MEETING OF THE BOARD OF DIRECTORS OF
THE INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY
FEBRUARY 3, 2025
10:00 A.M.

A meeting of the Board of Directors of the Inland Empire Regional Composting Authority (IERCA) was held at the Inland Empire Regional Composting Facility located at 12645 6th Street, Rancho Cucamonga, California and via teleconference on the above date.

Chair Blickenstaff called the meeting to order at 10:01 a.m. and led the pledge of allegiance. The following Directors were present:

Jon Blickenstaff, Chair
Paul Hofer, Vice Chair *(arrived at 10:07 a.m.)*
Shivaji Deshmukh, Director
Robert Ferrante, Director
Margaret Finlay, Director *(arrived at 10:01 a.m.)*
Jasmin A. Hall, Director

PUBLIC COMMENT
There were no public comments.

ADDITIONS TO THE AGENDA
There were no additions to the agenda.

1. CONSENT ITEMS

A. MINUTES

B. INVESTMENT AND DISBURSEMENT REPORT

MOVED BY DIRECTOR FINLAY, SECONDED BY DIRECTOR DESHMUKH, AGENDA ITEM NOS. 1A AND 1B, APPROVED AS RECOMMENDED BELOW, BY THE FOLLOWING VOTE:

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

- Approved the minutes of the November 4, 2024 Board Meeting.
- Approved total disbursements for the months of October 2024 through December 2024 in the amount of $3,001,048.22; and approved the investments of $1,000,000 in the Local Agency Investment Fund (LAIF) on October 24, 2024, and of $1,000,000 in the California Asset Management Program (CAMP) on October 25, 2024.

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2. ACTION ITEMS

A. ELECTION OF OFFICERS

General Counsel Marty Cihigoyenetche explained the process for the Board's election of officers for the positions of Chair and Vice Chair of the IERCA Board of Directors. The floor was opened for nominations for the positions.

Director Finlay nominated a slate of officers as follows: Director Blickenstaff as Chair and Director Hofer as Vice Chair.

MOVED BY DIRECTOR FINLAY, SECONDED BY DIRECTOR HALL, THE BOARD ELECTED, BY MAJORITY VOTE, DIRECTOR BLICKENSTAFF AS CHAIR AND DIRECTOR HOFER AS VICE CHAIR OF THE INLAND REGIONAL COMPOSTING AUTHORITY BOARD OF DIRECTORS FOR A TERM BEGINNING FEBRUARY 4, 2025, BY THE FOLLOWING VOTE:

Ayes: Blickenstaff, Deshmukh, Ferrante, Finlay, Hall

Noes: None

Absent: Hofer

B. APPROVE DESIGNATION OF INLAND EMPIRE REGIONAL COMPOSTING AUTHORITY TREASURER

General Counsel Cihigoyenetche explained that the Commission must appoint a Treasurer.

He stated that the IERCA Treasurer shall be the depository and have custody of the monies of the Authority; will draw warrants and pay demands against the Authority as approved by the Board; will be strictly accountable for all funds and shall report all receipts and disbursements; and will establish and maintain funds and accounts as may be required by good accounting practice.

MOVED BY DIRECTOR DESHMUKH AND DULY SECONDED, THE BOARD APPROVED THE DESIGNATION OF ALEX LOPEZ, TREASURER FOR THE INLAND EMPIRE UTILITIES AGENCY, AS THE IERCA TREASURER, AS RECOMMENDED, BY THE FOLLOWING VOTE:

Ayes: Blickenstaff, Deshmukh, Ferrante, Finlay, Hall

Noes: None

Absent: Hofer

C. ADOPT PROCEDURE FOR WRITE-OFF OF UNCOLLECTABLE RECEIVABLES

IEUA Controller Kim Snow provided the presentation. Discussion ensued on the definition of write-off, the procedure, and thresholds.

Director Hofer arrived at 10:07 a.m.

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MOVED BY DIRECTOR FINLAY, SECONDED BY DIRECTOR HALL, THE BOARD ADOPTED THE PROCEDURE FOR WRITE-OFF OF UNCOLLECTABLE RECEIVABLES, AS RECOMMENDED, BY THE FOLLOWING VOTE:

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

Noes: None

Absent: None

D. ADOPT DEPOSITORY AGREEMENT AND INVESTMENT FUND SIGNATORY RESOLUTIONS

IEUA Treasurer Alex Lopez provided the presentation.

