



San Luis Obispo County Integrated Waste Management Authority

EXECUTIVE COMMITTEE MEETING AGENDA

Friday, May 31, 2024, 10:00 a.m.

In-Person Meeting:

870 Osos Street, San Luis Obispo, CA, 93401

Mission Statement:

The Mission of the IWMA is to provide coordinated efforts to follow state waste and recycling policy on behalf of member agencies through practical, cost-effective programs, education, and technical support.

EXECUTIVE COMMITTEE MEMBERS:

President, Jan Marx, City of San Luis Obispo

Vice President, Robert Robert, City of Grover Beach

Past President, Charles Bourbeau, City of Atascadero

Instructions For Public Comment:

Public Comment *before the meeting* must be submitted by 9:00 a.m., the day of the meeting. Community members are encouraged to submit agenda correspondence via email to Shauna Dragomir, Clerk of the Board, at sdragomir@iwma.com. Agenda correspondence received by 9:00 a.m. on the meeting day will be posted on the [IWMA website](#) and become part of the official record of the Board Meeting. Community members may attend the meeting in person at the San Luis Obispo County Board of Supervisors Chambers.

Americans with Disabilities Act Compliance:

In compliance with the Americans with Disabilities Act (ADA), the IWMA is committed to including the disabled in all its services, programs, and activities. If you need special aid to participate in this meeting, please get in touch with Shauna Dragomir, Clerk of the Board, at least 72 hours before the meeting to enable the IWMA to make reasonable arrangements to ensure accessibility to the meeting. The IWMA Clerk of the Board can be reached at (805) 781-5975 and through email at sdragomir@iwma.com.

1. Call To Order
2. Roll Call
3. Pledge Of Allegiance

Non-Agenda Public Comment Period

PRESENTATIONS

4. Executive Director's Report
Led by Peter Cron

Consent Agenda Public Comment Period

CONSENT AGENDA

5. Executive Committee Meeting Minutes Review – April 26, 2024 [Page 3](#)
Recommendation: Approve the April 26, 2024, Executive Committee Meeting Minutes.

Regular Agenda Public Comment Period

REGULAR AGENDA

6. Board Meeting Agenda Draft Review – June 12, 2024 [Page 7](#)

Recommendation: Review, discuss, and approve the draft June 12, 2024, IWMA Board Meeting Agenda, and provide staff direction as deemed appropriate.

7. Executive Committee Member Communications

Provides Executive Committee members an opportunity to make an announcement and briefly report on their activities directly related to agency business.

ADJOURNMENT

2024 Upcoming Meetings and Events			
Board of Directors	June 12, 2024	August 14, 2024	September 11, 2024
Executive Committee	August 2, 2024	August 30, 2024	September 27, 2024

TO: San Luis Obispo County Integrated Waste Management Authority
FROM: Shauna Dragomir, Clerk of the Board
RE: Executive Committee Minutes Review – April 26, 2024

BACKGROUND:
N/A

RECOMMENDATION:
Approve the April 26, 2024, Executive Committee Meeting Minutes.

FISCAL IMPACT:
N/A

ATTACHMENTS:
A. 2024-04-26 EC Meeting Draft Minutes



Executive Committee Meeting Minutes

April 26, 2024, 10:00AM
870 Osos Street, San Luis Obispo, CA. 93401

Executive Committee Members:

Jan Marx, President, City of San Luis Obispo
Robert Robert, Vice President, City of Grover Beach
Charles Bourbeau, Past President, City of Atascadero

1. Call To Order

President Marx called the Executive Committee to order on April 26, 2024, at 10:00 AM.

2. Roll Call

Committee Members Present: Bourbeau, Robert, Marx

3. Pledge Of Allegiance

Non-Agenda Public Comment Period

No public comment submitted.

Presentation

4. Executive Directors Report

Presented by Executive Director, Peter Cron.

Consent Agenda Public Comment Period

No public comment submitted.

