



# Memorandum

## MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

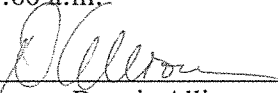
DATE: February 3, 2017  
 TO: Board of Directors  
 FROM: Dennis Allion  
 SUBJECT: Summary of Finance Committee Meeting of February 1, 2017

The Finance Committee met on February 1<sup>st</sup> at 9:00 a.m., at the District administrative offices. Committee members in attendance were Directors Bales and Pendergrass. Director Laska was absent. Staff members in attendance were Tim Flanagan, Peter Skinner, Guy Petraborg, Chuck Rees, Jeff Lindenthal, and Becky Aguilar. Rob Wellington was also in attendance. The purpose of the meeting was to discuss Long Term Financial Planning, Preliminary Budget for Fiscal Year 2017/18, Status of the Audit Request for Proposals, Site Conditions Update, Capital Project Updates and receive General Manager comments. Discussion is summarized below and followed the attached agenda.

1. **Long Term Financial Planning**. As directed, staff continued to present information on Long Term Financial Planning focusing on the impacts of implementing a two-year tip fee plan to address business cost increases (COLA), position the District to reassess after the MRF improvement project is completed and operational, provide greater certainty around revenues, rebuild reserves to prepare for known regulatory mandates, invest in landfill and other significant capital projects, and withstand commodity pricing due to economic swings. Discussion followed and the committee agreed that the long term financial planning should follow the Financial Pillars of Sustainability (**STRIKE A BALANCE BETWEEN COMMUNITY NEEDS, COST CONTAINMENT, AND ENVIRONMENTAL PROTECTION**) and staff should additional information at the next Finance Committee meeting for refinement and guidance.
2. **Preparation for Preliminary Budget for Fiscal Year 2017/18**. Staff presented information regarding the assumptions for the upcoming budget process. The Committee reviewed the information and noted that staff will refine the assumptions and bring the information to the next committee meeting for further discussion and guidance. The Preliminary Budget is scheduled to be presented to the Board at the May 2017 meeting.
3. **Status of Audit Request for Proposals (RFP)**. A total of eight accounting firms responded to the RFP with fees ranging from just under \$100,000 to \$149,000 for four years of audit preparation. Staff is in the process of evaluating the proposals and contacting the references and will bring a recommendation to the next Finance Committee meeting with full Board approval anticipated at the March 2017 meeting.
4. **Site Conditions Update**. Staff reported that the significant amount of rain in the month of January had caused damage to the landfill due to a movement of soil on the slopes of the landfill that had damage a portion of the landfill gas collection system. The damage was being evaluated and repairs were underway. Staff will report back on the repairs and the impact of any future rains.
5. **Capital Project Updates**. Guy updated the Committee on the progress of the Capital Projects. Staff has issued the construction bid requests for the Materials Recovery Facility (MRF) improvements and bids were now due on February 7<sup>th</sup> to allow for more participation. Landfill Gas operations have required to new bids for the repairs to Engines Two and Three and will bring back more information.

6. **General Manager Comments.** The General Manager reminded the Committee that the 65<sup>th</sup> Anniversary would be held on March 18, 2017 from 10 a.m. to 2 p.m. He also stated that the California Special Districts Association (CSDA) had requested to hold their recognition of Assemblyman Stone as Legislature of the Year at the District site on March 3<sup>rd</sup> at 8:30 a.m. Light refreshments will be served. General Manager commented that that staff would provide a brief presentation at the February Board meeting on the planning and process to handle the customers during the MRF Improvement shutdown.

7. **Next Meeting Date:** Wednesday, March 8, 2017 at 9:00 a.m.

  
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Dennis Allion

Attachment

BOARD OF DIRECTORS  
BRUCE DELGADO  
CHAIR  
CARRIE THEIS  
VICE CHAIR  
GARY BALES  
DAVID PENDERGRASS  
LEO LASKA  
LIBBY DOWNEY  
JANE PARKER  
JASON CAMPBELL



TIMOTHY S. FLANAGAN  
GENERAL MANAGER  
GUY PETRABORG, P.E., G.E.  
DISTRICT ENGINEER  
ROBERT WELLINGTON  
COUNSEL

# MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

*Home of the Last Chance Mercantile*

## MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT FINANCE COMMITTEE MEETING

Wednesday  
February 1, 2017  
9:00 a.m.

Board Room  
MRWMD Offices  
14201 Del Monte Blvd., Marina CA

**Attending:** Directors Bales, Pendergrass, Laska, and Allion  
Rob Wellington, Legal Counsel  
Tim Flanagan, General Manager  
Chuck Rees, Finance Manager  
Guy Petraborg, Director of Engineering & Compliance/District Engineer  
Jeff Lindenthal, Director of Communications & Sustainability  
Peter Skinner, Director of Finance & Administration

### OPEN SESSION AGENDA

1. Long Term Financial Planning Discussion.
2. Preparation of Preliminary Budget for Fiscal Year 2017/18
3. Status of Audit Request for Proposals
4. Site Conditions Update
5. Capital Project Updates.
  - Materials Recovery Facility
  - Landfill Gas Operations
6. General Manager Comments.
7. Next Meeting Date: Wednesday, March 8, 2017, 9:00 a.m.