



**Shanti Landon, Placer County, Chair**

Krista Bernasconi, City of Roseville (Alternate)

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**

**JANUARY 9, 2025 5:30 PM**

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

*The WPWMA Board of Directors JANUARY 9, 2025 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](mailto: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](mailto: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 Halldin)
3. Roll Call
4. Statement of Meeting Procedures
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. Report from the General Manager (Scott Scholz) ---
  - b. Financial Reports (Eric Oddo) Pg.3
  - c. Monthly Tonnage Reports (Will Scheffler) ---
  - d. Facility Projects Update (Ryan Schmidt) Pg. 5
7. Consent Agenda
  - a. Minutes of the Board Meeting held December 12, 2024 Pg. 9  
Approve as submitted.
  - b. Fiscal Year 2024/25 Budget Amendment (Eric Oddo) Pg. 13
    1. Approve a FY 2024/25 Budget Amendment to increase Accounts 51010 – 51380 associated with WPWMA staff labor costs by a combined total of \$126,530 and authorize the General Manager to proceed with immediate hiring of an Accounting Technician and Environmental Resources Specialist.

2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

8. Action Items

a. 2025 Board Meeting Schedule (Eric Oddo) Pg. 17

1. Adopt Resolution 25-01 establishing the WPWMA Board meeting dates for calendar year 2025.
2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

b. Agreement for General Counsel Services (Scott Scholz) Pg. 19

1. Approve and authorize the Chair to sign a three-year General Counsel Legal Services Agreement with Best Best & Krieger LLP for general counsel legal services for an amount not to exceed \$900,000.
2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

9. Closed Session

Government Code Section §54956.8 – Conference with Real Property Negotiator

Property: Approximately 133 acres of property located west of Fiddymont Road and north of Sunset Blvd West, approximately 2.6 miles west of State Route 65 in unincorporated Placer County; APN: 017-062-003

WPWMA Negotiators: Scott Scholz, Eric Oddo, Robert Sandman

Negotiating Partners: WPWMA and Sierra Joint Community College District

Under Negotiation: Price, terms, and conditions of purchase and sale.

