



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: JANUARY 22, 2021
TO: Board of Directors
FROM: General Manager
SUBJECT: Agenda Information for the January 22, 2021 Board Meeting

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

JANUARY AUTHORITY MEETING

CALL TO ORDER AT 9:00 A.M. (IMMEDIATELY FOLLOWING AUTHORITY MEETING)

ROLL CALL AND ESTABLISHMENT OF QUORUM

ELECTION OF OFFICERS FOR CALENDAR YEAR 2021

WELCOME NEW BOARD MEMBERS

PLEDGE OF ALLEGIANCE

PUBLIC COMMUNICATIONS

Anyone wishing to address the Board on matters *not* appearing on the 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 December 4, 2020 Regular Board Meeting.
- 2) Approve Report of Disbursements, and Board and Employee Reimbursements for November/December 2020.
- 3) Receive Report on December 2, 2020 and January 13, 2021 Finance Committee Meeting.
- 4) Receive Report on December 2, 2020 and January 13, 2021 Personnel Committee Meeting.
- 5) Adopt Resolution of Appreciation (2021-01) for Outgoing Director Jane Parker

Recommendation: Approve Consent Agenda

RECOGNITION/PRESENTATIONS

6) Presentation of Resolution of Appreciation to Jane Parker

Supervisor Jane Parker – Jane was an integral Board member during one of the most dynamic periods of the District’s history with an emphasis on our growth and focus on “turning waste into resources.” Jane was a steadfast consensus builder during her time on our Board. Jane helped develop successful Board actions around key issues relating to development of District infrastructure totaling over \$50 million that sets the stage for the next generation of waste diversion and resource utilization for the Monterey Peninsula. Jane’s calm nature was also very valuable during labor negotiations with our employees, striking a delicate balance between fiscal responsibility and employee support. We will miss Jane on our Board.

7) Presentation by Greg Simmons, Marina Resident on Odor Observations

Marina resident Greg Simmons will make a presentation on odor observations.

OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION

8) Authorize General Manager to Execute a 2-Year Lease Agreement with Keith Day Company, Inc. for Composting Facilities (Subject to Final Review by Legal Counsel) at an Initial Annual Rate of \$44,081.

Staff, working with our Contractor Keith Day, reworked the proposed lease agreement to incorporate community input received by residents of the City of Marina. Staff also placed additional odor control language from the operator’s permit into the lease agreement itself.

Recommendation: Authorize General Manager to Execute 2-Year Lease Agreement with Keith Day Company, Inc. for Composting Facilities (Subject to Final Review by Legal Counsel) at an Initial Annual Rate of \$44,081.

9) Approve proposed Amendment to Fiscal Year Budget for Fiscal Year 2020/21 Staff is proposing several changes to the FY 20/21 Budget. The original FY 20/21 Budget had a number of unknowns as well as a fairly conservative modeling for revenues. Staff is recommending several adjustments to both capital and operating expenses. Staff is also interested in trying to develop a financial recognition for our staff who have done an excellent job in avoiding wide-spread, job-related COVID outbreaks.

Recommendation: Approve Proposed Amendment to Fiscal Year Budget for Fiscal Year 2020/21

10) Approve Revised Pay Schedules for:

- a) **Operating Engineers Local 3 Support Unit – Addition of Compliance Support Assistant to the Support Unit, Incorporating a 3.5% Cost of Living Adjustment (COLA) for the Compliance Support Assistant Effective July 1, 2020; Elimination of Executive Assistant/Board Clerk from the Support Unit**
- b) **Management Unit - Incorporating a 1.5% Cost of Living Adjustment (COLA), effective July 1, 2020 to Eligible Positions.**
- c) **Unrepresented Positions - Incorporating a 3.5% Cost of Living Adjustment (COLA) for the Human Resources Technician and Human Resources Assistant, Effective July 1, 2020; Reversal of 5% Pay Cuts to the Director Positions, effective July 1, 2020; Incorporating a 1.5% Cost of Living Adjustment (COLA), effective July 1, 2020 to Eligible Positions; Addition of Executive Assistant/Board Clerk to the Unrepresented Positions Unit.**

