



SAN LUIS OBISPO COUNTY INTEGRATED WASTE MANAGEMENT AUTHORITY

Connecting the Community to Waste Solutions

Board of Directors Meeting Minutes

Wednesday, January 14, 2026, 1:30 PM

In-Person Meeting:

City of San Luis Obispo Council Chamber
990 Palm Street, San Luis Obispo, CA 93401

BOARD OF DIRECTORS:

James Guthrie, President, City of Arroyo Grande
Navid Fardanesh, Vice President, Special Districts
Robert Robert, Past President, City of Grover Beach
Charles Bourbeau, City of Atascadero
Cyndee Edwards, City of Morro Bay
John Hamon, City of El Paso de Robles
Heather Moreno, County of San Luis Obispo, District 5 Supervisor
Jan Marx, City of San Luis Obispo
Scott Newton, City of Pismo Beach

1. Call To Order

Vice President Fardanesh called the Board Meeting to order at **1:30 PM** on January 14, 2026.

2. Roll Call

Board Members Present: Bourbeau, Edwards, Fardanesh, Guthrie (arrived 1:31 PM), Hamon, Marx, Moreno, Newton, Robert

Absent: None

3. Pledge of Allegiance

Closed Session Public Comment Period

Ms. Julie Tacker provided public comments referencing her letter submitted the day prior to the meeting which included written public comment on several items on the agenda and was made part of the record. Ms. Tacker stated if there was information she shared that the Board did not know, they should ask the Executive Director why. Ms. Tacker mentioned she is most concerned about the loss of a bookkeeper and where it leaves the organization with financial documentation. She encouraged the Board to seek a forensic audit to verify where the numbers are.

CLOSED SESSION

The Board of Directors recessed into closed session at 1:37 PM, pursuant to the Ralph M. Brown Act on the following items announced by legal counsel:

4. Public Employee Performance Evaluation

Pursuant to Government Code § 54957: Public Employee Performance Evaluation
Title: Executive Director

5. Conference With Labor Negotiators

Pursuant to Government Code § 54957.6

Agency Negotiator: Linda Somers Smith, Agency legal counsel

Unrepresented Employees: Executive Director

Readjourn to Open Session and Closed Session Report

The Board reconvened in open session at 2:41 PM.

6. Report Out of Closed Session

Ms. Somers Smith reported no action taken out of closed session and action was subject to discussion and consideration by the Board under Item 15.

General Public Comment Period

Ms. Tacker commented that this agenda differs from the draft agenda that was approved on December 11, 2025 by the Executive Committee, noting an item was added for a 5% increase to deputy director salary and for a month-to-month bookkeeper agreement. Ms. Tacker recommended the Board request an explanation for Heter Accountancy's resignation and a copy of her letter of resignation if one was provided.

Written public comment was received and made part of the record from Mr. Tom Knight regarding the sale of nitrous oxide for recreational use in San Luis Obispo County. A copy of a letter to Dr. Penny Borenstein, Public Health Director of SLO County, concerning this issue was included.

STAFF REPORTS

7. Executive Director's Report

Coby Skye, IWMA Executive Director, shared a presentation and spoke about the following topic areas: 1) Staffing Update, highlighting the first full Board meeting of new Deputy Director Lucy Stanus; 2) Contract Updates regarding accounting service changes; 3) Retirement Expenditure Report for FY 24/25, which was compiled as requested and posted on the IWMA website; 4) Enhancements to the IWMA's HHW Program including consolidation of HHW collection and e-waste collection at Cold Canyon Landfill, thereby expanding hours and convenience for residents; 5) Media Coverage increasing with earned media from KSBY and KCBX news, boosting the IWMA's messaging about the importance of e-waste recycling and holiday recycling tips among other messages; 6) Compost Rebate Program which supported 20 local vineyards, landscapers and farmers to use 12,000 tons of compost in 2025, purchased from local composters; 7) Strategic Planning Stakeholder Group Meetings which are being coordinated and include Waste Hauler/Facility Operator, Manufacturer/Retailer/Local Business, Local Jurisdiction and Public Agency, Non-profit, Community and Public, and Schools/Education; and, 8) HHW Grant Award of \$100,000 under Cycle 45 of the HHW Grant Program which was recently approved by CalRecycle, supporting a special Marine Flare collection and replacement campaign.

Ms. Tacker made the following comments regarding this item: The initial hiring of Hilbert for work and the proposed month-to-month agreement on the agenda for ongoing services are different contracts. The slide on staffing showing the organizational chart shows all staff reporting to the Deputy Director. This should be investigated and staff should have direct access to the Executive Director.

Ms. April Dury asked about the contract slide showing Heter Accounting's resignation, inquiring about the last period of bookkeeping completed prior to the effective date of her resignation and whether there was overlap between her services and Hilbert.

Mr. Skye confirmed that the last month of work Heter Accountancy was paid for was November 2025, and that as part of the interim contract, Hilbert Accounting was asked to review previous months of entries to ensure they were correct.

