCC) Pg. 7
  - f. Outreach Update (Emily Hoffman) Pg. 9
8. Action Items
  - a. Minutes of the Board Meeting held January 11, 2024 Pg. 13  
Approve as submitted.

- b. RJUHSD Work Experience Education Training Agreement (Emily Hoffman) Pg. 17
  - 1. Authorize the Chair to sign a three-year agreement with the Roseville Joint Union High School District to provide work experience education training at no net cost to the WPWMA.
  - 2. Determine the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.
- c. FY 2024/25 Scheduled Tipping Fee Increase Evaluation (Eric Oddo) Pg. 21
  - 1. Receive a report from, and provide direction to, staff regarding implementation of the previously approved FY 2024/25 tipping fee increase scheduled to become effective July 1, 2024.
  - 2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.
- 9. Upcoming Agenda Items  
Identification of any items the Board would like staff to address at a future meeting.
- 10. Adjournment

**MEMORANDUM  
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO:            **WPWMA BOARD OF DIRECTORS**                            DATE: **FEBRUARY 8, 2024**  
FROM:         **KEVIN BELL**  
SUBJECT:      **ELECTION OF OFFICERS**

**RECOMMENDED ACTION:**

Elect officers for calendar year 2024 and establish the Board voting order.

**BACKGROUND:**

Your Board traditionally elects officers on a calendar year basis. Although your Board may elect any member of the Board as Chair or Vice Chair, your Board has customarily rotated Chair and Vice Chair appointments in the following order:

- City of Rocklin
- City of Lincoln
- County of Placer – District 2
- City of Roseville
- County of Placer – District 1

At the February 2023 meeting, staff noted that if your Board elected to follow this rotation, the Chair and Vice Chair for calendar year 2023 would be the County of Placer-District 2 and City of Roseville, respectively. However, at that time, your Board selected the City of Roseville representative as the Chair and the County of Placer-District 2 representative as the Vice Chair. Staff recommends your Board select the officers for calendar year 2024 as follows:

- Chair:            County of Placer – District 2
- Vice Chair:     City of Roseville

Furthermore, to ensure the Chair is afforded the opportunity to provide the final vote in matters considered by your Board, staff recommends establishing a defined voting order that would rotate annually consistent with the customary rotation of officers. Should your Board elect to establish a defined voting order, staff recommend the following order for 2024:

- First vote        City of Lincoln
- Second vote     City of Rocklin
- Third vote       County of Placer – District 1
- Fourth vote     City of Roseville
- Final vote       County of Placer – District 2

In the event that the Chair is absent, the Vice Chair or alternate Chair will provide the final vote.

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**Western Placer Waste Management Authority - Operations Fund Income Statement**  
(unaudited/depreciation excluded)

