



**SAN LUIS OBISPO COUNTY
INTEGRATED WASTE MANAGEMENT AUTHORITY**
Connecting the Community to Waste Solutions

Board of Directors Meeting Minutes

Wednesday, November 13, 2024, 1:30 PM
County of San Luis Obispo Government Center
Board of Supervisor Chambers
1055 Monterey Street, San Luis Obispo, CA 93408

BOARD OF DIRECTORS:

Robert Robert, President, City of Grover Beach
James Guthrie, Vice President, City of Arroyo Grande
Jan Marx, Past President, City of San Luis Obispo
Charles Bourbeau, City of Atascadero
Jimmy Paulding, County of San Luis Obispo, District 4 Supervisor
John Hamon, City of El Paso de Robles
Laurel Barton, City of Morro Bay
Robert Enns, Special Districts
Scott Newton, City of Pismo Beach

1. Call To Order

Past President, Marx, called the Board Meeting to order on November 13, 2024 at 1:32 PM.

2. Roll Call

Board Members Present: Barton (1:40 PM), Bourbeau, Enns, Guthrie (1:46 PM), Hamon, Marx, Paulding, President Robert (1:34 PM).
Absent: Newton

3. Pledge Of Allegiance

Non-Agenda Public Comment Period

No Public Comment Submitted

PRESENTATION

4. Executive Director's Report

Presented by Executive Director, Peter Cron.

Consent Agenda Public Comment Period

Written public comment received.

CONSENT AGENDA

5. **Executive Committee Minutes Receive and File – September 26, 2024**
Recommendation: Receive and file the September 26, 2024, Executive Committee Meeting Minutes.
6. **Board Meeting Minutes Review – September 11, 2024**
Recommendation: Approve the September 11, 2024, Board Meeting Minutes.
7. **Monthly Financial Reports**
Recommendation: Receive and file the attached monthly financial reports.
8. **Harshwal & Company LLP Auditing Services Engagement Letter**
Recommendation: Authorize the Board President to sign an Engagement Letter with Auditor Harshwal for auditing services of the fiscal years ending on June 30 in 2025, 2026, and 2027.
9. **Resolution 2024-11-01, Budget Adjustment Request – Capital Outlay**
Recommendation: Approve Resolution 2024-11-01, authorizing the Board President and Executive Director to sign a Budget Adjustment Request (BAR) for Capital Outlay of \$900,000, to complete the purchase of the 555 Chorro Street, San Luis Obispo building.
10. **2025 IWMA Calendar**
Recommendation: Approve the 2025 IWMA Calendar for Board of Directors meetings, Executive Committee Meetings, and Holidays.

Item 10 was pulled and asked to bring back to the Board for approval at the next scheduled IWMA Board Meeting to reflect corrections.

Motion by: Marx

Second by: Hamon

To approve Items 5, 6, 7, 8 & 9.

Motion passed by the following roll call vote:

Ayes: Marx, Hamon, Barton, Bourbeau, Enns, Guthrie, Paulding, Robert.

Noes: None

CARRIED 8-0

Regular Agenda Public Comment Period

No public comment submitted.

REGULAR AGENDA

11. **Technical Assistance Grant Application - City of Arroyo Grande**
Recommendation: Authorize the Executive Director to award \$10,000 in grant funds to the City of Arroyo Grande to purchase water bottle filling stations for city facilities to assist with the City's waste reduction efforts of single-use plastic bottles.

Motion by: Marx

Second by: Hamon

To approve Item 11.

Motion passed by the following roll call vote:

Ayes: Marx, Hamon, Barton, Bourbeau, Enns, Paulding, Robert

Noes: None

Abstain: Guthrie

CARRIED (7-0-1)

12. Technical Assistance Grant Application – ECOSLO

Recommendation: Authorize the Executive Director to award \$10,000 in grant funds to ECOSLO to help businesses reduce single-use waste through the “Reusables Rebate” initiative, two annual in-person events, and social media content.

Paulding recused himself at 2:04pm

Motion by: Hamon

Second by: Marx

To approve Item 12.

Motion passed by the following roll call vote:

Ayes: Hamon, Marx, Barton, Bourbeau, Enns, Robert

Noes: Guthrie

CARRIED (6-1)

Paulding returned at 2:14pm

13. Solid Waste Management Fee Study – Contract Recommendation

Recommendation: A) Approve and accept staff’s ranking and recommendation of R3 Consulting; and B) authorize staff to negotiate and finalize the contract for a Solid Waste Management Fee with R3 Consulting; and C) authorize the Board President to sign the final contract with R3 Consulting.

Motion by: Paulding

Second by: Guthrie

To approve Item 13.

Motion passed by the following roll call vote:

Ayes: Paulding, Guthrie, Barton, Bourbeau, Enns, Hamon, Marx, Robert

Noes: None

CARRIED (8-0)

14. Waste Characterization Study – Contract Recommendation

Recommendation: A) Approve and accept staff's ranking and recommendation of MSW Consultants; and B) authorize staff to negotiate and finalize the contract for a Waste Characterization Study with the MSW Consultants; and C) authorize the Board President to sign the final contract with MSW Consultants.

Motion by: Paulding

Second by: Guthrie

To approve Item 14.

Motion passed by the following roll call vote:

Ayes: Paulding, Guthrie, Barton, Bourbeau, Enns, Hamon, Marx, Robert

Noes: None

CARRIED (8-0)

15. Video Content Production – Contract Recommendation

Recommendation: A) Approve and accept staff's ranking and recommendation of Out West Digital; and B) authorize staff to negotiate and finalize the contract for Video Content Production with Out West Digital; and C) authorize the Board President to sign the final contract with Out West Digital.

- The Board Members directed staff to finalize materials and bring back the item to the next scheduled IWMA Board Meeting.

Closed Session Public Comment Period

Written public comment received from Julie Tacker.

CLOSED SESSION

The Board of Directors will recess into closed session pursuant to the Ralph M. Brown Act on the following item:

16. Public Employee Performance Evaluation - Executive Director

Pursuant to Government Code § 54957(b)(1) -- Title: Executive Director.

Time Out: 2:44 PM

Readjourn to Open Session and Closed Session Report


Time In: 3:23 PM

No reportable action.

17. Board Member Communications

Provides board members an opportunity to make an announcement and briefly report on their activities directly related to agency business.

ADJOURNMENT: 3:29 PM



Andrea Biniskiewicz, Clerk of the Board
San Luis Obispo County Integrated Waste Management Authority

