

WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: September 3, 2020
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **SB 1383 Update and Adoption of Board SB 1383 Policies**

RECOMMENDED ACTION

Receive a SB 1383 update report and Adopt recommended SB 1383 policies.

DISCUSSION

SB 1383 Update - PowerPoint Presentation

Board Policies

The West Valley Solid Waste Management Authority (WVSWMA) was established to prepare, adopt, revise, amend, administer, enforce and implement the West Valley Solid Waste Management Plan, which was adopted by the Member Agencies prior to the creation of the Authority. One of the WVSWMA powers listed in the Joint Exercise of Powers Agreement (JPA Agreement) is the power to “conduct joint studies and/or institute joint programs as may be required by law or are appropriate regarding solid waste handling and disposal including, but not limited to, such efforts as may be required regarding reduction of the waste stream disposed at landfills.” In evaluating the requirements of the SB 1383 regulations, it was determined that some SB 1383 regulatory compliance requirements are in the Member Agencies’ best interest to delegate to the Authority to be implemented and managed and other SB 1383 compliance requirements are more appropriate responsibilities for Member Agencies.*

This Board report proposes allocation of responsibilities between the Authority and Member Agencies for some SB 1383 regulatory requirements related to adoption of

* References to SB 1383 regulations refers to CalRecycle’s draft April 20, 2020 *Proposed Short-Lived Climate Pollutants: Organic Waste Reduction, Proposed Regulation Text, Fourth Formal Draft*”.

ordinances and policies and provision of collection programs and presents recommendations for the collection approach. The items addressed in the Board report are not comprehensive of all SB 1383 regulatory requirements. Staff will return to the Board in November with additional SB 1383-related items for consideration related to contamination monitoring, compliance review, inspections, enforcement, organic waste product procurement, and food recovery.

Current Authority Responsibilities that Support SB 1383 Regulatory Compliance

SB 1383 regulatory requirements specify that each jurisdiction is ultimately responsible for compliance with SB 1383 regulatory requirements, but also allow jurisdictions to designate a public entity, such as the WWSWMA, to fulfill some or all of its responsibilities. The WWSWMA's role in contracting for collection, processing, and disposal services is a current practice that will be an essential component of the Member Agencies' SB 1383 regulatory compliance strategy. In order for each Member Agency to provide an SB 1383-compliant collection and processing program, the Authority will continue to perform the following key responsibilities, which are established powers under the JPA Agreement:

- Contract with an exclusive hauler for the collection of solid waste and organic materials and the collection and processing of recyclable materials;
- Contract with a facility operator for the disposal of solid waste and the processing of construction and demolition and organic materials; and,
- Amend each service agreement to include provisions to support SB 1383 compliance, where applicable, as described in Agenda Items 2 and 4.

SB 1383-Required Ordinances and/or Policies

"SB 1383" Ordinance - On or before January 1, 2022, SB 1383 regulations require jurisdictions to adopt enforceable ordinance(s), or similarly enforceable mechanisms, to mandate that residents and businesses, haulers, and other entities that are subject to SB 1383 regulatory requirements and that are subject to the jurisdiction's authority comply with applicable SB 1383 regulatory requirements. The Board and Member Agencies have two options to complying with this "SB 1383" ordinance requirement: (1) The Board may adopt an "SB 1383" ordinance that applies to all Member Agencies, or (2) the Member Agencies may individually adopt "SB 1383" ordinances. Pursuant to the JPA Agreement, the WWSWMA has the ability to "adopt, as authorized by law, any ordinances or resolutions necessary to carry out the purposes of this Agreement". Historically, the Board has not used this power, but rather has elected to have each Member Agency adopt its own local ordinances and policies as it relates to solid waste and recycling activities (e.g., general solid waste ordinances, plastic bag bans, construction and demolition debris (C&D) recycling, etc.). It is recommended that the Board continue this policy unless matters arise during the Member Agencies' ordinance adoption process that warrant an Authority-wide ordinance. Since each Member

already has a solid waste ordinance, it is more straightforward to have each Member Agency amend its existing ordinance or adopt a new ordinance rather than having the WVSWMA adopt an ordinance, which may not integrate well with the existing Member Agency ordinances.

To provide a unified approach to the “SB 1383” ordinance and a consistent compliance strategy throughout the Authority service area, staff developed a model ordinance for use by each Member Agency. Member Agencies may use the model ordinance provisions when amending their existing ordinance to integrate the SB 1383 requirements or may adopt a new ordinance using the model ordinance. Staff proposes that the Authority distributes this model ordinance to each Member Agency and provides technical support, upon request, when Member Agencies are adopting their ordinance.

CALGreen and MWELo Ordinance or Policies - SB 1383 also requires compliance jurisdictions to have ordinances or other enforceable mechanisms in place by January 1, 2022 to comply with some specific elements of the California Green Building Standards Code, California Code of Regulations, Title 24, Part 11 (CALGreen) and State’s Model Water Efficient Landscape Ordinance, Title 23, Division 2, Chapter 2.7 of the California Code of Regulations (MWELo). Since Member Agencies currently have CALGreen and MWELo ordinances or policies in place, each Member Agency can review their ordinances and policies to verify they are in compliance with the final SB 1383 regulations. The model ordinance includes some sample CALGreen and MWELo provisions should Member Agencies need it.

Repeal of Ordinances or Policies Restricting Organics Recycling -SB 1383 regulations require that jurisdictions not implement or enforce an ordinance, policy, procedure, permit condition, or initiative that includes provisions that prohibit or limit organics recycling as further described in Article 9 of the SB 1383 regulations. As a result, jurisdictions must review their locally-adopted standards or policies and repeal any pursuant to the SB 1383 regulations.

Specific Authority SB 1383 Programs and Policies

Provision of consistent collection programs for Member Agencies will allow for the same education and outreach messaging throughout the Authority service area. This will allow for uniform messaging and roll out of programs. In order for this to occur, there are several policies to be considered by the Board and are shown below.

General Collection Compliance Strategy

SB 1383 regulations allow jurisdictions to choose between two different compliance approaches for provision of compliant collection services: the “Standard Compliance Approach” described

in Article 3 of the SB 1383 regulations and the “Performance-Based Compliance Approach” described in Article 17 of the SB 1383 regulations. The Standard Compliance Approach provides jurisdictions more flexibility in terms of the types of collection programs it may offer generators; has fewer organics facility recovery requirements; does not specify minimum generator thresholds for collection program subscription; and offers two methods for the required container contamination monitoring. It has robust record keeping and reporting requirements.

The Performance-Based Compliance Approach requires jurisdictions to: (i) provide a three-container collection program to 90% of residents and 90% of businesses through a system that does not require customers to request collection services prior to enrollment; (ii) deliver the organic materials to a “designated source separate organic waste processing facility” that meets SB 1383 regulatory performance standards; (iii) ensure that the solid waste collected contains no more than 25% organic materials (i.e., food, food-soiled papers, green materials, wood, lumber, paper products, and cardboard) on an average annual basis based on quarterly sampling and measurement of the solid waste). If jurisdictions choose this pathway and meet these performance standards, jurisdictions do not need to conduct many of the SB 1383 record keeping and reporting requirements specified for the Standard Compliance Approach.

While the Performance-Based Compliance Approach has some benefits, it is not recommended at this time for several reasons: (1) ensuring the 90% of the multi-family and commercial customers have a compliant 3-container collection system by January 1, 2022 may be challenging; (2) the cost of conducting the required waste evaluations is likely to be more costly than under the Standard Compliance Approach; (3) achievement of the 25% threshold for organic materials in the solid waste will likely require more time; (4) if a Member Agency is not compliant with the requirements or if the average annual organic materials level exceeds 25% as calculated in any one calendar quarter, the Member Agency will have to comply with the Standard Compliance Approach and may be subject to State enforcement processes until such services comply. For these reasons, it is recommended that the Authority and its Member Agencies pursue the Standard Compliance Approach. At a later date, when the 3-container collection program is fully established throughout the Authority’s service area, Member Agencies may reconsider the Performance-Based Compliance Approach.

Collection Program

SB 1383 regulations require that jurisdictions provide its residents and businesses with a compliant organic materials collection program and define the allowable types of collection systems, which includes programs that rely on 1-, 2-, 3-, or 3-plus collection container systems. The Authority’s current 3-container collection program provides customers with separate organics, recyclables, and solid waste collection services is an allowable program under SB 1383 regulations, provided that recycling and organics collection (including food waste) be expanded to all single-family, multi-family, and businesses by January 1, 2022. It is recommended that the Authority continue to provide the 3-container collection program with: (1) expansion of the recycling and organics collection program to all multi-family and commercial customers by January 1, 2022; (2) implementation of food scraps and food-soiled paper collection for single-family and multi-family customers by January 1, 2022; and, (3) education of residents and

business to support the program expansion. This program expansion is necessary to comply with SB 1383 regulatory requirements. As described in Agenda Items 2 and 4, an amendment to the WVC&R agreement will be necessary for the program expansion and education activities, and to the Waste Management agreement for organics processing to include food waste from residents.

Other Program and Policies

Staff will return to the Board in November with other SB 1383 program and policy items. In addition, as the individual Member Agencies prepare their respective ordinances, there may be additional policies for the Board to consider.

Action Plan

We have also attached our updated Action Plan for the SB 1383 Implementation which includes a timeline and preliminary delegation of responsibilities.

Recommendations

The Board approve the following program and policy decisions:

- Acknowledge that each Member Agency, not the Authority, will be responsible for:
 - Adopting their own ordinance(s) and/or other enforceable mechanism(s) to regulate generators, Tier 1 and 2 commercial edible food generators, food recovery organizations and services, and others; and,
 - Complying with specific CALGreen and MWELo provisions identified in SB 1383 regulations, and will review and amend their existing ordinances/policies, if needed to do so; and,
 - Repealing any ordinances, provisions, or policies that restrict organics recycling in accordance with SB 1383 regulatory requirements.
- Pursue a collection compliance strategy pursuant to Article 3 of the SB 1383 regulations (Standard Compliance Approach); and,
- Use a 3-container collection program to comply with SB 1383 organic collection and processing regulatory requirements, including expansion of the recyclables and organics collection program to all multi-family and commercial customers and implementation of food scraps and food-soiled paper collection services for single-family and multi-family customers. Initiate development of an amendment to the JPA Agreement, if necessary, to document the Authority's expanded roles and responsibilities related to programs and services that support Member Agencies' compliance with SB 1383 regulations.

FISCAL IMPACT

None

DOCUMENTS ATTACHED

SB 1383 Action Plan

WVSWMA SB 1383 Program Update Presentation



Marva M. Sheehan
Executive Director



WVSWMA
SB 1383 Provision/Goal/Action



Planned 
 On-going 
 Completed 
 Check-in Point 

	Responsible Party	2020				2021				2022		Expected Completion Date ¹	Status/Comments	
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2			
Develop Action Plan & Cost Analysis														
Goals: Develop an Action Plan for the implementation of SB1383 and Cost Analysis														
Actions:														
1	Develop Preliminary Action Plan based on requirements of SB1383.													Complete
2	Prepare a cost analysis based on preliminary Action Plan with the potential rate impact to the customer.					◆	◆						May 2021 Board Meeting	Preliminary Cost Estimates - Nov/Feb Mtgs Final Cost Estimates - May 21 Meeting
A - Collection Service														
Goals: Provide organic waste collection services to all generators.														
Actions:														
1	Determine which container collection service to implement for residential food waste collection.													
a	Review and access 1-,2-, and 3-container collection service options.	HFH											September 2020 Board Meeting	HFH recommends continuing a 3-container program adding food scraps to residential organics containers - Pending Board Approval
b	Discuss with hauler and MAs.	HFH, MA Staff, WVC&R											September 2020 Board Meeting	
2	Negotiate collection contract to include SB 1383 requirements.	HFH, WVSWMA Attorney, WVC&R												Authorization to begin negotiations at September 2020 Board Meeting
3	Finalize disposal contract negotiations with WM and include SB 1383 requirements in contract.	HFH, WVSWMA Attorney, WM												Finalize negotiations with WM or RFP process - September 2020 Board Meeting
4	Provide containers to generators with the required color requirements.													
a	Determine approach for meeting container color requirements.	HFH, WVC&R												Residential and commercial containers.
b	Ensure all containers replaced at the end of their useful life are replaced with containers that meet the required color requirements (100% compliant by 1/1/2036).	HFH, WVC&R											1/1/2022 - Ongoing	New containers will be purchased as part of the next collection contract commencing March 1, 2024. Physical observation by HFH 1/year.
5	Ensure proper labeling of containers.													
a	Determine approach for meeting container labeling requirements. Note: Jurisdiction can use model labeling provided by CalRecycle.	HFH, WVC&R												Residential and commercial containers; part of amendment negotiation process
b	Ensure all container replacements have proper labels.	HFH, WVC&R											1/1/2022 - Ongoing	Physical observation by HFH 1/year.
6	Implement/roll-out chosen container collection service.												1/1/2022	
a	Purchase and distribute additional containers needed, including kitchen pails.	WVC&R											3/31/2022	
b	Revise routes if needed.	WVC&R, HFH (if needed)												Pending final disposal contract. If routes change, HF&H will review proposed routes.



WVSWMA
SB 1383 Provision/Goal/Action



Planned

On-going

Completed

Check-in Point

	Responsible Party	2020				2021				2022		Expected Completion Date ¹	Status/Comments
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2		
7	Grant collection exemption waivers to generators.											1/1/2022	See Section G below
a	Define inspection standards and protocols.												
b	Verify waivers every 5 years.												
c	Determine allowed waivers and the requirements the generator must meet.												
d	Verify generators applying for waivers meets specific requirements.												
B - Ordinances													
Goals: Adopt ordinances at the Member Agency level to comply with SB 1383 regulations by January 1, 2022.													
Actions:													
1	Determine if MAs have any ordinances and/or policies that SB 1383 requires them to repeal and repeal if needed.											September 2020 Board Meeting	
2	Develop and adopt mandatory recycling, organics, food recovery ordinances by each Member Agency.											1/1/2022	
a	Obtain sample ordinances from surrounding bay area agencies and CalRecycle model ordinances.												Pending finalization of regulations & Model Tool
b	Prepare draft ordinances, including review by MA attorney. Include provisions for self-haul, back-haul, landscapers, food recovery, and define process for non-compliant generators.												Draft to MA and Board update at November 2020 and February 2021 Meeting
3	Ensure MA compliance with SB 1383 CalGreen requirements.											1/1/2022	
a	Determine which MAs will need to adopt compliant C&D ordinances/policies.											November 2020 Board Meeting	
b	Determine if C&D ordinance will focus narrowly on SB 1383 required elements or will be a more broad comprehensive C&D recycling ordinance.												
c	Develop ordinance/policy.												Draft completed to report out at February 2021 Board Meeting
4	Ensure MA compliance with SB 1383 MWELO requirements.											1/1/2022	
a	Determine which MAs are in compliance and which are not.											November 2020 Board Meeting	
b	Determine if ordinance will focus narrowly on SB 1383 required elements or will be focused broadly on all MWELO requirements.												
c	Develop ordinance/policy.												Draft completed to report out at February 2021 Board Meeting
5	Obtain Council approval of all ordinances.											November 2021 Board Meeting	Report out all ordinances have been adopted at November 2021 Board Meeting



WVSWMA
SB 1383 Provision/Goal/Action



Planned

On-going

Completed

Check-in Point

	Responsible Party	2020				2021				2022		Expected Completion Date ¹	Status/Comments	
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2			
C - Procurement - Recovered Organic Waste Products														
Goals: Annually procure specific amount of organic material beginning January 1, 2022.														
Actions:														
1	Develop procurement plan and use plan.	MAs, HFH support												
2	Prepare Model Procurement Policy using HFH/CalRecycle Model Tool as a guide/starting point.	MAs, HFH support												Pending finalization of regulations & Model Tool
D - Procurement - Recycled-Content Paper														
Goals: Procure paper products, printing, and writing paper beginning January 1, 2022.														
Actions:														
1	Prepare Model Procurement Policy using HFH/CalRecycle Model Tool as a guide/starting point.	MAs, HFH support												Pending finalization of regulations & Model Tool
E - Food Recovery														
Goals: Implement an edible food recovery program for Tier 1 generators by January 1, 2022 and Tier 2 generators by January 1, 2024.														
Actions:														
1	Identify Tier 1 and Tier 2 generators.	WVC&R, MAs											1/1/2022	Identified 18 Tier 1 Generators
a	Tier 1													
b	Tier 2													
2	Identify Food Recovery Organizations (FROs) and Food Recovery Services (FRSs).	MAs, County											1/1/2022	County might be the responsible party
a	Determine who is responsible for creating and updating the list.	HFH, MAs												
b	If County is involved, prepare MOU with County.	WVSWMA Attorney												
c	Annually update list of FROs and FRSs.	MAs												
3	Determine needed food capacity.	MAs, HFH support												Pending identification of Tier 1 generators.
4	<u>Optional</u> : Provide technical assistance to Tier 1 and Tier 2 generators.	WVC&R												Costs to be evaluated during SB 1383 planning.
F - Education & Outreach														
Goals: Provide required organics program education to all generators.														
Actions:														
1	Develop initial education materials for single-family, multi-family, and commercial customers.	HFH, WVC&R, MA												
2	Develop ongoing education materials for single-family, multi-family, and commercial customers.	HFH, WVC&R, MA												
3	Determine if educational materials will need to be translated into a non-English language.	MAs												



WVSWMA
SB 1383 Provision/Goal/Action



Planned

On-going

Completed

Check-in Point

	Responsible Party	2020				2021				2022		Expected Completion Date ¹	Status/Comments
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2		
4	Distribute initial education materials to all generators.												
5	Annually issue notice (direct mailer) to all generators in service area.											2/1/2022 - Ongoing	
6	Integrate SB 1383 education material onto WVCR's, WVSWMA's and MA's websites and any other social media platforms.				◆		◆						Check in with Board at quarterly Board Meetings
7	Publish a food donation guide as part of food recovery outreach.												
G - Compliance Monitoring & Inspections & Enforcement													
Goals: Comply with SB 1383 ongoing monitoring requirements.													
Actions:													
1	Determine who is responsible for monitoring, inspections, and enforcement. (WVSWMA, Hauler, WVCWA, 3rd Party, Department of Environmental Health)												Included in Contract Negotiations
a	Prepare MOU if delegating monitoring/inspections to a 3rd Party.												
2	Develop waiver protocol for commercial/MFD customers (space constraint or de minimis waivers).												
3	Plan container contamination program.												
a	Determine which contamination monitoring method will be implemented (waste characterization or route reviews).			■								September 2020 Board Meeting	HFH recommends route reviews
b	Determine who will perform route reviews.												
c	Plan route review program.												
d	Commence implementation of annual route review program.									■	■	1/1/2022 - Ongoing	Responsible party be negotiated (Hauler, 3rd party, etc.)
e	Monitor annual route review program.										■		
4	Plan inspection program for businesses and Tier 1 and Tier 2 generators.												
a	Define inspection standards and protocols.												
b	Annually inspect Tier 1 generators.											1/1/2022	WVCWA Staff?
c	Annually inspect Tier 2 generators.											1/1/2024	WVCWA Staff?
d	Monitor inspections of T1/2 generators.												
5	Plan waiver monitoring program for de minimis and physical space constraint waivers.												
a	Define inspection standards and protocols.					■	■						
b	Verification of waiver applications.								■				
c	Verify waivers every 5 years.												
6	Take enforcement actions against non-compliant generators based on MA ordinances.										■	1/1/2024 - Ongoing	
H - Reporting													



WVSWMA
SB 1383 Provision/Goal/Action



Planned

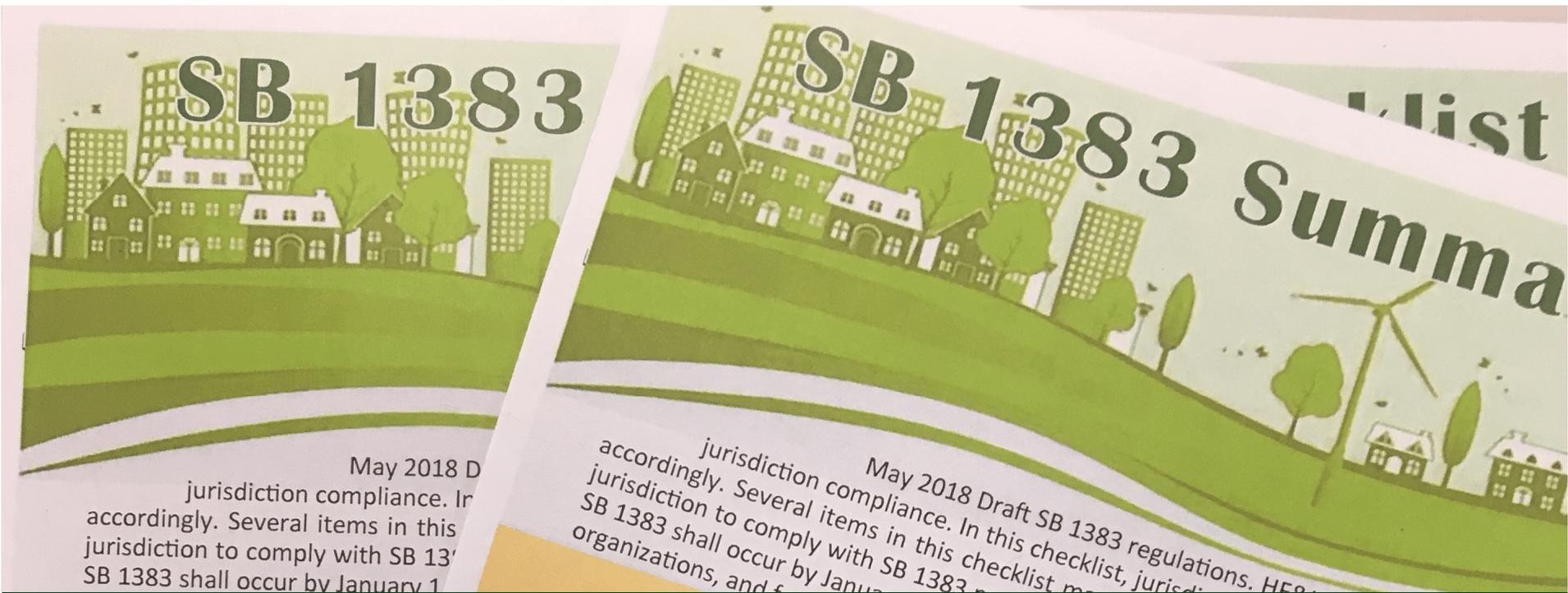
On-going

Completed

Check-in Point

	Responsible Party	2020				2021				2022		Expected Completion Date ¹	Status/Comments
		Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2		
Goals: Record all requirements necessary to maintain an implementation record and comply with annual reporting requirements.													
Actions:													
1	Plan reporting process.												
a	Determine all parties responsible for various reporting roles.	HFH, MAs											
b	Evaluate and implement software system(s).	HFH											
2	Develop and maintain an implementation record & system for recordkeeping.											4/1/2022 - Ongoing	Implementation record can be updated throughout the SB 1383 planning process.
a	Gather all relevant data.	HFH											
b	Complete and file the Initial Compliance Report.	HFH										4/1/2022	
c	Maintain Implementation Record/recordkeeping system.	HFH											
3	Annually report to CalRecycle.	HFH										8/1/2022-Ongoing	
4	Capacity Planning	County, HFH											Authority/HFH to provide necessary information to County.
I - General Assistance													
Goals:													
Actions:													
1	Evaluate Standard Compliance Approach and Performance-Based Compliance Approach.	HFH										September 2020 Board Meeting	Standard Compliance Approach
a	Explore low population waiver for Monte Sereno and consider how the waiver affects programs and allocation of costs.	HFH											Pending 2020 Census data. Vague language in regulations for exceptions.
b	Apply for waivers - if applicable.											1/1/2022	
2	Attend/participate in monthly planning meetings/calls.	HFH & Member Agency Staff										Ongoing as needed	
3	Update Gap Analysis.												Pending final regulations

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SB 1383 COMPLIANCE PLANNING UPDATE

September 3, 2020

West Valley Solid Waste Management Authority



HF&H Consultants

TOPIC AREAS – TODAY'S UPDATE

- Ordinances and policies
- General compliance approach
- Collection system strategy
- Contamination monitoring – *Future Meeting*
- Compliance reviews, inspections, and enforcement – *Future Meeting*
- Organics product procurement – *Future Meeting*
- Food recovery – *Future Meeting*
- Other – Education and outreach, record keeping/reporting, self-haul, capacity planning – *Future Meeting*



COMPLIANCE RESPONSIBILITIES



Jurisdictions Ultimately Responsible for Compliance

- Jurisdiction may delegate to public or private entity(ies)
- Exception that the authority to impose civil penalties can only be delegated to public agency

Delegation Options (if MAs do not want to take on all Responsibilities)

- WVSWMA
- Other jurisdictions (e.g., County DEH)
- WVC&R and Waste Management
- Other contractors

Preliminary strategy

- WVSWMA leads compliance for many requirements
- MAs lead compliance for ordinance/policy adoption, C&D and WELO programs, and possibility enforcement and some procurement compliance
- County possible lead on food recovery program capacity

ORDINANCES AND POLICIES



ORDINANCES & POLICY CHANGES – GENERAL

SB 1383 Regulatory Requirements

January 1, 2022 Deadline

Adopt enforceable ordinance or similar mechanism requiring generators, haulers, self-haulers, food recovery organizations and services, and other regulated entities compliance with SB 1383 regulations (14 CCR Sections 18981.2.a, 18984.9, 18988.1, 18988.3, 18988.3, 18989.1, 18991.1, 18991.3, 18991.5, 18993.1 and 18997.1.b)

Adopt an enforcement ordinance or similarly enforceable mechanism to impose penalties that are equivalent or stricter than those amounts allowed by SB 1383 regulations (14 CCR Section 18997.1)

May allow limited waivers for de minimus volumes, physical space constraints, and collection frequency waivers; maintain records (14 CCR Section 18984.11)

Require organics haulers to identify facilities they will utilize as a condition of contract or agreement authorization (14 CCR Section 18988.1)

Note: References to SB 1383 regulations refers to CalRecycle’s April 20, 2020 *Proposed Short-Lived Climate Pollutants: Organic Waste Reduction, Proposed Regulation Text, Fourth Formal Draft*’.