CONSENT AGENDA

8. Board Meeting Minutes Review – November 12, 2025, and December 16, 2025, Meeting Minutes

Recommendation: Approve November 12, 2025, and December 16, 2025, Board of Directors Meeting Minutes.

9. Executive Committee Meeting Minutes Receive/File

Recommendation to Receive and file the October 30, 2025, Executive Committee Meeting Minutes.

10. Monthly Financial Reports

Recommendation to ensure accurate monthly financial reports are presented to the Board, it is recommended that this agenda item be continued until the next Board meeting.

Speaking to the Consent Agenda, Ms. Tacker recommended a forensic audit, commenting on the continuing of monthly financial reports. She suggested looking into late bill payments and wondered why there could not have been something provided at this meeting. She also suggested that in the meeting minutes of November 12, 2025, where Peter Cron's contract was approved, the staff report from that meeting narrowed scope to HHW work, as well as limiting the contract amount and time.

Board Member Fardanesh requested to see the Heter Accountancy resignation letter. Mr. Skye noted the resignation came in the form of an email, and that he would provide a copy to all Board members following the meeting, and a copy in response to oral public record request.

A motion was passed to approve consent agenda items 8, 9, and 10, as presented.

Motion by Guthrie

Second by Hamon

AYES: Bourbeau, Edwards, Fardanesh, Guthrie, Hamon, Marx, Moreno, Newton, Robert

NOES: None

Absent: None

Abstain: None

Carried (9-0)

REGULAR AGENDA

11. Board Ratification of Sale and Purchase Price for Real Property

A brief introduction was made by legal counsel that this is a ratification of action taken at the December 16, 2025, meeting, including allowing sufficient notice to HCD to file the Surplus Land Act Exemption Request and authorizes the Board President to execute the grant deed and associated escrow documents to close the sale of property at 870 Osos.

A motion was passed to ratify the sale and purchase price for real property at 870 Osos Street, San Luis Obispo, CA and authorize the Board President to execute the grant deed and associated escrow documents.

Motion by Guthrie
Second by Marx

AYES: Bourbeau, Edwards, Fardanesh, Guthrie, Hamon, Marx, Moreno, Newton, Robert
NOES: None
Absent: None
Abstain: None

Carried (9-0)

12. Executive Director Participation in Leadership South County

Mr. Skye shared that he was invited to participate in this opportunity, which he believes would improve his operational effectiveness, and requested Board's approval of the time commitment and shared cost of the \$2,200 program tuition. Director Heather Moreno noted that she believed the program important and valuable and that it would benefit the IWMA.

Ms. Tacker stated she was not in support of this approval.

A motion was passed to approve the Executive Director's participation in Leadership South County as presented.

Motion by Guthrie
Second by Moreno

AYES: Bourbeau, Edwards, Fardanesh, Guthrie, Hamon, Marx, Moreno, Newton, Robert
NOES: None
Absent: None
Abstain: None

Carried (9-0)

Ms. Edwards was excused from the meeting at 3:15 PM

13. FY 25/26 Mid-Year Budget Review

Discuss, review, and approve the FY 25/26 Mid-Year Budget Review.

Mr. Skye provided an introduction to this item which serves as a snapshot of the financial position of the agency at this point in time. The second quarter of the fiscal year has not been closed. Highlights included operating revenue at approximately 28% of budget, updated through October and typically a latency in recording. Retail Take Back higher than expected at 92% of budget, and fees have been adjusted to account for the true cost of disposal. The sale of real property at 870 Osos Street, San Luis Obispo, CA is expected to close on January 17, 2026. Anticipated impacts

include a reduction of the Solid Waste Management Fee, which was also subdivided into commercial vs. residential, and SB 1383 exempt vs. non-exempt. This change to four potential rates caused some confusion and delays to revenue collection. The Solid Waste Management Fee will be further adjusted each FY for 4 years until IWMA reserves have been rebalanced. Mr. Skye also noted the agency is now fully staffed.

Contracted services are expected to rise for experienced public sector external accounting, and relocation of HHW facilities. Anticipated impacts include new San Miguel HHW facility; relocation of the Heritage Ranch HHW facility, relocation of the Morro Bay HHW facility due to the closure of the Morro Bay Wastewater Treatment Plant; and anticipated remodel of the office space at 555 Chorro Street for meetings and working environment.

Board member Moreno asked questions on the areas where expenses have exceeded budget – building maintenance costs, utility expenses, and legal expenses. Mr. Skye noted that some additional costs are a result of owning and paying utilities and other maintenance costs on two properties, which will conclude following the sale of 870 Osos. IMWA counsel Linda Somers Smith noted that the biggest driver of the higher costs for legal services related to the independent investigations, which are not anticipated to recur.

Mr. Guthrie asked and it was confirmed that next month will bring more financials and updates on revenue. Mr. Skye confirmed that the February meeting would include any Budget adjustments for the Board to vote on, which allows this item to be received and filed.

Mr. Bourbeau wondered whether this was considered slightly less than a mid-year period due to the recent bookkeeping changes and lack of 1-2 months of detail. Mr. Skye mentioned that the data we have now is largely up to date, despite the monthly reports being continued, and that our budget percentages are mostly on track. As expected during a change, we are with Hilbert Accounting's assistance reviewing and confirming past entries before moving forward.

Ms. Marx was glad to see the remodel of the new office listed and curious about the process since the Board established a building subcommittee last year and initially talked about knocking out a wall, etc. to expand meeting space. She was concerned about the electrical capacity of the building, parking spaces, in conjunction with an added EV Charger. Ms. Marx suggested bringing concrete plans and perhaps reviving the building subcommittee. Mr. Skye shared that IWMA staff were engaged in a planning exercise a couple months ago to help think and sketch their preferred design for interior office space as a way to reduce the time and expense of developing professional plans. Ms. Skye is researching grants for EV charging before further planning, which could potentially cover up to 100% of expenses for upgrades to electrical, parking improvements, survey work and other related costs.

Mr. Hamon had questions regarding miscellaneous expenses, employee reimbursements, employee mileage reimbursements, and non-employee reimbursements which Mr. Skye explained. Mr. Hamon noted the difficulty in finding parking for Board meetings, exacerbated by the sale of 870 Osos, and suggested a future discussion on Board stipends.

Ms. Moreno wondered about the \$438,000 line item in Capital Outlay Building and what this covered. Mr. Skye replied that most of this amount is for HHW Capital improvements, with only \$35,000 earmarked for office remodeling at 555 Chorro.

Ms. Dury said she appreciated Mr. Bourbeau's question, noting this report should be considered preliminary October and November financial reports are not available. She wondered if any staff in IWMA have training to read and prepare financial statements.

Ms. Tacker remarked that in the November 12, 2025 minutes, July, August and September 2025 financials were there. Should have October and November now. Reimbursements have grown. Said she recommends the Board ask to bring back another mid-year budget review when there are more reliable numbers.

Following discussion and public comment, Agenda Item #13 was received and filed.

14. Agreement for Accounting and Bookkeeping Services

Mr. Skye presented this request for approval of a month-to-month agreement with Hilbert Accounting for accounting and bookkeeping Services. Mr. Skye noted that a review committee, including IWMA staff and a representative of the SLO County Auditor-Controller/Tax Collector, reviewed the three proposals received from the RFP in December and recommended not accepting any of them. The committee instead recommended revising and reissuing the RFP. In the interim, staff is recommending a month-to-month contract to support the IWMA's accounting needs.

Ms. Dury questioned if Heter Accounting worked through November or just received money for November, and questioned why Heter Accountancy resigned. Ms. Dury suggested the RFP scope of work of 300 transactions per month was overstated and possibly why bids received were too high.

Ms. Tacker commented that the Executive Director said the new RFP would be reviewed by the Executive Committee, although the previous RFP was not. Ms. Tacker suggested the RFP should not be higher moving forward, if less transactions are estimated. Ms. Tacker was pleased to see this agreement on the agenda, and suggested Heter Accountancy was hired without the Board's knowledge. Ms. Tacker also suggested IWMA staff are the ones who know and should be part of this work, and the Board should consider modifying an existing job description to do this work.

Mr. Skye clarified that the prior RFP for Accounting and Bookkeeping Services was approved by the Executive Committee at its October 30, 2025 meeting prior to public release.

A motion was passed to approve the Agreement for Accounting and Bookkeeping Services with Hilbert Accounting as presented.

Motion by Bourbeau
Second by Hamon

AYES: Bourbeau, Fardanesh, Guthrie, Hamon, Marx, Moreno, Newton, Robert

NOES: None

Absent: Edwards

Abstain: None

Carried (8-0)

Mr. Hamon was excused from the meeting at 3:57 PM.

15. Discussion and Possible Approval of Proposed Changes to Salary and/or Fringe Benefits for Executive Director and Deputy Director

Ms. Somers Smith, legal counsel, presented this item suggesting that the Board consider this in two parts. First considering the salary and/or fringe benefits for the Executive Director pursuant to the terms of his Employment Agreement for increase at six months; second considering the increase recommended for the Deputy Director by the Executive Director.

Ms. Tacker stated she is opposed to any merit increase at this time. She also opposed an increase for the Deputy Director, apologizing on behalf of the Executive Director to Ms. Stanus for this situation.

A motion was passed to approve a three (3) percent merit increase for the Executive Director, effective following the Board meeting.

Motion by Guthrie
Second by Moreno

AYES: Bourbeau, Fardanesh, Guthrie, Marx, Moreno, Newton, Robert

NOES: None

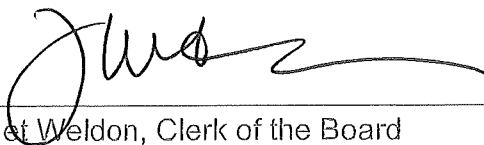
Absent: Edwards, Hamon

Abstain: None

Carried (7-0)

No action was taken regarding additional fringe benefits or a car for the Executive Director or on the recommendation for increase for the Deputy Director by the Executive Director.

ADJOURNMENT 4:06 PM



Janet Weldon, Clerk of the Board
San Luis Obispo County Integrated Waste Management Authority