Year-to-Date  
December 2023

	Year to Date				Notes
	Annual Budget	Budget	Actuals	Variance	
<b>Revenue</b>					
42010:Investment Income					
Interest / Investment Income	198,562	99,281	200,664	101,384	Budgeted a lower rate of return based on previous years' earnings rate
Interest with Fiscal Agent	1,019,467	509,733	173,380	(336,353)	Portion of Interest on bond-related accounts used to offset semi-annual interest payment
42030:Rents and Concessions	499,652	249,826	119,792	(130,034)	Royalty payment for December not yet received; royalty payments for September and November lower than projected.
44270:State Aid - Other Programs	56,000	28,000	5,129	(22,872)	Reduced by \$17,131 for reverse accruals from FY 23. carpet grant revenue not yet realized.
46240:Sanitation Services - Other	29,787	14,675	15,414	739	Tipping fee revenues tracking ~2.3% above budgeted amounts
46250:Solid Waste Disposal	48,577,738	24,009,545	24,558,160	548,616	Tipping fee revenues tracking ~2.3% above budgeted amounts
46430:Insurance	-	-	158	158	
48030:Miscellaneous	15,000	7,500	19,984	12,484	
49040: Gain/Loss on Fixed Asset Disposal	45,000	45,000	45,000	0	
49080: Operating Transfers In	-	-	1,435,480	1,435,480	Adjustment to Closure/Postclosure fund - overfunded in FY23
<b>Total Revenue</b>	<b>50,441,206</b>	<b>24,963,560</b>	<b>26,573,161</b>	<b>1,609,601</b>	
<b>Expenses</b>					
<b>Capital Assets:</b>					
54430:Buildings & Improvements	17,082,893	12,047,006	8,949,204	3,097,802	MRF demolition costs not yet billed.
54450:Equipment	44,101,506	36,987,441	35,954,653	1,032,788	Timing difference between invoicing and payment for C&D commissioning plan and execution
54470:Infrastructure	622,000	-	-	-	
54480:Land Improvements	10,927,594	4,944,288	3,284,095	1,660,194	Timing difference between estimated and actual Module 6 construction costs
<b>Operating Expenses:</b>					
51010:Wages and Salaries	2,513,632	1,256,816	1,117,815	139,001	Sr Civil Engineer and one Scalehouse Operator position currently unfilled
52030:Clothing and Personal	2,500	1,250	2,123	(873)	
52040:Communication Services Expense	9,000	4,500	1,741	2,759	
52050:Food	1,000	500	834	(334)	
52060:Household Expense	500	250	141	109	
52080:Insurance	620,000	310,000	307,531	2,469	
52140:Parts	1,000	500	23	477	
52160:Maintenance	73,616	36,808	49,619	(12,811)	Includes full annual cost of \$16,000 for aerial mapping software and \$10,875 for wastewater analytical testing.
52161:Maintenance - Building	2,500	1,250	3,718	(2,468)	
52170:Fuels & Lubricants	2,500	1,250	1,335	(85)	
52180:Materials - Buildings & Improvements	500	250	65	185	
52240:Professional / Membership Dues	12,000	12,000	4,528	7,472	Several annual membership costs not yet realized
52250:Services and Supplies	500	250	-	250	
52260:Misc Expense	-	-	180	(180)	
52320:Printing	10,000	5,000	8,356	(3,356)	Quarterly internal service charges increased ~340% over FY 23 values; insufficient amount budgeted.
52330:Other Supplies	25,000	12,500	13,873	(1,373)	Includes a one-time purchase of a safe for important documents
52340:Postage	3,500	1,750	1,109	641	
52360:Prof. & Special Svcs - General	2,740,086	1,370,043	999,042	371,001	Several planned professional service contracts not yet initiated.
52370:Professional and Special Services - Legal	150,000	75,000	71,187	3,814	Lower than expected legal counsel costs to date.
52380:Prof. & Special Svcs - Tech., Eng. & Env.					
SC3140 Building Maintenance Installation and Repair Services	25,000	12,500	-	12,500	No non-FCC paid building maintenance or repairs to date
SC3180 MRF Operations	29,052,360	11,817,067	13,563,060	(1,745,993)	Greater than projected material quantities received at MRF and HHW facility
SC3190 Landfill Operations	2,768,568	1,384,284	679,357	704,928	Lower than projected disposal rates and associated costs
SC3320 Environmental and Ecological Services	100,000	50,000	48,588	1,413	
SC3322 Hazardous Waste	2,500	1,250	24	1,226	Lower than expected cost reimbursement to Sac County for Placer based HHW loads
52390:Prof. & Special Svcs - County	230,000	115,000	15,361	99,639	Lower than expected County service fees to date
52400:Prof. & Special Svcs - IT	75,000	37,500	44,797	(7,297)	Greater than projected IT needs
52440:Rents and Leases - Equipment	100	50	2,569	(2,519)	Dozer rental for drainage ditch clean-up associated with March 2023 storms
52450:Rents and Leases - Buildings & Improvements	100	50	-	50	
52460:Small Tools & Instruments	750	375	226	149	
52470: Employee Benefit Systems	21,200	10,600	10,504	96	
52480:PC Acquisition	5,300	-	-	-	
52510:Commissioner's Fees	6,000	3,000	3,000	-	
52540:Signing & Safety Material	1,000	500	-	500	
52560:Small Equipment	100	50	-	50	
52570:Advertising	317,000	158,500	39,900	118,600	Some costs not realized yet
52580:Special Department Expense	1,500	750	543	207	
52785:Training / Education	2,500	1,250	545	705	
52790:Transportation and Travel	45,000	22,500	25,187	(2,687)	Monthly internal service charges increased ~130% over FY 23 values; insufficient amount budgeted.
52800:Utilities	250,000	125,000	55,273	69,727	Annual sewer fees not realized
52810:Operating Materials	1,000	500	-	500	
53050:Debt Issuance Costs	3,700	3,700	-	3,700	
53060:Bond Interest	4,631,285	2,315,643	2,160,014	155,629	Portion of Interest with Fiscal Agent used to offset semi-annual interest payment.
53190:Taxes and Assessments	517,545	258,773	206,988	51,785	Lower than projected disposal rates and associated taxes
53250:Contributions to Other Agencies	274,022	274,022	274,022	-	
53390:Transfer Out A-87 Costs	26,969	26,969	25,000	1,969	
55510:Operating Transfer Out	-	-	-	-	
55561:Interfund/Intrafund Activities Out	21,320	-	-	-	
59000:Appropriation for Contingencies	-	-	-	-	
<b>Total Expenses</b>	<b>117,281,648</b>	<b>73,688,486</b>	<b>67,926,128</b>	<b>5,762,357</b>	
<b>Net Income/(Loss)</b>	<b>(66,840,443)</b>	<b>(48,724,926)</b>	<b>(41,352,967)</b>	<b>7,371,958</b>	
<b>Additional non Income Statement Transactions:</b>					
Bond Proceeds	69,579,799	53,978,735	48,187,952	5,790,783	
Planned use of Reserves	3,500,000	1,166,667	-	1,166,667	
<b>Total with Bond Proceeds and Reserves</b>	<b>6,239,357</b>	<b>6,420,476</b>	<b>6,834,985</b>	<b>14,329,408</b>	

**Notes:**

- Budgeted revenues and expenses are prorated equally each month of the fiscal year, whereas actual revenues and expenses reflect those realized as of the date of the report. This may lead to notable reported discrepancies between budgeted and actual amounts.
- Differences in the coding between the budgeted and actual revenues and expenses may result in notable reported discrepancies within the report.
- Additional non income Statement Transactions reflect amounts from WPMWA's Balance Sheet and are shown on this report for tracking and informational purposes only.

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**MEMORANDUM  
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS**                      DATE: **FEBRUARY 8, 2024**  
FROM: **KEVIN BELL / WILL SCHEFFLER** *WS*  
SUBJECT: **MRF IMPROVEMENTS PROJECT UPDATE**

**RECOMMENDED ACTION:**

None. This report is for information purposes only.

**BACKGROUND:**

The following information was prepared independently by FCC Environmental Services California, LLC (FCC) and was submitted to the WPWMA on February 2, 2024. The attached is presented to your Board as it was received by WPWMA staff. As such, subjective statements are those of FCC and do not necessarily represent the opinions of WPWMA staff.





**MEMORANDUM  
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS**                      DATE: **FEBRUARY 8, 2024**  
FROM: **KEVIN BELL / EMILY HOFFMAN** *eh*  
SUBJECT: **OUTREACH PROGRAM UPDATE**

**RECOMMENDED ACTION:**

None. This item is for information purposes only.

**BACKGROUND:**

The following report summarizes the WPWMA's efforts related to the public outreach, education, and engagement program (Outreach Program) over the past year and provides a summary of planned future efforts.

**2023 Efforts**

WPWMA staff conducted tours to more than 1,100 residents, community groups, elected leaders, and governing agencies including Sacramento State's Office of Sustainability, Whole Foods, Nugget Markets, Assemblymember Joe Patterson, CalRecycle, ReCreate, City of Rocklin's Civic Career Program, and the American Manufacturing Communities Collaborative. This was a 425% increase from the previous year, with many visitors touring the WPWMA for the first time.

Staff also made numerous presentations throughout the community, including to the Roseville Area Chamber Ignite Young Professionals, Placer County Association of Realtors, Lincoln Rotary, Leadership Rocklin, Leadership Lincoln, Eskaton Village Roseville, Blue Oaks Neighborhood Association, California Conservation Corps, Sun City Lincoln Hills, United Auburn Tribal School, Foresthill High School Environmental Studies, American Legion Loomis, Sacramento State's Carlsen Center for Innovation & Entrepreneurship, and more. Staff also engaged with residents at more than 25 community events across western Placer County including the Auburn Home Show, Rocklin's Hot Chili Cool Cars, Placer County Fair, and the City of Roseville's Family Fest. The WPWMA also reached nearly 10,000 students via the school education consultant, EcoHero, who made more than 32 presentations to elementary schools throughout western Placer County.

In addition to outreach to residents, K-12 education, and regulatory/governing agencies, staff have also engaged in outreach to advance a local circular economy. In 2023, the WPWMA presented on circular economy and compatible manufacturing goals more than 50 times including at the Growth Factory's GFX Conference, to prospects from the Greater Sacramento Economic Council (GSEC), and through the WPWMA's inaugural Circular Economy Innovation Competition in partnership with the Carlsen Center. Additionally, the WPWMA supported Sierra College's i3 Program students this fall, leading discussions on recycling and the circular economy and providing recovered materials for students to test their recycling manufacturing innovations.

On April 13, 2023, the WPWMA held a ceremonial groundbreaking ceremony to mark the start of construction on the multi-year facility improvements project. This event was attended by more than 50 attendees including elected officials, project contractors and suppliers, and representatives from neighboring land holdings and local economic development organizations.

On November 2, 2023, the WPWMA held its thirteenth annual community meeting to discuss facility operations and odor related issues. After holding the previous three years of workshops virtually, staff welcomed attendees back to the WPWMA's campus for an in-person workshop. Staff also provided a vehicle facility tour during the workshop allowing attendees to observe the new landfill module under construction, the active landfill face, the landfill gas-to-energy plant, and the newly constructed Construction & Demolition facility.