10. Reports from Directors

11. Upcoming Agenda Items

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

12. Adjournment

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

**Year-to-Date**  
**November 2024**

	Year to Date					Notes
	Annual Budget	Budget	Actuals (raw)	Actuals	Variance	
<b>Revenue</b>						
42005:Fair Market Value Adjustment	-	-	404,951	404,951	404,951	Gain associated with the difference between the market value and face value of the WPWMA bonds
42010:Investment Income						
Interest / Investment Income	319,602	133,168	456,358	456,358	323,191	Budgeted a lower rate of return based on previous years' earnings rate
Interest with Fiscal Agent	303,071	126,279	485,020	485,020	358,741	Greater than anticipated bond yields
42030:Rents and Concessions	503,679	209,866	88,442	88,442	(121,424)	Includes \$55,586 in reverse accruals from FY23/24. Royalty payments for October & November not yet received
44270:State Aid - Other Programs	56,000	23,333	(196,938)	(196,938)	(220,271)	Includes \$214,344 in reverse accruals from FY23/24. \$26k carpet grant funds not yet received.
46240:Sanitation Services - Other	29,247	12,249	\$12,561.58	12,562	313	Tipping fee revenues tracking ~0.2% above budgeted amounts
46250:Solid Waste Disposal	49,175,673	20,710,123	20,754,558	20,754,558	44,435	Tipping fee revenues tracking ~0.2% above budgeted amounts
46360:Other Fees and Charges	-	-	171,147	171,147	171,147	Reimbursement from RRG members and from FCC for permit related costs
48030:Miscellaneous	20,000	8,333	95,463	95,539	87,206	Financing fees and liquidated damages assessment against FCC
49040:Gain/Loss on Fixed Asset Disposal	-	-	-	-	-	
49080:Operating Transfers In	-	-	-	-	-	
<b>Total Revenue</b>	<b>50,407,273</b>	<b>21,223,352</b>	<b>22,271,564</b>	<b>22,271,640</b>	<b>1,048,287</b>	
<b>Expenses</b>						
<b>Capital Assets:</b>						
54430:Buildings & Improvements	4,423,154	3,095,566	1,032,601	1,032,601	2,062,965	
54450:Equipment	2,359,811	-	-	-	-	
54470:Infrastructure	526,556	-	-	-	-	
54480:Land Improvements	8,039,659	6,484,446	3,289,196	3,289,196	3,195,250	Costs predominately related to Module 6 construction; overestimate current cost impact of west LF permitting
<b>Operating Expenses:</b>						
51010:Wages and Salaries	3,369,740	1,404,058	1,240,988	1,240,988	163,070	AFO and USW on payroll in November; Exec. Admin position not filled as of November 30.
52030:Clothing and Personal	4,125	1,719	2,191	2,191	(472)	
52040:Communication Services Expense	12,000	5,000	3,324	3,324	1,676	
52050:Food	1,000	417	905	905	(489)	
52060:Household Expense	1,500	625	362	376	249	
52080:Insurance	489,448	203,937	226,827	226,827	(22,891)	Quarterly fee paid for County Risk Management services doubled compared to previous FY; insufficient amount budgeted
52140:Parts	100	42	-	-	42	
52160:Maintenance	96,330	40,137	57,024	57,024	(16,887)	Greater than expected maintenance on WPWMA-owned heavy equipment.
52161:Maintenance - Building	5,000	5,000	32,823	32,823	(27,823)	Greater than expected facility maintenance/modifications performed by County staff per WPWMA request
52170:Fuels & Lubricants	20,000	8,333	1,053	1,053	7,280	Lower than expected fuel costs
52180:Materials - Buildings & Improvements	1,250	521	1,007	1,007	(487)	
52220:Laboratory Supplies	-	-	8,965	8,965	(8,965)	Funding for lab supplies and analytical testing not included in the Final Budget
52240:Professional / Membership Dues	12,000	12,000	1,055	1,055	10,945	Several professional membership annual dues and event booth fees not realized yet.
52250:Services and Supplies	7,500	3,125	-	-	3,125	
52260:Misc Expense	-	-	-	-	-	
52320:Printing	20,000	8,333	(1,423)	(1,423)	9,756	Includes \$4,531 in reverse accruals from FY23/24. To date WPWMA has had lower than anticipated printing needs.
52330:Other Supplies	40,000	16,667	12,856	12,856	3,810	
52340:Postage	1,000	417	982	982	(565)	
52360:Prof. & Special Svcs - General	2,960,912	1,233,713	569,867	569,867	663,847	Includes \$183,774 in reverse accruals from FY23/24. Several projects not yet started.
52370:Professional and Special Services - Legal	350,000	145,833	55,871	55,871	89,962	August and November legal fees not yet realized
52380:Prof. & Special Svcs - Tech., Eng. & Env.						
SC3140 Building Maintenance Installation and Repair Services	200,000	83,333	4,139	4,139	79,194	Lower than expected CCTV maintenance service costs to date
SC3180 MRF Operations	27,938,324	10,336,855	6,082,067	8,027,432	2,309,424	Includes \$2,024,226 in reverse accruals from FY23/24. Lower than projected material quantities processed through MRF.
SC3190 Landfill Operations	2,790,653	1,162,772	1,240,855	1,495,172	(332,400)	Greater than projected material quantities disposed of at WRSL
SC3320 Environmental and Ecological Services	110,000	45,833	5,662	5,662	40,172	Lower than projected Placer County Environmental Utilities staff costs
SC3322 Hazardous Waste	500	208	-	-	208	
52390:Prof. & Special Svcs - County	200,000	83,333	10,434	10,434	72,899	Lower than expected County service fees
52400:Prof. & Special Svcs - IT	100,000	41,667	12,339	12,339	29,327	Some IT costs not yet realized
52440:Rents and Leases - Equipment	24,000	10,000	968	968	9,032	Less need for equipment rental to date
52450:Rents and Leases - Buildings & Improvements	100	42	-	-	42	
52460:Small Tools & Instruments	1,000	417	288	288	129	
52470:Employee Benefit Systems	14,847	6,186	4,571	4,571	1,615	
52480:PC Acquisition	6,000	6,000	5,448	5,448	552	
52510:Commissioner's Fees	6,000	2,500	1,200	1,300	1,200	No meeting in July and November; Directors absent at September and October meetings
52540:Signing & Safety Material	250	104	-	-	104	
52560:Small Equipment	2,000	833	10,101	321	512	
52570:Advertising	689,000	287,083	44,295	54,075	233,008	Includes \$34,461 in reverse accruals from FY23/24. Several one-time costs not realized yet.
52580:Special Department Expense	4,200	4,200	2,999	2,999	1,201	Office equipment for several planned staff hires not yet realized
52785:Training / Education	17,000	17,000	1,409	1,498	15,502	Multiple staff training and conference attendance costs not yet realized
52790:Transportation and Travel	70,000	29,167	9,245	9,245	19,921	Lower than anticipated fleet costs to date.
52800:Utilities	165,000	68,750	59,736	59,736	9,014	Lower than anticipated utility costs to date.
52810:Operating Materials	-	-	-	-	-	
53050:Debt Issuance Costs	-	-	-	-	-	
53060:Bond Interest	4,521,535	2,260,768	1,704,622	1,704,622	556,145	Interest earned on the bonds that used to offset a portion of the semi-annual bond interest payment.
53190:Taxes and Assessments	549,878	137,470	136,772	136,772	698	
53250:Contributions to Other Agencies	280,873	280,873	280,873	280,873	(0)	
53390:Transfer Out A-87 Costs	27,508	11,462	11,462	11,462	-	
55510:Operating Transfer Out	-	-	-	-	-	
55561:Interfund/Intrafund Activities Out	-	-	-	-	-	
59000:Appropriation for Contingencies	100,000	-	-	-	-	
<b>Total Expenses</b>	<b>60,669,754</b>	<b>27,546,746</b>	<b>16,165,961</b>	<b>18,365,846</b>	<b>9,180,900</b>	
<b>Net Income/(Loss)</b>	<b>(10,262,482)</b>	<b>(6,323,393)</b>	<b>6,105,603</b>	<b>3,905,794</b>	<b>10,229,187</b>	
<b>Additional non Income Statement Transactions:</b>						
Bond Proceeds	10,122,422	9,580,012	-	4,321,797	5,258,215	
Planned use of Reserves	3,750,000	1,562,500	-	-	1,562,500	
<b>Total with Bond Proceeds and Reserves</b>	<b>3,609,941</b>	<b>4,819,118</b>		<b>8,227,590</b>	<b>17,049,902</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 WPWMA'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**  
FROM: **SCOTT SCHOLZ / RYAN SCHMIDT** *RS*  
SUBJECT: **ITEM 6D: FACILITY PROJECTS UPDATE**