ORDINANCES & POLICY CHANGES – AUTHORITY POWERS PER JPA AGREEMENT

- General powers

- Conduct/institute joint programs to achieve waste diversion from landfill

- Specific powers

- Make and enter into contracts and to issue RFPs necessary to further the purposes of the Authority

- Adopt, as authorized by law, any ordinances or resolutions necessary to carry out the purposes of JPA agreement



COMPLIANCE STRATEGIES FOR GENERAL “SB 1383” ORDINANCE

Compliance Options	Difficulty level
Option 1: WVSWMA adopts ordinances applicable for service area	
Option 2: MAs adopt ordinance(s)/amend code(s)	
Each MA prepares its own ordinance(s)	
WVSWMA drafts model ordinances for MAs use	



Low



Medium



High

ORDINANCES & POLICY CHANGES – POLICY CONSIDERATION

Will WVSWMA or MAs adopt SB 1383 ordinance(s)?

- Historically, each MA has adopted its own ordinances/policies related to solid waste and recycling
 - Examples: Solid waste ordinances, C&D ordinances/policies, single use bag ban ordinances, MWELO ordinances/policies
- Enforcement ordinances – MA have ordinances in place
- Model ordinance developed by Authority for consistency throughout service area

RECOMMENDATION – Acknowledge each Member Agency, not the Authority, will be responsible for adopting their own “SB 1383” ordinance(s) or other enforceable mechanism(s) to regulate generators, Tier 1 and 2 commercial edible food generators, food recovery organizations and services, and others.

ORDINANCES & POLICY CHANGES – CALGREEN AND MWELO

SB 1383 Regulatory Requirements

January 1, 2022 Deadline

CALGREEN - Adopt enforceable ordinance or similar mechanism requiring compliance with CALGreen's C&D recycling requirements and adequate space for multi-family and commercial recycling containers (14 CCR Section 18989.1)

MWELo - Adopt ordinances or similar mechanisms requiring compliance with the following sections of the State's Model Water Efficient Landscape Ordinance (MWELo): Sections 492.6.a.3.B/C (incorporation of compost into soil for landscape installations), 492.6.a.3.D (requirements for use of mulch cover), and 492.6.a.3.G (precedence of organic mulch material from recycled or post-consumer content over inorganic or virgin forest product materials) (14 CCR Section 18989.1)

ORDINANCES & POLICY CHANGES – CALGREEN AND MWELO POLICY CONSIDERATION

- MAs have existing CALGreen and MWELO ordinances/policies
- MAs may already be in compliance
- Model ordinance includes sample language limited to CALGreen and MWELO requirements specifically identified by SB 1383 regulations

RECOMMENDATION – Acknowledge each MA will be responsible for complying with specific CALGreen and MWELO provisions identified in SB 1383 regulations, and will review and amend their existing ordinances/policies, if needed to do so.

ORDINANCE & POLICY - REPEAL OF ORDINANCES/ POLICIES RESTRICTING ORGANICS RECYCLING

- SB 1383 regulations require that jurisdictions not implement or enforce an ordinance, policy, procedure, permit condition, or initiative that includes provisions that prohibit or limit organics recycling as further described in Article 9 of the draft SB 1383 regulations
- MAs to review their locally-adopted standards or policies and repeal any pursuant to the draft SB 1383 regulations

RECOMMENDATION – Acknowledge each MA will be responsible for repealing any ordinances, provisions, or policies that restrict organics recycling in accordance with SB 1383 regulatory requirements.

COLLECTION AND PROCESSING





COLLECTION AND PROCESSING: COMPLIANCE STRATEGIES

Option 1

- Standard Compliance Approach (Article 3, SB 1383 Regulations)

Option 2:

- Performance-based compliance Approach (Article 17, SB 1383 Regulations)

STANDARD COMPLIANCE APPROACH

SB 1383 Regulatory Requirements	Degree of Difficulty
January 1, 2022 Deadline	
Provide organic waste collection services and recycling services to all generators using a 3, 2-, or 1-container system (14 CCR 18984.1-18984.3, 18998.1)	
Place compliant labels on <u>new</u> containers or lids (14 CCR 19894.8)	
Disallow landfilling of organics or use of organics as ADC or AIC. If operator demonstrates that material recovery fines do not include organics, ADC/AIC use of fines will not constitute disposal of organic waste (14 CCR 19883.1) – <i>WVSWMA currently prohibits</i>	
Rely on organics processing facility, operation, or activity that does not constitute landfill disposal (e.g., recycling center, composting, in-vessel, biomass conversion, solid amendment at landfill, land app, animal feed, other approved by State) (14 CCR 19883.1(b))	
January 1, 2036 (or sooner) Deadline	
Provide containers to generators that comply with the green, blue, brown, and gray color requirements when replacing containers or by January 1, 2036, whichever occurs first. (14 CCR Section 18984.7)	



Low



Medium



High

PERFORMANCE-BASED COMPLIANCE APPROACH

SB 1383 Regulation	Degree of Difficulty
January 1, 2022 Deadline	
Offer 3-container organics collection system to at least 90% of residential generators and 90% of commercial generators (14 CCR Section 18998.1)	
Transport contents of source separated organic waste stream to a designated source separated organic waste facility – compost or in-vessel facility with 20% and 10% organics disposal levels (14 CCR Section 18998.1)	
Ensure organics (including paper, cardboard, food waste, green materials, wood waste) in gray containers <= 25% of total solid waste collected annually; quarterly waste evaluation required (14 CCR Section 18998.1)	
Implement process that does not require generators to request 3-container collection service prior to enrollment (“auto enrollment”) (14 CCR Section 18998.1)	
Monitor contaminants through waste composition studies for each route twice annually for recyclables and organic materials and quarterly for solid waste (14 CCR Section 18984.5)	



Low



Medium



High

COLLECTION AND PROCESSING: COMPLIANCE STRATEGY

- Disadvantages of Performance-Based Compliance Approach
 - Difficulty ensuring 90% of generators have 3-container service by 1/1/2022
 - Difficulty ensuring achievement of 25% threshold (or lower) for organic materials in solid waste by 1/1/2022
 - Cost of waste evaluations likely more than Standard Compliance Approach monitoring
 - If MA non-compliant
 - Have to comply with Standard Compliance Approach
 - May be subject to State enforcement processes until such services comply

RECOMMENDATION – Pursue the Standard Compliance Approach under Article 3 of SB 1383 regulations.

COLLECTION SYSTEM APPROACHES



RECOMMENDATION – Use 3-container system with expansion to all multi-family and commercial customers and implementation of food waste collection for single-family and multi-family customers.

SHORT-TERM NEXT STEPS

Sep/Oct

- Prepare cost analysis of various SB 1383 program options
- Provide model ordinance to MAs
- Meet individually/collectively with MAs to further develop SB 1383 requirements/ordinances

Nov

- Present cost analysis to Board
- Seek Board direction on additional SB 1383-related policies

Full Implementation Action has been developed!

BOARD APPROVAL REQUESTED

- Acknowledge MAs will be responsible for adopting ordinances or other enforceable mechanisms needed for SB 1383 compliance
- Pursue Standard Compliance Approach under Article 3 of SB 1383
- Use a 3-container system with expansion to all multi-family and commercial customers and implementation of food waste collection for single-family and multi-family customers

DISCUSSION



WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: September 3, 2020

To: West Valley Solid Waste Management Authority Board

From: Executive Director

Subject: **Direct Staff to Begin Negotiations with WVC&R for Amendment to Current Agreement**

RECOMMENDED ACTION

Direct the Staff to begin negotiations with West Valley Collection & Recycling, LLC for an amendment to reflect the requirements of SB 1383.

