

**REGULAR MEETING OF THE BOARD OF DIRECTORS OF
THE INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY (IERCA)
AUGUST 07, 2023
10:00 A.M.**

DIRECTORS PRESENT:

Jon Blickenstaff, Chairperson
Paul Hofer, Vice Chairperson
Shivaji Deshmukh, Director
Margaret Finlay, Director
Jasmin A. Hall, Director
Martha Tremblay, Alternate Director

DIRECTORS ABSENT:

Robert Ferrante, Director

STAFF PRESENT or via video/teleconference

Jeff Ziegenbein, Project Manager, IERCA
Mike Sullivan, Assistant Project Manager, IERCA
Adrienne Fernandez, Recording Secretary, IERCA
Martin Cihigoyenette, General Counsel
Arin Boughan, Acting Manager, IERCA
Kristine Day, Treasurer, IERCA
Randy Lee, Director of Finance, IEUA
Denise Garzaro, Board Secretary, Office Manager, IEUA
Christiana Daisy, Deputy General Manager, IEUA
Alex Lopez, Treasurer, IEUA
Teresa Velarde, Manager of Internal Audit, IEUA

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 and via video/teleconference on the above date.

Chairperson Blickenstaff, called the meeting to order at 10:06 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 we no public comments.

ADDITIONS TO THE AGENDA

None

INTRODUCTIONS

Jeff Ziegenbein introduced Acting Compost Supervisor, Jason Racz, Mechanic II, Gavin Madrigal, and Administrative Intern, Samady Ou.

CONSENT CALENDAR

A. MINUTES

The Board of Directors approved the minutes from the May 01, 2023, regular meeting.

B. INVESTMENT AND DISBURSEMENT REPORT

The Board of Directors approved the months of April 2023 - June 2023:

1. Total disbursements in the amount of \$5,151,717.60.

No new investments during this period.

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, Tremblay, Hall, Finlay, Hofer
Noes:	None
Absent:	Ferrante
Abstain:	None

ACTION ITEMS

A. ADOPTION OF DEPOSITORY AGREEMENT AND INVESTMENT FUND SIGNATORY RESOLUTIONS 2023-08-01, 2023-08-02, 2023-08-03

The Board of Directors:

1. Adopted Resolution No. 2023-8-1, authorizing and designating signatories for depository agreement, depository cards, deposits, transfers, checks, and withdrawal of funds;
2. Adopted Resolution No. 2023-8-2, authorizing participation in the Local Agency Investment Fund and designating signatories for the deposit and withdrawal of funds; and
3. Adopted Resolution No. 2023-8-3, authorizing investment of monies in the Los Angeles County Pooled Surplus Investment Fund.

Moved by Director Finlay, seconded by Director Hall, the motion carried unanimously. The Board of Directors approved the items by the following vote:

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

B. DESIGNATION OF INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY TREASURER

The Board of Directors approved Kristine Day, Assistant General Manager for the Inland Empire Utilities Agency (IEUA), as the IERCA Treasurer.

Moved by Director Finlay, seconded by Director Hall, the motion carried unanimously. The Board of Directors approved the items by the following vote:

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

C. AWARD CLEARSPAN FABRIC STRUCTURES FOR THE COMPOST STORAGE FACILITY TENT REPLACEMENT

The Board of Directors:

1. Approved the contract award with ClearSpan Fabric Structures for the Compost Storage Replacement, Project No. RA24004 for a not to exceed amount of \$786,194 plus applicable taxes and delivery; and
2. Authorized the Project Manager to finalize and execute the agreement.

Moved by Director Finlay, seconded by Director Hall, the motion carried unanimously. The Board of Directors approved the items by the following vote:

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

D. FISCAL YEAR 2023/2024 PROPERTY INSURANCE POLICY RENEWAL

The Board of Directors approved to:

1. Ratify the renewal of the Authority's property insurance for Fiscal Year 2023/24 for \$867,952.23 including fees and taxes; and
2. Approved to amend the insurance budget for an additional \$120,000 to cover the increase in insurance premiums.

Moved by Director Finlay, seconded by Director Hall, the motion carried unanimously. The Board of Directors approved the items by the following vote:

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

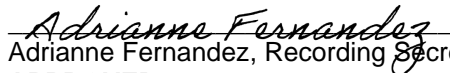
INFORMATION ITEMS

- A. **COMPLIANCE REPORT**
Sarah Recinto provided a compliance update to the Board of Directors on the IERCF Biofilter status.
INFORMATION ITEM ONLY; NO ACTION TAKEN
- B. **PROJECT MANAGER'S REPORT**
Jeff Ziegenbein briefed the Board on the IERCF's average biosolids rate, revenues, and gave a KPI's overview.
INFORMATION ITEM ONLY; NO ACTION TAKEN
- C. **TREASURER'S REPORT OF FINANCIAL AFFAIRS FOR THE QUARTER ENDED JUNE 30, 2023**
Kristine Day, IERCA Treasurer, presented the quarterly report ending June 30, 2023, with total cash, investments and restricted deposits totaling \$4,950,085 reflecting a decrease of \$590,685 in comparison to the March balance of \$5,540,770. She explained the decrease was primarily due to the purchase of a Bejac Loader in May 2023. Mrs. Day also informed the Board that the agency and IERCA will be transferring from Citizens Bank to JP Morgan Chase in the near future for all business banking needs.
INFORMATION ITEM ONLY; NO ACTION TAKEN

DIRECTORS' COMMENTS

None.

With no further business, Chairperson Blickenstaff adjourned the meeting at 10:38 a.m.


Adrienne Fernandez, Recording Secretary
APPROVED: