



Shanti Landon, Placer County, Chair

Scott Alvord, City of Roseville

Bonnie Gore, Placer County

Bill Halldin, City of Rocklin

Holly Andreatta, City of Lincoln

Scott Scholz, General Manager

WESTERN PLACER WASTE MANAGEMENT AUTHORITY MEETING OF THE BOARD OF DIRECTORS

AUGUST 8, 2024 5:30 PM

Materials Recovery Facility Administration Building

3013 Fiddymment Road, Roseville, CA 95747

The WPWMA Board of Directors AUGUST 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>

Materials related to an item on this Agenda submitted to the Board of Directors after distribution of the agenda packet are available for public inspection by emailing the Clerk of the Board at info@wpwma.ca.gov. The Western Placer Waste Management Authority is committed to ensuring that persons with disabilities are provided the resources to participate fully in its public meetings. If you require disability-related modifications or accommodations, please contact the Clerk of the Board at (916) 543-3960 or info@wpwma.ca.gov. If requested, the agenda shall be provided in appropriate alternative formats to persons with disabilities. All requests must be in writing and must be received by the Clerk three business days prior to the scheduled meeting for which you are requesting accommodation. Requests received after such time will be accommodated if time permits.

1. Call Meeting to Order
2. Pledge of Allegiance (Director Andreatta)
3. Roll Call
4. Statement of Meeting Procedures (Clerk of the Board)
5. 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.
6. Announcements & Information
 - a. Reports from Directors ---
 - b. Report from the General Manager (Scott Scholz) ---
 - c. Beneficial Use of Landfill Gas (Scott Scholz) Pg. 5
 - d. Monthly Tonnage Reports (Will Scheffler) ---
 - e. MRF Operator Quarterly Report (FCC) Pg. 7
 - f. Landfill Operator Quarterly Report (FCC) Pg. 17
 - g. Facility Projects Update (Will Scheffler) Pg. 23
7. Consent Agenda
 - a. Minutes of the Board Meeting held June 6, 2024 Pg. 27
Approve as submitted.
 - b. Memorandum of Understanding Between the WPWMA and the Placer County Auditor-Controller (Eric Oddo) Pg. 37

1. Authorize the Chair and the General Manager or designee, upon review and approval by WPWMA Counsel, to sign a Memorandum of Understanding with the Placer County Auditor-Controller related to providing ongoing financial and accounting services for an annual cost of \$100,000.
2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.
- c. Amendment to the WPWMA's Conflict of Interest Code (Eric Oddo) Pg. 41
 1. Adopt Resolution 24-07 amending the WPWMA's Conflict of Interest Code.
 2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.
- d. Module 6 Liner Project (Ryan Schmidt) Pg. 45
 1. Approve an increase of \$998,703 to the spending authority associated with the Module 6 Liner Installation – Project No. PJ01894 delegated to the General Manager, increasing the total delegated spending authority to an amount not to exceed \$9,613,703.
 2. Approve a FY 2024/2025 Budget Amendment (AM-01033) for CC12009 to cancel reserves and increase the spending authority in account 54480 Land Improvements in the amount of \$998,703.
 3. Determine that the recommended action is exempt from further environmental review pursuant to California Environmental Quality Act Guidelines.
- e. Aqua Sierra Sewer Monitoring Improvements Notice of Completion (Ryan Schmidt) Pg. 47
 1. Adopt Resolution 24-08 accepting Project 02252 – Sewer Monitoring Improvements as complete and authorizing the General Manager or designee to execute and file the Notice of Completion.
 2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.
- f. Growth Factory Sponsorship (Emily Hoffman) Pg. 49
 1. Authorize the General Manager or designee, upon review and approval by WPWMA Counsel, to sign a sponsorship agreement with the Growth Factory for the GFX Conference for a total cost of \$5,000.
 2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.
8. Action Items
 - a. UC Davis Site Access Agreement (Eric Oddo) Pg. 51
 1. Authorize the Chair to sign a Site Use Agreement with the University California at Davis for access to the Western Regional

Sanitary Landfill for the purposes of conducting a research project related to methane emissions measurement technologies.

2. Determine the recommended action is exempt from further environmental review pursuant to California Environmental Quality Act Guidelines Section 15306.

9. Closed Session

- a. Government Code §54956.9(d)(4) – Conference with Legal Counsel. Initiation of litigation: two potential cases.

10. Upcoming Agenda Items

Identification of any items the Board would like staff to address at a future meeting.

11. Adjournment

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**MEMORANDUM
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS**
FROM: **SCOTT SCHOLZ**
SUBJECT: **BENEFICIAL USE OF LANDFILL GAS**

DATE: **AUGUST 8, 2024**

RECOMMENDED ACTION:

None. This report is for information purposes only.

BACKGROUND:

Recently, staff have been approached by several entities interested in developing facilities on the WPWMA's campus utilizing the WPWMA's landfill gas resource.

This evening, representatives of Redtail Renewables, WAGA Energy, and Energy 2001 will provide brief presentations to your Board regarding their respective technologies and potential benefits to the WPWMA.

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**MEMORANDUM
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS** DATE: **AUGUST 8, 2024**
FROM: **SCOTT SCHOLZ / WILL SCHEFFLER** *WS*
SUBJECT: **MRF OPERATOR REPORT**

RECOMMENDED ACTION:

None. This report is for information purposes only.

BACKGROUND:

The following report was drafted independently by FCC Environmental Services California, LLC (FCC) and was submitted to WPWMA on July 15, 2024. The attached report is presented to your Board as it was received by WPWMA staff. As such, subjective statements in the report are those of FCC and do not necessarily represent the opinions of staff. Staff has reviewed factual statements provided by FCC and believes those statements are generally accurate based on information available to WPWMA.



MATERIALS RECOVERY FACILITY
QUARTERLY OPERATIONS REPORT
ENDING June 30, 2024

FCC ENVIRONMENTAL SERVICES CALIFORNIA, LLC
3033 FIDDYMENT ROAD
ROSEVILLE, CA 95747
(916) 234-5307

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OPERATIONS REPORT
Material Recovery Facility Operation
Quarter Ending June 30, 2024

Executive Summary

In the second quarter (Q2) of 2024, FCC Environmental Services California, LLC (FCC) operations successfully navigated anticipated and unforeseen challenges inherent to running all facilities while simultaneously working with the construction and demolition project phasing. FCC has remained steadfast in its pursuit of enhanced efficiency and processing capabilities.

The MRF has continued operations on the New C&D Facility, showcasing FCC's adaptability amid the unfamiliarity of processing MSW using C&D equipment. Despite inevitable diversion, FCC has made considerable progress in minimizing it and continues to strive for further reductions. To meet demand, FCC continues to operate a second shift, resulting in extended operating hours and an increased processing with ongoing efforts to boost efficiency and minimize diversion to the landfill.

Despite throughput limitations of 25 tons per hour, the Old C&D Facility continues to make improvements, underscoring FCC's commitment to maximizing efficiency. To address capacity constraints, FCC has been openly engaging with WPWMA and has implemented measures such as extended run times, additional operator hires, and pre-screening of materials to reach the recovery level it is currently operating at.

FCC has made efforts to start selling the crushed AB to customers and will continue to be pursue sales to its fullest extent. FCC also began demoing a dirt screener in the pursuit to purchase and process the inert soil. We should see an increase in screened soil in this coming quarter.

Expanding its customer base for the finished compost product, FCC sold 8,546.03 tons during the quarter. This brought the total SB1383 tonnage YTD to 11,002.86 tons, leaving only 997.14 more tons needed to meet the compliance minimum of 12,000 tons for 2024. Operational modifications continued to be implemented to increase processing capacity and reduce environmental impact. Collaboration with WPWMA for SB 1383 procurement compliance continues to demonstrate FCC's commitment to regulatory obligations.

The public receiving area, household hazardous waste (HHW), and buyback facility continued to provide quality customer service. Collaborations with Carpet Area Recovery Effort for Carpet Recycling and Bye Bye Mattress recycling programs offers an opportunity to continue increasing recycling and recovery efforts and limiting material going to the landfill. FCC continues to focus its efforts to enhance the customer experience and streamline processes.

Processed Tonnage and Recovery Level

In terms of processed tonnage and recovery levels, the MRF achieved a creditable recovery of 18.19% and the C&D achieved a creditable recovery of 40.63%. The Facility as a whole processing a total of 98,431.99 tons for the Quarter, that breakdown as follows. Table 1 presents the quarterly tonnage amounts for Q2.

Table 1. Second Quarter 2024 Tonnages

Material	Tonnage
Municipal Solid Waste	46,381.08
Source Separated Green Waste	18,081.36
Source Separated Wood Waste	3,077.35
Source Separated Food Waste Compost	792.62
Source Separated Soil	4,941.49
Construction & Demolition Waste (including Inert)	25,149.23
Trash from roads and fields surrounding the facility	8.86
Total Processed	98,431.99

Staffing

Staffing during Q2 averaged 210 full-time equivalent (FTE) employees. Table 2 presents the averages for both permanent full-time staff averages and contract service employees during Q2.

Table 2. Staff Averages for Second Quarter 2024

Description	Head Count
Total FTE	210
FTE FCC	89
FTE contract	121
Department	Percentage of Head Count
Tipping floor	10.95%
Sort line and screeners	21.43%
Finished product	2.38%
Buyback center	2.38%
Composting	5.24%
C&D	20.00%

Hazardous Materials	1.90%
Maintenance	13.81%
Cleanup	2.86%
House and Yard	7.14%
Administration	3.81%
Transportation	7.62%
Public Receiving	0.48%

Training

There were 29 employee trainings during Q2, as presented in Table 3.

Table 3. Second Quarter 2024 Training Details

Name of Training	Number of Employees
Emergency Action Plan	91
Hazardous Weather	91
Hearing Conservation	91
Pivot Point Training	87
Bale Stacking and Storage	92
Hazcom Program	92
Heat Stress	92
Hot loads and Truck Fires	92
Dust Mitigation in MRF's	83
Tire Training	83
First Aid	83
Pushing Versus Pulling	83
Sludge Discharge Plan	91
Fall Protection	2
Safety Committee - current incidents/injuries	5
New Hire Orientation	6
Cold Stress	6
Incident reporting	6
Rules to live by	6
Trust your eyes	6
Conveyor Safety	6
General housekeeping	6

Mirror use	6
Respiratory protection	6
Bloodborne Pathogens	6
PPE	6
Spills & releases	6
Tipping Floor Safety	6
Forklift Training / Certification	4

Subcontractors

FCC used six subcontractors throughout Q2. Table 5 presents subcontractor information.

Table 5. Second Quarter 2024 Subcontractor Information and Services

Name of Company	DIR Number	Service Provided
ABC Plumbing	1000012599	Repairs to restrooms within the facility
Accurate Cleaning	1000010626	Power wash the MRF & Admin buildings
Ancon Marine	1000620944	Pumping out interceptor tanks
Brower Mechanical	1000857355	Maintenance for HVAC Units on admin building
Campanella Corp	1000011254	Concrete crushing at the Inert Area
Johnson Controls	1000000576	Repairs made to the fire & sprinkler system in the MRF

Special Occurrences

A brief summary of the special occurrences that occurred during Q2 are summarized as follows (a detailed description of each occurrence can be found in WPWMA's Special Occurrence Log):

- 04/03/2024; Broken Sprinkler – Fire alarm; No injuries; No damage
- 04/04/2024; Small Fire at Landfill; No injuries; No damage
- 04/25/2024; Broken hose bib; No injuries; Broken pipe
- 04/30/2024; Possible unknown airborne chemical; No injuries multiple claims of irritation; No damage
- 05/03/2024; Fire Alarm; No injuries; No damage
- 05/04/2024; Possible unknown airborne chemical; No injuries, multiple claims of irritation; Minor roof damage
- 05/06/2024; Minor vehicle accident; No injuries; FCC truck mirror damage
- 05/09/2024; Trailer did not clear old load out height; No injuries; Damage to customer trailer
- 05/09/2024; Small fire in bunker 7; No injuries; No damage
- 05/12/2024; Trailer did not clear old load out height; No injuries; No damage
- 05/23/2024; Truck did not clear old load out height; No injuries; Damage to customer trailer

- 05/23/2024; Broken Water line; No injuries; Water line damage
- 05/23/2024; Grass Fire; No injuries; No Damage
- 06/02/2024; Fire Alarm; No injuries; No Damage
- 06/03/2024; Public customer hit concrete block; No injuries; Cosmetic Damage to Customer vehicle
- 06/07/2024; Tiger lines Driver hit rail; No injuries; Railing damage
- 06/11/2024; Small battery fire on In-feed conveyor (0010); No injuries; No damage
- 06/11/2024; Grass Fire; No injuries; No damage
- 06/11/2024; Small fire coming out of Shredder; No injuries; No damage
- 06/11/2024; Small fire in pile near C-10; No injuries; No damage
- 06/14/2024; 4 small battery fires on 0010 conveyor; No injuries; No damage
- 06/18/2024; Fire hose used for dust suppression in old MRF; No injuries; No damage
- 06/24/2024; Customer load fire; No injuries; No damage
- 06/25/2024; Smoke event; No injuries; No damage January 9, 2024: Possible explosive discovered (no injuries; no damage)

Placer County Local Enforcement Agency Inspections and Reports

During the Local Enforcement Agency (LEA) onsite inspection on April 18 , 2024, the MRF, compost, and public area were all inspected and reviewed. There were no violations or areas of concern noted.

During the LEA onsite inspection on May 16, 2024, the MRF, compost, and public area were all inspected and reviewed. There were no violations or areas of concern noted.

During the LEA onsite inspection on June 13, 2024, the MRF, compost, and public area were all inspected and reviewed. There were no violations or areas of concern noted.

Household Hazardous Waste Program

FCC's HHW program continues to make improvements. All HHW personnel have been trained in the proper handling and care of hazardous materials and are working closely with our vendors to confirm that all materials are transported properly. FCC is partnering with ACT Enviro to take all hazardous waste collected through the hazardous waste program.

A comprehensive report is submitted monthly to WPWMA staff that identifies types and quantities of materials, origin of persons using the facility, materials recycled, and so forth. Table 6 presents the number of customers, types of wastes, and volumes of wastes delivered to the HHW facility during Q2.

Table 6. Second Quarter 2024 HHW Facility Statistics

Quarterly Totals	Amount
Customer count	6,676

Liquid waste processed (gallons)	54,536.57
Recycled lead acid batteries (pounds)	11,916
Recycled household batteries (pounds)	26,871

SB1383

Beginning May 29, 2024, FCC conducted its sampling to meet the SB1383 requirements set forth by CalRecycle. Over the 2-week period (that is, 10 working days) FCC leadership coordinated the sampling of all outbound streams. Per CalRecycle's and Jacobs' guidance, FCC performed the following sampling methodology; specific material samples with an average weight of 200 pounds (plus-or-minus 100 pounds) were pulled from various material streams from within the MRF:

1. Residue going to landfill – Per the methodology developed by Jacobs with the guidance of CalRecycle, processed material coming out of the facility is destined for landfilling.
2. Alternative Daily Cover (ADC) Material – FCC pulled samples for this material and audited it using the same procedure as the residue.
3. Wood chips – Wood being recovered from C&D is sent to the composting facility.
4. Mixed organic fiber – Material from this stream is fiber recovered from the sort line in the MRF. The mixed organic fiber is then bailed.
5. Source-separated cardboard – Material from this stream is cardboard that has been separated at the pickup site. The source-separated cardboard is then bailed.
6. Source-separated residue – Material taken out of the source-separated cardboard.
7. Food waste – Food waste that was recovered from the MRF and is taken to the composting area for processing.
8. MRF inbound material – 1-day sample collected from the inbound MSW tipping floor.

The material was gathered and transported to the HHW area near the MRF. At the HHW site, we had a floor scale that weighed the material needed for auditing. Material was brought in a 2-yard bin for which we had a tare weight that was subtracted from the total shown on the scale display.

Once the sample size was an average of 200 pounds, it was either tipped on the floor or a table (depending on the material type) and sorted per the protocol established with Jacobs. The material was sorted into large 50-gallon plastic trash cans that had previously been weighed empty to provide a tare weight of the container. Once all material was separated, it was then weighed again using the same floor scale that was used to weigh the incoming material. The weights were then recorded, and material was taken back to its respective processing area.

The next scheduled SB1383 material audit is scheduled for August 2024.

The comprehensive Sampling Report is Attached for more detail.

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**MEMORANDUM
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS** DATE: **AUGUST 8, 2024**
FROM: **SCOTT SCHOLZ / WILL SCHEFFLER** *WS*
SUBJECT: **LANDFILL OPERATOR REPORT**

RECOMMENDED ACTION:

None. This report is for information purposes only.

BACKGROUND:

The following report was drafted independently by FCC Environmental Services California, LLC (FCC) and was submitted to WPWMA on July 15, 2024. The attached report is presented to your Board as it was received by WPWMA staff. As such, subjective statements in the report are those of FCC and do not necessarily represent the opinions of staff. Staff has reviewed factual statements provided by FCC and believes those statements are generally accurate based on information available to WPWMA.



WESTERN REGIONAL SANITARY LANDFILL

QUARTERLY OPERATIONS REPORT

ENDING June 30th, 2024

FCC ENVIRONMENTAL SERVICES CALIFORNIA, LLC

3033 FIDDYMENT ROAD

ROSEVILLE, CA 95747

(916) 234-5307

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OPERATIONS REPORT
Material Recovery Facility Operation
Quarter Ending June 30, 2024

Executive Summary

In the second quarter (Q2) of 2024, FCC Environmental Services California, LLC (FCC) continued operations within the agreement between FCC and the Western Placer Waste Management Authority (WPWMA). FCC was able to continue operating another successful quarter at the Western Regional Sanitary Landfill (WRS�).

Accepted Tonnage

The Western Regional Sanitary Landfill accepted and compacted a total of 77,895.00 tons of waste from April 1st, 2024 – June 30, 2024.

Table 1. Second Quarter 2024 Buried Tonnage

Quarter 2 - 2024	Buried Tons
April	26,260.00
May	27,041.00
June	24,594.00
Q2 TOTAL	77,895.00

Operation Activities

During the quarter FCC continued filling within the Western Placer Waste Management Authority (WPWMA) provided filling sequences. The filling sequences required the placement of waste in modules 5, 15 and 16. FCC started tipping customers at the active face and removed the all-weather access pad during the quarter and used the material for cover.

Staffing

During the quarter, FCC employed six full time heavy equipment operators and two spotters. All six of the operators were employed by FCC Environmental Services California LLC, with both spotters being employed by Lead Point. FCC increased the number of spotters during the quarter to screen any HHW and other prohibited items from the increased tonnage accepted at the landfill.

Table 2. Staff for Second Quarter 2024

Description	Position	Head Count
Landfill	Sr. Operations Manager	1

Landfill	Landfill Foreman	1
Landfill	Heavy Equipment Operators	5
Lead Point	Spotter	2

Training

There were 13 employee trainings during Q2, as presented in Table 3.

Table 3. Second Quarter 2024 Training Details

Name of Training	Number of Employees	Month
Emergency Action Plan	6	April
Hazardous Weather	6	April
Hearing Conservation	6	April
Pivot Point	6	April
Bale Stacking & Storage	6	May
Hazcom Program	6	May
Heat Stress	6	May
Hot Loads & Truck Fires	6	May
Dust Mitigation	6	June
First Aide	6	June
AED	6	June
Push vs Pull	6	June
Tire Training	6	June

Subcontractors

FCC did not use any subcontractors during Q2. Table 4 presents subcontractor information.

