

WASATCH FRONT WASTE AND RECYCLING DISTRICT (WFWRD)

BOARD OF TRUSTEES REGULAR MEETING MINUTES

PENDING BOARD APPROVAL

Held Monday, July 27, 2026, at 9:00am at the District Offices located at 604 West 6960 South, inside the Salt Lake County Public Works Administration Building Training Room. This meeting was also held electronically via Webex.

Anna Barbieri, Board Vice-Chair, called the meeting to order at 9:10am and Catarina Garcia, Board Clerk, conducted the Roll Call.

Board Members: Anna Barbieri-City of Taylorsville, Greg Shelton-White City, Lyndsay Longtin-Kearns City, Matt Holton-Cottonwood Heights (*excused at 10:00am*), Nick Griffith-Emigration Canyon, Zach Jacob-City of West Jordan

Participating Electronically: Clark Bullen-Murray City, Marci Houseman-Sandy City, Nicole Handy-Millcreek City, Terry George-Magna City

Public: Patrick Craig-Salt Lake County, Justun Edwards-Herriman City

Excused/Absent: Emily Gray-City of Holladay, Jared Henderson-Herriman City, Laurie Stringham-Salt Lake County, Lise Brunhart-Town of Brighton, Tessa Stitzer-Town of Copperton

District & Support Staff: Evan Tyrrell-General Manager, Helen Kurtz-Finance Director, Hazel Dunsmore-Human Resources Manager, David Ika-Operations Manager, Renee Plant-Administrative Manager, Catarina Garcia-Executive Assistant/Board Clerk, Rachel Anderson-Legal Counsel

Webex: Andre Perov-GIS Coordinator

1. Meeting Open for Public Comments

There were no public comments.

2. Consent Items

2.1 June 22, 2026 Board of Trustees Regular Meeting Minutes

Board Member Longtin motioned/Board Member Holton seconded to adopt the June 22, 2026 meeting minutes. Motion passed unanimously.

3. Business Items:

3.1 General Manager Report

Evan Tyrrell, General Manager, reminded the Board that WFWRD was invited to submit a proposal last month to Draper City for collection services, which we recently learned was awarded to ACE Recycling & Disposal. WFWRD also recently submitted a proposal to the City of West Jordan for collection services which will be tentatively awarded to a provider in mid-August with a contract start date in 2027.

Vice-Chair Barbieri thanked staff and commented on the amount of work that went into that. It tightens up what we do and it always pays off, even if not with the [Draper City] contract, it pays off with what we learned.

Evan reported on the following PGIs (Priorities, Goals, and Initiatives):

- ADM.3: An RFP for Recycling Processing and Recovery will be solicited during the month of August.
- ADM.6: Cost savings for video review of reported missed pickups were quantified at \$38,600.
- ADM.7: Additional adjustments were made to WFWRD's County IT subscription services. To date, a total of 24 active directory accounts, 2 fax lines, and 1 database have been removed. Many of these accounts were unused, unnecessary, or were consolidated under existing user accounts. Quantified savings of \$35,000 for 2026, ongoing annual savings of \$46,000.
- FIN.1: An RFP will be solicited in 2026 for a line-of-service financial assessment by geographic service area. At this time, this item will likely carry over into the 2027 budget year and will require additional funding from what was originally budgeted.
- FIN.3: 23,900 customers are signed up for paperless, electronic billing. This represents a 23% increase of 4,413 paperless subscribers since January 20, 2026. Cost savings have not yet been calculated for this item as they relates to FIN.4 and will be trued-up at the end of the year.
 - Vice-Chair Barbieri gave kudos to Evan and staff for putting together what seemed like a daunting task. It costs \$667,000 just to send out a bill and we have already switched 20,000 people. She found it very impressive and it makes a big dent. Board Member Holton commented that the postcards are great and is happy we did it. Others agreed.
 - Helen replied to Board Member Shelton that we confirmed there are no privacy issues and she believes that may have contributed to the increase in paperless customers. That is our suggestion to customers, they can eliminate the postcard completely.
 - Evan replied to Board Member Griffith that we service slightly above 86,500 households, not including the Accounts Receivable accounts through Special Services, municipalities, etc. Board Member Holton calculated roughly one-third are on paperless. It was agreed there is a way to go. Board Member Jacob asked about an "industry standard" noting we will never get 100%, but if there is a certain percent we can expect. There were comments about being charged to stay on paper billing from other establishments, and that 50% is achievable.
- OP.1.1: We are currently averaging 83 SCRP containers per day, representing an increase of more than 38% in container deliveries compared to the past three-year average of 60 containers per day. End-of-season data will be reported along with a conceptual curbside bulky waste collection program plan. There is approximately \$1,800 in quantified savings and \$1,200 in scrap metal revenue tied to new initiatives and operational processes that have been taking place during this year's SCRP operations.
- OP1.2: Combined service order and per material fees have resulted in new revenues totaling \$4,481 in the Specialty Curbside Collection Services (SCCS) program.
 - Evan replied to Board Member Holton that there is a base pick up fee, and a per unit fee based on the materials collected [mattresses, appliances, tires]. The fees are intended to offset and have full cost recovery for our administrative cost and for our cost for the collection, handling, hauling, and disposition of those materials. Board Member Holton commented that this program is so great and very cool.
 - Vice-Chair Barbieri stated that she printed several fliers and gave them out at Taylorsville Dayzz and the cleanup event, and people are really excited about the program. It occurred to

her this is something the Board Members could give to their code enforcement departments who have to deal with a lot of mattresses, tires, etc. She encouraged Board Members to reach out to their code enforcement and let them know this service is available because it is a real bonus for residents who are being told to clean it up but they don't know how. Vice-Chair Barbieri was impressed when Renee informed her that WFWRD has printed business cards for this program and will bring some to the next meeting to share.

- OP.2: There has been an increase of 346 green can subscribers with an estimated \$25,000 additional revenue for the year.
- OP.3.3: As of 06/30/2026, a total of 77 extra/late set-out return pickups had been completed resulting in \$1,925 in revenue.
- OP.3.6: This new item is regarding the Mahogany Radio Tower upgrades that Evan reported at a previous Board Meeting. The total cost to the District to support the Mahogany Radio Tower upgrades, including digital truck radio replacements, was estimated to be \$355,000. David [Ika] has been working with a variety of vendors and County IT and are moving forward with Push-to-Talk technology that ties in with the cellular networks. The overall savings are \$315,000. Capital one-time costs will total ~\$30,000 and ongoing total monthly subscription costs will be ~\$1,950. Overall, ongoing costs will be considered negative absent information on additional tower upgrades. However, at less than \$25,000 per year, this constitutes a break-even period of 15 years.
- SAF.2: The District's insurance renewal took effect in July. The new Experience Modifier (EMOD) for July 2026-June 2027 has been reduced from 1.74 to 1.36, resulting in a one-time cost savings of \$21,332 according to information provided by the ULGT.
- Overall, new one-time savings that have been quantified and forecasted year-to-date for 2026 are \$1.07M, \$452,000 of which will be ongoing annual savings in 2027 and beyond.
- Adding continued ongoing cost savings measures implemented in 2025 of \$1.24M to the new 2026 one-time cost savings results in a grand total of \$2.3M in cost savings for 2026, and ongoing annual savings are approaching \$1.7M.
 - Several Board Members thanked Evan and staff and commended them on a job well done.
 - Board Member Griffith commented that [they] all know about these cost savings initiatives, and the importance of sharing them with their respective councils. Going forward we need to think about showing our customers how they are actually getting this value from the service because they are not likely going to know that even though Board Members give long briefings in their meetings but the customer is probably not going to see that. It will behoove the longevity of how well our services are being delivered to our customers. Evan noted that during the Board Retreat we discussed the concept of short videos, etc. He presents to councils, we distribute a monthly WFWRD newsletter, and we recently initiated a Google review campaign in an effort to boost WFWRD's positive reviews on Google.

3.2 2nd Quarter 2026 Financial Report

Helen Kurtz, Finance Director, reported on 2nd quarter revenues and Evan commented on waiving late fees with the transition to Point & Pay and monthly billing. Late fees have been getting waived all year, and they are being reinstated in August for any outstanding June balances, and so on.

