



# Monterey Regional Waste Management District

Service, Stewardship, and Sustainability Since 1951

March 24, 2017 Board of Directors Meeting

## HIGHLIGHTS

**Ken Gray Memorial Garden in Marina.** An installation of a public garden space at the City of Marina's Civic Center was planned and installed by the Marina Tree and Garden Club in memory of Marina's former city council member, Ken Gray, who had served on the District Board for five years from November 2003 to December 2008. The garden was an opportunity to pay tribute to Ken who contributed so much to the local environment, as well as provide a space for the public to enjoy and a place to demonstrate sustainable landscaping practices. The District donated compost and staff donated time alongside Mayor and District Board Chair Bruce Delgado. A dedication ceremony is scheduled for April 15<sup>th</sup>.



### **Best Eco Friendly Business and Recognition of Last Chance Mercantile (LCM) Staff.**

The LCM was voted Best Eco Friendly Business in the *Monterey County Weekly* Readers' Poll for the 3<sup>rd</sup> year in a row – a tribute to the excellent work performed by LCM staff. The Board expressed appreciation to staff for their good work. They are: Glen Evett, Beatriz Zepeda, David Sawyer, Molly Beasely, Jerry Garcia, Jesse Gonzales, Christina Harris, Nancy Novoa, Gigi Ortiz, Jeremy Price, Sandra Rubio, Jeff Spence, and David Solorio.



**Annual Audit Contract Awarded.** The District received nine proposals for audit services. Following review and recommendation by staff, the Board awarded a four-year Contract to Vavrinek, Trine, Day & Co., of Sacramento, CA, to perform the annual audits for Fiscal Years 2016/17 through 2019/20 at a cost of \$106,832.

**Presentation on Recent Storm Damage to Site.** Safety and Risk Manager Kacey Christie provided the Board with a presentation of the site damage that was caused by the recent storms, especially the one occurring on February 17, 2017, in which the District site experienced fallen trees and severe damage to shop maintenance buildings. Staff will be developing a formal policy, for Board consideration, for closure of the site when certain conditions and continued operation puts District staff and customers in jeopardy.

**Use of Personal Electronic Devices and the Public Records Act.** The Board reviewed a memo from District's legal counsel describing a new Supreme Court ruling that allowed for search and disclosure of all business-related communications sent or received on Board and staff personal devices, in accordance with the Public Records Act (PRA). Staff and the Board were advised that text messages and emails sent from personal devices were subject to the PRA, therefore only an official agency email account should be used for all business-related communications, and if for any reason, a personal email account is used for business-related business, a copy should be forwarded to a District email account to preserve a record of the communication. Board members were also advised to refrain from using email, texting, etc. while attending a public meeting.

**Fee Increases Effective July 1, 2017.** Staff advised the Board that a fee increase is needed to fund operating expenses and capital costs projected in 2017/18. Staff will be bringing a complete financial analysis to the Finance Committee in April and, with the concurrence of the Committee, to the Board at the April meeting. The timing of this topic is somewhat critical due to Pebble Beach Community Services District's need to have an identified rate on their garbage bill for the Prop 218 notice requirement for insertion in the County property tax bill which has an April cut-off date. Following Board discussion, staff received consensus from the Board to present information to the Finance Committee for Board presentation at the April Board meeting.