Table 4. Second Quarter 2024 Subcontractor Information and Services

Name of Company	DIR Number	Service Provided
N/A	N/A	N/A

Special Occurrences

There were no special occurrences during the quarter.

Placer County Local Enforcement Agency Inspections

There were three random inspections during the quarter by the Local Enforcement Agency (LEA). During those inspections, the LEA did not issue any violations or areas of concern that relate to FCC.

Closing

In closing, FCC orchestrated another successful quarter at the WRSL. FCC will continuously seek new methods of waste placement to ensure all contractual goals are achieved.

Please let me know if you require any further assistance regarding this report.

MEMORANDUM WESTERN PLACER WASTE MANAGEMENT AUTHORITY

TO: **WPWMA BOARD OF DIRECTORS** DATE: **AUGUST 8, 2024**
 FROM: **SCOTT SCHOLZ / WILL SCHEFFLER** *WS*
 SUBJECT: **FACILITY PROJECTS UPDATE**

RECOMMENDED ACTION:

None. This item is for information purposes only.

BACKGROUND:

This report focuses on ongoing projects across WPWMA's campus including the Materials Recovery Facility (MRF) and Western Regional Sanitary Landfill (WRSL).

MRF Improvements

FCC's most recent Critical Path schedule, provided on July 11, 2024, is attached and indicates the anticipated project completion date is delayed from the original date of December 30, 2024 until June 6, 2025.

Phase 1 – C&D and Greenwaste ASP

The new C&D processing facility is substantially complete and currently being operated by FCC to process MSW while the MRF remains under construction.

Construction of green waste aerated static pile (ASP) improvements are near completion and FCC has indicated that the system will be operational by mid-August. FCC originally projected ASP completion and startup by November 2023.

Phase 2 – Maintenance Building and ADA Improvements

Construction of the remainder of the parking lot ADA improvements, which started in early April, remains on hold pending FCC's approval of contractor change orders.

Construction of the new maintenance building is progressing, and FCC estimates completion by the end of August.

Based on FCC's original schedule, the parking lot ADA improvements and new maintenance building were expected to be completed by September 2023 and January 2024, respectively.

Phase 3A – MRF

VanDyk continues to install new equipment and to date has installed two density separators, two optical sorters, two trommels, and two tipping pad feed lines and associated infrastructure.

Staff is continuing to work with FCC to resolve the issue regarding replacement of the MRF building fire suppression system and anticipates presenting your Board with options at an upcoming meeting.

Phase 3B – MSW CASP and Traffic Improvements

FCC indicated that they have received some of the Phase 3B permits from the Placer County Building Department and are awaiting the remainder to be issued before construction activities on these elements can proceed.

Module 6 Liner Project

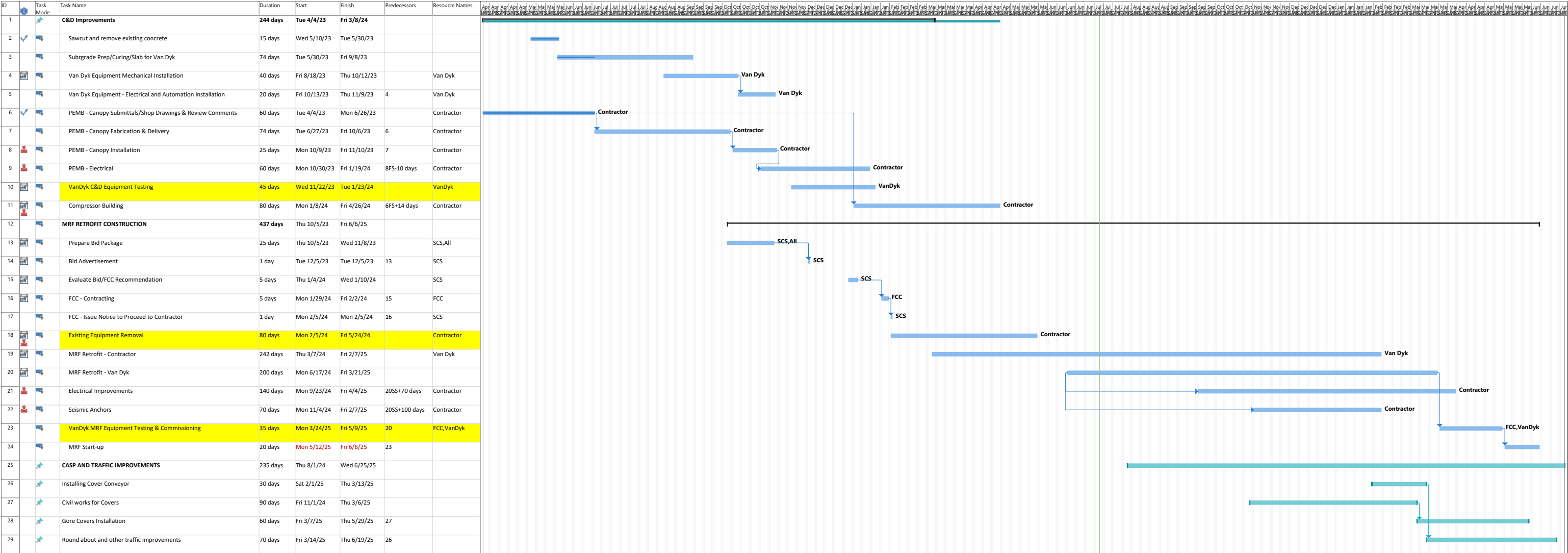
As of July 13, 2024, the contractor has completed repair of water damaged areas and construction of the liner system resumed on July 15, 2024. Notable upcoming construction items include: completion of the LCRS gravel placement, completion of liner material placement, and construction of the sump area.

On July 18, 2024, the Water Board Permitting Division conducted an inspection of the Project. WPWMA Staff have not received the inspection report, but do not expect any areas of concern.

BioFiltro Pilot Project

The pilot project is ongoing and there are no significant updates at this time.

ATTACHMENT: FCC CRITICAL PATH UPDATE



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WESTERN PLACER WASTE MANAGEMENT AUTHORITY

Minutes of June 6, 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:

Shanti Landon
Scott Alvord
Bonnie Gore
Bill Halldin - Virtual
Holly Andreatta

Staff Present:

Kevin Bell
Eric Oddo
Robert Sandman
Will Scheffler
Sara Lyon

Ryan Schmidt
Heather Wilden

1. Call Meeting to Order: Chair Landon called the meeting to order at 5:32 PM.
2. Pledge of Allegiance: Director Gore led the Pledge of Allegiance.
3. Roll Call: Director Halldin attended virtually as reflected on the meeting Agenda.
4. Statement of Meeting Procedures: Heather Wilden read the procedures for in-person meeting participation.
5. Public Comment: None.
6. Announcements & Information
 - a. Reports from Directors: None.
 - b. Report from the Executive Director: Kevin Bell noted that FCC submitted a letter regarding the MRF Improvements Project dated May 28, 2024 including requests for several change orders, additional compensation of approximately \$5.6 million, and an additional 137 construction days which would prolong the completion date to July 10, 2025.

Kevin is working on finalizing the health benefits agreements with the applicable insurance carriers related to the WPWMA General Manager position.

Kevin introduced Sara Lyon who was hired as an Environmental Resources Specialist in the Operations Group.
 - d. Financial Reports: Eric Oddo summarized the report. There were no questions from the Board.
 - e. Monthly Tonnage Reports: Will Scheffler summarized the report. There were no questions from the Board; a copy of the presented charts is attached.
 - f. Annual MRF Processing Fee Adjustment: Sara Lyon summarized the report. There were no questions from the Board.
 - g. Annual Landfill Processing Fee adjustment: Sara Lyon summarized the report. There were no questions from the Board.
 - h. Facility Projects Update: Will Scheffler summarized the report and answered questions from the Board.

Andrea Rodriguez of FCC addressed the Board noting delays to the MRF Improvements Project that may extend the anticipated completion date to

July 2025. Ms. Rodriguez answered questions from the Board regarding the reasons for the delay in completing the project.

7. Consent Agenda

a. Minutes of the Board Meeting held May 9, 2024

Staff recommended the Board approve the minutes as submitted.

b. Fourth Amendment to the Agreement with Magma Creative

Staff recommended the Board:

1. Authorize the Chair to sign the Fourth Amendment with Magma Creative, Inc. to provide creative services for the WPWMA's Outreach Program for an amount not to exceed \$75,000, increasing the total not-to-exceed amount of the Agreement to \$577,300.
2. Determine the recommended action is exempt from further environmental review pursuant to California Environmental Quality Act Guidelines Section 15322.

c. First Amendment to the Agreement with JSR Strategies

Staff recommended the Board:

1. Authorize the Chair to sign the First Amendment with JSR Strategies to provide website development and management services for an amount not to exceed \$50,000, increasing the total not-to-exceed amount of the Agreement to \$100,000.
2. Determine the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

d. Agreement with Rex Moore for Installation of a Manual Transfer Switch at the Blower Flare Station

Staff recommended the Board:

1. Authorize the Chair to execute a sole source Agreement with Rex Moore to install a manual transfer switch at the Western Regional Sanitary Landfill's Blower Flare Station in the amount of \$46,256 and authorize the Interim Executive Director and General Manager to approve any required change orders consistent with Section 20142 of the Public Contract Code for a total contract amount not to exceed \$50,000.
2. Determine the recommended action is exempt from further environmental review pursuant to California Environmental Quality Act Guidelines Section 15301.

e. First Amendment to the Agreement with SCS Field Services for Landfill Gas Operation and Maintenance

Staff recommended the Board:

1. Authorize the Chair to sign the First Amendment to the Agreement with SCS Field Services extending landfill gas and leachate / condensate collections, operations, maintenance, and reporting services for Western Regional Sanitary Landfill for an additional year for a total of \$1,948,555, increasing the total not-to-exceed cost of the Agreement to \$3,681,164.
2. Determine the recommended action is exempt from further environmental review pursuant to California Environmental Quality Act Guidelines Section 15301.

f. Third Amendment to the Agreement with SCS Engineers for Water Quality Monitoring Services

Staff recommended the Board:

1. Authorize the Chair to sign the Third Amendment to the Agreement with SCS Engineers extending water quality monitoring services at the Western Regional Sanitary Landfill and Materials Recovery Facility Composting Facility for an additional year for a total of \$202,000, increasing the total not-to-exceed cost of the Agreement to \$621,796.
2. Determine the recommended action is exempt from further environmental review pursuant to California Environmental Quality Act Guidelines Section 15306.

g. Module 6 Liner Project

Staff recommended the Board:

1. Approve an increase of \$175,424 to the spending authority associated with the Module 6 Liner Installation Project delegated to the Interim Executive Director and General Manager, increasing the total delegated spending authority to an amount no to exceed \$8,615,000.
2. Determine that the recommended action is exempt from further environmental review pursuant to California Environmental Quality Act Guidelines.

The Chair opened public comment on the Consent Agenda; no comments were received.

MOTION TO APPROVE: Andreatta/Alvord/Unanimous

8. Action Items

a. Adoption of Policy 24-01: Material Processing

Staff recommended the Board:

1. Adopt Policy 24-01 formalizing the WPWMA's operational practice of directing the maximum amount of material received at the WPWMA's campus to the Materials Recovery Facility to recover recyclable and marketable materials.
2. Determine that the action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378

Eric Oddo summarized the report and answered questions from the Board.

The Chair opened public comment; no comments were received.

MOTION TO APPROVE: Alvord/Gore

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

b. Resolution Commending Kevin Bell for his Service to the WPWMA

Adopt Resolution 24-06 commending Kevin Bell for his 5 ½ years of service to the Western Placer Waste Management Authority.

Eric Oddo summarized the report and expressed his appreciation to Kevin for the leadership he has provided. Each of the Directors expressed their gratitude to Kevin for his service. There were no questions from the Board.

The Chair opened public comment; no comments were received.

MOTION TO APPROVE: Gore/Andreatta

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

9. Closed Session

- a. Government Code §54956.9(d)(4) – Conference with Legal Counsel. Initiation of litigation: two potential cases.

Robert Sandman reported out of Closed Session that:

1. With respect to the first potential case, the Board heard a report and no action was taken.
2. With respect to the second potential case, the Board heard a report and provided direction to staff.

10. Upcoming Agenda Items: Director Andreatta requested labeling agenda pages with item numbers in addition to the page number.

11. Adjournment: Meeting was adjourned at 7:18 PM.

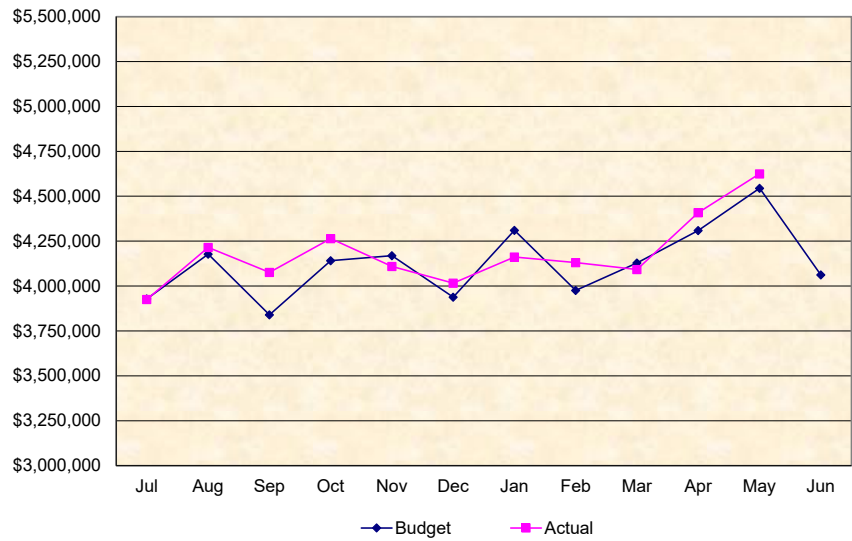
Respectfully Submitted,



Heather Wilden, Clerk of the Board

Fiscal Year 2023-2024**Combined Revenue**

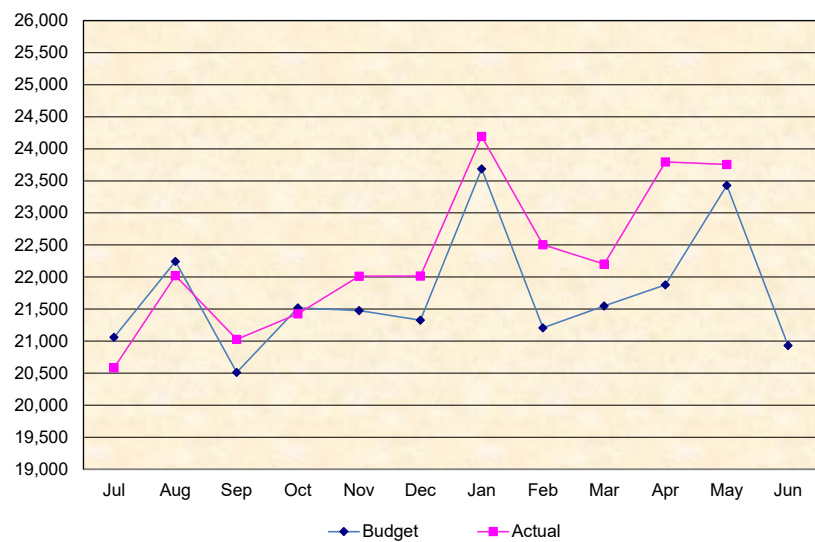
Month	Budget	Actual	Variance
Jul	\$3,928,262	\$3,925,609	(\$2,653)
Aug	\$4,177,329	\$4,215,259	\$37,930
Sep	\$3,839,729	\$4,075,915	\$236,186
Oct	\$4,141,013	\$4,264,339	\$123,326
Nov	\$4,169,590	\$4,108,782	(\$60,808)
Dec	\$3,937,667	\$4,016,584	\$78,917
Jan	\$4,309,996	\$4,161,624	(\$148,372)
Feb	\$3,975,637	\$4,131,004	\$155,367
Mar	\$4,128,940	\$4,091,829	(\$37,111)
Apr	\$4,308,720	\$4,408,514	\$99,794
May	\$4,544,674	\$4,625,034	\$80,360
Jun	\$4,062,690		
Totals:	\$49,524,247	\$46,024,493	\$562,936

**Combined Tipping Fee Revenue Year to Date**

Budget	\$45,461,557
Actual:	\$46,024,493
Variance	\$562,936

MSW Tonnage

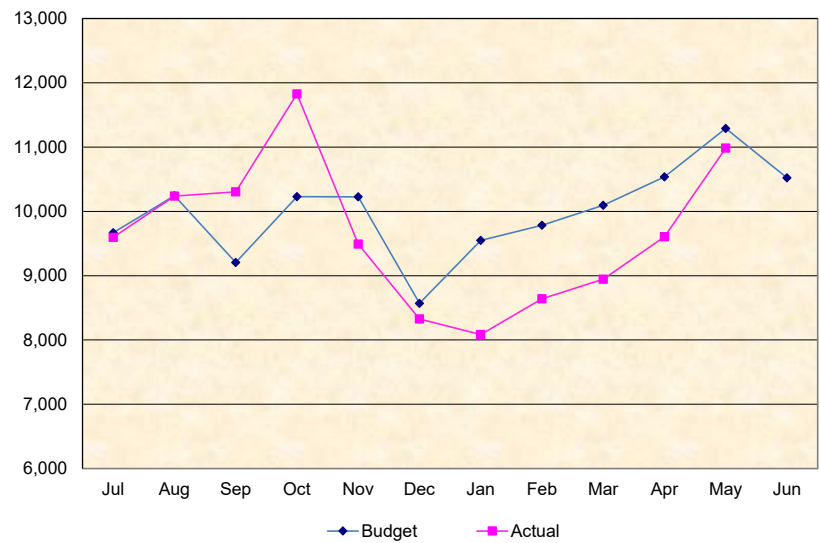
Month	Budget	Actual	Variance
Jul	21,060	20,585	(476)
Aug	22,242	22,022	(221)
Sep	20,512	21,026	514
Oct	21,518	21,426	(92)
Nov	21,475	22,012	537
Dec	21,327	22,017	690
Jan	23,689	24,193	505
Feb	21,206	22,503	1,297
Mar	21,547	22,203	655
Apr	21,879	23,794	1,915
May	23,429	23,755	327
Jun	20,932		
Totals:	260,817	245,536	5,651