Additionally, the WPWMA secured more than 40 earned media stories in trade and local publications including KCRA3, ABC10, Sacramento Bee, Sacramento Business Journal, SacTown Magazine, Comstock's Magazine, Gold Country Media, Roseville Today, Waste Dive, Waste Advantage Magazine, and Waste Today Magazine; a 153% increase from the previous year. WPWMA Staff were also featured as subject experts on the Mark Haney Podcast and as presenters at the Solid Waste Association of North America's (SWANA) Western Regional Symposium.

In June, the WPWMA launched a newly redesigned website integrating the three websites the WPWMA manages (WPWMA, Placer Recycles, and Renewable Placer) into one central resource for residents, businesses, and innovators. The new website has attracted nearly 250,000 visitors.

In 2023 the WPWMA's social media posts across Facebook, Instagram, LinkedIn, NextDoor, and X (formerly Twitter) reached more than 400,000 individuals and attracted nearly 5,000 impressions. Popular social media posts included a reoccurring "Trash Talk Tuesday" video series featuring staff explaining functions of new sorting equipment, facility improvement construction updates, and updates on the inaugural Circular Economy Innovation Competition.

Additionally, in collaboration with the Regional Recycling Group, the WPWMA launched an advertising campaign for Placer Recycles addressing SB 1383 and the new website launch which attracted more than 3 million impressions and more than 25,000 engagements across radio, print, and digital platforms.

## **2024 Strategy**

Looking forward, staff are working with the Carlsen Center to conduct its second Circular Economy Innovation Competition. This year, the competition is focused on attracting candidates from within the greater Sacramento region to promote the WPWMA's Renewable Placer Waste Action Plan goals to a larger regional audience and that utilize materials recovered at the WPWMA's facility.

Per direction from your Board, staff will work with Bright Beginnings Welcoming Service, to reach new residents surrounding the WPWMA's campus and in its larger service area across western Placer County beginning this Spring, sharing the WPWMA's unique

approach to managing solid waste and recycling and providing additional educational opportunities.

Staff have scheduled tours and presentations for early 2024 with Leadership Lincoln, Leadership Rocklin, CalRecycle, and the California Conservation Corps, and plans to engage with representatives from the State Legislature and several entities interested in compatible manufacturing at the WPWMA's campus. Staff were also invited to present on Stakeholder Relations and Infrastructure Planning at the SWANA Western Regional Symposium in April.

The WPWMA has recently experienced an overwhelming demand for facility tours from parents of young children, teachers, and homeschool groups who have expressed interest in educating children on the WPWMA's operations. While the WPWMA has paused tours visitors under 16 years of age during facility improvement construction, staff are planning a "Trash Bash" event on Saturday, April 13, 2024 geared toward elementary aged students and families to provide safe, hands-on exploration of the WPWMA's facilities.

Beginning Fall 2024, the staff recommend partnering with the Roseville Joint Union High School District's Career Technical Education Internship program to host student interns interested in pursuing careers in Environmental Engineering. An agreement specific to this proposed program is included as a separate item on this meeting agenda.

Staff are also planning community meetings and events over the next several years to increase public education on the WPWMA's activities, facility upgrades, and operations including the annual Odor Workshop and facility bus tour, a recurring "Trash Bash" event targeted at elementary aged students and families, a Community Academy for active leaders in the community, and a symposium to convene regional partners and innovators within the Circular Economy space.

Additionally, staff anticipate holding a Strategic Plan Workshop for your Board at an upcoming meeting to share accomplishments from the previous year and solicit feedback and direction on priorities for your Board in 2024 and future years.

**STRATEGIC PLAN GOALS:**

Goal 1 – Improve outreach efforts, public education and customer experience & service

Goal 2 – Enhance economic development and investment in innovation

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## WESTERN PLACER WASTE MANAGEMENT AUTHORITY

Minutes of January 11, 2024

Meetings of the Western Placer Waste Management Authority Board of Directors are held in the WPWMA Board Chambers at 3013 Fiddymont Road, Roseville, CA.

### **Directors Present:**

Scott Alvord  
Shanti Landon  
Bonnie Gore  
Bill Halldin  
Holly Andreatta

### **Staff Present:**

Kevin Bell  
Eric Oddo  
Robert Sandman  
Will Scheffler  
Heather Wilden

1. Call Meeting to Order: Chairman Alvord called the meeting to order at 5:00 PM.
2. Pledge of Allegiance: Director Halldin led the Pledge of Allegiance.
3. Roll Call: All Directors were present.
4. Statement of Meeting Procedures: Heather Wilden read the procedures for in-person and virtual meeting participation.
5. Public Comment: None.
6. Announcements & Information
  - a. Reports from Directors:
    1. Director Halldin announced his appreciation for the tour provided by staff of the construction and demolition and Module 6 construction projects.
    2. Director Andreatta shared an update on the status of Director Karleskint and noted she would be serving as Lincoln's representative on the WPWMA Board at least through the General Manager recruitment process.
  - b. Report from the Executive Director:

