



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: DECEMBER 13, 2021
TO: Board of Directors
FROM: General Manager
SUBJECT: Agenda Information for the December 17, 2021 Board Meeting

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

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.

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 November 19, 2021 Regular Board Meeting.
- 2) Approve Report of Disbursements, and Board and Employee Reimbursements for November 2021.
- 3) Authorize the General Manager to execute a contract with Coastal Roofing and Solar of Salinas, CA for Administration Building Roof Replacement in an amount not-to-exceed \$90,000 (includes 15% contingency)

The Administration building went through its last major renovation in the mid 1990's. Most of the original structure exists along with its flooring and roof. The roof has had periodic repairs, primarily spot patching for areas with occurring leaks. Staff evaluation has led to the conclusion that spot patching is no longer sufficient to prevent longer term related damage from those leaks to interior walls and fixtures.

- 4) Authorize the purchase of Module 1 PLP Liner Membrane from Solmax Geosynthetics LLC of Houston, TX in the Amount of \$98,784 (excludes CA Sales Tax).

The Preferential Leachate Pathway (PLP) Liner is a requirement now for all Central Coast landfills to separate 'existing waste in-place' in unlined areas of the landfill from 'new waste' so as to direct leachate above the liner to a lined area and/or a leachate collection system. At the District's Monterey Peninsula

Landfill, PLP Liner has been installed on the Module 2 top deck area and on the Module 2 southern slopes that are located above Modules 4 and 5. The Module 1 top deck area remains as an area of 'existing waste in-place' in an unlined area that requires installation of the PLP liner. The time has come to install the PLP Liner and utilize the interim disposal capacity of the Module 1 top deck area.

- 5) **Authorize the General Manager to Execute the Second Amendment to Design, Build, Own, Operate, and Transfer Agreement between Monterey Regional Waste Management District and Integrys Transportation Fuels, LLC Subject to Approval of Form by District Legal Counsel. Renewable Natural Gas (RNG) vehicle fuel delivery to the District and GreenWaste Recovery, Inc at the Franchise Truck Yard facility is provided by Integrys Transportation Fuels, LLC (commonly referred to as "Trillium").**

Trillium currently receives RNG from a third-party supplier and manages the monetary attributes of that RNG for the District; namely the Low Carbon Fuel Standard (LCFS) Credit and the Renewable Identification Number (RIN's) credit. With the District's Biogas Conditioning System going into full scale operation next year for the production of RNG from the District's landfill gas, there is a need for the management services of the LCFS and RIN's monetary attributes of the District's RNG supply. This Second Amendment of the Trillium DBOOT agreement accomplishes the RNG management services for the District's RNG production.

- 6) **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 Replacement in the amount of \$131,130. This is a needed improvement for a critical MRF system.**

The fire system piping was not replaced during the MRF 2.0 retrofit as a time and cost saving measure for that project. Four years have passed since the installation of the new equipment and the original system (circa 1996) is now in need of replacement before a larger and system wide series of failure occurs and does not provide adequate safety from fire and causes production shut-downs due to the lines leaking water.

- 7) **Authorize the General Manager to Execute a PG&E Agreement for an Energy Efficiency Retrofit Program Upgrade of Building Lighting Subject to Approval of Form by District Legal Counsel.**

The District last participated in a PG&E lighting retrofit about 15 years ago therefore, given the age of the existing light fixtures and the fact that more energy efficient fixtures and light bulbs have been developed, staff is recommending the Board's approval to participate in the current PG&E Energy Efficiency Retrofit Program. An PG&E sponsored audit of the District's building lighting found that some light fixtures and most light bulbs qualify for replacement. The program consists of a no interest (0%) loan equivalent to the lighting retrofit costs that is paid back on the utility bill in the amount of the estimated energy savings associated with the retrofit. The District's lighting retrofit is anticipated to cost between \$125,000 to \$130,000 and is estimated to save about \$1,550 per month which would be the monthly loan payment for a period of 80 to 84 months to pay of the initial cost of the District's lighting retrofit. After that time, the District would begin to accrue the estimated \$1,550 per month energy savings; likely for a period of between 36 and 96 months and until the next lighting replacement project.

Recommendation: Approve Consent Agenda

RECOGNITION/PRESENTATIONS

8) Presentation on Limited Remodeling of the Administration Office

David Ramirez, Senior Engineer will provide a presentation on the recent office improvements to the Administration Office. With the new incoming GM, staff coming back to work in the office post-Covid, and the need to provide space for the Communications & Public Education staff whose office was re-purposed (while they worked remotely to the HR staff) additional space for employees needed to be developed. The Communications & Public Education staff will be placed into the existing conference room on the second floor. Plans will be developed and estimates made for the conversion of the space over the lobby to be enclosed to develop a more suitable conference room with updated systems and A/V capabilities. The fact that some of the carpet flooring, offices, paint, and most of the furnishings had not been changed in more than 16 years, the decision was to do a modest office “re-fresh” while we were making this additional office space available. This provides new flexibility in the office arrangements. The lobby downstairs will have a reception area to greet visitors and provide administrative support to the Clerk of the Board and the general staff. Additional plans will be drawn up and cost estimates made for Board review for some additional office revisions as part of the FY 22/23 Budget process.

9) Presentation on 2021 Holiday Ad Campaign

Zoe Shoats, Director of Communications will provide a presentation on the 2021 Holiday campaign which again will focus on the concept of a “zero waste holiday” with a focus on experiences and memories instead of gifts for exchange. The ads will be presented at the Board meeting.

OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION

10) Receive official bond rating letter dated December 9, 2021

Please refer to the enclosed bond rating correspondence. The movement of the District’s rating from AA- in the two previous rating cycles to AA+ is an incredible achievement. The Board of Directors and staff should feel very proud that the direction and strategic vision developed over the past several years placed the District in position to meet the changing business conditions of this industry. The District currently is in a very strong financial and operational status. The projects identified for development in the past two bond funding cycles were successfully developed. The implementation of these projects outlined in the past two bond funding cycles have met or exceeded all expectations. This rating is a very good indication of the overall financial and operational health of the organization.

Recommendation: Receive official bond rating letter dated December 9, 2021

11) Authorize the General Manager to Execute a Contract with Spector Corbett Architects Inc. for Scale House Renovation - Construction Documents in the amount of \$109,335.

Staff has deferred improvements to the scale house for several years due primarily to priorities for capital spending and evaluations for the best configuration. The challenges of close proximity working during Covid exacerbated the challenging working conditions in the present scale house. There has been more than a 2x increase in scale traffic since the original scale house configuration was established, and

regulatory conditions regarding ergonomic work stations has also come in factor since it was first built out in the mid-1990's. Staff feels the recommended approach is a good balance of necessary improvements and fiscally responsible design.

Recommendation: Authorize the General Manager to Execute a Contract with Spector Corbett Architects Inc. for Scale House Renovation - Construction Documents in the amount of \$109,335.

STAFF REPORTS

12) Review Finance, Operating, and Recycling Reports

Garth Gregson, Finance Manager will provide a verbal report at the meeting. The District continues to perform at better than expected levels compared to budget, and with significant continued achievement of waste diversion and recycling levels with expenses in line with budget.

13) Report on Technical Advisory Committee (TAC) and SB 1383 November 17, 2021 Meeting.

Please refer to the enclosed memo from Zoe Shoats, Director of Communications.

OTHER CORRESPONDENCE

GENERAL MANAGER COMMUNICATIONS

Odor Study Update – Staff will be reaching back out to City of Marina staff at the beginning of the calendar year with suggested actions for a process to develop an approach for completion of the odor attribution study discussed in early 2020. Covid 19 and the resultant disruption to local government and priorities has caused a delay in this implementation. Over the past couple years, there has been to the Districts' knowledge, a significant downturn in the reported observations of odors attributed to any source. The previous prevailing pattern of numerous reports typically occurring during two periods of the year generally coincident with agricultural field turning and replanting periods has not occurred. For example, in 2021, there were odor reports in Marina at only three times (January, May, and August). This being said, it is the Districts' intent to work with City of Marina staff and M1W staff to re-start this evaluation process.

Bid Results M1W Connection - On December 7th the District held a public bid opening for the construction of the District's Medium Voltage System Electrical Connection to M1W's new AWPf project. Three (3) bids were received. The contractors that submitted bids were Anderson Pacific Engineering Construction, Inc.; PB Electric, Inc.; and Blocka Construction, Inc. The Base Bid amounts were \$2,876,400; \$3,179,874; and \$4,235,000 respectively. Staff will prepare a report for the January 2022 Finance Committee meeting to present more detail on the construction bids received and the project budget implications.

AD hoc committee M1W – Respective staffs of M1W and the District have been meeting on the process to evaluate and develop a "micro-grid" encompassing the two agencies. Our current approach, (to be more fully developed in a subsequent staff report), is to hire a short-term engineering consultant immediately with

experience in large scale project management, cost estimation, governance and organics to energy. Staff estimates that a total expenditure of about \$350,000 (half of which would be the Districts' cost) will be required to bring forward a feasibility study that would cover a governance approach that would be viable and a preliminary project and cost schedule for completion of the micro grid cost and interconnection to PG&E.

COVID-19 – Booster shots were offered to District staff by the VNA on 12.9.2021. Approximately 50% of on-site personnel participated or have received their own boosters from their own sources. Our vaccine or test policy is still in place. We are still following county Health directives and CDC guidelines for mask wearing and visitor policies around mask wearing.

Committee Meetings – The Finance and Personnel Committee meetings scheduled for January 5th will be rescheduled to January 12, 2021 at 9:00 and 10:30 a.m.

BOARD COMMUNICATIONS

14) Appoint Ad Hoc Nomination Committee to Consider Board Chair and Vice Chair Appointments

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 Legal Counsel--Anticipated Litigation
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of section 54956.9:
One case
2. Public Employee Performance Evaluation and Exit Interview: General Manager

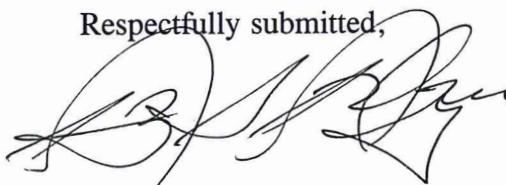
RETURN TO OPEN SESSION WITH ANY REQUIRED ANNOUNCEMENTS FROM CLOSED SESSION

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

ADJOURNMENT

NEXT MEETING DATE: January 21, 2021 at 9 a.m.

Respectfully submitted,



Timothy S. Flanagan