**MSW Tonnage Year to Date**

Budget:	239,885
Actual:	245,536
Variance	5,651

C&D Tonnage

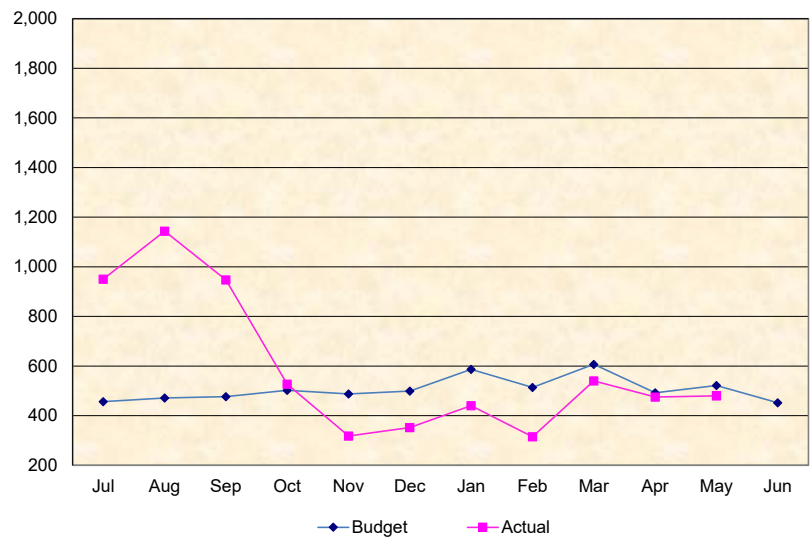
Month	Budget	Actual	Variance
Jul	9,669	9,597	(72)
Aug	10,245	10,238	(7)
Sep	9,206	10,303	1,098
Oct	10,230	11,828	1,597
Nov	10,225	9,491	(734)
Dec	8,570	8,326	(243)
Jan	9,547	8,084	(1,463)
Feb	9,783	8,639	(1,144)
Mar	10,094	8,945	(1,149)
Apr	10,536	9,604	(932)
May	11,290	10,985	(305)
Jun	10,523		
Totals:	119,918	106,041	(3,354)

**C&D Tonnage Year to Date**

Budget:	109,395
Actual:	106,041
Variance	(3,354)

Sludge & Mixed Inerts Tonnage

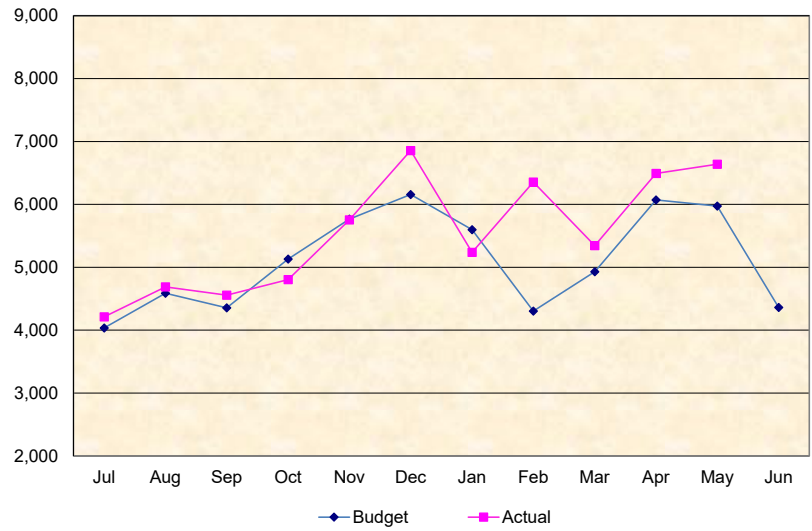
Month	Budget	Actual	Variance
Jul	456	950	494
Aug	471	1,144	672
Sep	477	948	471
Oct	502	527	25
Nov	488	318	(170)
Dec	500	352	(147)
Jan	586	441	(146)
Feb	514	315	(199)
Mar	607	541	(67)
Apr	493	476	(17)
May	521	480	(42)
Jun	452		
Totals:	6,067	6,491	875

**Sludge & Mixed Inerts Tonnage Year to Date**

Budget:	5,615
Actual:	6,491
Variance	875

Green Waste Tonnage

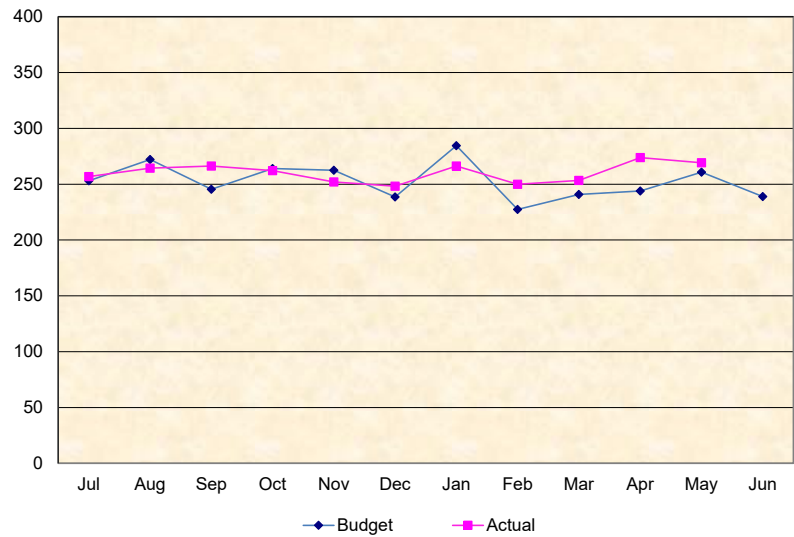
Month	Budget	Actual	Variance
Jul	4,036	4,212	176
Aug	4,587	4,687	100
Sep	4,355	4,556	201
Oct	5,131	4,805	(326)
Nov	5,766	5,754	(12)
Dec	6,158	6,857	699
Jan	5,599	5,237	(362)
Feb	4,304	6,355	2,051
Mar	4,930	5,344	414
Apr	6,070	6,491	421
May	5,973	6,638	665
Jun	4,363		
Totals:	61,273	60,935	4,025

**Green Waste Tonnage Year to Date**

Budget:	56,910
Actual:	60,935
Variance	4,025

Food Waste Tonnage

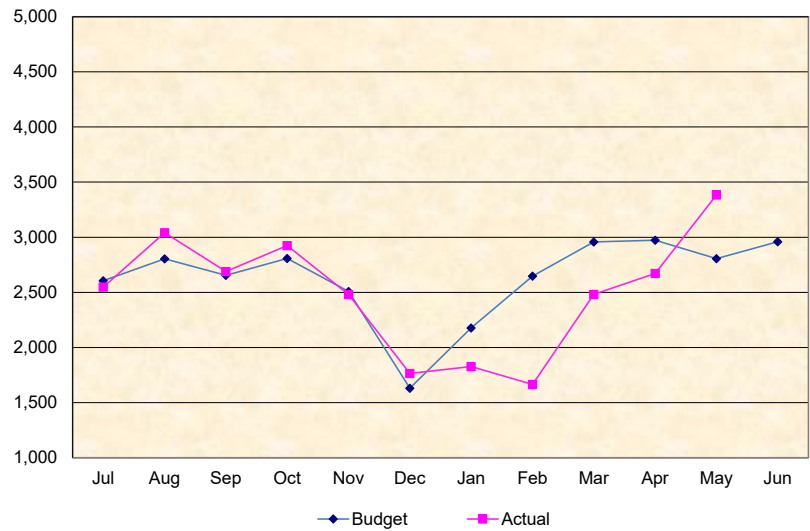
Month	Budget	Actual	Variance
Jul	253	257	4
Aug	272	264	(8)
Sep	245	266	21
Oct	264	262	(2)
Nov	262	252	(10)
Dec	239	248	10
Jan	285	266	(18)
Feb	227	250	23
Mar	241	253	13
Apr	244	274	30
May	261	269	8
Jun	239		
Totals:	3,032	2,862	70

**Food Waste Tonnage Year to Date**

Budget:	2,793
Actual:	2,862
Variance	70

Inerts Tonnage

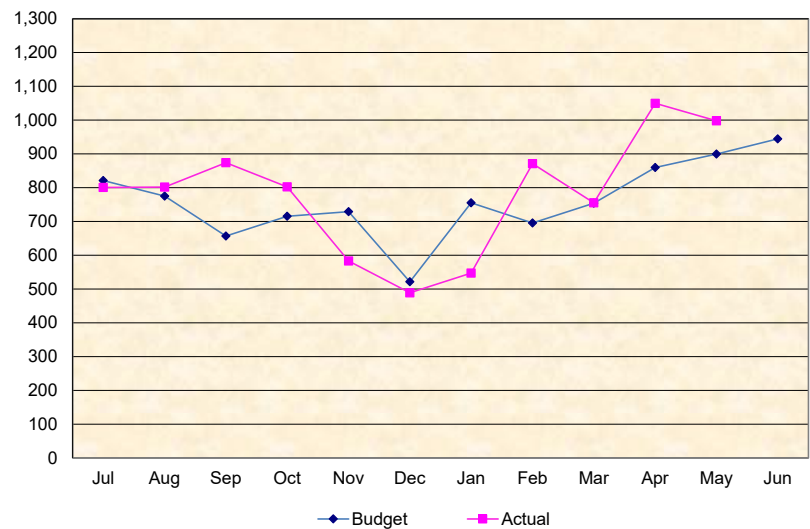
Month	Budget	Actual	Variance
Jul	2,606	2,549	(57)
Aug	2,804	3,041	237
Sep	2,654	2,689	34
Oct	2,808	2,924	116
Nov	2,508	2,480	(28)
Dec	1,631	1,765	134
Jan	2,177	1,827	(349)
Feb	2,647	1,665	(982)
Mar	2,957	2,483	(475)
Apr	2,973	2,672	(301)
May	2,806	3,383	578
Jun	2,958		
Totals:	31,528	27,478	(1,092)

**Inerts Tonnage Year to Date**

Budget:	28,570
Actual:	27,478
Variance	(1,092)