DISCUSSION

As mentioned in Agenda Item 3, the Authority's current agreement with WVC&R has certain areas that need to be addressed as part of implementing SB1383. Pursuant to Section 4.5 of the Collection Agreement with WVC&R, the Authority can request that WVC&R provide additional services. In this case, the additional services are necessitated by a change in law (SB 1383). The additional services will include, but not be limited to, the following:

- Expansion of recycling and organics to all multi-family and commercial customers
- Implementation of food scraps collection to single-family and multi-family customers
- Contamination monitoring services (or support) through container inspections
- Waiver program support
- Expansion of education and outreach to address SB 1383 requirements
- Food recovery program support through identification of Tier 1 and Tier 2 generators and public education of the program
- Expanded record keeping and reporting

If authorized by the Board, the Executive Director will provide written notice to WVC&R requesting the additional services. Pursuant to Section 4.5.2 of the Collection Agreement, WVC&R has 30 calendar days after receipt of the request to provide a written proposal with

cost estimates to provide the additional services. If the proposal is acceptable, the parties will negotiate an amendment to the Collection Agreement and estimated rate impact which will come back to the Board for approval.

Recommendation

I recommend the Board direct the Staff to begin negotiations with WVC&R for an amendment to the current collection agreement to reflect the requirements of SB 1383.

FISCAL IMPACT

None

DOCUMENTS ATTACHED

None



Marva M. Sheehan
Executive Director

WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: September 3, 2020
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **Recent Regulatory Changes and Program Updates**

RECOMMENDED ACTION

Receive a report on the recent regulatory changes and program updates.

DISCUSSION

Legislation

No new laws were adopted by the State of California or Federal Government related to recycling, composting and waste reduction since our last meeting.

SB 212

SB 212, approved in 2018, will establish safe and convenient disposal options for pharmaceutical drug and home-generated sharps waste. SB 212 requires manufacturers of sharps and pharmaceuticals to establish a stewardship program for drugs and sharps, where pharmacies, hospitals or clinics with onsite pharmacies, distributors and reverse distributors, who are subject to the regulations requirements, must offer prescription drug takeback services through collection receptacles (kiosks) or mail back envelopes or packages to provide options for the public to discard unwanted, unused, or outdated prescription drugs. Currently in the formal rulemaking process, Cal Recycle must adopt SB 212 by January 1, 2021.

SB 1335

SB 1335, the Sustainable Packaging for the State of California Act of 2019, will require all state-owned facilities or operations on state-owned properties providing food service to

serve food in reusable, recyclable, or compostable food ware. Currently in the formal rulemaking process, Cal Recycle must adopt SB 1335 by January 1, 2021.

Ongoing

AB 1826

AB 1826 continues to be phased in, with generators of solid waste materials (4 cubic yards or greater of weekly volumes) required to subscribe to organic material collection effective January 1, 2019.

WVC&R has reported all customers are in compliance with the current AB 1826 regulations. To ensure customers are properly using their containers, WVC&R is continuing to provide waste stream sorting to kitchen and maintenance where organic material service is provided.

Future Milestones for AB 1826 include:

After submittal of the 2019 annual reports, CalRecycle will conduct a formal review of jurisdictions to determine if the statewide disposal of organic waste in 2020 has been reduced by 50% of levels in 2014. If CalRecycle determines California has not met the goal, businesses with 2 cubic yards or more of weekly solid waste will be required to participate in organics collection services.

AB 341

AB 341 became effective on May 6, 2017 and was amended on June 27, 2012 mandating all businesses generating 4 cubic yards or more of solid waste per week to have recycling service. Businesses include commercial customers producing 4 or more cubic yard of solid waste per week and all multi-family residential dwellings with five or more units regardless of the amount of solid waste generated. Although the bill does not mandate diversion standards for each jurisdiction, it sets a statewide goal of 75% disposal reduction by 2020.

FISCAL IMPACT

None

DOCUMENTS ATTACHED

None



Marva M. Sheehan
Executive Director

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WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

Executive Director

Marva M. Sheehan, CPA
HF&H Consultants, LLC
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Walnut Creek, CA 94596
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E-mail • msheehan@hfh-consultants.com

Member Agencies

City of Campbell
Town of Los Gatos
City of Monte Sereno
City of Saratoga

MEETING MINUTES

May 7, 2020
Teleconference

CALL TO ORDER

At 5:02 pm, Chair Paul Resnikoff called the meeting to order.

PLEDGE OF ALLEGIANCE

ROLL CALL

Chair Paul Resnikoff, representing Campbell, Vice Chair Barbara Spector, representing Los Gatos, Member Rishi Kumar, representing Saratoga, and Member Daniel LaBouve, representing Monte Sereno, were present. Also present were Executive Director Marva Sheehan and Authority Counsel Kirsten Powell.

ORAL COMMUNICATIONS FROM THE PUBLIC

None

WRITTEN COMMUNICATIONS

None

OLD BUSINESS

None

NEW BUSINESS

1. The Board received an oral report from HF&H Consultants summarizing an update on the disposal agreement. No action was taken.
2. The Board received an oral report from West Valley Collection & Recycling on solid waste activities post Shelter in Place Order. No action was taken.

3. Upon a motion by Member Kumar and a second by Vice Chair Spector, the Board unanimously decided to not take action at this time to approve Resolution 2020-01 adopting the FY 2020-21 budget. Resolution 2020-01 was moved to a Special Board meeting.

PUBLIC HEARINGS

4. Upon a motion by Member Kumar and a second by Vice Chair Spector, the Board unanimously approved Resolution 2020-02 ratifying the Guadalupe Landfill contractual disposal proprietary rate increase of 2.21% effective July 1, 2020.
5. Upon a motion by Vice Chair Spector and a second by Member LaBouve, the Board unanimously decided to not take action at this time to approve Resolution 2020-03 ratifying the West Valley Collection % Recycling contractual rate increase effective July 1, 2020. Resolution 2020-03 was moved to a Special Board meeting.

CONSENT CALENDAR

6. Upon a motion by Vice Chair Spector and a second by Member La Bouve, the Board unanimously voted to approve the minutes of the February 6, 2020 Regular Board Meeting.
7. The Board received and filed the Executive Director financial report for the 9 months ended March 31, 2020.

FUTURE AGENDA ITEMS

None

BOARD MEMBER REPORTS

None

ADDRESSING THE BOARD

Any person shall have the right to address the Board during consideration of any item on the Board's agenda or during the time for oral communication if not on the agenda but pertaining to subject matter within the jurisdiction of the Board. Any person wishing to address the Board should stand or raise the hand and wait to be recognized by the Chairperson. Please stand at the podium, if able, state your name and address for the record, and proceed to address the Board. All remarks and questions should be addressed to the Board through the Chairperson and not to any member thereof or to the public. No question should be asked a Board member or a member of Authority staff without first obtaining permission of the Chairperson.

ADJOURNMENT

Chair Paul Resnikoff adjourned the meeting of the Board at 6:48 pm until the next special meeting on a date to be determined. The next regularly scheduled meeting will be September 3, 2020.

ADDRESSING THE BOARD

Any person shall have the right to address the Board during consideration of any item on the Board's agenda or during the time for oral communication if not on the agenda but pertaining to subject matter within the jurisdiction of the Board. Any person wishing to address the Board should stand or raise the hand and wait to be recognized by the Chairperson. Please stand at the podium, if able, state your name and address for the record, and proceed to address the Board. All remarks and questions should be addressed to the Board through the Chairperson and not to any member thereof or to the public. No question should be asked a Board member or a member of Authority staff without first obtaining permission of the Chairperson.

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WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

Executive Director

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Walnut Creek, CA 94596
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Facsimile • (925) 977-6955
E-mail • msheehan@hfh-consultants.com

Member Agencies

City of Campbell
Town of Los Gatos
City of Monte Sereno
City of Saratoga

SPECIAL MEETING MINUTES

May 28, 2020
Teleconference

CALL TO ORDER

At 6:02 pm, Chair Paul Resnikoff called the meeting to order.

PLEDGE OF ALLEGIANCE

ROLL CALL

Chair Paul Resnikoff, representing Campbell, Vice Chair Barbara Spector, representing Los Gatos, Member Rishi Kumar, representing Saratoga, and Member Daniel LaBouve, representing Monte Sereno, were present. Also present were Executive Director Marva Sheehan and Authority Counsel Kirsten Powell.

ORAL COMMUNICATIONS FROM THE PUBLIC

None

WRITTEN COMMUNICATIONS

None

OLD BUSINESS

1. Upon a motion by Member LaBouve and second by Vice Chair Spector, the Board unanimously approved Resolution 2020-01 adopting the FY2020-21 Authority budget.