DATE: **JANUARY 9, 2025**

**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**

**Phase 1 – C&D and Greenwaste ASP**

The new C&D and Greenwaste ASP facilities are in operation.

**Phase 2 – Maintenance Building and ADA Improvements**

Construction of the remainder of the exterior and interior ADA improvements to accommodate California Building Code requirements for an accessible path of travel, parking stalls, toilet and bathing facilities, and lockers remain on hold pending an updated cost estimate from FCC's contractor following agreement between the WPWMA and FCC regarding items that can safely be removed from the scope.

While Temporary Occupancy of the Maintenance Building was approved in October 2024, outstanding punch list items are preventing FCC from beginning occupancy. FCC anticipates gaining access to the building by late January.

**Phase 3A – MRF**

VanDyk continues to install new equipment inside the MRF, with roughly 75% of mechanical equipment and 60% of electrical installation in place as of mid-December.

Fire protection installation is underway, with the western processing area of the MRF completed. Installation on the eastern processing area is ongoing and will be followed by the western baling area and drive-through canopy. Fire Watch is in place for the duration of this portion of construction.

"Alleyway" construction continues, with concrete pad pouring currently underway and equipment installation and asphalt work to follow. Completion of the alley way is anticipated to take a total of approximately three months, weather dependent. Due to the nature of the work to be performed, and the winter conditions that limit the completion of critical tasks, there is not currently an estimated completion date.

**Phase 3B – MSW CASP and Traffic Improvements**

Phase 3B construction is anticipated to begin January 21st, pending relocation of green waste materials and select facility operations. Once the areas have been cleared for construction, demolition for the CASP area will begin.

### Certificate of Occupancy

Final Certificates of Occupancy are subject to the WPWMA granting roadway easements to Placer County along Fiddymont Road. Following meetings between the WPWMA and Placer County in September, staff understand that Placer County is preparing a letter to the WPWMA outlining a proposed process to resolve the easement issue.

### **Module 6 Liner Project**

All subsurface water mitigation elements required by the Water Board have been installed and implemented and will be monitored throughout the wet season. Staff will submit a formal report and letter to the Water Board following the rainy season.

Substantial completion for the project was achieved on November 20, 2024. Staff is working on final project close-out, including completion of the final punch-list. Once the design engineer has completed the Final Construction Quality Assurance Report, WPWMA Staff will submit it to the Water Board for Approval.