Kevin Bell reported the following items to the Board:

    1. Recruitment for the WPWMA General Manager closes February 4, 2024.
    2. Placer County intends to take the MOU between WPWMA and the County to the Board of Supervisors for consideration on February 13, 2024.
    3. Staff will return at the regular February meeting to establish the Board of Directors for 2024.
  - c. Financial Reports: Eric Oddo summarized the report. There were no questions from the Board.
  - d. Monthly Tonnage Reports: Eric Oddo summarized the report. There were no questions from the Board.
  - e. Biomass Request for Information: Eric Oddo summarized the report. There were no questions from the Board.
  - f. MRF Improvements Project Update: Brandon Stevens of FCC Environmental Services California provided a summary of the report and answered questions from the Board.

7. Consent Agenda:

- a. Minutes of the Board Meeting held December 14, 2023:  
Staff recommended approving the minutes as submitted.
- b. Board Meeting Procedures:  
Staff recommended the Board:
  - 1. Adopt Resolution 23-05 approving continued annual financial support of the California Product Stewardship Council and SWANA Legislative Task Force for the next five years.
  - 2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.
- c. Third Amendment to the Agreement with Shaw Yoder Antwih Schmelzer & Lange for Legislative Advocacy Services:  
Staff recommended the Board:
  - 1. Authorize the Executive Director or designee, upon review and approval by WPWMA Counsel, to sign the Third Amendment to the Legislative Advocacy Services Agreement with Shaw Yoder Antwih Schmelzer & Lange, Inc. extending the Agreement for an additional one-year period for a total cost of \$60,000, increasing the total not-to-exceed cost of the Agreement to \$222,000.
  - 2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.
- d. Fourth Amendment to the Agreement with Quality Scales Unlimited:  
Staff recommended the Board:
  - 1. Authorize the Executive Director or designee, upon review and approval by WPWMA Counsel, to sign the Fourth Amendment to the Agreement with Quality Scales Unlimited for commercial truck scale repair, cleaning and maintenance for an amount not-to-exceed \$100,000, increasing the total not-to-exceed cost of the Agreement to \$411,110.
  - 2. Determine that the recommended action is categorically exempt pursuant to California Environmental Quality Act Guidelines Section 15301.
- e. Short-Term Acceptance of Commercial Cardboard:  
Staff recommended the Board:
  - 1. Adopt Resolution 24-02 establishing a temporary tipping fee for commercial cardboard delivered by Waste Management of Sacramento and allowing for disposal of any resultant residue at the Western Regional Sanitary Landfill.
  - 2. Determine that the recommended action is categorically exempt pursuant to California Environmental Quality Act Guidelines Section 15301.

f. Greater Sacramento Economic Council Investment:

Staff recommended the Board:

1. Authorize the Chair to sign a two-year investment agreement with Greater Sacramento Economic Council, with an annual investment of \$25,000 for an agreement total of \$50,000.
2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

**MOTION TO APPROVE THE CONSENT AGENDA:** Halldin/Gore

**ROLL CALL VOTE: AYES:** Andreatta, Halldin, Gore, Landon, Alvord

8. Action Items:

a. 2024 Board Meeting Schedule:

Staff recommended the Board:

1. Adopt Resolution 24-03 establishing the WPWMA Board meeting dates for calendar year 2024.
2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

The Board elected to begin meetings at 5:30 PM effective at the February 8 meeting. Directors Gore and Halldin noted schedule conflicts with the May 9 meeting, and the June meeting was rescheduled to June 6 due to multiple Director conflicts.

The Chair opened public comment; no comments were received.

A copy of the approved meeting schedule is included as an attachment to these minutes.

**MOTION TO APPROVE ITEM 8a WITH NOTED CHANGES:** Halldin/Landon

**ROLL CALL VOTE: AYES:** Andreatta, Halldin, Gore, Landon, Alvord

b. Potential Modification to the WPWMA Board Composition:

Staff recommended the Board:

1. Provide direction to staff regarding potential modifications to the WPWMA Board composition.
2. Determine that the proposed action is exempt from environmental review pursuant to California Environmental Quality Act Guidelines Section 15320.

Kevin Bell summarized the report. The Board deliberated and elected to postpone further discussion on this topic until after the General Manager has been hired.

