



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: May 22, 2020
TO: Board of Directors
FROM: General Manager
SUBJECT: Agenda Information for the May 22, 2020 Board Meeting

CALL TO ORDER AT 9:00 A.M. (PLEASE NOTE EARLIER START TIME)

ROLL CALL AND ESTABLISHMENT OF QUORUM

PLEDGE OF ALLEGIANCE

PUBLIC COMMUNICATIONS

Anyone wishing to address the Board on matters *not* appearing on the *Authority* Agenda may do so now. *Please limit comments to a maximum of three (3) minutes.* The public may comment on any other matter listed on the agenda at the time the matter is being considered by the Board.

CONSENT AGENDA

These matters include routine financial and administrative actions, usually approved by a single majority vote. Individual items may be removed from Consent for discussion and action.

- 1) Approve Minutes of April 17, 2020 Regular Board Meeting**
- 2) Approve Report of Disbursements, and Board and Employee Reimbursements for April 2020**
- 3) Receive Report on May 6, 2020 Finance Committee Meeting**
- 4) Receive Report on May 6, 2020 Personnel Committee Meeting**
- 5) Adopt Resolution 2020-06 Proclaiming May 17-23, 2020 as National Public Works Week**

Public Works Director Brian McMinn of Marina is once again heading up this effort to highlight the women and men who perform these important public works duties here on the Peninsula.

- 6) Approve a Change Order for TetraTech for CEC Grant Project ARV-17-036 in the Amount of \$250,000**

Please refer to the enclosed memo from Director of Engineering Guy Petraborg regarding a change order necessary to enable the LFG to RNG project to continue construction and possibly be on-line by calendar year end.

Recommendation: Approve Consent Agenda.

PRESENTATIONS

7) Small Planet News: Unwrapping Plastics Series (Part 3) – Management of Plastic Pollution

Director of Operations Tim Brownell and Public Education intern Andrew Jarvis will team up again to bring information regarding the challenges and global impact the increasing utilization of plastic is having on our environment. This is Part 3 in this series on the Management of plastic pollution. Less than 10% of all plastic world-wide is currently being recovered for recycling, and plastic packaging use is growing exponentially. Efforts to reduce plastic use and reduction of contamination in the recycling materials processed by the District will be the focus of our public education efforts for the next several months.

8) Presentation of District's EV Charging Station Grants Project

Director of Engineering and Compliance Guy Petraborg prepared the enclosed presentation on the EV Charging Station Grants Project. Guy has been able to secure grant funding (with some determined investigation and analysis) for a project that has been a goal of the District for more than a decade. The District is better prepared for the next generation in personal vehicle usage that will be coming out to the District.

OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION

9) Receive Draft Budget for Fiscal Year 2020/21 and Provide Direction to Staff

The enclosed draft Budget is presented as a relatively “high” level budget portrayal, meaning this budget is presented as “directional” in detail – not in a final budget format. Staff has been challenged with how to present a budget model with so many unknown variables in revenue. Staff is confident that the cost management side of the budget equation is more predictable and achievable if the recommendations we are developing now, such as reductions of about 80% of current year overtime, VERI program impact on headcount reductions, and management and

Local OE3 compensation adjustments, we should be able to clear the prescriptive 1.25 Bond covenant amount.

Recommendation: Receive Draft Budget for Fiscal Year 2020/21 and Provide Direction to Staff.

- 10) **Schedule a Public Hearing for the June 19, 2020 Board Meeting to Consider:**
- a. **Five Percent (5%) Tipping Fee Increase for Certain Material Types Effective July 1, 2020; and**
 - b. **Implementation of \$40 Processing Fee for Single Stream Recycling Effective July 1, 2020**

As has been the historical fact for more than 15 years now, the District has the lowest tipping fees with the highest levels of diversion in about a 75-mile radius. Furthermore, as presented in Director of Finance and Administration Peter Skinner's report, the Peninsula cities, all of them, enjoy some of the lowest garbage collection rates in the entire Bay Area region. Staff feels very strongly that the recommended tipping fee increase of 5%, (\$3.00 per ton), is an important tool to help make the District financially stable for FY 20/21 and beyond.