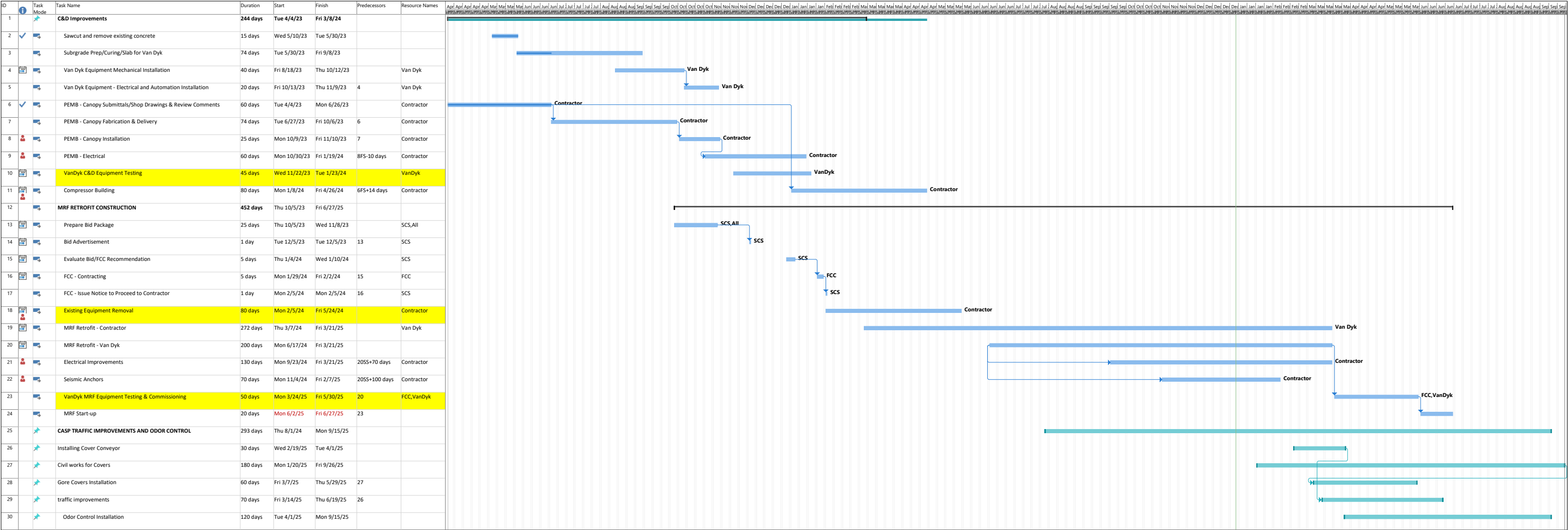
### **South Placer Wastewater Authority (SPWA) Compliance Project**

This update applies directly to the scope of work outlined in the Compliance Plan and Schedule submitted to City of Roseville and Placer County Staff on October 15, 2024 identifying the required milestones to reach full site compliance by October of 2026, as described in the WPWMA's wastewater discharge permit issued by the City of Roseville.

The next step in this process includes trial of a granular activated carbon filtration system. Staff will submit pre- and post-treatment samples to a laboratory throughout the trial to determine the system's efficiency in removal of the constituents outlined in the wastewater discharge permit.

ATTACHMENTS: FCC CRITICAL PATH UPDATE

7



Start-only

Finish-only

External Tasks

External Milestone

Deadline

Progress

Manual Progress

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## WESTERN PLACER WASTE MANAGEMENT AUTHORITY

Minutes of December 12, 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  
Krista Bernasconi  
Bonnie Gore  
Bill Halldin  
Holly Andreatta

### **Staff Present:**

Scott Scholz	Sara Lyon
Eric Oddo	Ryan Schmidt
Robert Sandman	Emily Hoffman
Will Scheffler	

1. Call Meeting to Order: Chair Landon called the meeting to order at 4:06 PM.
2. Pledge of Allegiance: Director Halldin led the Pledge of Allegiance.
3. Roll Call: All Directors were present. Director Gore arrived at 4:10 PM.
4. Statement of Meeting Procedures: Emily Hoffman read the statement of meeting procedures.

The Chair announced that Item 7e Energy 2001 Royalties and Item 9a Site Wide Odor Plan Update would not be heard by the Board and would be continued at a future meeting.