Wood Tonnage

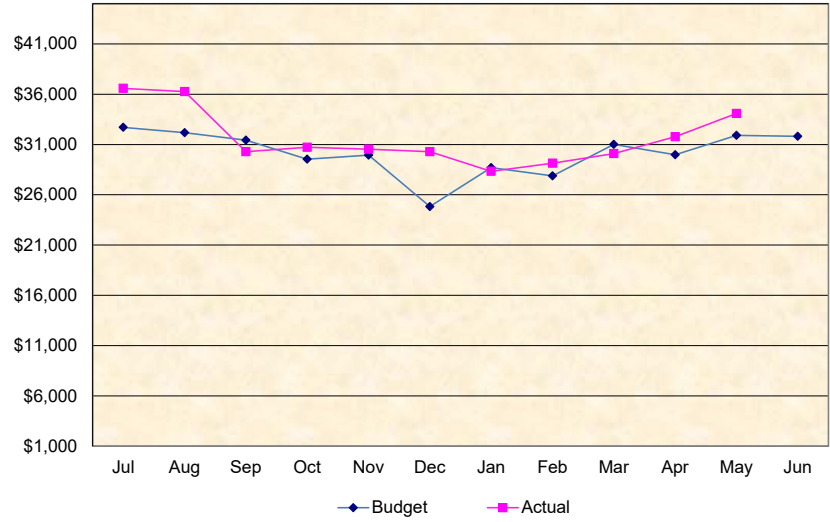
Month	Budget	Actual	Variance
Jul	821	801	(20)
Aug	775	802	27
Sep	657	874	217
Oct	716	803	87
Nov	729	583	(146)
Dec	521	489	(32)
Jan	755	547	(208)
Feb	696	871	175
Mar	754	755	1
Apr	860	1,050	190
May	900	998	98
Jun	945		
Totals:	9,128	8,572	389

**Wood Tonnage Year to Date**

Budget:	8,183
Actual:	8,572
Variance	389

Miscellaneous Tipping Fee Revenue

Month	Budget	Actual	Variance
Jul	\$32,701	\$36,579	\$3,878
Aug	\$32,184	\$36,269	\$4,086
Sep	\$31,435	\$30,283	(\$1,152)
Oct	\$29,538	\$30,719	\$1,181
Nov	\$29,934	\$30,527	\$593
Dec	\$24,833	\$30,288	\$5,454
Jan	\$28,710	\$28,330	(\$379)
Feb	\$27,874	\$29,133	\$1,259
Mar	\$31,015	\$30,085	(\$930)
Apr	\$29,977	\$31,770	\$1,793
May	\$31,905	\$34,080	\$2,175
Jun	\$31,805		



Totals: \$361,910 \$348,063 \$17,958

Miscellaneous Tipping Fee Revenue Year to Date

Budget: \$330,105
 Actual: \$348,063
 Variance \$17,958

Miscellaneous tipping fee revenue reflects tipping fees received from tires, treated wood waste, appliances, and water treatment plant sludges.

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MEMORANDUM WESTERN PLACER WASTE MANAGEMENT AUTHORITY

TO: **WPWMA BOARD OF DIRECTORS** DATE: **AUGUST 8, 2024**
 FROM: **SCOTT SCHOLZ / ERIC ODDO** 
 SUBJECT: **MEMORANDUM OF UNDERSTANDING BETWEEN WPWMA AND THE
PLACER COUNTY AUDITOR-CONTROLLER**

RECOMMENDED ACTION:

1. Authorize the Chair and the General Manager or designee, upon review and approval by WPWMA Counsel, to sign a Memorandum of Understanding (MOU) with the Placer County Auditor-Controller related to providing ongoing financial and accounting services for an annual cost of \$100,000.
2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

BACKGROUND:

The Auditor-Controller provides financial and accounting services to the WPWMA including: 1) general accounting services and use of the Placer County's centralized accounting system, 2) processing and payment of invoices, and 3) recording the WPWMA's annual budget to ensure revenues and payments are consistent with the approved budgets.

In late 2020, the Auditor-Controller notified the WPWMA that for special districts, joint powers authorities and other non-Placer County local governmental agencies, the Auditor-Controller's office wished to establish MOUs with the applicable agencies to more accurately and transparently reflect the cost of the services provided. Since that time, your Board has approved an annual MOU with the Auditor-Controller's office. Furthermore, consistent with the WPWMA's JPA Agreement and the May 9, 2024 MOU between the WPWMA and Placer County, the WPWMA is required to continue utilizing the services of Placer County's Auditor-Controller and to formalize the arrangement via an MOU.

ENVIRONMENTAL CLEARANCE:

The recommended action is not considered a "project" under CEQA guidelines Section 15378.

FISCAL IMPACT:

Under the proposed MOU, the WPWMA would remit an annual payment to the Auditor-Controller of \$100,000. This is an increase of \$6,305 compared to FY 2023/24.

STRATEGIC PLAN/GOALS:

Goal 5 – Maintain fiscally responsible systems.

ATTACHMENT: FY 2024/25 MOU



COUNTY OF PLACER

ANDREW C. SISK, CPA
Auditor-Controller
E-mail: asisk@placer.ca.gov

NICOLE C. HOWARD, CPA
Assistant Auditor-Controller
E-mail: nhoward@placer.ca.gov

OFFICE OF THE AUDITOR-CONTROLLER

July 1, 2024

To the Board of Directors and Management
Western Placer Waste Management Authority

The Auditor-Controller is pleased to confirm our understanding of the terms and costs of our services under this agreement for the 2024-2025 fiscal year.

A. Scope of Services

The Auditor-Controller will provide the following services to Western Placer Waste Management Authority ("Authority"):

1. **General Accounting** – includes use of the County's centralized accounting system and recording of financial system entries submitted by the Authority. Transactions will be reviewed for authorization by appropriate Authority personnel prior to processing. This also includes compiling the Authority's financial information to report within the County's Cost Plan, if applicable.
2. **Accounts Payable** – includes processing payment claims by warrant, wire, or ACH. Claims will be reviewed to validate authorized Authority signers have approved the payment prior to processing, recording, and mailing payments. Any invoices submitted with payment claims will be scanned and archived for retention. Review of invoices for mathematical accuracy and appropriateness of expenditure is not part of the service agreement. Maintaining vendors and payments for purposes of tax reporting along with issuing IRS Tax Form 1099 for the calendar year, if applicable and biweekly State EDD Reporting.
3. **Financial Statements/ State Controller Office's Reports** - includes compiling the applicable fiscal year(s) financial information into financial statements and/or the State Controller Office's Report.
4. **Adopted Budget** – includes recording your Authority's adopted budget, ensuring expenditures do not exceed authorized budget and processing budget revisions.

B. Term

The term of this Agreement will commence on July 1, 2024, and end on June 30, 2025. Subject to written agreement of the parties, this agreement may be renewed annually.

C. Responsibilities of Auditor-Controller

The Auditor-Controller's responsibility under this Agreement is to perform the services enumerated above. The Auditor-Controller will not audit accounting entries, payment claims or budget transactions, nor will we validate the appropriateness of accounting transactions or claims for payment.

The Auditor-Controller's services are not designed to detect instances of fraud, noncompliance with laws or regulations or significant errors; however, the Auditor-Controller will communicate to the Authority any known and suspected fraud, noncompliance with laws or regulations or significant errors that come to their attention. Neither the County nor the Auditor-Controller will be held liable should any instances of

fraud, noncompliance with laws or regulations or significant errors be subsequently discovered by either Authority or through a claim or lawsuit to Authority.

D. Responsibilities of Authority Management

Authority is responsible for (1) ensuring all transactions are submitted and/or approved by authorized staff, (2) reviewing all transactions prior to submittal to ensure appropriateness of the expenditure, compliance with laws or regulations and to check for significant errors and fraud, (3) retaining all source documents, and (4) providing all Authority Board authorized budgets and budget amendments. The Authority is encouraged to routinely provide accounting reports and payment registers to its Board for review.

Authority agrees to inform County of significant noncompliance, fraud and/or errors immediately upon discovery.

For all services provided the Authority management agrees to assume all management responsibilities; oversee the services by designating an individual who possesses suitable skill, knowledge, and/or experience to understand the services; evaluate the adequacy and results of the services; and accept responsibility for the results of the services. Authority agrees to hold the County and the Auditor-Controller harmless for any subsequent claims or lawsuits that may arise from the results of the services.

Annual Cost and Billing

The annual cost of services identified above is \$100,000. Your Authority will be billed by journal entry during the third quarter of the fiscal year for the entire annual costs. Specific billing details can be provided to the authority upon request.

Agreement

The Auditor-Controller appreciates the opportunity to be of service to you and believes this letter accurately summarizes the significant terms of your agreement. This Agreement constitutes the entire agreement between the parties and supersedes all prior agreements. Please execute this document and return the original version to my office at your earliest convenience.

Sincerely,



Andrew C. Sisk, CPA
Auditor-Controller

We, the undersigned, have read and agree to the terms of this Agreement. We represent we have the authority to execute this Agreement on behalf of the Authority.

Authorized Signature: _____ Dated: _____

Authorized Board Signature (If Necessary): _____ Dated: _____

Authority Name: _____

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MEMORANDUM WESTERN PLACER WASTE MANAGEMENT AUTHORITY

TO: **WPWMA BOARD OF DIRECTORS** DATE: **AUGUST 8, 2024**
 FROM: **SCOTT SCHOLZ / ERIC ODDO** 
 SUBJECT: **AMENDMENT TO THE WPWMA'S CONFLICT OF INTEREST CODE**

RECOMMENDED ACTION:

1. Adopt Resolution 24-07 amending the WPWMA's Conflict of Interest Code.
2. Determine that the action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

BACKGROUND:

In August 2002, your Board adopted the Model Conflict of Interest Code as set forth in the California Code of Regulations and in conformance with the California Political Reform Act of 1974 (Act). Your Board subsequently amended the WPWMA's Conflict of Interest Code on September 9, 2010, September 17, 2020, and November 10, 2022 to reflect changes to the positions designated therein.