Recommendation: Authorize Staff to schedule a Public Hearing for the June 19, 2020 Board Meeting to Consider: a. Five Percent (5%) Tipping Fee Increase for Certain Material Types Effective July 1, 2020; and b. Implementation of \$40 Processing Fee for Single Stream Recycling Effective July 1, 2020.

- 11) **Adopt Resolution 2020-07 Creating A Voluntary Early Retirement Program For 2020 and Authorizing Expenditures for Program Expenses**

Human Resources Manager Berta Torres and the HR team have been working diligently to rollout this program and explain it to all the eligible employees. This is for most employees a very complicated and emotional decision. Berta and her team have worked with all employees who have questions, need translation, make connections with CALPERS, etc. We will have a final report as to the number of eligible employees who have applied for the VERI program at the Board meeting on May 22nd.

Recommendation: Approve Resolution 2020-07 Creating A Voluntary Early Retirement Program For 2020 and Authorizing Expenditures for Program Expenses.

STAFF REPORTS

12) Review Finance, Operating, and Recycling Reports

The financial statements for April 2020 are enclosed, along with operating and recycling reports. Accounting Manager Garth Gregson has also enclosed further background on the District's financial performance and will answer any questions at the Board meeting.

13) Report on Employee Injuries and Property Loss Incidents for Calendar 2019.

Please refer to the enclosed staff report from Safety Manager Kacey Christie. Kacey will present the annual safety report along with some details as to the safety findings. Kacey will highlight the type of injuries and their locations on site, our achievement of our 95% safety training goal for the FY 19/20, and some good news in the area of District accidents during the past year.

14) Update on COVID-19 Operations.

Director of Operations Tim Brownell will provide an oral report on current District measures and some forecast as to how the District will provide service to our customers as the State and County emerge from the current shelter in place criteria.

GENERAL MANAGER COMMUNICATIONS

- **Regional Waste Contracts**. Staff sent this proposal to the County of Santa Cruz with the recommended minimum tonnage increments suggested and they are evaluating our proposal. Santa Cruz County staff felt the "on-ramping" approach was helpful as they are attempting to determine how much landfill capacity in the Buena Vista landfill they wish to utilize over the next few years.
- **Update on "Baby Marina"**. Although we are still saddened by the discovery of "Baby Marina" in our MRF, District staff has once again demonstrated their overwhelming generosity and spirit by donating over \$3,300 toward a memorial service and marker for her once she is ready for her final resting place. Zoe Shoats and Berta Torres have worked on bringing both internal and external resources to support this effort. The San Carlos Cemetery and Bermudez Mortuary have both offered their services to assist in her internment. Enclosed is an email from the Detective David Vargas commending staff for their assistance during the investigation.
- **Recycling Articles**. We have included a few recent articles on recycling information and packaging during COVID-19 pandemic. Also enclosed is an article in the May 2020 *Stanford Magazine* on the Repair Café launched by our own Director of Finance & Administration Peter Skinner.

BOARD COMMUNICATIONS

CLOSED SESSION

As permitted by Government Code Section 54956 et seq., the Board may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, property negotiations or to confer with the District's Meyers-Milias-Brown Act representative.

1. Conference with Property Negotiators:

Property: Landfill Site Space/Capacity
District Negotiators: Tim Flanagan & Guy Petraborg
Negotiating Parties: City of Capitola, City of Scotts Valley, City of Watsonville,
Santa Cruz County
Terms: All Terms and Conditions

2. Conference with Labor Negotiators:

District Negotiators: Tim Flanagan, Peter Skinner, Timothy Brownell, and Berta Torres
Employee Organizations: Operating Engineers and Management Employees

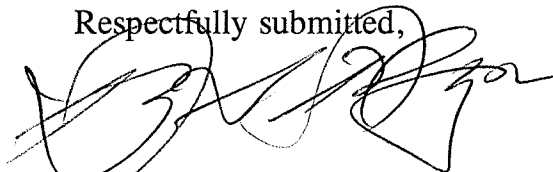
**RETURN TO OPEN SESSION WITH ANY REQUIRED ANNOUNCEMENTS FROM
CLOSED SESSION**

Please note: A report out and announcement concerning the closed session will be provided to anyone requesting same by emailing baguilar@mrwmd.org.

ADJOURNMENT

NEXT MEETING DATE: JUNE 19, 2020 at 9 a.m.

Respectfully submitted,



Timothy S. Flanagan