5. Public Comment: None.

6. Closed Session

- a. Government Code 54957(b)(1) – Public Employment  
Title: General Counsel

Robert Sandman reported out of Closed Session that the Board voted 5-0 to provide direction to the General Manager and General Counsel to negotiate a Legal Services Agreement with the selected firm and return to the Board for final approval.

- b. Government Code Section 54956.8 – Conference with Real Property  
Negotiator

Property:	Approximately 133 acres of property located west of Fiddymont Road and north of Sunset Blvd West, approximately 2.6 miles west of State Route 65 in unincorporated Placer County; APN: 017-062-003
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WPWMA Negotiators:	Scott Scholz, Eric Oddo, Robert Sandman
Negotiating Partners:	WPWMA, Sierra Joint Community College District
Under Negotiation:	Price, terms, conditions of purchase and sale.

Robert Sandman reported out of Closed Session that the Board provided direction to the General Manager to conduct negotiations and to return to the Board at a future meeting.

7. Announcements & Information

- a. Report from the General Manager

Scott Scholz provided the following updates:

- The WPWMA received \$6 million of the \$9.9 million Organics Grant from CalRecycle. Scott thanked Stephanie Ulmer and Eric Oddo for their perseverance with this effort and noted that CalRecycle senior management have shared their excitement for the WPWMA's project.
  - Stephen Fink is the WPWMA's new Administrative and Fiscal Officer and will provide financial updates at future Board meetings.
  - Scott participated in a panel on the Circular Economy and Placer Center at Sac State during Global Entrepreneurship Week. Sac State is very excited for the WPWMA's innovation lab and circular economy efforts.
  - Scott thanked the WPWMA's operations staff for their diligence in preparing the facility for the winter season.
- b. Financial Reports: Eric Oddo summarized the report. There were no questions from the Board.
- c. Monthly Tonnage Reports: Will Scheffler summarized the report and answered questions from the Board.
- d. Facility Projects Update: Ryan Schmidt summarized the report and answered questions from the Board.
8. Consent Agenda
- a. Minutes of the Board Meeting held October 10, 2024  
Staff recommended the Board approve the minutes as submitted.
- b. Envirosuite Agreement  
Staff recommended the Board:
1. Authorize the General Manager or designee, upon review and approval by WPWMA Counsel, to sign a three-year sole-source service agreement with Envirosuite, Inc. for routine maintenance and support services for the continuous odor monitoring system software and hardware for an amount not to exceed \$169,227.
  2. Determine that the recommended action is exempt from environmental review pursuant to California Environmental Quality Act Guidelines Sections 15301 and 15306.

The Chair opened public comment; no comments were received.

**MOTION TO APPROVE:** Andreatta/Halldin/Unanimous

9. Action Items

- b. Agreement with Wisewood Energy  
Staff recommended the Board:
1. Authorize staff to negotiate a lease agreement with Wisewood Energy allowing for the design, construction, and operation of a woody biomass facility on the WPWMA's campus consistent with the attached proposed deal points.
  2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

Eric Oddo summarized the report. There were no questions from the Board.

The Chair opened public comment; no comments were received.

**MOTION TO APPROVE:** Gore/Halldin/Unanimous

10. Reports from Directors:

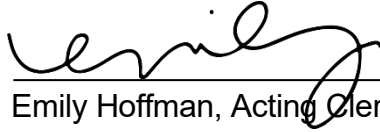
- Director Andreatta expressed gratitude for her time on the WPWMA Board and announced that she will be the City of Lincoln's Board Alternate in 2025.
- Director Halldin thanked staff for their efforts in being awarded and now receiving funds from the CalRecycle Organics Grant.

11. Upcoming Agenda Items:

Director Halldin requested an update from GSEC on WPWMA-related efforts.

12. Adjournment: Meeting was adjourned at 6:07 PM.

Respectfully Submitted,



Emily Hoffman, Acting Clerk of the Board

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**MEMORANDUM  
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS** DATE: **JANUARY 9, 2025**  
FROM: **SCOTT SCHOLZ / ERIC ODDO**   
SUBJECT: **ITEM 7B: FISCAL YEAR 2024/25 BUDGET AMENDMENT: STAFFING**

**RECOMMENDED ACTION:**

1. Approve a FY 2024/25 Budget Amendment to increase Accounts 51010 – 51380 associated with WPWMA staff labor costs by a combined total of \$126,530 and authorize the General Manager to proceed with immediate hiring of an Accounting Technician and Environmental Resources Specialist.
2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

**BACKGROUND:**

At the May 9, 2024 meeting, your Board ratified the General Manager employment contract which also established the effective date of the Memorandum of Understanding between the County of Placer (County) and WPWMA related to staffing and other County-provided services.