NEW BUSINESS

None

PUBLIC HEARINGS

2. Upon a motion by Member Kumar and a second by Vice Chair Spector, the Board unanimously approved Resolution 2020-03 ratifying the West Valley Collection and Recycling contractual collection rate increase effective July 1, 2020.

CONSENT CALENDAR

None

FUTURE AGENDA ITEMS

None

BOARD MEMBER REPORTS

None

ADJOURNMENT

Chair Paul Resnikoff adjourned the meeting of the Board at 6:30 pm until the next regular meeting, which will be held September 3, 2020.

ADDRESSING THE BOARD

Any person shall have the right to address the Board during consideration of any item on the Board's agenda or during the time for oral communication if not on the agenda but pertaining to subject matter within the jurisdiction of the Board. Any person wishing to address the Board should stand or raise the hand and wait to be recognized by the Chairperson. Please stand at the podium, if able, state your name and address for the record, and proceed to address the Board. All remarks and questions should be addressed to the Board through the Chairperson and not to any member thereof or to the public. No question should be asked a Board member or a member of Authority staff without first obtaining permission of the Chairperson.

WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: September 3, 2020
To: West Valley Solid Waste Management Authority Board
From: Executive Director
Subject: **YTD Financial Report**

RECOMMENDED ACTION

Accept report on the Authority's FY 2019-20 financial status.

DISCUSSION

The report titled "Statement of Revenues, Expenditures, and Changes in Fund Balance – Budget and Actual" shows the approved budget, the year to date actual amounts, and the preliminary fund balance through June for FY 2019-20. With 100% of the fiscal year passed, the report shows that the Authority expended \$623,375 or 95% of the approved FY 2019-20 budget.

Included in the revenue and expenditures is the Annual Fee Payment of \$450,000 from WVC&R. The Annual Fee Payment was fully distributed to the member agencies.

Note that these are preliminary numbers subject to audit.

The preliminary fund balance of \$272,013 exceeds the \$200,000 designated by Board Policy as a result of lower expenditures and higher revenues for the fiscal year. The FY 2020-21, the fund balance is projected to decrease by \$31,559 with the amount budgeted as a reduction in Agency fees and customer rates.

It has been the Board's policy since adopted February 2011 to maintain an operating reserve of \$100,000 and a rate stabilization reserve of \$100,000.

FISCAL IMPACT

None

DOCUMENTS ATTACHED

Statement of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual June 30, 2020.



Marva M. Sheehan
Executive Director

West Valley Solid Waste Management Authority
Statement of Revenues, Expenditures, and
Changes in Fund Balance - Budget and Actual
June 30, 2020

Acct #	Description	JPA Budget FY 2019-20	Year to Date Actual	Balance	YTD %
<u>Revenues</u>					
4410	Interest	\$ -	\$ 4,615	\$ (4,615)	N/A
4431	Unrealized Gains/Losses	-	-	-	N/A
4970	City of Campbell	42,680	42,680	-	100%
4970	Town of Los Gatos	30,590	30,590	-	100%
4970	City of Monte Sereno	3,629	3,629	-	100%
4970	City of Saratoga	31,424	31,424	-	100%
4975	Franchise Agreement WVC&R	450,000	450,000	-	100%
4965	Other	-	10,975	(10,975)	N/A
	Total Revenues	<u>\$ 558,323</u>	<u>\$ 573,913</u>	<u>\$ (15,590)</u>	<u>103%</u>
<u>Expenditures:</u>					
Services and Supplies:					
7424	Office Expense	\$ 500	\$ -	\$ 500	0%
7427	Special Departmental Exp. (Legal Services)	17,344	8,860	8,484	51%
7430	Prof. & Special Services (Executive Director)	158,630	157,940	690	100%
7430	Prof. & Special Services (Other)	5,000	-	5,000	0%
7432	Other Contractual Services (Countywide Support)	1,000	-	1,000	0%
7432	Other Contractual Services (Website Administration)	1,149	-	1,149	0%
7432	Other Contractual Services (Audit Svcs.)	6,019	2,970	3,049	49%
7433	Insurance (Liability)	2,667	3,605	(938)	135%
7435	Travel/Conf. & Meetings	4,000	-	4,000	0%
7438	Other Charges (Accounting & Bookkeeping)	9,145	-	9,145	0%
7675	JPA Solid Waste Distribution	450,000	450,000	-	100%
	Total Expenditures	<u>\$ 655,454</u>	<u>\$ 623,375</u>	<u>\$ 32,079</u>	<u>95%</u>
	Excess (deficiency) of revenues over (under) expenditures	(97,131)	(49,462)	(146,593)	
	Beginning Fund Balance 7/1/19 (Preliminary)	\$ 297,131	\$ 321,475		
	Ending Fund Balance	<u>\$ 200,000</u>	<u>\$ 272,013</u>		

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WEST VALLEY
SOLID WASTE MANAGEMENT
AUTHORITY

AGENDA REPORT

Date: September 3, 2020

To: West Valley Solid Waste Management Authority Board

From: Executive Director

Subject: **Fiscal Year 2018-19 Audited Financial Statements**

RECOMMENDED ACTION

Receive and File a report on the West Valley Solid Waste Management Authority's FY 2018-19 Audited Financial Statements.

DISCUSSION

The City of Campbell (City) provides financial services (general ledger, bookkeeping, etc.) to the Authority. The City, on behalf of the Authority, hired White, Nelson, Diehl, Evans, LLP to perform the annual audit of the Authority's financial statements.

The Authority's FY 2018-19 Financial Audit is presented to the board to receive and file. In the Auditor's opinion, the financial statements present fairly, in all material respects, the financial position of the Authority as of June 30, 2019, and the changes in financial position and cash flows for the year ended in accordance with accounting principles generally accepted in the United States of America.

FISCAL IMPACT

None

DOCUMENTS ATTACHED

West Valley Solid Waste Management Authority's FY 2018-19 Audited Financial Statements.



Marva M. Sheehan
Executive Director

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Board of Directors
West Valley Solid Waste Management Authority
Campbell, California

We have audited the financial statements of the West Valley Solid Waste Management Authority (the Authority) for the year ended June 30, 2019. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and Government Auditing Standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information to you in our engagement letter dated March 8, 2019. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the Authority are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of other existing policies was not changed during the year ended June 30, 2019. We noted no transactions entered into by the Authority during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected.

The most sensitive estimate affecting the Authority's financial statements was management's estimate of the fair market value of investments, which is based on information provided by the City of Campbell related to the City's cash and investment pool in which the Authority's cash is invested. We evaluated the key factors and assumptions used to develop this estimate in determining that it is reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Significant Audit Findings (Continued)

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are trivial, and communicate them to the appropriate level of management. As a result of our audit procedures, we did not identify any such misstatements.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated February 27, 2020.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the Authority's financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the Authority's auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Significant Audit Findings (Continued)

Other Matters

We applied certain limited procedures to the management discussion and analysis, which is required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on the Board Members and Staff schedule, which accompanies the financial statements but is not RSI. We did not audit or perform other procedures on this other information and we do not express an opinion or provide any assurance on it.

Restriction on Use

This information is intended solely for the use of the Board of Directors and management of the Authority and is not intended to be and should not be used by anyone other than these specified parties.

White Nelson Dick Evans LLP

Irvine, California
February 27, 2020

**WEST VALLEY SOLID WASTE
MANAGEMENT AUTHORITY**

BASIC FINANCIAL STATEMENTS

**WITH REPORT ON AUDIT
BY INDEPENDENT
CERTIFIED PUBLIC ACCOUNTANTS**

JUNE 30, 2019

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

TABLE OF CONTENTS

June 30, 2019

	<u>Page Number</u>
Board Members and Staff	i
Independent Auditors' Report	1
Management's Discussion and Analysis (Required Supplementary Information)	4
Basic Financial Statements:	
Statement of Net Position	7
Statement of Revenues, Expenses, and Changes in Net Position	8
Statement of Cash Flows	9
Notes to the Basic Financial Statements	10
Independent Auditors' Report on Internal Control over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with <i>Government Auditing Standards</i>	15

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

BOARD MEMBERS AND STAFF

June 30, 2019

BOARD MEMBERS

Paul Resnikoff, City of Campbell, Chair

Barbara Spector, Town of Los Gatos, Vice Chair

Rishi Kumar, City of Saratoga, Member

Daniel LaBouve, City of Monte Sereno, Member

STAFF

Marva Sheehan, Executive Director

INDEPENDENT AUDITORS' REPORT

Board of Directors
West Valley Solid Waste Management Authority
Campbell, California

Report on the Financial Statements

We have audited the accompanying financial statements of the West Valley Solid Waste Management Authority (the Authority) as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditors' Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditors consider internal control relevant to the Authority's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the West Valley Solid Waste Management Authority as of June 30, 2019, and the changes in financial position and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Partial Prior-Year Comparative Information

The financial statements include partial prior-year comparative information. Such information does not include all of the information required to constitute a presentation in accordance with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Authority's financial statements for the year ended June 30, 2018, from which such partial information was derived.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis, identified as Required Supplementary Information (RSI) in the accompanying table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the RSI in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during the audit of the basic financial statements. We do not express an opinion or provide any assurance on the RSI because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the Authority's basic financial statements. The board members and staff schedule is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The board members and staff schedule has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated February 27, 2020, on our consideration of the Authority's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control over financial reporting and compliance.