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

Recommendation: Approve Salary Schedule Changes

- 11) That the Board of Directors 1) Adopt Resolution 2021-02 authorizing the sole source purchase of one new TarpArmor Automatic Tarping Machine to include one additional tarp spool. 2) Accept the proposal (attached) from Southwestern Sales Co, of Rogers, AZ dated December 17, 2020, to provide a TarpArmor automatic tarping machine with additional spool for a total price of \$74,024.94 (including sales tax and freight).**

Please refer to the enclosed memo from Tim Brownell, Director of Operations.

Recommendation: That the Board of Directors 1) Adopt Resolution 2021-02 authorizing the sole source purchase of one new TarpArmor Automatic Tarping Machine to include one additional tarp spool. 2) Accept the proposal (attached) from Southwestern Sales Co, of Rogers, AZ dated December 17, 2020, to provide a TarpArmor automatic tarping machine with additional spool for a total price of \$74,024.94 (including sales tax and freight).

STAFF REPORTS

- 12) Report on Last Chance Operations Plan Update and Presentation by “Veterans Transition Center of Monterey County” and “The Bridge/Second Chance”.**

District staff will provide a brief presentation on a District-operated model along with the two outside vendors who will present. The Veterans Transition Center of Monterey County and The Bridge Restoration Ministries/Second Chance Thrift Store both submitted responses to the District's RFQ's to to operate the Last Chance Mercantile. Staff would look to then bring back this item to the Board for a recommendation or further discussion at the February Board meeting.

13) California Air Resources Board (CARB) and Monterey Bay Air Resources District (MBARD) Landfill Inspection Update.

District staff is continuing to work with MBARD staff who has been very supportive of providing guidance to our compliance process and the significant expansion of the landfill's Gas Collection and Control System (GCCS) infrastructure. The District has retained a second contractor to increase the pace of the GCCS expansion. Please review the attached letter staff submitted to MBARD on 12.24.2020 which outlines the major elements of the District's action plan to achieve compliance on all aspects of applicable air quality regulations.

14) Review Finance, Operating, and Recycling Reports.

15) Report on December 9, 2020 District Technical Advisory Committee Meeting

(TAC). Public Education staff will begin to regularly brief the Board on the status of the TAC efforts for SB 1383 compliance planning. The TAC is working very hard to break down the myriad of issues under SB 1383 for the jurisdictions and affected stakeholders, such as the hospitality and food service industry, for their responsibilities and approaches for compliance.

OTHER CORRESPONDENCE

GENERAL MANAGER COMMUNICATION

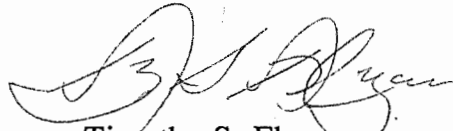
- **Reappointments** Directors Delgado, Campbell, and Blackwelder have all been reappointed to represent their cities to serve on the District Board for a four-year term.
- **Update on M1W Electrical Project** Staff has received the engineering drawings and materials from M1W required to complete the final design and bidding of the electrical connection project. Staff is working with the design engineer to assess value engineering options and define the project's delivery strategy. Staff plans to have a further update on the progress of this project at the February and March Board meetings.
- **COVID 19 Update** Staff has done an exceptional job in minimizing the impacts of COVID-19 on our workplace. Minimal disruption has occurred by absences related to the COVID-19 virus. To date, the District does not have any instance of transmission occurring through the workplace. All instances of transmission have been from off-site contacts.

BOARD COMMUNICATIONS

16) Committee Appointments

NEXT MEETING DATE: February 19, 2021 at 9 a.m.

Respectfully submitted,



Timothy S. Flanagan