The Chair opened public comment; no comments were received

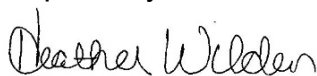
**MOTION TO POSTPONE THE ITEM UNTIL THE GM IS HIRED:** Landon/Halldin

**ROLL CALL VOTE: AYES:** Andreatta, Halldin, Gore, Landon **NOES:** Alvord

9. Upcoming Agenda Items: None.

10. Adjournment: Meeting was adjourned at 5:37 PM.

Respectfully Submitted,



Heather Wilden, Clerk of the Board

## APPROVED 2024 BOARD OF DIRECTORS MEETING SCHEDULE

**LOCATION:** Western Placer Waste Management Authority Administrative Offices  
3013 Fiddymment Road, Roseville CA 95747

**TIME:** 5:30 PM

**DATES:** February 8, 2024  
March 14, 2024  
April 4, 2024  
May 9, 2024  
June 6, 2024  
July 11, 2024  
August 8, 2024  
September 12, 2024  
October 10, 2024  
November 14, 2024  
December 12, 2024



**MEMORANDUM  
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS**      DATE: **FEBRUARY 8, 2024**  
FROM: **KEVIN BELL / EMILY HOFFMAN** *eh*  
SUBJECT: **RJUHSD WORK EXPERIENCE EDUCATION TRAINING AGREEMENT**

**RECOMMENDED ACTION:**

1. Authorize the Chair to sign a three-year agreement with the Roseville Joint Union High School District to provide work experience education training at no net cost to the WPWMA.
2. Determine the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

**BACKGROUND:**

In August 2023, representatives from the Roseville Joint Union High School District (RJUHSD) met with WPWMA staff as part of California Forward, Valley Vision, and the American Manufacturing Community Collaboration's Sacramento Manufacturing Roadshow. WPWMA and RJUHSD discussed the WPWMA's plans to develop a local circular economy and associated workforce development needs. RJUHSD representatives shared information about its Career Technical Experience programs, including efforts to provide current RJUHSD students with quality job training experiences through internships at businesses and government agencies across the WPWMA's service area. RJUHSD indicated they have already established student intern programs with the City of Roseville and County of Placer. RJUHSD student internships last for a period of one semester and conclude with a showcase where students share their experiences from the semester and how it aligns with their career and technical goals for the future.

RJUHSD representatives shared that there is an increased demand for student internships in Environmental Engineering and inquired if WPWMA would be interested in providing technical training opportunities within that field through their Work Experience Education Training Program. Staff believe participating in this program will provide a unique opportunity to engage and attract young adults to the emerging and growing field of sustainable resource management via a circular economy model.

Should your Board approve the recommended agreement, staff will work with RJUHSD and Placer County Human Resources to ensure student interns assigned to the WPWMA are provided with experiences consistent with their career/technical goals, instruct students on WPWMA's operational rules, and that training conditions will not endanger the health, safety, or welfare of students. RJUHSD and staff anticipate the WPWMA provide internship opportunities for qualifying students would begin in Fall 2024. Should the program prove successful and beneficial to both the WPWMA and students, staff will engage with other school districts within the WPWMA's service area that provide students with similar career/technical educational opportunities.

**ENVIRONMENTAL CLEARANCE:**

The recommended action is not a project under Section 15378 of the California Environmental Quality Act.

**FISCAL IMPACT:**

There are no direct costs to the WPWMA related to the proposed Agreement, however, there may be nominal labor costs associated with managing internship placements. Sufficient funding for any incremental labor costs exists in the FY 2023/24 Final Budget.

**STRATEGIC PLAN GOALS:**

Goal 1 – Improve outreach efforts, public education and customer experience & service.

ATTACHMENT: RJUHS D WORK EXPERIENCE EDUCATION TRAINING AGREEMENT



## Roseville Joint Union High School District Work Experience Education Training Agreement

This agreement is being initiated by Terri Griffin, Work Based Learning Coordinator for the Roseville Joint Union High School District

This agreement is entered into this 18th day of January, 2024 by and between the Superintendent of the Roseville Joint Union High School District (“RJUHS”), hereinafter referred to as “RJUHS” and the following business partner, hereinafter referred to as “Company”.

Company Name: Western Placer Waste Management Authority	Phone
Address 3013 Fiddymont Road, Roseville CA 95747	Supervisor's Name
	Title

In an effort to provide a quality job training experience for students, Roseville Joint Union High School District and Company agree to the following:

1. Company agrees to provide practical instruction for RJUHS students who are enrolled in an internship and are therefore considered “special employees” of RJUHS and who are qualified and acceptable to Company. Company may reject students who are not qualified or are otherwise not acceptable.
2. Company may terminate the training of any RJUHS student if the student does not perform satisfactorily. Company will advise the Instructor/ Counselor prior to taking such action.
3. The Company shall provide a thorough orientation about the work site and direct supervision by a designated employee who must be physically present at the training site while the student is in attendance.
4. RJUHS, pursuant to the provision of Education Code Section 51769, shall be considered the employer under Division 4, commencing with Section 3200 of the Labor Code, and therefore agrees to secure Worker’s Compensation Insurance for students during their uncompensated training activities. RJUHS agrees to accept all financial responsibility for Worker’s Compensation Insurance claims under the terms of this policy.
5. RJUHS shall provide direct supervision for students in the classroom, and general supervision while they are under the direct supervision of a designated Company employee at the training site.
6. RJUHS shall not assume financial responsibility for any property damage or loss caused by the student’s actions whenever the student is under the direct supervision of the company.
7. The Company and RJUHS shall work jointly in performing the following:
  - a. Assign students to training opportunities that provide experiences consistent with their career/technical goals.
  - b. Provide supervision and a written plan of training activities that insure that students may receive maximum education benefits.
  - c. Maintain accurate records of the student’s attendance and job skills performed while at their training site.
  - d. Instruct students as to Company’s rules and regulations to be adhered to while performing training activities.
  - e. Counsel each student regarding problems that may arise pertaining to the student’s training performance or behavior.
  - f. Provide desirable training conditions that will not endanger the health, safety or welfare of students, including protection from discrimination and sexual harassment.
  - g. Provide written performance ratings on each student performing training activities. RJUHS shall provide the Company with the performance rating forms.
8. The Company shall:

- a. Consult the Instructor and/or Work Based Learning Coordinator assigned to each student by RJUHSD regarding problems that may arise pertaining to student’s training performance or behavior.
  - b. Permit the Instructor or Counselor of each student to observe the student while performing training activities hereunder.
  - c. Not utilize the services of any students pursuant to this agreement to displace or replace any Company employee or impair existing contracts for services.
  - d. Shall provide adequate equipment, materials, and other facilities to provide appropriate learning opportunities.
  - e. Provide Workers’ Compensation insurance coverage whenever there is an employer-employee paid relationship.
9. No student shall be discriminated against, intimidated, harassed (including sexual harassment), bullied, or denied participation in the Roseville Joint Union High School District Internship Program because of a student’s actual or perceived ancestry, color, disability, gender, gender identity, gender expression, immigration status, nationality, race or ethnicity, religion, sex, sexual orientation, or association with a person or a group with one or more of these actual or perceived characteristics.
10. Either party may terminate this agreement at any time upon written notice to the other party.

The Roseville Joint Union High School District follows procedures for granting school credit as established by the State of California Work Experience Program requirements. A student satisfactorily completing the WEE program requirements may earn a maximum of 40 semester credits made up of one or the combination of two or more of the following:

- 1. Exploratory WEE: Ten (10) semester credits for each semester with a maximum of twenty (20) semester credits.
- 2. General WEE: Ten (10) semester credits for each semester with a maximum for forty (40) semester credits.
- 3. Career Technical WEE: Ten (10) semester credits for each semester with a maximum for forty (40) semester credits (EC 51760.3, 51762.5(b) (f) & CCR, T5 1635.

This Work Experience Education Training agreement will be in effect January 18, 2024 through September 18, 2027.

All above provisions are agreed to by:

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John Becker  
 Superintendent, Roseville Joint Union High School District

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Company Representative Signature

Title

Date

**MEMORANDUM  
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS**                      DATE: **FEBRUARY 8, 2024**  
FROM: **KEVIN BELL / ERIC ODDO**  
SUBJECT: **FY 2024/25 SCHEDULED TIPPING FEE INCREASE EVALUATION**

**RECOMMENDED ACTION:**

1. Receive a report from, and provide direction to, staff regarding implementation of the previously approved FY 2024/25 tipping fee increase scheduled to become effective July 1, 2024.
2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

**BACKGROUND:**

At the July 21, 2022 meeting, your Board approved Resolution 22-06 establishing the following tipping fee increases to ensure sufficient funding would be available for continued facility operations and to meet the bond covenants associated with the WPWMA's financing of improvements to the Materials Recovery Facility and organics processing infrastructure:

- 1) 8.5% increase effective January 1, 2023
- 2) 8.5% increase effective July 1, 2023
- 3) 2.5% increase effective July 1, 2024

Your Board directed staff to evaluate the necessity and magnitude of the 2024 scheduled tip fee increase and return for a discussion prior to its implementation.

As a covenant of the bonds, the WPWMA is obligated to demonstrate it generates net revenues, after paying operating and maintenance costs, equal to at least 125% of the annual debt service (referred to as "Coverage"). This is a key metric staff relies on when evaluating the WPWMA's economic position and need for adjustments to the tipping fee structure.

As part of the August 23, 2022 Official Statement for the Series 2022 A and B bonds, the WPWMA estimated its annual Coverage value would be equal to or greater than 158% over the five-year window immediately following bond issuance (Exhibit A). Since that time, several factors have altered the WPWMA's near-term financial forecast and projected coverage values, namely lower than projected waste volumes, and the plans to hire a General Manager and enter into a Memorandum of Understanding (MOU) with Placer County.