White Nelson Nick Evans LLP

Irvine, California
February 27, 2020

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS

June 30, 2019

This section of the Authority's financial statements, referred to as management's discussion and analysis, provides a narrative introduction, overview, and analysis of the Authority's financial statements that follow.

Fiscal Year 2018-19 Financial Highlights

The primary revenue source for the Authority comes from each member agency based upon the estimated expenses for the upcoming year and a franchise agreement with West Valley Collection and Recycling that provides revenues of \$450,000 annually for the Authority. Revenues and expenses were essentially flat year to year showing just slight increases from 2018. Total revenues for the fiscal year ended June 30, 2019, were \$638,449 compared to expenses of \$592,131, resulting in an increase in net position of \$46,318 for the fiscal year. Ending net position was \$321,475, consisting of cash and investments in the amount of \$365,151 and accounts payable and other liabilities of \$45,236.

Overview of the Financial Statements

This discussion and analysis serve as an introduction to the Authority's basic financial statements.

These basic financial statements are designed to provide readers with a broad overview of the Authority's finances in a manner similar to a private sector business. They consist of the statement of net position, the statement of revenues, expenses, and changes in net position, the statement of cash flows, and the related notes.

The statement of net position includes all of the Authority's investments in resources (assets and deferred outflows of resources) and the obligations to creditors (liabilities and deferred inflows of resources). It also provides the basis for computing rate of return, evaluating the capital structure of the Authority, and assessing the liquidity and financial flexibility of the Authority. All of the current year's revenues and expenses are accounted for in the statement of revenues, expenses, and changes in net position. This statement measures the success of the Authority's operations over the past year and can be used to determine whether the Authority has successfully recovered all of its costs through its assessments, fees and other charges, profitability, and creditworthiness. The final required financial statement is the statement of cash flows. The primary purpose of this statement is to provide information about the Authority's cash receipts and cash payments during the reporting period. The statement reports cash receipts, cash payments, and net changes in cash resulting from operating, investing, and financing activities and provides answers to such questions as where did cash come from, what was cash used for, and what was the change in cash balance during the reporting period. The notes to the basic financial statements provide additional information that is essential to a full understanding of the data provided in the basic financial statements. They can be found immediately following the financial statements.

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

MANAGEMENT'S DISCUSSION AND ANALYSIS
(CONTINUED)

June 30, 2019

Financial Analysis of the Authority

This analysis focuses on the net position and changes in net position at the Authority-wide level as presented in the statement of net position and the statement of revenues, expenses, and changes in net position.

Net position for the Authority is summarized below and analysis follows:

Statement of Net Position

	Fiscal Year 2019	Fiscal Year 2018
Cash and investments	\$ 365,151	\$ 206,053
Accounts receivable	1,560	75,388
Accounts payable and other liabilities	<u>(45,236)</u>	<u>(6,284)</u>
Net Position, Unrestricted	<u>\$ 321,475</u>	<u>\$ 275,157</u>

Total assets increased \$85,270 (30.3%) from the prior year as a result of the decrease in accounts receivable from prior fiscal year due to the collection of 2019 annual fees being received from partnering cities before year end, offset by a corresponding increase in cash. Total liabilities increased \$38,952 (620%) from prior year due to the fiscal year 2019 accrual of the remaining monthly HF&H Consulting services outstanding at year end.

Below is a summary of components that resulted in the changes in net position.

Statement of Revenues, Expenses, and Changes in Net Position

	Fiscal Year 2019	Fiscal Year 2018
Operating Revenues:		
Member assessments	\$ 176,244	\$ 124,724
Annual fee payment	450,000	450,000
Other	<u>5,000</u>	<u>-</u>
Total operating revenues	<u>631,244</u>	<u>574,724</u>
Operating Expenses:		
Solid waste	142,131	106,991
Distributions to member agencies	<u>450,000</u>	<u>450,000</u>
Total operating expenses	<u>592,131</u>	<u>556,991</u>
Operating income	39,113	17,733
Nonoperating Revenue: Investment income	<u>7,205</u>	<u>3,458</u>
Changes in Net Position	<u>\$ 46,318</u>	<u>\$ 21,191</u>

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY
MANAGEMENT'S DISCUSSION AND ANALYSIS
(CONTINUED)

June 30, 2019

Financial Analysis of the Authority (Continued)

Revenues and expenses remained relatively consistent with the prior year.

Budgetary Highlights

There were no material variances between the current-year budget and actual results.

Economic Factors and Next Year's Budget

Next year's budget is based on current-year actual results with a modest inflation factor of less than 4%. It also includes additional funds to begin negotiations for one of the Authority's major contracts.

Requests for Information

This financial report is designed to provide a general overview of the West Valley Solid Waste Management Authority's finances for residents, taxpayers, creditors and any other interested parties. Questions about this report can be directed to the City of Campbell's Finance Department at 70 North First Street, Campbell, CA 95008.

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

STATEMENT OF NET POSITION

June 30, 2019

(With comparative totals at June 30, 2018)

	<u>2019</u>	<u>2018</u>
ASSETS:		
CURRENT ASSETS:		
Cash and investments	\$ 365,151	\$ 206,053
Accounts receivable	<u>1,560</u>	<u>75,388</u>
TOTAL ASSETS	<u>366,711</u>	<u>281,441</u>
LIABILITIES:		
Accounts payable and other liabilities	<u>45,236</u>	<u>6,284</u>
TOTAL LIABILITIES	<u>45,236</u>	<u>6,284</u>
NET POSITION:		
Unrestricted	<u>321,475</u>	<u>275,157</u>
TOTAL NET POSITION	<u><u>\$ 321,475</u></u>	<u><u>\$ 275,157</u></u>

See accompanying notes to the basic financial statements.

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

For the year ended June 30, 2019
 (With comparative totals for the year ended June 30, 2018)

	<u>2019</u>	<u>2018</u>
OPERATING REVENUES:		
Member assessments:		
City of Campbell	\$ 69,653	\$ 49,336
Town of Los Gatos	51,049	36,351
City of Monte Sereno	5,707	4,026
City of Saratoga	49,835	35,011
Total member assessments	<u>176,244</u>	<u>124,724</u>
Reimbursement from collection service provider	5,000	-
Annual fee payment	<u>450,000</u>	<u>450,000</u>
 TOTAL OPERATING REVENUES	 <u>631,244</u>	 <u>574,724</u>
OPERATING EXPENSES:		
Distributions to member agencies	450,000	450,000
Professional and special services	130,985	87,258
Legal	6,940	5,593
Insurance	1,377	2,944
Audit	2,829	2,695
Other expenses	<u>-</u>	<u>8,501</u>
 TOTAL OPERATING EXPENSES	 <u>592,131</u>	 <u>556,991</u>
 OPERATING INCOME	 39,113	 17,733
NONOPERATING REVENUE:		
Investment income	<u>7,205</u>	<u>3,458</u>
 CHANGES IN NET POSITION	 46,318	 21,191
NET POSITION AT BEGINNING OF YEAR	<u>275,157</u>	<u>253,966</u>
NET POSITION AT END OF YEAR	<u>\$ 321,475</u>	<u>\$ 275,157</u>

See accompanying notes to the basic financial statements.

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

STATEMENT OF CASH FLOWS

For the year ended June 30, 2019
 (With comparative totals for the year ended June 30, 2018)

	<u>2019</u>	<u>2018</u>
CASH FLOWS FROM OPERATING ACTIVITIES:		
Cash received from member agencies	\$ 250,072	\$ 49,336
Cash received from service providers	455,000	450,000
Cash paid to members	(450,000)	(450,000)
Cash paid to suppliers for goods and services	<u>(103,179)</u>	<u>(132,337)</u>
 NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	 151,893	 (83,001)
 CASH FLOWS FROM INVESTING ACTIVITIES:		
Interest received	<u>7,205</u>	<u>3,458</u>
 NET CHANGE IN CASH AND CASH EQUIVALENTS	 159,098	 (79,543)
 CASH AND CASH EQUIVALENTS AT BEGINNING OF YEAR	 <u>206,053</u>	 <u>285,596</u>
 CASH AND CASH EQUIVALENTS AT END OF YEAR	 <u>\$ 365,151</u>	 <u>\$ 206,053</u>
 RECONCILIATION OF OPERATING INCOME TO NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES:		
Operating income	\$ 39,113	\$ 17,733
Changes in assets and liabilities:		
(Increase) decrease in accounts receivable	73,828	(75,388)
Increase in accounts payable and other liabilities	<u>38,952</u>	<u>(25,346)</u>
 NET CASH PROVIDED (USED) BY OPERATING ACTIVITIES	 <u>\$ 151,893</u>	 <u>\$ (83,001)</u>

See accompanying notes to the basic financial statements.