The Act requires that municipal agencies review their conflict-of-interest code biennially to determine compliance with current law, accurately depict designated positions and disclosure levels, and clearly indicate the agency filing officer. After reviewing the WPWMA's Conflict of Interest Code, staff determined that the list of designated positions requires revision.

Resolution 24-07 amends the WPWMA's Conflict of Interest Code by specifying the revised list of designated positions to include the WPWMA General Manager and remove the Executive Director and Deputy Executive Director positions. Approval of the Resolution is required to comply with the Act.

ENVIRONMENTAL CLEARANCE:

The recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

FISCAL IMPACT:

There is no fiscal impact associated with the recommended action.

STRATEGIC PLAN/GOALS:

GOAL 6 – Establish internal policy and inform regional policy.

ATTACHMENT: RESOLUTION 24-07

Before the Board of Directors

Western Placer Waste Management Authority

In the matter of:

Resolution No. 24-07

**DESIGNATION OF POSITIONS REQUIRING
DISCLOSURE PURSUANT TO THE FAIR POLITICAL
PRACTICES COMMISSION MODEL CONFLICT
OF INTEREST CODE**

The following **RESOLUTION** was duly passed by the Board of Directors of the Western Placer Waste Management Authority at a regular meeting held August 8, 2024 by the following vote on roll call:

Ayes:

Noes:

Abstain:

Absent: None.

Signed and approved by me after its passage.

Chair, Western Placer
Waste Management Authority

Clerk of said Board

WHEREAS, the Political Reform Act of 1974, as amended (“the Act”) requires that each municipal agency subject to the Act, including the Western Placer Waste Management Authority, adopt a local Conflict of Interest Code; and

WHEREAS, the Act requires the designation of positions within each agency subject to the adopted Conflict of Interest Code and the types of reportable interests which must be disclosed by any such designated position; and

WHEREAS, the Fair Political Practices Commission in administering the Act has adopted a regulation (2 California Code of Regulations §18730) which permits agencies subject to the Act to adopt, by reference, the Model Conflict of Interest Code developed by the Fair Political Practices Commission; and

WHEREAS, in 2002 pursuant to Resolution 02-04, the Western Placer Waste Management Authority adopted said Model Conflict of Interest Code and designated those persons in the service of the Western Placer Waste Management Authority occupying designated positions requiring disclosure pursuant to the Act; and

WHEREAS, in 2010 pursuant to Resolution 10-07, the Western Placer Waste Management Authority amended Resolution 02-04 revising the list of designated positions and their disclosure level and designating the agency filing officer; and

WHEREAS, in 2020 pursuant to Resolution 20-03, the Western Placer Waste Management Authority amended Resolution 10-07 revising the list of designated positions and their disclosure level and designating the agency filing officer; and

WHEREAS, in 2022 pursuant to Resolution 22-10, the Western Placer Waste Management Authority amended Resolution 20-03 revising the list of designated positions and their disclosure level and designating the agency filing officer; and

WHEREAS, the designated positions listed in Resolution 20-03 now requires modification.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Western Placer Waste Management Authority that:

1. That the adopted Conflict of Interest Code of the Western Placer Waste Management Authority shall apply and be applicable to those persons in the service of the Western Placer Waste Management Authority as listed below. Each person occupying each designated position shall be assigned the disclosure category set forth below.
2. That each person in each designated position, as listed below, shall report, as required by the Western Placer Waste Management Authority's adopted Conflict of Interest Code, all reportable interests for their particular disclosure category.
3.

Designated Positions	Disclosure Category
Board of Directors	1
Board of Directors – Alternate	1
General Manager	1
Program Manager/WPWMA Secretary	1
Administrative & Fiscal Operations Manager	1
Senior Civil Engineer	1
WPWMA Counsel	1
Deputy WPWMA Counsel	1
4. Disclosure Category 1: Persons in this category shall disclose (i) all income including gifts, loans and travel payments, (ii) all investments, (iii) interests in real property located within the jurisdiction or within two miles of the boundaries of the jurisdiction of any land owned or used by the Western Placer Waste Management Authority, and (iv) all positions in business entities.
5. Designated Filing Officer: WPWMA Secretary

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MEMORANDUM WESTERN PLACER WASTE MANAGEMENT AUTHORITY

TO: WPWMA BOARD OF DIRECTORS

DATE: AUGUST 8, 2024

FROM: SCOTT SCHOLZ / RYAN SCHMIDT *RS*SUBJECT: MODULE 6 LINER PROJECT**RECOMMENDED ACTION:**

1. Approve an increase of \$998,703 to the spending authority associated with the Module 6 Liner Installation – Project No. PJ01894 delegated to the General Manager, increasing the total delegated spending authority to an amount not to exceed \$9,613,703.
2. Approve a FY 2024/2025 Budget Amendment (AM-01033) for CC12009 to cancel reserves and increase the spending authority in account 54480 Land Improvements in the amount of \$998,703.
3. Determine that the recommended action is exempt from further environmental review pursuant to California Environmental Quality Act Guidelines.

BACKGROUND:

At the May 11, 2023 meeting, your Board authorized execution of an agreement with Anderson Dragline, Inc. (ADI) for construction of the Module 6 Liner system. Project construction began in August 2023 with completion anticipated in February 2024. Due to weather-related issues and a directive from the Water Board, the WPWMA temporarily suspended construction of Module 6 effective December 25, 2023.

At the June 6, 2024 meeting, your Board authorized increased Project spending authority to encompass the additional costs of stormwater damage reparation and mitigation efforts identified in Contract Change Orders #4 and #5 totaling \$308,997; due to the nature of the damage, additional work was necessary which increased the change orders by \$345,000 and \$190,000, respectively, for a total of \$535,000.

This requested increase in spending authority will also cover several of the original bid items requiring adjustment due to unforeseen site conditions encountered during construction and to correct an error in the original Project bid package:

- Bid Item #9 – Site Excavation will be increased from 4,500 cubic yards to 6,663 cubic yards due to the additional amount of soil required to be removed for side-slope construction. (\$58,401 cost increase)
- Bid Item #12 – Engineered Fill will be increased from 13,056 cubic yards to 19,142 to account for additional soil required to restore the slopes to their original elevations following repair. (\$103,462 cost increase)
- Bid Item #18 – Geocomposite quantity was incorrect in the original Bid Package and needs to be increased from 713,000 square feet to 1,056,000 square feet to match the original project design. (\$301,840 cost increase)

ENVIRONMENTAL CLEARANCE:

An Environmental Impact Report (EIR) for the Western Regional Sanitary Landfill, including liner projects, was certified by your Board in August of 1996; a supplemental EIR was certified by your Board in August of 2000. No further environmental review is required.

FISCAL IMPACT:

The recommended action would increase the total project cost to a not-to-exceed amount of \$9,613,703. The proposed total project spending authority reflects the entirety of the Series 2022 B bonds allotted for this project, plus an additional \$998,703 to be funded by cancelling contingency fund reserves. Remaining contingency fund reserves will be roughly \$7 million which will be reflected in the 2024/25 Final Budget presented to your Board later this year.

STRATEGIC PLAN/GOALS:

Goal 4 – Establish well-planned infrastructure and ensure its proper operation.

MEMORANDUM WESTERN PLACER WASTE MANAGEMENT AUTHORITY

TO: **WPWMA BOARD OF DIRECTORS** DATE: **AUGUST 8, 2024**
 FROM: **SCOTT SCHOLZ / RYAN SCHMIDT** *RS*
 SUBJECT: **AQUA SIERRA SEWER MONITORING IMPROVEMENTS: NOTICE OF COMPLETION**

RECOMMENDED ACTION:

1. Adopt Resolution 24-08 accepting Project 02252 – Sewer Monitoring Improvements as complete and authorizing the General Manager or designee to execute and file the Notice of Completion.
2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

BACKGROUND:

On May 17, 2023, the WPWMA entered an agreement with Aqua Sierra Controls, Inc. to plan, prepare, and execute the installation of a pH Monitoring System. The Scope of Services included the following:

- Furnishment and installation of a pH meter on the outside of the sewer lift station building.
- Provide a crew to install probe and sampling equipment inside the stilling well.
- Install/connect a WPWMA-provided sampler unit to the existing sewer lift station flow meter.
- Conduct all necessary electrical work for newly installed infrastructure.
- Setup, program, and calibrate pH meter, flow meter, and sampler unit.

Construction of the project began on May 3, 2024 and was substantially completed on May 3, 2024. All installed units are running effectively and no issues are expected. Staff therefore recommend issuing the attached Notice of Completion.

ENVIRONMENTAL CLEARANCE:

No further environmental review is required.

FISCAL IMPACT:

The total construction budget for the project was \$26,000. The final construction cost was \$23,120. This was an anticipated expense and was included in the FY 2023/24 Final Budget.

ATTACHMENT: RESOLUTION 24-08

Recording requested by: Western Placer Waste Management Authority
 When recorded return to: Western Placer Waste Management Authority
 Attn: Heather Wilden, Clerk of the Board
 3013 Fiddymont Road, Roseville, CA 95747

**NOTICE OF COMPLETION
 (RES. NO. 24-08)**

Project Name: Sewer Monitoring System Improvements, Project 02252.

NOTICE IS HEREBY GIVEN, pursuant to California Civil Code Section 3093, that the following Contractor, to wit:

**Aqua Sierra Controls, Inc.
 13265 Bill Francis Drive
 Auburn, CA 95603**

performed and completed, for the Western Placer Waste Management Authority, County of Placer, State of California, the following contract, structure or work of improvement, to wit:

**Sewer Monitoring System Improvements,
 Project 02252
 Roseville, CA**

The property is owned by the Western Placer Waste Management Authority in fee. Said work was accepted on May 3, 2024.

Executed this _____ day of _____, 2024, at Roseville, California. I declare under penalty of perjury that the foregoing is true and correct.

 SCOTT SCHOLZ, GENERAL MANAGER
 WESTERN PLACER WASTE
 MANAGEMENT AUTHORITY

STATE OF CALIFORNIA)ss
COUNTY OF PLACER)

On _____ before me _____, Notary Public, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person or the entity upon behalf of which the person acted, executed the instrument. I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

MEMORANDUM WESTERN PLACER WASTE MANAGEMENT AUTHORITY

TO: **WPWMA BOARD OF DIRECTORS** DATE: **AUGUST 8, 2024**
 FROM: **SCOTT SCHOLZ / EMILY HOFFMAN** *eh*
 SUBJECT: **GROWTH FACTORY SPONSORSHIP**

RECOMMENDED ACTION:

1. Authorize the General Manager or designee, upon review and approval by WPWMA Counsel, to sign a sponsorship agreement with the Growth Factory for the GFX Conference for a total cost of \$5,000.
2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

BACKGROUND:

Through the WPWMA's partnership with the Carlsen Center for Innovation & Entrepreneurship, staff were introduced to the Growth Factory and discovered the WPWMA's and Growth Factory's share goals and mutual benefit of continued engagement. In April 2023, the Growth Factory hosted the WPWMA's inaugural Final Pitch for the Circular Economy Innovation Competition at their Roseville Venture Lab.

In September 2023, your Board approved sponsorship of the 2023 GFX Conference, and staff participated in the event by sitting on the Civic Innovation Panel, sharing information and materials with expo attendees, and connecting with entrepreneurs and innovative businesses including BioFiltro, with whom your Board approved a pilot program to reduce constituents in landfill leachate.

The GFX Conference is the Growth Factory's annual venture conference and startup showcase bringing together talented and innovative minds from the Greater Sacramento region to connect, learn, support local business, and build a robust startup ecosystem. Supporting such events and opportunities and engaging in pilot projects and public-private partnerships in the local community and the entrepreneurial and manufacturing industry align with the WPWMA's goal of fostering a local circular economy as outlined in the WPWMA's 2023 – 2027 Strategic Plan and the Renewable Placer Waste Action Plan.

Should your Board approve the recommended sponsorship, the WPWMA will be afforded a reserved and branded table at the event's Awards Lunch, an Expo booth to share information and materials about opportunities at the WPWMA's campus with event attendees, the opportunity to introduce or moderate a panel, placement of the WPWMA's logo on digital signage at the event and on the GFX website and inclusion in various social media promotions, and more. Additionally, WPWMA staff have been featured as guests on an episode of a podcast hosted by one of the founders of the Growth Factory, Mark Haney, discussing fostering a local circular economy and investing in compatible manufacturing technologies.

ENVIRONMENTAL CLEARANCE:

The recommended action is not considered a “project” under CEQA guidelines Section 15378.

FISCAL IMPACT:

The fiscal impact of supporting the Growth Factory’s GFX Conference is \$5,000. Sufficient funding is available in the FY24-25 Preliminary Budget to cover this cost.

STRATEGIC PLAN/GOALS:

GOAL 1 – Improve outreach, public education, and customer experience/service.

GOAL 2 – Enhance economic development and investment in innovation.

MEMORANDUM WESTERN PLACER WASTE MANAGEMENT AUTHORITY

TO: **WPWMA BOARD OF DIRECTORS** DATE: **AUGUST 8, 2024**
 FROM: **SCOTT SCHOLZ / ERIC ODDO** 
 SUBJECT: **UC DAVIS SITE USE AGREEMENT – LFG RESEARCH PROJECT**

RECOMMENDED ACTION:

1. Authorize the Chair to sign a Site Use Agreement with the University California at Davis (UC Davis) for access to the Western Regional Sanitary Landfill (WRSL) for the purposes of conducting a research project related to methane emissions measurement technologies.
2. Determine the recommended action is exempt from further environmental review pursuant to California Environmental Quality Act Guidelines Section 15306.

BACKGROUND:

In mid-February 2024, a UC Davis Associate Professional Researcher contacted staff to gauge the WPWMA's interest in participating in a research project sponsored by the US EPA and California Air Resources Board (CARB) and led by UC Davis to evaluate landfill methane emissions measurement technologies. An abstract of the research project is attached; the full research plan provided to the WPWMA by UC Davis is on file at the WPWMA's Administrative Offices.

Researchers intend to evaluate various methane emission monitoring techniques and collect operational data from two California landfills over a three (3) year period and have identified the WRSL as a top candidate due to its size and proximity to the UC Davis campus.

Under the proposed Site Use Agreement, UC Davis representatives would be granted access to the WRSL to measure methane emissions utilizing stationary, mobile, aerial, and remote sensing technologies and to document site operational practices and conditions (e.g., daily and intermediate soil cover practices, gas collection methods, etc.). Staff confirmed with UC Davis and CARB personnel that regulatory enforcement actions will not be taken against a participating operator or facility based solely on data collected as part of the research project.

Staff have been tracking CARB-led discussions related to enhanced measurement and collection methods to further reduce landfill methane emissions and believe that the WPWMA's participation in the project could provide valuable insight and involvement in shaping future emissions regulations and provide opportunities to evaluate cost-effective measures to further reduce these emissions. Emission reduction could have additional benefits to the WPWMA in terms of increased revenue from the beneficial use of the collected gas and reduced LFG related odors.

ENVIRONMENTAL CLEARANCE:

The recommended action is categorically exempt under CEQA Guidelines, Article 19, Section 15306, "Information Collection" as the proposed work consists of basic data

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collection, research, experimental management, and resource evaluation activities which do not result in a serious or major disturbance to an environmental resource.

FISCAL IMPACT:

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

STRATEGIC PLAN/GOALS:

GOAL 4 – Establish well-planned facility infrastructure and ensure its proper maintenance and operation.

GOAL 6 – Establish internal policy and inform regional policy.

ATTACHMENT: UC DAVIS RESEARCH PROJECT ABSTRACT
SITE USE AGREEMENT

Site Access Agreement

This Site Access Agreement ("Agreement") is made and entered into as of May X, 2024, by and between Wester Placer Waste Management Authority ("WPWMA"), located at 3195 Athens Avenue, Lincoln, CA 95648 in Placer County, California, and the University of California at Davis ("UC Davis"), a public research university located at 1 Shields Ave in Davis, California (collectively, the "Parties").

Recitals

WHEREAS, WPWMA operates a landfill facility at the WPWMA Landfill site ("Site");

WHEREAS, UC Davis wishes to conduct three separate research projects ("Projects") at the Site relating to environmental studies for the Environmental Protection Agency ("EPA") and California Air Resources Board ("CARB");

WHEREAS, WPWMA agrees to grant access to the Site for the purposes of these Projects under the terms set forth herein.

Agreement

1. Grant of Access:

- WPWMA hereby grants UC Davis, its employees, agents, and authorized representatives, non-exclusive access to the Site solely for the purpose of conducting the Projects as described in the attached Research Plan.

2. Term:

- This Agreement shall commence on May X, 2024, and shall continue in effect for a period of three (3) years unless terminated earlier as provided herein.

3. Research Plan:

- The Research Plan for the Projects, which has been prepared for submission to the EPA and CARB, is attached hereto and made a part of this Agreement as Attachment A.

• Use of Site:

- The use of the Site shall be limited to the scope described in Appendix A and shall be in accordance with the following conditions:
 - UC Davis shall provide WPWMA forty-eight (48) hours written notice prior to entering the Site. Notice shall be in writing via email to: Scott Scholz (sscholz@wpwma.ca.gov).
 - UC Davis shall enter the Site only at defined access points identified in the written notice by UC Davis and approved by WPWMA. If applicable, UC Davis shall keep the gates locked during and after accessing or exiting the Premises.
 - UC Davis shall at all times conduct its use of the Site in such a manner that it shall not constitute a public or private nuisance.
 - No trash or other evidence of Project visits will be left on the Site.
 - All UC Davis staff and authorized agents will carry identification.
 - No firearms will be permitted.
 - Smoking is prohibited.
 - Vehicle speeds will be kept below the maximum posted speed limits and ten (10) miles per hour on unpaved roads and, if applicable, for any off-road activities, to minimize dust.

4. **Insurance Requirement:**

- UC Davis shall maintain at its own expense, general liability insurance covering bodily injury, property damage, and other risks as commonly covered with respect to the activities contemplated hereunder. UC Davis agrees to provide WPWMA with a certificate of insurance evidencing such coverage. Details of the insurance requirements are provided in Attachment B of this Agreement.

5. **Compliance with Laws:**

- UC Davis shall comply with all applicable federal, state, and local laws and regulations during the conduct of the Projects at the Site.

6. **Notice:**

- Any notice required to be given hereunder, or which either Party may wish to give, shall be in writing and shall be personally delivered or sent by certified or registered mail, postage paid, addressed as follows:
 - If to WPWMA: Western Placer Waste Management Authority, 3013 Fiddymment Road Roseville, CA 95747
 - If to UC Davis: Dr. Ramin Yazdani, Air Quality Research Center, 1 Shields Ave, Davis, CA 95616
- Notices are deemed given upon receipt if personally delivered or three (3) days after deposit in the mail if mailed.

7. **Termination:**

- Either Party may terminate this Agreement upon thirty (30) days written notice to the other Party.

8. **Miscellaneous:**

- This Agreement constitutes the entire agreement between the Parties regarding the subject matter hereof and supersedes all prior agreements and understandings, both written and oral, between the Parties with respect to the subject matter hereof.

IN WITNESS WHEREOF, the Parties hereto have executed this Site Access Agreement as of the date first above written.

Western Placer Waste Management Authority

Chair, Shanti Landon

University of California at Davis

Attachments: (ON FILE WITH WPWMA CLERK)

- **Attachment A:** Research Plan for EPA and CARB
- **Attachment B:** WPWMA Insurance Requirements