To provide WPWMA sufficient time to hire necessary additional administrative staff, the County Department of Public Works (DPW) agreed to continue providing administrative and financial services (e.g., accounting, departmental level human resources, etc.) through the end of calendar year 2024. In November 2024, after several months of working with the County's Human Resources Department, the WPWMA hired a full-time Administrative and Fiscal Officer (AFO) to manage and perform the duties previously provided by County DPW.

Staff recommend the WPWMA recruit and hire an Accounting Technician to assist and provide support to the AFO. As the Accounting Technician will require access to the County's administrative and fiscal software platform (Workday), staff recommend that the WPWMA hire this position via the County. As with current WPWMA staff exclusive of the General Manager, this position would be classified as a "WPWMA Worker"; an employee of Placer County exclusively dedicated to WPWMA operations under direction of the WPWMA General Manager.

Additionally, the time dedicated by staff overseeing facility operations has increased significantly over the past year. In addition to overseeing the MRF Improvements Project and routine MRF and landfill operations, staff are spending a significant amount of time working with FCC and numerous regulatory agencies to ensure regulatory issues are being addressed in a responsive, timely, and complete manner while also preparing to begin filling operations in Module 6, conducting regular aerial drone flyovers and site surveys, and continuing routine odor inspections as development continues to move closer to the WPWMA's campus. To provide for the necessary level of operational oversight now and into the future, staff recommend the WPWMA recruit

and hire an additional Environmental Resources Specialist (ERS). Given that the WPWMA has two (2) existing filled ERS positions, and that staff believe it is important to hire another ERS as soon as practical, staff recommend the WPWMA also hire this position via the County as a WPWMA Worker.

To enable the General Manager to initiate the recruitment process, an amendment to the FY2024/25 Final Budget establishing the two additional allocations and providing the necessary ongoing funding mechanism is necessary. Additionally, in an effort to minimize any potential delays in the process, staff also recommend your Board formally direct the General Manager to recruit and fill the Accounting Technician and ERS positions as soon as practical.

An amended organizational chart reflecting the additional proposed positions is attached for your Board's reference.

**ENVIRONMENTAL CLEARANCE:**

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

**FISCAL IMPACT:**

The current fully burdened annual cost for an additional ERS and Accounting Tech is approximately \$335,000. Assuming the positions are filled by mid-February 2025, staff estimates the actual cost over the remainder of this fiscal year will be approximately \$126,530 as shown in the attached summary. Sufficient funding is available in the FY 2024/25 Final Budgets to cover these additional costs without need to adjust tipping fees and without an adverse impact to the estimated bond coverage requirement.

