



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

2 PORTUGUESE BEND ROAD
ROLLING HILLS, CA 90274
(310) 377-1521

AGENDA

**Solid Waste & Recycling
Committee Meeting**

SOLID WASTE & RECYCLING COMMITTEE

Thursday, April 06, 2023

**CITY OF ROLLING HILLS
4:00 PM**

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT ON NON-AGENDA ITEMS**
- 4. APPROVAL OF MINUTES**
- 5. OLD BUSINESS**
- 6. NEW BUSINESS**

**6.A. DEVELOPMENT OF POLICIES OR AN ORDINANCE FOR APPLICABLE TO
REFUSE SERVICE BILLINGS**

RECOMMENDATION: Consider adopting policies or an ordinance governing the billing for refuse services provided to City residents and make a recommendation to the City Council directing staff to draft an ordinance or policies for Council's approval as described in this report.

- 7. ITEMS FROM STAFF**
- 8. ITEMS FROM SOLID WASTE & RECYCLING COMMITTEE**
- 9. ADJOURNMENT**

Notice:

Documents pertaining to an agenda item received after the posting of the agenda are available for review in the City Clerk's office or at the meeting at which the item will be considered.

In compliance with the Americans with Disabilities Act (ADA), if you need special assistance to participate in this meeting due to your disability, please contact the City Clerk at (310) 377-1521 at least 48 hours prior to the meeting to enable the City to make reasonable arrangements to ensure accessibility and accommodation for your review of this agenda and attendance at this meeting.



City of Rolling Hills

INCORPORATED JANUARY 24, 1957

Agenda Item No.: 6.A
Mtg. Date: 04/06/2023

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: ROBERT SAMARIO, FINANCE DIRECTOR

THRU: ELAINE JENG P.E., CITY MANAGER

SUBJECT: DEVELOPMENT OF POLICIES OR AN ORDINANCE FOR APPLICABLE TO REFUSE SERVICE BILLINGS

DATE: April 06, 2023

BACKGROUND:

The City provides its residents solid waste collection and disposal services by contract through a private hauler, Republic Services. The last several years have seen refuse revenues decline due to a shift in approach starting in fiscal year 2020 whereby certain parcels deemed to have temporarily suspended services were not billed. This shift, while having merit, has led to challenges in determining which parcels are not receiving service - either temporarily or permanently - without pure billing records and, thus, has also led to inconsistent billings. Consequently, staff is recommending Council consider adopting clear policies and/or ordinances to ensure consistent billings, the avoidance of mistakes, and a reliable and sustainable revenue stream to cover the cost of providing the services.

DISCUSSION:

As has been discussed with the City Council on a few occasions, starting in fiscal year 2020 there was a change to the approach used to bill City residents for solid waste collection and disposal services provided by Republic Services. Prior to fiscal year 2019/20, essentially all City residents were billed for refuse services. However, since then, properties that were deemed to have temporarily suspended services were not billed, such as when the property is under construction and/or is temporarily unoccupied. For example, in this current fiscal year 2022/23, a total of seventeen (17) parcels were not billed because of services appeared to have been temporarily suspended.

In addition, fifteen (15) parcels have not been billed at all going back to before fiscal year 2019/20 because the property was determined at some point to be permanently vacant or there is no physical structure on the property, only a vacant lot.

The determinations of either temporary or permanent suspension of services as described above were made based on multiple data sources, which may not be up to date or otherwise may not be 100% reliable. The reliance on multiple data sources is because Republic

Services does not maintain centralized customer account records that show levels of service, termination or commencement dates, property addresses, etc. Essentially, Republic services any property within the City/Association that puts out waste containers since Republic's compensation is based on a fixed number of parcels (685) and is indexed annually to a Consumer Price Index. As such, they do not need to track individual customer service levels. Thus, service information is not readily available from Republic.

Nonetheless, in the last several years Republic performed route audits in connection with City staff's efforts to prepare for the annual direct assessment of parcels for refuse services. On a specific day, or days, drivers are asked to make visual determinations of whether a property is receiving service since Republic has no other way of knowing. City staff then uses this information, City records, and RCHA records to make final determinations for billing purposes. This process is not only tedious, cumbersome, and time-consuming, it is by its very nature very unreliable.

Based on the above, staff is seeking Council's feedback and direction on a policy that addresses the issues described above. To that end, staff offers up the following recommendations for consideration:

- Consider adopting a mandatory trash ordinance whereby all residents are required to have trash service unless the resident can provide evidence that any and all waste material is being hauled and properly disposed of at an appropriate facility, or that no waste (including green waste) is being produced. Except for those properties exempted from the mandatory trash ordinance, all residential parcels within the City limits assessed even if services appear to have been temporarily suspended.
- Alternatively, adopt policies that establishes when and under what circumstances will a parcel not be billed. For example, the policy could state that parcels where services may not be needed for a temporary period of time, such as during construction, will still be billed. This type of a policy alone with eliminate the variation in revenues, inconsistencies in billings, and challenges that arise from trying to determine when services are not going to be used temporarily given the lack of good data to make that determination. In addition, the policy could spell out the circumstances when a parcel may indeed not need refuse services at all given the nature of the parcel and, thus, would be exempt from the annual assessment. Such a policy would increase revenues in the Refuse Fund.

Certainly adopting a mandatory trash ordinance is a stronger and perhaps a more onerous approach, but it easier to regulate and enforce. However, adopting a policy that merely clarifies and limits the conditions in which a parcel would NOT be billed would go a long way towards achieving the revenue stability goal and eliminating much of the work that goes into the current approach.

FISCAL IMPACT:

The fiscal impact of adopting an ordinance or policies would be a more sustainable and fiscally sound Refuse Fund.

RECOMMENDATION:

Consider adopting policies or an ordinance governing the billing for refuse services provided to

City residents and make a recommendation to the City Council directing staff to draft an ordinance or policies for Council's approval as described in this report.

ATTACHMENTS: