



## Upper Valley Waste Management Agency Board Agenda Letter

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**TO:** Board of Directors  
**FROM:** Steven Lederer - Manager  
Upper Valley Waste Management Agency  
**REPORT BY:** Steven Lederer, Director of Environmental Management - 253-4471  
**SUBJECT:** Establishment of a Policy for Waiving Fees

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### **RECOMMENDATION**

**DISCUSSION AND POSSIBLE ACTION:** Agency Manager requests Board direction in development of a policy on waiver of fees.

### **EXECUTIVE SUMMARY**

Currently UVDS receives requests from schools, non-profits, and others requesting free or reduced priced service. UVDS often grants those requests. The Agency Manager is concerned that, absent a formal policy, the company is placed in the position of having to individually evaluate each request, and that these decisions ultimately impact rates since service provided free to one party is in fact paid for by the other rate payers.

### **FISCAL IMPACT**

Is there a Fiscal Impact?                      No

### **ENVIRONMENTAL IMPACT**

**ENVIRONMENTAL DETERMINATION:** The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

### **BACKGROUND AND DISCUSSION**

Currently UVDS receives requests from schools, non-profits, and others requesting free or reduced priced service.

UVDS often grants those requests. The Agency Manager is concerned that, absent a formal policy, the company is placed in the position of having to individually evaluate each request, and that these decisions ultimately impact rates since service provided free to one party is in fact paid for by the other rate payers. A partial list of recently granted requests is attached.

The Agency Manager requests Board input on:

- | Does the Board desire to establish a policy?
- | If so, what types of organizations should be granted waivers and under what conditions?
- | Does the Board desire to establish limits (i.e. amount per request or a total for each operating year)?
- | What type of service should be provided (i.e. solid waste, recycling, green, etc.per request or in total)?
- | How often does the Board desire to be informed of the amount of such requests (quarterly?)

Once Board direction is provided, the Agency Manager will draft a policy for review by the Board at a future meeting.

### **SUPPORTING DOCUMENTS**

A . Summary of Recently Waived Fees

Recommendation: Approve  
Reviewed By: Steven Lederer