To model the WPWMA's projected financial position over the next several years, staff adjusted the Financial Forecast to reflect current waste quantity trends as well as increased direct labor costs associated with hiring a General Manager and Accounting Manager, increased legal counsel fees to replace Placer County Counsel, and reduced management and administrative costs allocated to the WPWMA by the Placer County

Department of Public Works. These updated projections are presented in Exhibit B and include the scheduled 2024 tip fee increase and assume continued full flow commitments by all Member Agencies. Under this scenario, the WPWMA continues to meet and exceed the Coverage requirement and generates sufficient revenues to repay the landfill (Series 2022B) bonds early potentially saving up to \$2.8 million in future interest payments. Staff conducted sensitivity analysis to determine the minimum rate adjustment that could be made while still meeting the Coverage requirement under these same assumptions and determined that a 1.25% rate increase would be necessary to just meet the 125% Coverage requirement.

While the Coverage figures presented in Attachment B exceed the bond covenant requirement of 125%, there are a number of factors which could influence the Coverage factor over the next several years – both positively and negatively, including:

1. Increased inflation or other broader economic volatility that increases operational costs beyond staff's projections or puts downward pressure on the overall economy resulting in lower than anticipated tonnages.
2. Changes in facility usage patterns from public and private customers not currently subject to flow commitment agreements with the WPWMA.
3. Increased staff and administrative costs associated with implementation of the proposed MOU between the WPWMA and Placer County.
4. Increased operational and administrative costs associated with new or changing regulatory requirements.
5. Receipt of grant funding to partially offset future capital and operating costs.
6. Development of on-site compatible technologies or operations resulting in increased rent and royalties to the WPWMA.
7. Increased interest by entities outside the WPWMA's service area to utilize otherwise uncommitted material processing capacity at the WPWMA's facility.

Due to the potential for variances from the financial projections as noted above, the risk of falling short of the Coverage covenant, and your Board's desire to pay off the bonds early, staff recommends proceeding with the 2024 scheduled tip fee increase.

Should your Board direct staff to pursue other action, staff will confer with Bond Counsel as necessary and return to your Board at a subsequent meeting.

**ENVIRONMENTAL CLEARANCE:**

The recommended action is not considered a "project" under the California Environmental Quality Act.

**FISCAL IMPACT:**

There is no direct fiscal impact associated with the recommended action.

Based on anticipated facility usage and material quantity projections, staff estimate the scheduled tip fee adjustment of 2.5% will increase the WPWMA's annual revenues by approximately \$1.3 million. As noted above, implementing this tip fee adjustment puts

the WPWMA in a stronger position to pay off the landfill bonds early which could save the WPWMA approximately \$2.8 million in future interest payments.

Strictly for the purposes of context, analysis suggests that the WPWMA's 2024 tip fee increase could translate to an increase of approximately \$0.50 per month per household in the WPWMA's service area.

**STRATEGIC PLAN/GOALS:**

GOAL 5 – Maintain fiscally responsible systems.

ATTACHMENT: EXHIBIT A – PROJECTED REVENUES AND DEBT SERVICE COVERAGE FROM SERIES 2022 BOND OFFICIAL STATEMENT

EXHIBIT B – ACTUAL & UPDATED PROJECTED REVENUES AND DEBT SERVICE COVERAGE

**EXHIBIT A**  
**PROJECTED REVENUES AND DEBT SERVICE COVERAGE**  
 (excerpt from Table 14 of the Official Statement)

	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27
Gross Revenues	\$51,313,839	\$54,480,644	\$58,362,683	\$53,330,034	\$55,783,880
O&M Costs	\$42,302,751	\$41,964,571	\$46,004,334	\$41,124,222	\$42,712,611
Net Revenues	\$9,011,088	\$12,516,073	\$12,358,349	\$12,205,812	\$13,071,269
Debt Service	\$5,703,615	\$7,748,500	\$7,747,500	\$7,748,750	\$7,751,750
Coverage	158%	162%	160%	158%	169%

**EXHIBIT B**  
**ACTUAL & UPDATED PROJECTED REVENUES AND DEBT SERVICE COVERAGE**  
 (assumes 2.5% tip fee increase effective July 1, 2024)

	FY 2022/23	FY 2023/24	FY 2024/25	FY 2025/26	FY 2026/27
Gross Revenues <sup>1</sup>	\$47,862,009	\$51,130,880	\$52,643,743	\$54,361,577	\$56,197,177
O&M Costs	\$40,407,931	\$40,818,449	\$42,335,079	\$43,500,399	\$44,507,807
Net Revenues	\$7,454,078	\$10,312,431	\$10,308,664	\$10,861,178	\$11,689,370
Debt Service	\$5,703,615	\$7,748,500	\$7,747,500	\$7,748,750	\$7,751,750
Coverage	131%	132%	132%	140%	150%

<sup>1</sup> Excludes the initial use of Rate Stabilization funds.