Consent Agenda

5. Approve Executive Committee Meeting Minutes – March 1, 2024

Recommendation: Approve the March 1, 2024, Executive Committee Minutes.

Motion By Vice President Robert

Second By Past President Bourbeau

To approve Item 5.

Motion approved on the following roll call vote:

Ayes: Robert, Bourbeau, Marx

Noes: None

CARRIED (3 to 0)

Regular Agenda Public Comment Period

Public comment submitted by Rachelle Paris, City of SLO, item 6.

Regular Agenda

6. Request for Proposal for Social Media Services

Recommendation: 1) Approve the Request for Proposal for Social Media Services and 2) grant the Executive Director authority to release the RFP, review, and rank proposals to bring back to the full IWMA Board for final selection and contract award.

Motion By Past President Bourbeau

Second By Vice President Robert

To approve Item 6.

Motion approved on the following roll call vote:

Ayes: Bourbeau, Robert, Marx

Noes: None

CARRIED (3 to 0)

7. Request for Proposal for Annual Audit Services - Fiscal Years 2023/2024, 2024/2025, 2025/2026

Recommendation: 1) Approve the Request for Proposal for Annual Audit Services and 2) grant the Executive Director authority to release the RFP, review, and rank proposals, then bring back to the IWMA Board of Directors for final selection and contract award.

Motion By Past President Bourbeau

Second By President Marx

To approve Item 7 with the following revision:

- Amend Policy F9, Annual Auditor Selection, allowing two, 12-month contract extensions.

Motion approved on the following roll call vote:

Ayes: Bourbeau, Marx, Robert

Noes: None

CARRIED (3 to 0)

8. Review Board Meeting Draft Agenda – May 8, 2024

Recommendation: Review, discuss, and approve the draft May 8, 2024, IWMA Board Meeting Agenda, and provide staff direction as deemed appropriate.

Motion By Past President Bourbeau

Second By President Robert

To approve Item 8.

Motion approved, to include F9 Policy revision on the following roll call vote:
Ayes: Bourbeau, Robert, Marx
Noes: None

CARRIED (3 to 0)

9. Executive Committee Member Communications

No action.

Adjournment **10:37 AM**

Sasha Del Giorgio
San Luis Obispo County Integrated Waste Management Authority
Clerk of the Board

DRAFT

TO: San Luis Obispo County Integrated Waste Management Authority
FROM: Shauna Dragomir, Clerk of the Board
RE: Board Meeting Agenda Draft Review – June 12, 2024

BACKGROUND:

N/A

RECOMMENDATION:

Review, discuss, and approve the draft June 12, 2024, IWMA Board Meeting Agenda, and provide staff direction as deemed appropriate.

FISCAL IMPACT:

N/A

ATTACHMENTS:

- A. 2024-06-12 BOD DRAFT Agenda

BOARD MEETING AGENDA

Wednesday, June 12, 2024 **2:00 PM**

In-Person Meeting:

County of San Luis Obispo Government Center

1055 Monterey Street, **Room D161-162** | San Luis Obispo, CA 93408



Mission Statement:

The Mission of the IWMA is to provide coordinated efforts to follow state waste and recycling policy on behalf of member agencies through practical, cost-effective programs, education, and technical support.

BOARD OF DIRECTORS:

Jan Marx, President, City of San Luis Obispo

Robert Robert, Vice President, City of Grover Beach

Charles Bourbeau, Past President, City of Atascadero

James Gutherie, City of Arroyo Grande

Jimmy Paulding, County of San Luis Obispo, District 4 Supervisor

John Hamon, City of El Paso de Robles

Laurel Barton, City of Morro Bay

Robert Enns, Special Districts

Scott Newton, City of Pismo Beach

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Community members may attend the meeting in person at the San Luis Obispo County Government Center, 1055 Monterey Street, **Room D161-162**, San Luis Obispo, CA 93408.