Helen reported on 2nd quarter personnel expenses, operating expenses, capital purchases, cash balances, refunds, maintenance costs, and fuel and mileage. Overall, revenues were within 0.31% of mid-year forecasts, and operating expenses were about 5% below mid-year forecasts for the first 6

months of the budget year, resulting in a preliminary increase in net position of approximately \$2.1M year-to-date. Estimated capital expenses for the year are currently projected at \$3.8M as compared to the \$5.3M that was originally budgeted, primarily due to the postponement of purchasing 4 of 8 sideload trucks and other capital replacements that have come in under original capital budget estimates. Cash balances are holding steady above \$14M with approximately \$3.15M of unspent but expected capital purchases that remain for the year. Second quarter customer refunds were slightly above \$9,000 with almost \$6,500 that were attributable to inadvertent customer overpayments. Maintenance costs have continued to increase compared to past years, average diesel fuel prices are up \$1.22 per gallon compared to last year, and CNG fuel prices have remained relatively steady.

Evan added that WFWRD will be considering purchasing CNG trucks next year due to the volatility of diesel fuel prices, and Helen finished her report with commodity tonnages. Evan commented that there are a lot of factors that contribute to the tonnage trends such as weather. Recycling tonnages may have decreased due to less consumer spending. He replied to Board Member Griffith that there's nothing to indicate people are throwing more recycling into their trash cans and Board Member Longtin mentioned that some residents are xeriscaping their yard, cutting back on the amount of grass clippings, which may also be attributable to the reduction in green waste tonnages.

Vice-Chair Barbieri thanked Helen for her report noting that it is always good to see the numbers that are always so stable.

There were no additional comments or questions.

3.3 2026 Annual Fraud Risk Assessment

Helen Kurtz, Finance Director, reported this annual assessment is required by the State Auditor's Office and presented to the governing board for all government entities. The stated purpose for this is really to protect public funds, build public trust, and document practices that measure internal controls.

Our score is 335, once again in the low risk category, which is where we have been since Helen has been on staff. Sometimes it's a bit cost prohibitive to go for a very low score but Helen is happy and satisfied with the score of 335. There is a list of Separation of Duties that we complete to get the 200 points. In order to do so, you have to have a yes to all of them or mitigating controls in place for certain items.

All our Separation of Duties answers are yes except for one mitigating control: "Are all the people who are able to collect cash or affect payments different from all the people who are able to adjust customer accounts." We have our Customer Solutions staff who take payments and they can also adjust accounts for certain things. To mitigate that, we have our Billing Administrator Kenny [Simin] who checks all of the receipt transactions because he doesn't touch receipts. He sends that report on a monthly basis to Evan and Helen for review, which is our mitigating control and acceptable by our independent auditors and the State Auditor.

There were no questions or comments.

Board Member Jacob motioned/Board Member Shelton seconded to approve the 2026 Annual Fraud Risk Assessment. Motion passed unanimously.

4. Closed Session

No closed session was needed.

5. Other Board Business

Rachel Anderson, Legal Counsel, discussed the Open and Public Meetings Act Training which she typically gives during a Board Meeting, but has not yet this year, to ensure our members have received it. There is also a Special District Board Member Training which is due in the first year after being appointed to the Board, then once per term, which is four years. The independent financial auditors check each year to ensure we are compliant. The two Board Member Training sources are the State Auditor Website and through the UASD conference in the fall.

Vice-Chair Barbieri and Rachel encouraged all Board Members to attend this very informative conference, which is typically held in Layton, Utah, during the month of November.

Catarina Garcia, Board Clerk, mentioned that the District has traditionally covered the registration fee for WFWRD Board Members wishing to attend the annual UASD conference, and that she will be reaching out to them as the conference approaches.

6. Items for Subsequent Board Meetings

- General Manager Report
- Collection Day by Service Area Modification Considerations (Post-Herriman Withdrawal)
- Considerations to Suspend Subscription-Based Curbside Green Waste Collection Service Offerings in the Southwest Geographic Region of Salt Lake County due to Significant Haul Distances and de minimis Participation Outside of Herriman City
- Curbside Bulky Waste Conceptual Plan Presentation
- Boundary Adjustment for the Northern Salt Lake County Service Area Annexed by Salt Lake City
- WFWRD Safety Program and Loss Prevention Overview Presentation
- WFWRD Customer Account Management and Billing Overview Presentation
- Looking Forward – 2027 and Beyond: District Land, Buildings, and Offices

7. Adjournment

Board Member Jacob motioned/Board Member Houseman seconded to adjourn. Motion passed unanimously.

Meeting end time: 10:11am