MOVED BY DIRECTOR FINLAY, SECONDED BY DIRECTOR HALL, THE BOARD ADOPTED RESOLUTION NO. 2025-2-1, AUTHORIZING AND DESIGNATING SIGNATORIES FOR DEPOSITORY AGREEMENT, DEPOSITORY CARDS, DEPOSITS, TRANSFERS, CHECKS, AND WITHDRAWAL OF FUNDS; ADOPTED RESOLUTION NO. 2025-2-2, AUTHORIZING PARTICIPATION IN THE LOCAL AGENCY INVESTMENT FUND AND DESIGNATING SIGNATORIES FOR THE DEPOSIT AND WITHDRAWAL OF FUNDS; ADOPTED RESOLUTION NO. 2025-2-3, AUTHORIZING INVESTMENT OF MONIES IN THE LOS ANGELES COUNTY POOLED SURPLUS INVESTMENT FUND; AND ADOPTED RESOLUTION NO. 2025-2-4, AUTHORIZING INVESTMENT OF MONIES IN THE CALIFORNIA ASSET MANAGEMENT PROGRAM, AS RECOMMENDED, BY THE FOLLOWING VOTE:

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

Noes: None

Absent: None

E. AWARD CONTRACT FOR COMPOST SPREADING SERVICES

IERCA Project Manager Arin Boughan provided the presentation.

MOVED BY DIRECTOR FINLAY, SECONDED BY DIRECTOR HOFER, THE BOARD AWARDED A CONTRACT TO HOLLIDAY AG SERVICES FOR COMPOST SPREADING SERVICES FOR A FIVE-YEAR PERIOD WITH THE OPTION OF TWO ONE-YEAR EXTENSIONS, FOR A TOTAL POTENTIAL CONTRACT TERM OF SEVEN YEARS, FOR AN AGGREGATE NOT-TO-EXCEED AMOUNT OF $1,050,000; AND AUTHORIZED THE PROJECT

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MANAGER TO FINALIZE AND EXECUTE THE CONTRACT, SUBJECT TO NON-SUBSTANTIVE CHANGES, AS RECOMMENDED, BY THE FOLLOWING VOTE:

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

Noes: None

Absent: None

F. APPROVE CONTRACT AMENDMENT FOR FINISHED COMPOST TRANSPORTATION SERVICES

IERCA Project Manager Arin Boughan provided the presentation.

MOVED BY DIRECTOR FINLAY, SECONDED BY DIRECTOR HALL, THE BOARD APPROVED A CONTRACT AMENDMENT WITH VIRAMONTES EXPRESS FOR FINISHED COMPOST TRANSPORTATION SERVICES, FOR AN ADDITIONAL AMOUNT OF $900,000, INCREASING THE AGGREGATE NOT-TO-EXCEED AMOUNT FROM $1,900,000 TO $2,800,000; AND AUTHORIZED THE PROJECT MANAGER TO FINALIZE AND EXECUTE THE CONTRACT AMENDMENT, SUBJECT TO NON-SUBSTANTIVE CHANGES, AS RECOMMENDED, BY THE FOLLOWING VOTE:

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

Noes: None

Absent: None

G. APPROVE CONTRACT AMENDMENT FOR FINISHED COMPOST TRANSPORTATION SERVICES

IERCA Project Manager Arin Boughan provided the presentation.

MOVED BY DIRECTOR FINLAY, SECONDED BY DIRECTOR HALL, THE BOARD APPROVED A CONTRACT AMENDMENT WITH EGGLETON TRUCKING FOR FINISHED COMPOST TRANSPORTATION SERVICES, FOR AN ADDITIONAL AMOUNT OF $900,000, INCREASING THE AGGREGATE NOT-TO-EXCEED AMOUNT FROM $1,900,000 TO $2,800,000; AND AUTHORIZED THE PROJECT MANAGER TO FINALIZE AND EXECUTE THE CONTRACT AMENDMENT, SUBJECT TO NON-SUBSTANTIVE CHANGES, AS RECOMMENDED, BY THE FOLLOWING VOTE:

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

3. INFORMATION ITEMS

A. PROJECT MANAGER'S REPORT (WRITTEN)
IERCA Project Manager Arin Boughan, Compost Facility Supervisor Jason Racz, and Compost Sales Representative Marcus Coulombe provided the presentation.

B. AIR QUALITY COMPLIANCE UPDATE: FEBRUARY 2023 SOURCE TEST (POWERPOINT)
IEUA Senior Associate Engineer Sarah Recinto provided the presentation.

C. CALIFORNIA ASSOCIATION OF SANITATION AGENCIES BIOSOLIDS AND COMPOSTING: PER- AND POLYFLUOROALKYL SUBSTANCES 'FOREVER CHEMICAL' CHALLENGES
California Association of Sanitation Agencies Director of Renewable Resources Maile Lono-Batura provided the presentation.

Director Hall left the meeting at 11:26 a.m.

Director Finlay left the meeting at 11:37 a.m.

D. TREASURER'S REPORT OF FINANCIAL AFFAIRS FOR THE QUARTER ENDED DECEMBER 31, 2024 (WRITTEN)
IEUA Treasurer Alex Lopez provided the presentation.

4. DIRECTOR COMMENTS
There were no Director comments.

ADJOURN
With no further business, Chair Blickenstaff adjourned the meeting at 11:42 a.m.

Respectfully submitted,

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Denise Garzaro
Director of Board and Administrative Services

APPROVED: MAY 5, 2025

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