

**REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY (IERCA)
MAY 01, 2023
10:00 A.M.**

DIRECTORS PRESENT:

Jon Blickenstaff, Chairperson
Paul Hofer, Vice Chairperson
Shivaji Deshmukh, Director
Robert Ferrante, Director
Margaret Finlay, Director
Jasmin A. Hall, Director

STAFF or OTHERS PRESENT

Jeff Ziegenbein, Project Manager, IERCA
Mike Sullivan, Assistant Project Manager, IERCA
Adrienne Fernandez, Recording Secretary, IERCA
Martin Cihigoyenetché, General Counsel
Javier Chagoyen Lazaro, Treasurer, IERCA
Arin Boughan, Acting Manager, IERCA
Teresa Velarde, Manager of Internal Audit, IEUA
Sarah Recinto, Associate Engineer, IEUA
Nitin Patel, Principal, CliftonLarsonAllen LLP

A regular meeting of the Board of Directors of the IERCA was held at the Inland Empire Regional Composting Authority building located at 12645 6th St. Rancho Cucamonga, California on the above date.

Chairperson Blickenstaff, called the meeting to order at 10:01 a.m. and he led the pledge of allegiance to the flag. Recording Secretary, Adrienne Fernandez, took a roll call and established a quorum was present.

PUBLIC COMMENT

There were no public comments.

ADDITIONS TO THE AGENDA

None

INTRODUCTIONS

None

CONSENT CALENDAR

A. MINUTES

The Board approved the minutes from the February 06, 2023, regular meeting.

B. INVESTMENT AND DISBURSEMENT REPORT

The Board of Directors approved the months of January 2023 – March 2023:

1. Total disbursements in the amount of \$1,468,327.33.

No new investments during this period.

Moved by Vice Chairperson Hofer, seconded by Director Finlay, the motion carried unanimously. The Board of Directors approved the Consent Calendar Items by the following vote:

Ayes: Blickenstaff, Deshmukh, Ferrante, Hall, Finlay, Hofer
Noes: None
Absent: None
Abstain: None

ACTION ITEMS

A. ADOPTION OF BUDGET FOR FISCAL YEAR 2023/24

The Board of Directors:

1. Adopted the Inland Empire Regional Composting Authority (IERCA) budget for fiscal year 2023/24;
2. Increased the tipping fee from \$59 to \$62.50 per wet ton; and
3. Approved a capital call of \$1.5 million to be shared equally by the Inland Empire Utilities Agency (IEUA) and Los Angeles County Sanitation Districts (LACSD) to support capital improvement project costs and meet the minimum reserve balance, as needed.

A brief discussion took place regarding the alternative options for electric loaders, cost of transportation, rising tipping fees and the comparison of costs to other municipalities. Jeff Ziegenbein provided detailed explanation on the operations and loaders utilized in the facility focusing on the rising fuel costs, unique work environments and size of facility, advising the Board that the IERCF is competitive with other agencies.

Moved by Director Finlay, seconded by Vice Chairperson Hofer, the motion carried unanimously. The Board of Directors approved the Consent Calendar Items by the following vote:

Ayes: Blickenstaff, Deshmukh, Ferrante, Hall, Finlay, Hofer
Noes: None
Absent: None
Abstain: None

B. ANNUAL MANAGEMENT PLAN

The Board of Directors approved the Fiscal Year 2023/24 Annual Management Plan.

Moved by Director Finlay, seconded by Vice Chairperson Hofer, the motion carried unanimously. The Board of Directors approved the Consent Calendar Items by the following vote:

Ayes: Blickenstaff, Deshmukh, Ferrante, Hall, Finlay, Hofer
Noes: None
Absent: None
Abstain: None

C. ADOPTION OF THE INVESTMENT POLICY FOR FY 2023/24

The Board of Directors adopted Resolution No. 2023-05-1, approving the Authority's Investment Policy for FY 2023/24.

Moved by Director Hall, seconded by Director Ferrante, the motion carried unanimously. The Board of Directors approved the Consent Calendar Items by the following vote:

Ayes: Blickenstaff, Deshmukh, Ferrante, Hall, Finlay, Hofer
Noes: None
Absent: None
Abstain: None

D. ANNUAL COMPREHENSIVE FINANCIAL REPORT

The Board of Directors;

1. Approved the Inland Empire Regional Composting Authority (IERCA/Authority) Annual Financial Report for the Fiscal Year ended June 30, 2022, as presented; and
2. Directed staff to distribute the report, as appropriate, to the various federal, state, and local agencies, financial institutions, and other interested parties.

Moved by Director Hall, seconded by Director Ferrante, the motion carried unanimously. The Board of Directors approved the Consent Calendar Items by the following vote:

Ayes: Blickenstaff, Deshmukh, Ferrante, Hall, Finlay, Hofer
Noes: None
Absent: None
Abstain: None

E. COMPLIANCE TESTING AND BUDGET AMENDMENT

The Board of Directors:

1. Authorized the Project Manager expend up to \$300,000 to verify compliance with biofilter source test requirements; and,
2. Amended the IERCA Fiscal Year 2023 Budget by \$300,000; and,
3. Authorized the Project Manager to finalize and execute the agreement.

The Board discussed the importance of the biofilter compliance and requested a follow up report item be brought to the next meeting.

Moved by Director Hall, seconded by Director Ferrante, the motion carried unanimously. The Board of Directors approved the Consent Calendar Items by the following vote:

Ayes: Blickenstaff, Deshmukh, Ferrante, Hall, Finlay, Hofer

Noes: None
Absent: None
Abstain: None

INFORMATION ITEMS

A. PROJECT MANAGER'S REPORT

Jeff Ziegenbein briefed the Board on the IERCF's throughput levels, compost sales and advised the Board that IERCF has passed over 600 days with no recordable or lost time incidents.

INFORMATION ITEM ONLY; NO ACTION TAKEN

B. TREASURER'S REPORT OF FINANCIAL AFFAIRS FOR THE QUARTER ENDED MARCH 31, 2023

Javier Chagoyen-Lazaro, IERCA Treasurer, presented the quarterly report ending March 31, 2023, with total cash, investments and restricted deposits equaled \$5,540,770 reflecting an increase of \$1,187,606 in comparison to the December balance of \$4,353,164. He explained the increase was primarily due to the timing of the Biosolids payments.

INFORMATION ITEM ONLY; NO ACTION TAKEN

DIRECTORS' COMMENTS

The Board requested a teleconference option be available for the public and staff to be able to attend IERCA Board Meetings.

The Board advised they appreciate internship opportunities at the IERCF.

With no further business, Chairperson Blickenstaff adjourned the meeting at 11:41 a.m.

Adrienne Fernandez
Adrienne Fernandez, Recording Secretary
APPROVED: