

BOARD OF DIRECTORS

JASON CAMPBELL
Chair

JERRY BLACKWELDER
Vice Chair

LEO LASKA
BRUCE DELGADO

CARRIE THEIS
DAN ALBERT
KIM SHIRLEY
WENDY ROOT ASKEW
LUKE COLETTI



FELIPE MELCHOR
General Manager

GUY PETRABORG, P.E., G.E.
Director of Engineering & Compliance

TIM BROWNELL
Director of Operations

ZOE SHOATS
Director of Communications

ROBERT WELLINGTON
Legal Counsel

MONTEREY REGIONAL
WASTE MANAGEMENT DISTRICT
Home of the Last Chance Mercantile

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT
REGULAR MEETING MINUTES

Friday, 9:00 a.m.
December 17, 2021

MRWMD Bales Boardroom and Via Zoom
14201 Del Monte Blvd., Monterey County, CA

MEMBERS PRESENT: Jason Campbell, (Chair) City of Seaside Councilmember
Jerry Blackwelder, (Vice Chair) City of Sand City Vice Mayor
Leo Laska, Pebble Beach Community Services District Director
Bruce Delgado, City of Marina Mayor
Carrie Theis, City of Carmel-by-the-Sea Councilmember
Dan Albert, City of Monterey Councilmember
Kim Shirley, City of Del Rey Oaks Councilmember

MEMBERS ABSENT: Luke Coletti, City of Pacific Grove Councilmember
Wendy Root Askew, (Unincorporated) Monterey County Board of Supervisors Chair (District 4)

STAFF PRESENT: Tim Flanagan, General Manager
Rob Wellington, Legal Counsel
Guy Petraborg, Director of Engineering & Compliance
Tim Brownell, Director of Operations
Zoe Shoats, Director of Communications
Berta Torres, Human Resources Manager
David Ramirez, Senior Engineer
Garth Gregson, Accounting Manager
Giselle Koktapeh, Assistant Accounting Manager
Ida Gonzales, Executive Assistant /Board Clerk
Rosemary Perez, Accounting Technician
Erica Espinoza, Accounting Assistant
Elaine Mendoza, Accounting Technician
Jessica Dakis, Human Resources Coordinator

OTHERS PRESENT: Mike Niccum, Pebble Beach Community Services District
Cesar Zuniga, Salinas Valley Solid Waste Authority
Ted Terassas, City of Monterey
Rob Larkin, Loop Capital
Tamara Maldonado, Loop Capital
Kristen Skromme, Waste Management Inc
Felipe Melchor, Waste Management Inc.

ROLL CALL AND ESTABLISHMENT OF QUORUM

Notice duly given and presence of a quorum established, the December 17, 2021 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was called to order by Chair Campbell at 9:00 a.m.

PLEDGE OF ALLEGIANCE

By consensus the Board agreed to move agenda item #10 following the Consent agenda.

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.

Following a motion by Director Askew, seconded by Director Albert, the Board unanimously approve agenda items 2-7 of the Consent Agenda.

Following a motion by Director Albert, seconded by Director Theis, the Board unanimously approve agenda item 1 of the Consent Agenda.

- 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)
- 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).
- 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").
- 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.
- 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

OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION

Agenda item was moved to the following the Consent agenda

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

The Board received an update from Robert Larkins for Loop Capital on the District Bond status and received a copy of the bond rating letter that explained the movement of the District's rating from AA-in the two previous rating cycles to AA+. This rating is an indication of the overall financial and operational health of the organization. Board members thanked Robert Larkins and District staff for their work.

Following a motion by Director Askew, seconded by Director Albert, the Board unanimously to receive the official bond rating letter dated December 9, 2021.

RECOGNITION/PRESENTATIONS

8) Presentation on Limited Remodeling of the Administration Office

David Ramirez, Senior Engineer provided a presentation on the recent office improvements made the Administration office that included new paint, carpet and workstations. Future plans and cost estimates will be present to the Board to make additional improvements to the building as part of the FY 22/23 Budget.

9) Presentation on 2021 Holiday Ad Campaign

Zoe Shoats, Director of Communications provided a presentation on the 2021 Holiday campaign that focuses on the concept of a "zero waste holiday" with a focus on experiences and memories when gift giving.

OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION

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.

David Ramirez, Senior Engineer provided a presentation on the need for the scale house improvements. Staff has deferred improvements to the scale house for several years due priorities for capital spending and evaluations of the best configuration. Customer volumes and staffing numbers have increased over the years without improvement to the scale house.

Following a motion by Director Albert seconded by Director Theis, the Board unanimously Authorized 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 provided a verbal report at the meeting.

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

Zoe Shoats, Director of Communications provide a verbal report on the TAC meeting.

OTHER CORRESPONDENCE

GENERAL MANAGER COMMUNICATIONS

The General Manger provided a summary of the items list in his General Managers report.

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

Following a motion by Director Askew, seconded by Director, the Board Appointed Directors Laska and Theis to serve on the Ad Hoc Nomination Committee to Consider Board Chair and Vice Chair Appointments

Chair Campbell asked the Board members to contact the Board Clerk if there is interest in the possibility of changing the time of District Board meetings.

The Board thanked Tim Flanagan, General Manager for his service to the District during his last meeting as General Manager.

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

The Board came back into open session 11:56 a.m. and Legal counsel announced that in closed session the Board received information as to each of the closed session items and discussion had been held; no reportable action was taken.

ADJOURNMENT

There being no further business to come before the Board at this time, the December 17, 2021. Regular Meeting of the Monterey Regional Waste Management District Board of Directors was adjourned by Chair Campbell at 11:57 a.m.

RECORDED BY:



Ida Gonzales

Executive Assistant/ Board Clerk

AUTHENTICATED BY:



Felipe Melchor

General Manager/Secretary