



# Memorandum

## MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

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

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### MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT AND AUTHORITY

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 July 23, 2021 meeting.
- 2) Update on Status of Bond Process
- 3) Schedule a Regular Meeting of the Authority Board for Final Action on Bond Issuance

ADJOURNMENT

NEXT MEETING DATE: October 22, 2021 at 9 a.m. (Tentative)

**CALL TO ORDER AT 9:05 A.M. (IMMEDIATELY FOLLOWING AUTHORITY MEETING)**

**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.

**INTRODUCTION OF NEW SAFETY AND RISK MANAGER LORENA MEDINA**

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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 August 20, 2021 Regular Board Meeting.**
- 2) **Approve Report of Disbursements, and Board and Employee Reimbursements for August 2021.**
- 3) **Receive Report on September 1, 2021 Finance Committee Meeting.**
- 4) **Receive Report on September 1, 2021 Personnel Committee Meeting.**
- 5) **Approve the General Manager's Request For An Exception to the District's Voluntary Separation –Resignation or Retirement Policy, On a Non-Precedent Setting Basis, Allowing the Use of the Balance of Accrued Paid Time Off in Excess of 22 Days.**
- 6) **Authorize General Manager to Submit an Application for Participation in the PG&E Retrofit Program.**
- 7) **Approve the Addition of New Classification, Communications and Public Education Manager, to the District's Organization Structure and Related Pay Schedule.**

Staff has evaluated the needs for additional Communications and Public Education personnel resources and has made a request for an additional position to meet the upcoming demands of implementation of SB 1383 and continued education around the issues of single-stream contamination. The Communications and Public Education team is also now responsible for internal communication which is expected to increase in demand as we develop our strategic plan and re-branding of the organization. The Personnel Committee recommended approval for the addition of this position.

**8) Declare Surplus and Authorize the Disposition of Multiple District Assets by Selling them for Scrap and/or by the Sealed Bid Solicitation Process.**

Please refer to the enclosed memo from Tim Brownell, Director of Operations. Staff periodically develops a surplus inventory list for sale. The main equipment to be listed will be a 1999 D-8R dozer, a 2007 CAT 836 H, a 1997 CAT 966F loader, and a 2009 CAT 324DL excavator. All this equipment has over 20,000 hours of use. The equipment listed has been determined surplus and will provide some additional revenue for the District.

**9) Authorize General Manager to Execute a Contract with Wood Brothers Inc. of Lemoore, CA for Landfill Storm Drain Piping Installation, in the amount not to exceed \$90,000.**

*Recommendation: Approve Consent Agenda*

**RECOGNITION/PRESENTATIONS.**

**10) Presentation on Strategic Planning: Our Path Forward by Catherine Hambley.**

Catherine Hambley will be leading the preliminary discussion around our process for strategic planning for FY 21/22. The focus of this introductory session will be on “mission, vision, and values (T.R.A.I.T.S)”. Ms. Hambley will walk the Board through the preliminary work she has accomplished with staff and will discuss the next phase of the strategic planning process that she will work through with staff and the committees of the Board. This is scheduled to be a 45-minute presentation.

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

**11) Authorize the Award of a Contract for Tree Maintenance Along Charles Benson Road to Tope’s Tree Service, Inc. of Pacific Grove, CA in the Amount of \$85,215.**

Please refer to the enclosed memo from Guy Petraborg. This is considered to be the first of a multi-phase scope of work to deal with the dead and dying tress along Charley Benson Rd. The proposed scope of work is estimated to be close to \$500,000 for completion of the entire scope. Staff will be engaging M1W staff to develop a plan for joint maintenance of both the road and landscaping along Charley Benson as part of our joint efforts to work together on common site issues.



**STAFF REPORT**

- 12) **Review Finance, Operating, and Recycling Reports**
- 13) **Report on California Resource Recovery Association Conference (CRRA)**
- 14) **Report on Technical Advisory Committee and SB1383**

**OTHER CORRESPONDENCE**

**GENERAL MANAGER COMMUNICATIONS**

**WASTECON** – WasteCon will be held in-person this year in Orlando Fla. at the Gaylord Palms Resort & Convention Center from 11.1 through 11.4. I will be attending in my role as SWANA Vice-President. The theme of WASTECON this year is “The Route to Sustainable Strength.” If any Board member is interested in attending, Ida can help you with the registration process. Please let us know right away as rooms are being booked up.

**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.

**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. Public Employment Appointment (Govt. Code sec. 54957)  
Position to be filled: General Manager

2. Conference with Property Negotiators

Property: Landfill Site Space/Capacity

District Negotiators: Tim Flanagan, Timothy Brownell, Guy Petraborg, Garth Gregson  
Zoe Shoats and Erin Harwayne (Denise Duffy and Associates).

Negotiating Parties: Green Waste Recovery, San Jose CA

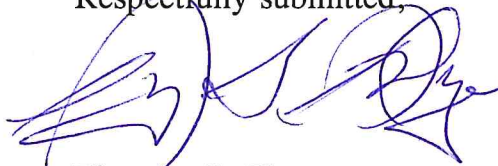
**RETURN TO OPEN SESSION WITH ANY REQUIRED ANNOUNCEMENTS FROM  
CLOSED SESSION**

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:            October 22, 2021 at 9 a.m.**

Respectfully submitted,



Timothy S. Flanagan