



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: August 26, 2020
 To: Board of Directors
 FROM: Committee Chair
 SUBJECT Summary of Finance Committee Meeting of August 5, 2020


The Finance Committee met on August 5th at 9:00 a.m., at the District administrative offices and via conference call. Committee members in attendance were Directors Allion, Bales, and Laska. Staff members in attendance were Tim Flanagan, Peter Skinner, Guy Petraborg, Tim Brownell, Zoe Shoats, Garth Gregson, Berta Torres, and Ida Gonzales. Legal counsel Rob Wellington, Keith Schwehr and Keith Day of the Keith Day Company were also in attendance.

1. **Last Chance Mercantile Project Team Update.** Staff presented information on the action the District has taken to re-open the Last Chance Mercantile (LCM). Financial information and information about the objectives of the LCM was presented to the Committee. Information was presented about other retail operations similar to the LCM. The Committee commented and asked questions. This topic will be updated at subsequent Committee meetings.
2. **Status Update on 2019/20 Goals and Presentation of FY 2020/21 District Goals.** Staff presented information on the District Fiscal 2020 and Fiscal 2021 goals. There was discussion and comments and questions from the Committee.
3. **Presentation on Composting Facility Operations, Capital Planning, and Lease Term Extension with Keith Day Company.** Staff gave a presentation of the on the history of composting and wood waste processing. Staff and Keith Schwehr and Keith Day of the Keith Day Company (KDC) presented information about the capital investment necessary for the Regional Water Quality Control Board directives for storm water and contact water management from composting facilities. There was discussion about the current lease arrangement between the District and KDC. The Committee asked questions and provided comments.
4. **Update on Materials Recovery Facility Equipment Installation.** Staff presented information on the status of the MRF upgrades including what equipment had been installed and the expected financial impact the upgrades will have on the MRF operations. There were questions and comments from the Committee.
5. **General Manager Comments.** There were no General Manager comments.

CLOSED SESSION

The committee adjourned to closed session at 10:27 a.m.

NEXT MEETING DATE: Wednesday, September 2, 2020 at 9:00 a.m.


 Dennis Allion



Memorandum


MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: September 11, 2020
TO: Board of Directors
FROM: Finance Committee Chair
SUBJECT: Summary of Finance Committee of September 2, 2020

The Finance Committee met on September 2nd at 9:00 a.m., at the District administrative offices and via conference call. Committee members in attendance were Directors Allion, Bales, and Laska. Staff members in attendance were Tim Flanagan, Peter Skinner, Guy Petraborg, Tim Brownell, Zoe Shoats, Garth Gregson, Berta Torres, and Ida Gonzales. Legal counsel Rob Wellington, Keith Schwehr of the Keith Day Company were also in attendance.

1. **Update on Composting Operations, Capital Planning, and Lease Term Extensions with Keith Day Company.** Staff gave a presentation on the current composting operation, the proposed capital expenditure regarding the compost operation and a new ten-year lease with Keith Day Company (KDC). Staff recommended that the Finance Committee approve a capital spend of \$2.5 million for the regulatory required site improvements of the onsite compost facility and that Staff prepare a 10-year lease agreement with the compost facility operator and permit holder, Gabilan AG Service (aka Keith Day Company, Inc.), for continued operations of the compost facility. The Committee commented and asked questions and recommended that Staff present to the Board for approval the proposed capital spend of \$2.5 million and request authorization to negotiate a new lease agreement with KDC.
2. **Status Update on 2019/20 Goals and Presentation of FY 2020/21 District Goals.** Staff presented information on the District's performance against the Fiscal 2020 District goals. There was discussion and comments and questions from the Committee. The Committee recommended that the District prepare quarterly cash flow projections in the Fiscal 2021 District goals.
3. **Update on District Site Security.** Staff provided information about an increase in theft of items around the LCM area. The District has hired a security business to be in site during hours when the site is closed. There was discussion and comments and questions from the Committee.
4. **General Manager Comments.** The General Manager presented information on the impact of recent additions to the MRF. A detailed presentation of the impact of the additions will be presented at the November 2020 Board meeting.

NEXT MEETING DATE: Wednesday, October 7, 2020 at 9:00 a.m.


Dennis Allion