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1. **Call To Order**
2. **Roll Call**
3. **Pledge Of Allegiance**

Non-Agenda Public Comment Period

PRESENTATION

4. **Executive Director's Report**
Led by Peter Cron, Executive Director.

Consent Agenda Public Comment Period

CONSENT AGENDA

5. Executive Committee Minutes Receive and File – April 26, 2024

Recommendation: Receive and file the April 26, 2024, Executive Committee Meeting Minutes.

6. Board Meeting Minutes Review – May 8, 2024

Recommendation: Approve the May 8, 2024, Board Meeting Minutes.

7. Compost Rebate Program Extension

Recommendation: That your Board a) approve an extension to the Compost Rebate Agreement approved in September 2022 for an additional 12-month period of July 1, 2024, through June 30, 2025, and in any subsequent fiscal year when the program is funded by the IWMA Board or other funding source; and b) authorize the IWMA Executive Director to sign the Compost Rebate Agreement Extension and Participation Terms for fiscal year 2024-2025 and for any subsequent fiscal year when the program is funded by the IWMA Board or other funding source.

8. Monthly Financial Reports

Recommendation: Receive and file the attached monthly financial reports.

9. Annual Audit Services – Fiscal Years 2023/2024, 2024/2025, 2025/2026

Recommendation: Consider staff's ranking of proposals received for Annual Audit Services, and a) Approve staff's recommendation of the selected firm; and b) Authorize staff to negotiate and finalize the Contract for Professional Auditing Services with the selected firm, to be signed by the Board President.

10. Social Media Services

Recommendation: Consider staff's ranking of proposals received for Social Media Services and a) Approve staff's recommendation of the selected firm; and b) Authorize staff to negotiate and finalize the Contract for Social Media Services with the selected firm, to be signed by the Board President.

Regular Agenda Public Comment Period

REGULAR AGENDA

11. Technical Assistance Grant Application – City of El Paso de Robles

Recommendation: Authorize the Executive Director to award \$10,000.00 in grant funds to the City of El Paso de Robles to purchase water bottle filling stations for city facilities to assist with the City's waste reduction efforts of single-use plastic bottles.

12. Third Quarter Budget Review for Fiscal Year 2023/2024

Recommendation: Receive, discuss, and file the Third Quarter Budget, Fiscal Year 2023/2024.

13. Resolution 2024-06-01 Temporary Reduction of the IWMA Solid Waste Management Fee

Recommendation: Adopt Resolution 2024-06-01 temporarily reducing the IWMA Solid Waste Management Fee from 5.4% to 3.0%, effective July 1, 2024.

14. Resolution 2024-06-02 Fiscal Year 2024/2025 Preliminary Budget

Recommendation: Adopt Resolution 2024-06-02 approving the Preliminary Budget, Fiscal Year 2024/2025.

15. Executive Committee Elections

Recommendation: Conduct the Executive Committee Elections as required by the IWMA Joint Powers Agreement, Section 9.4 Officers.

Closed Session Agenda Public Comment Period

CLOSED SESSION

The Board will recess into closed session pursuant to the Ralph M. Brown Act on the following items:

16. Conference with Labor Negotiator

Pursuant to Government Code 54957.6: Conference with labor negotiator regarding unrepresented bargaining units. Agency Representative: Peter Cron, Executive Director.

17. Conference with Real Property Negotiators

Pursuant to Government Code section 54956.8: Conference with Real Property Negotiators regarding: APN 002-292-029, 555 Chorro Street, San Luis Obispo, CA 93401. Agency Representative: Peter Cron, Executive Director.

Readjourn to Open Session and Closed Session Report

18. Board Member Communications

Provides board members an opportunity to make an announcement and briefly report on their activities directly related to agency business.

ADJOURNMENT

2024 Upcoming Meetings and Events			
Board of Directors	August 14, 2024	September 11, 2024	October 9, 2024
Executive Committee	August 2, 2024	August 30, 2024	September 27, 2024