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

NOTES TO THE BASIC FINANCIAL STATEMENTS

June 30, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES:

a. Reporting Entity:

The West Valley Solid Waste Management Authority (the Authority) was formed on October 1, 1997, to implement and administer the West Valley Solid Waste Management Plan, manage rate studies, and negotiate the related contracts for member entities. The Authority is the only entity included in these financial statements.

The Authority includes the Cities of Campbell, Monte Sereno, and Saratoga and the Town of Los Gatos. The City of Campbell (the City) maintains the financial records and provides accounting services for the Authority.

b. Measurement Focus and Basis of Accounting:

The Authority is accounted for as an enterprise fund (proprietary fund type). A fund is an accounting entity with a self-balancing set of accounts established to record the financial position and results of operations of a specific governmental activity. The activities of enterprise funds closely resemble those of ongoing businesses in which the purpose is to conserve and add to basic resources while meeting operating expenses from current revenues. Enterprise funds account for operations that provide services on a continuous basis and are substantially financed by revenues derived from user charges.

The accounting and financial reporting treatment is determined by the applicable measurement focus and basis of accounting. Measurement focus indicates the type of resources being measured, such as *current financial resources* or *economic resources*. The basis of accounting indicates the timing of transactions or events for recognition in the financial statements.

The Authority's financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows.

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

NOTES TO THE BASIC FINANCIAL STATEMENTS
(CONTINUED)

June 30, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED):

c. New Accounting Pronouncements:

Current-Year Standards

GASB 83 - *Certain Asset Retirement Obligations*, effective for periods beginning after June 15, 2018. This standard did not impact the Authority.

GASB 88 - *Certain Disclosures Related to Debt, Including Direct Borrowings and Direct Placements*, effective for periods beginning after June 15, 2018. This standard did not significantly impact the Authority.

Pending Accounting Standards

GASB has issued the following statements, which may impact the Authority's financial reporting requirements in the future:

- GASB 84 - *Fiduciary Activities*, effective for periods beginning after December 15, 2018.
- GASB 87 - *Leases*, effective for periods beginning after December 15, 2019.
- GASB 89 - *Accounting for Interest Cost Incurred before the End of a Construction Period*, effective for periods beginning after December 15, 2019.
- GASB 90 - *Majority Equity Interests – an amendment of GASB Statements No. 14 and No. 61*, effective for periods beginning after December 15, 2018.
- GASB 91 - *Conduit Debt Obligations*, effective for periods beginning after December 15, 2020.
- GASB 92 - *Omnibus*, effective for periods beginning after June 15, 2020.

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

NOTES TO THE BASIC FINANCIAL STATEMENTS
(CONTINUED)

June 30, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED):

d. Cash and Cash Equivalents:

For the purposes of the statement of cash flows, cash equivalents are defined as short-term, highly liquid investments that are both readily convertible to known amounts of cash or so near their maturity that they present insignificant risk of changes in value because of changes in interest rates and have an original maturity date of three months or less.

e. Fair Value Measurements:

The Authority categorizes its fair value measurement within the fair value hierarchy established by accounting principles generally accepted in the United States of America. The hierarchy is based on the relative inputs used to measure the fair value of the investments. Level 1 inputs are quoted prices in active markets for identical assets, Level 2 inputs are quoted prices for similar assets in active markets, and Level 3 inputs are significant unobservable inputs.

The Authority's investment in the City of Campbell investment pool is not subject to the fair value hierarchy.

f. Classification of Revenues:

Operating revenues consist of charges to member agencies, franchise fees, and reimbursements charged to West Valley Collection and Recycling. *Nonoperating revenues* consist of investment income.

g. Net Position Flow Assumption:

When both restricted and unrestricted resources are available for use, it is the Authority's policy to use unrestricted resources first and then use restricted resources as they are needed.

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

NOTES TO THE BASIC FINANCIAL STATEMENTS
(CONTINUED)

June 30, 2019

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED):

h. Prior-Year Data:

Selected information regarding the prior year has been included in the accompanying financial statements. This information has been included for comparison purposes only and does not represent a complete presentation in accordance with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the Authority's prior-year financial statements from which this selected financial data was derived.

i. Use of Estimates:

The preparation of financial statements in accordance with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that effect certain reported amounts and disclosures. Accordingly, actual results could differ from the estimates.

2. CASH AND INVESTMENTS:

The Authority does not have a separate bank account, however, pools its cash with the City's portfolio of investments. Investments are stated at fair value. The Authority is a voluntary participant in that pool. This pool is governed by and under the regulatory oversight of the Investment Policy adopted by the City Council of the City. The fair value of the Authority's investment in this pool is reported in the accompanying financial statements at amounts based upon the Authority's pro rata share of the fair value calculated by the City for the entire City portfolio. The balance available for withdrawal is based on the accounting records maintained by the City, which are recorded on an original cost basis. At June 30, 2019, the Authority had a cash balance of \$365,151.

3. FRANCHISE AGREEMENT:

On March 1, 2014, the Authority entered into a franchise agreement with West Valley Collection and Recycling. Under this agreement, the Authority will receive a payment of \$450,000 annually for the right to continue to hold the franchise for the collection of solid waste, recyclable materials, green waste, food scraps, and construction and demolition debris within the Authority; the transportation of such material to appropriate places of processing, recycling, composting, and/or disposal; and the processing of recyclable materials and food scraps for a period of 10 years ending February 28, 2024. The Authority has recorded the fee revenues of \$450,000 from this agreement in the accompanying statement of revenues, expenses, and changes in net position.

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

NOTES TO THE BASIC FINANCIAL STATEMENTS
(CONTINUED)

June 30, 2019

3. FRANCHISE AGREEMENT (CONTINUED):

On May 1, 2014, the Authority agreed that the proceeds from the franchise agreements would be distributed to each member agency based on the population. Accordingly, the Authority has recorded distributions to member agencies of \$450,000 in operating expenses in the accompanying statement of revenues, expenses, and changes in net position. The distributions were as follows:

City of Campbell	\$ 173,529
Town of Los Gatos	129,906
City of Monte Sereno	14,688
City of Saratoga	<u>131,877</u>
Total distributions	<u>\$ 450,000</u>

At June 30, 2019, there was no balance due to these member agencies.

4. SUBSEQUENT EVENTS:

Events occurring after June 30, 2019, have been evaluated for possible adjustments to the financial statements or disclosure as of February 27, 2020, which is the date these financial statements were available to be issued.

INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS*

Board of Directors
West Valley Solid Waste Management Authority
Campbell, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of West Valley Solid Waste Management Authority (the Authority) as of and for the year ended June 30, 2019, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated February 27, 2020.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered the Authority's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Authority's internal control. Accordingly, we do not express an opinion on the effectiveness of the Authority's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the Authority's financial statements will not be prevented, or detected and corrected, on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weakness. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Authority's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Authority's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Authority's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

White Nelson Nick Evans LLP

Irvine, California
February 27, 2020

WEST VALLEY SOLID WASTE MANAGEMENT AUTHORITY

Calendar of Future Agenda Items

November 5, 2020 Meeting

- Closed Session – annual evaluations of Authority Attorney and Executive Director
- Consider a report on WVC&R's prior Fiscal Year Complaints/Liquidated Damages
- Receive and file annual CalRecycle Annual Reports
- Update on SB 1383 Implementation Plan

February 4, 2021 Meeting

- Elect new officers
- Review of Collection and Disposal contracts
- Accept Audited Financial Statements

May 6, 2021 Meeting

- Board meeting schedule
- Ratify Guadalupe Landfill disposal contractual rate adjustment
- Ratify WVC&R contractual collection rate adjustment
- Approve Authority budget
- Review Executive Director and Authority Counsel contracts

September 2, 2021 Meeting

- Receive and file annual CalRecycle Annual Reports

Recurring Meeting Agenda Items

- Approval of prior meeting minutes
- Receive and file the Executive Director financial report
- Regulatory and program updates