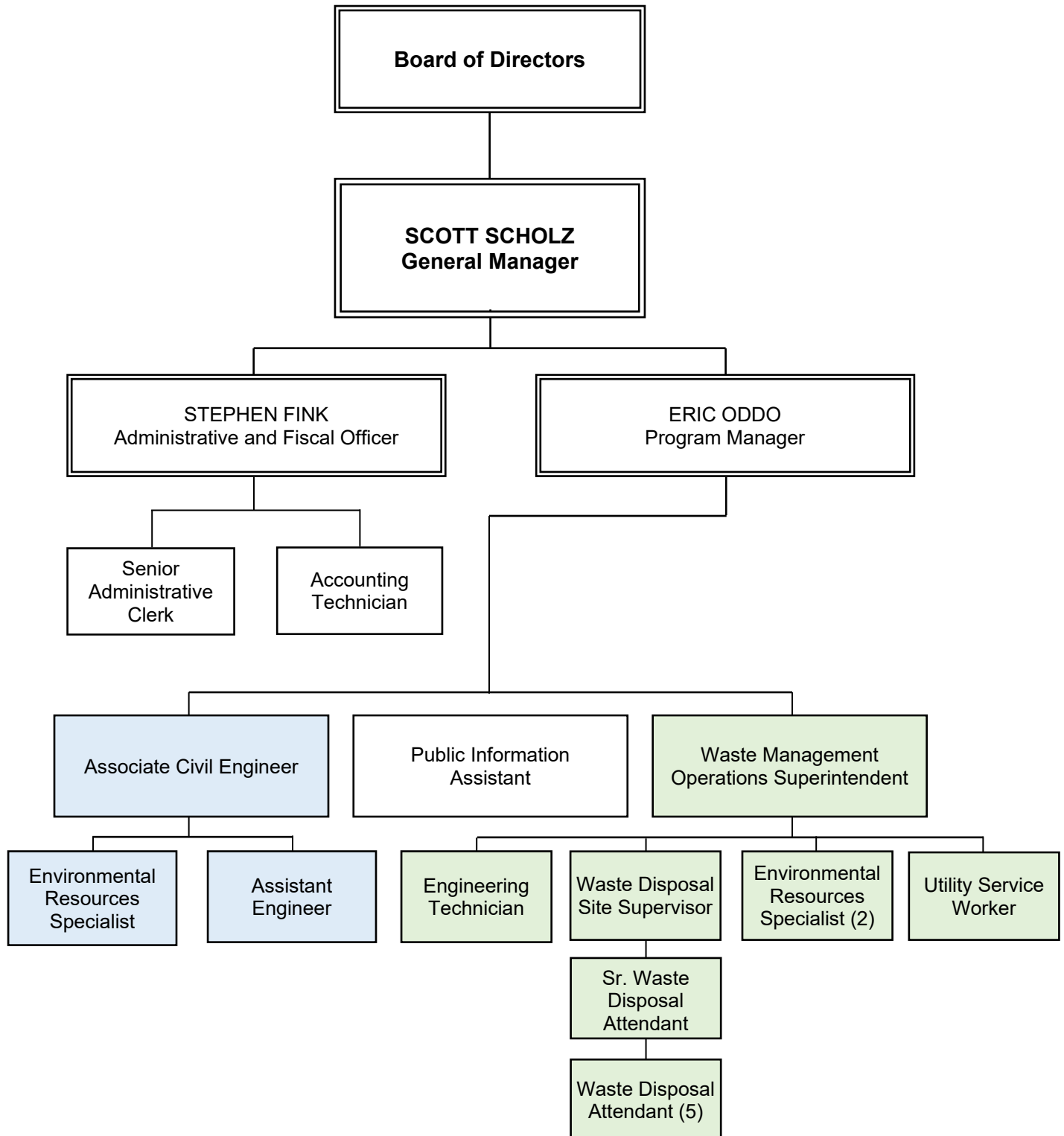
**STRATEGIC PLAN/GOALS:**

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

GOAL 5 – Maintain fiscally responsible systems.

ATTACHMENTS: WPWMA ORGANIZATIONAL CHART  
FY 2024/25 BUDGET AMENDMENT SUMMARY

# WESTERN PLACER WASTE MANAGEMENT AUTHORITY ORGANIZATIONAL CHART



Western Placer Waste Management Authority  
FY 2024/25 Budget Amendment Summary

Labor Related Accounts	FY 2024/25 Budget Amounts		
	Current	Proposed	Increase
51010: Wages and Salaries	\$1,801,940	\$1,871,579	\$69,638
51040: Overtime and Call Back Pay	\$22,922	\$25,075	\$2,154
51090: Cafeteria Plans (Non-PERS)	\$95,517	\$99,695	\$4,178
51110: Other Payroll	\$48,726	\$48,726	\$0
51120: Uniform Allowance	\$3,250	\$3,575	\$325
51210: Retirement	\$605,858	\$631,749	\$25,892
51220: Payroll Taxes	\$137,848	\$143,176	\$5,327
51240: Other Postemployment Benefits	\$130,936	\$135,760	\$4,824
51290: 401(k) Employer Match	\$17,400	\$17,400	\$0
51310: Employee Group Insurance	\$344,637	\$357,897	\$13,259
51360: Workers Comp Insurance	\$24,146	\$25,079	\$933
51380: Other Benefits	\$8,400	\$8,400	\$0
Total	\$3,241,581	\$3,368,111	\$126,530



**MEMORANDUM  
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS** DATE: **JANUARY 9, 2025**  
FROM: **SCOTT SCHOLZ / ERIC ODDO**   
SUBJECT: **ITEM 8A: 2025 BOARD MEETING SCHEDULE**

**RECOMMENDED ACTION:**

1. Adopt Resolution 25-01 establishing the WPWMA Board meeting dates for calendar year 2025.
2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

**BACKGROUND:**

Section 8 of the WPWMA's Joint Powers Authority agreement states: "*The Board shall by resolution establish the number of regular meetings to be held each year...*" Your Board has historically conducted regular Board meetings on the second Thursday of each month at the WPWMA's administrative building.

The attached Resolution 25-01 maintains the precedent of the date, time and location of regular meetings of your Board. Should your Board elect to alter any of the meeting dates, times, or locations, staff will make the necessary revisions and return at the next scheduled regular meeting for approval of a revised resolution.

ATTACHMENT: RESOLUTION 25-01

# Before the Board of Directors

## Western Placer Waste Management Authority

In the matter of:

Resolution No. 25-01

### ESTABLISHING THE 2025 REGULAR MEETINGS OF THE WPWMA BOARD OF DIRECTORS

The following resolution was duly passed by the Board of Directors of the Western Placer Waste Management Authority at a regular meeting held January 9, 2025 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Signed and approved by me after its passage.

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Chair

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Clerk of said Board

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**WHEREAS**, in accordance with Section 8 of the Joint Exercise of Power Agreement (JPA), the WPWMA Board establishes the number of regular meetings to be held each year; and

**WHEREAS**, the WPWMA Board of Directors typically meets the second Thursday of each month at 5:30 PM at the WPWMA's administrative offices located at 3013 Fiddymment Road in Roseville, CA.

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

1. Establishes the following regular meeting dates for calendar year 2025:

January 9	May 8	September 11
February 13	June 12	October 9
March 13	July 10	November 13
April 10	August 14	December 11

2. Authorizes this Resolution 25-01 to remain effective until December 31, 2025.

**MEMORANDUM  
WESTERN PLACER WASTE MANAGEMENT AUTHORITY**

TO: **WPWMA BOARD OF DIRECTORS**                      DATE: **JANUARY 9, 2025**  
FROM: **SCOTT SCHOLZ / ERIC ODDO**   
SUBJECT: **ITEM 8B: GENERAL COUNSEL LEGAL SERVICES AGREEMENT  
WITH BEST BEST & KRIEGER LLP**

**RECOMMENDED ACTION:**

1. Approve and authorize the Chair to sign a three-year General Counsel Legal Services Agreement with Best Best & Krieger LLP (BB&K) for general counsel legal services for an amount not to exceed \$900,000.
2. Determine that the recommended action is not a project pursuant to California Environmental Quality Act Guidelines Section 15378.

**BACKGROUND:**

At the May 9, 2024 meeting, your Board ratified the General Manager employment contract which also established the effective date of the Memorandum of Understanding (MOU) between the County of Placer (County) and WPWMA related to staffing and other County-provided services.

A key provision of the MOU involves transitioning from County-provided general counsel and other legal support services to the WPWMA retaining its own dedicated general legal counsel. Staff solicited General Counsel proposals from qualified legal firms in September 2024 and received four proposals. Staff conducted preliminary interviews with each firm and recommended two of the firms to interview with your Board in December 2024. Your Board subsequently directed staff to negotiate a Legal Services Agreement with BB&K for your Board's consideration and approval.

BB&K attorneys who will serve as WPWMA General Counsel are based out of their Sacramento office and are available to attend regularly scheduled WPWMA Board meetings. BB&K meets necessary conflict-of-interest requirements; thus no conflict waivers are sought from your Board at this time.

Consistent with the General Counsel request for proposals, the proposed Agreement is for an initial three-year term, with two one-year options to extend, structured on an hourly reimbursable basis dictated by documented time spent on WPWMA-related matters. BB&K will work with County Counsel for a three-month period on the transition of counsel services; time spent by BB&K on transition activities during the transition period is not billable under the Legal Services Agreement. Active legal services provided to the WPWMA during the transition period will be billable.

**ENVIRONMENTAL CLEARANCE:**

Approving an agreement for general counsel legal services is not considered a project under California Environmental Quality Act Section 15378.

**FISCAL IMPACT:**

The total, not-to-exceed cost of the proposed three-year Agreement is \$900,000, estimated based on a review of past and anticipated WPWMA legal service needs. Sufficient funding is available in the FY 2024/25 Budget to cover this cost. Staff will monitor the proposed agreement at six- and 12-month intervals and update your Board if any fiscal changes are recommended.

**STRATEGIC PLAN/GOALS:**

GOAL 6 – Establish internal policy and inform regional policy.

ON FILE WITH CLERK: GENERAL COUNSEL LEGAL SERVICES AGREEMENT