



# Memorandum

## MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

**DATE:** AUGUST 16, 2021  
**TO:** Board of Directors  
**FROM:** General Manager  
**SUBJECT:** Agenda Information for the August 20, 2021 Board Meeting

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### MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

#### OUTDOOR BREAKFAST FOR GARY BALES 8:00 A.M.

#### CALL TO ORDER AT 9:00 A.M.

#### 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.

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#### CONSENT AGENDA

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

- 1) Approve Minutes of July 23, 2021 Regular Board Meeting.
- 2) Approve Report of Disbursements, and Board and Employee Reimbursements for July 2021.
- 3) Receive Report on August 4, 2021 Finance Committee Meeting.
- 4) Receive Report on August 4, 2021 Personnel Committee Meeting.
- 5) Approve Resolution (2021-10) of Appreciation for Retiring Director Gary Bales
- 6) Authorize the General Manager to Execute a Contract with R & S Erection of Monterey Bay, Inc. of Castroville, CA for New Front Entrance Gates and Motorized Operators in the Amount of \$42,500.

- 7) **Authorize the General Manager to Execute a contract with California Premier Restoration of Monterey, CA for Materials Recovery Facility (MRF) and Franchise Truck Yard Exterior Power Washing in the Amount of \$78,520.**
- 8) **Authorize the General Manager to Execute a Contract with Western States Fire Protection Company of Roseville, CA for Materials Recovery Facility (MRF) Fire Sprinkler System Piping Protection System in the amount of \$42,280.**
- 9) **Authorize the General Manager to Execute MBARD's July 29, 2021 Suspension, Tolling, and Settlement Agreement (Agreement) and Pay a Fine in the Amount of \$29,352.**

*Recommendation: Approve Consent Agenda*

#### **RECOGNITION/PRESENTATIONS.**

##### **10) Presentation of Resolution (2021-10) for Retiring Director Gary Bales**

Please join me in recognizing Gary Bales, Director for 52 years of service to the District. Gary has rightly been recognized many times over his 52 years of service starting in 1969. This was an eventful year. In 1969, the following happened: the first test flight of the Boeing 747; the Cuyahoga River catches fire in Cleveland, Ohio, drawing national attention to water pollution, and spurring the passing of the Clean Water Act; the creation of the Environmental Protection Agency; Woodstock rock and roll concert opens; and the first-ever computer-to-computer link is established on ARPANET, the precursor to the Internet. That's quite a year. Major advances in transportation, major cultural events, and significant advances for the environment and the invention of the "Internet." On the Monterey Peninsula in 1969, we were lucky that the city manager of Pacific Grove was appointed to our Board of Directors. Thank you, Gary, for all your years of outstanding service. I guess we were lucky you did not decide to head to Woodstock that summer!

#### **OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION**

##### **11) Report on Recruitments for General Manager and Director of Finance & Administration; Request for Special Meeting.**

Please refer to the enclosed memo from Berta Torres, Human Resources Manager.

#### **STAFF REPORT**

##### **12) Receive Report on Organizational Structure Review**

Please refer to the enclosed memo.



**13) Review Finance, Operating, and Recycling Reports**

**14) Report on Technical Advisory Committee and SB1383**

Director of Communications, Zoë Shoats will present an oral update on the TAC as it relates to SB 1383 status updates. Significant progress is being made in SB 1383 planning. The TAC and HF&H consultants, including coordination with Salinas Valley Recycles, are helping make this significant effort possible with the current limited District staffing.

**OTHER CORRESPONDENCE**

**GENERAL MANAGER COMMUNICATIONS**

**GM Transition Planning** – Discussion with the Leadership staff and Board chair have caused me to make slight changes in my scheduled departure date from the District. My proposed end date will now most likely be in early to mid-December. Staff will prepare a revised GM transition plan and present that to the Personnel Committee next month. Accompanying the revised transition plan will be a request for a policy change and clarification for utilization of the leave time policy exception requested by the General Manager.

**COVID-19 Update – Effective October 15, 2021, all employees must be fully-vaccinated against COVID-19.** Unvaccinated employees must present proof of having received the first vaccination dose to Human Resources by September 10, 2021 and be fully vaccinated by October 15, 2021. To request an exemption for medical or sincerely-held religious belief, staff will be required to provide proof of qualified exemption to Human Resources by September 10. Currently, 82% of District employees are fully vaccinated.

This policy is consistent with the policies of the Federal, State and County of Monterey and is being implemented as a safety measure to protect the health and safety of all employees, as is required by law, to minimize the risk of a workplace outbreak and ensure that the District continues to fulfill its responsibility to our communities and customers as an essential services provider.

**Update MRWMD/M1W Ad Hoc Committee** – District and M1W staff met with the Ad Hoc Committee for the first time on August 12. Respective staffs outlined several broad collaborative efforts for future consideration and a couple of specific collaborative efforts currently underway. The Ad Hoc Committee Board members gave direction to staff and agreed to hold the next Ad Hoc meeting in November (time and location to be determined).

**Strategic Planning & District Goals** – Staff is developing a strategic plan that will form the basis for future program development and financial planning and help establish the prioritization of our work. This planning process will also inform the rebranding and the launch of our new mission, vision, and values and will support the communication of our strategic process to the public and community stakeholders. Director's Theis and Shirley form the Ad-Hoc Committee of the Board that

will be reviewing the strategic plan and rebranding process for the Board. The plan will identify the District's goals for FY 21/22. In addition, staff will be bringing to the Board a report on our progress toward FY 20/21 goals. Staff will have a presentation on the progress of the strategic plan by our consultant by the September Personnel Meeting and to the Board for the September meeting.

**Save the Date Sand City's West End Celebration** – On August 28 and 29 District staff will be supporting Sand City's 20<sup>th</sup> Annual West End Celebration. Board members and families are encouraged to attend. Staff is supporting the event moving towards zero waste by offering a reusable West End Celebration anniversary commemorative cup and hosting a booth presenting information regarding best recycling practices.

### **BOARD COMMUNICATIONS**

15) Appoint Ad Hoc Rebranding Committee

### **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, Timothy Brownell, Guy Petraborg, Peter Skinner and Zoe Shoats, Garth Gregson, Erin Harwayne (Denise Duffy and Associates).

Negotiating Parties: Green Waste Recovery, San Jose CA

2. Conference with Legal Counsel--Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of section 54956.9: Two cases

### **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 [igonzales@mrwmd.org](mailto:igonzales@mrwmd.org).

**ADJOURNMENT**

**NEXT MEETING DATE:** September 17, 2021 at 9 a.m.

Respectfully submitted,



Timothy S. Flanagan