



# Memorandum

## MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

**DATE:** June 16, 2017  
**TO:** Board of Directors  
**FROM:** General Manager  
**SUBJECT:** Agenda Information for the June 23, 2017 Board Meeting

CALL TO ORDER AT 9:30 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 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 SITE & FACILITIES MANAGER RICK DOWNEY

Rick Downey has joined the Monterey Regional Waste Management District to serve as Site & Facilities Manager. Rick's 28-year career in the solid waste industry has included management of landfill operations including permitting and regulatory compliance, and collection fleet operations. His career began on the Central Coast when he and his father operated the family-owned Capitola Garbage Company from 1979-1990. Rick will manage the operations of the landfill heavy equipment operators, site maintenance workers, and scale house weighmaster employees.

CONSENT AGENDA

These matters include routine financial and administrative actions, which are usually approved by single majority vote. Individual items may be removed from Consent for discussion and action.

- 1) **Approve Minutes of May 19, 2017 Regular Board Meeting**
- 2) **Approve District Report of Disbursements, and Board and Employee Reimbursements**

**PRESENTATIONS**

**3) Small Planet News: Chapin Concrete Crushing**

The Don Chapin Co. has been under contract with the District since 2008. This public/private partnership came at a time that the District need to re-adjust its operational functions in order to meet financial shortfalls. Chapin undertook the operation of the sand mining operation necessary to excavate Module #6 and provide concrete crushing for the recycled concrete salvaged by District personnel. The District has therefore been able to reduce operating costs and receive royalty payments from the sale of the sand and the recycled concrete.

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

**4) Receive Report on June 7, 2017 Personnel Committee Meeting**

Please refer to the enclosed memo from Personnel Committee Co-Chair Downey.

*Recommendation: Receive Report on June 7, 2017 Personnel Committee Meeting.*

**5) Approve 24-Month Extension of Memoranda of Understanding for Management Unit and Operating Engineers Local 3 Units Through June 30, 2019**

Please refer to the enclosed memo from Peter.

*Recommendation: Approve 24-Month Extension of Memoranda of Understanding for Management Unit and Operating Engineers Local 3 Units Through June 30, 2019.*

**6) Approve Updated Salary Schedules for the Management Unit and Operating Engineers Local 3 (OE3) Units to Incorporate Cost of Living Adjustments for Fiscal Year 2017/18**

Please refer to my enclosed memo.

*Recommendation: Approve Updated Salary Schedules for the Management Unit and Operating Engineers Local 3 (OE3) Units to Incorporate Cost of Living Adjustments for Fiscal Year 2017/18.*

**7) Approve Updated Salary Schedules for Unrepresented, Confidential, and At-Will Employees to Incorporate Cost of Living Adjustments for Fiscal Year 2017/18**

Please refer to my enclosed memo.

*Recommendation: Approve Updated Salary Schedules for Unrepresented, Confidential, and At-Will Employees to Incorporate Cost of Living Adjustments for Fiscal Year 2017/18.*

**8) Approve Revisions to General Manager Performance Evaluation Procedures**

Please refer to the enclosed memo from Berta.

*Recommendation: Approve Revisions to General Manager Performance Evaluation Procedures.*

**9) Receive Report on June 7, 2017 Finance Committee Meeting**

Please refer to the enclosed memo from Board Chair Delgado.

*Recommendation: Receive Report on June 7, 2017 Finance Committee Meeting.*

**10) Adopt Resolution 2017-13 Approving Final Budget for Fiscal Year 2017/18**

Enclosed is the Final FY 2017/2018 Budget, which was reviewed with the Finance Committee on June 7<sup>th</sup>. The Committee provided guidance to staff and the Final Budget is being presented for Board adoption. Please refer to Chuck's memo that discuss the significant variances from the Preliminary Budget to the Final Budget for FY 2017/18. Staff has prepared the Budget using assumptions that are prudently conservative while allowing the District to be in compliance with the 2015 Revenue Bond covenants. Chuck, Berta, and Peter will be available to answer specific questions.

*Recommendation: Adopt Resolution 2017-13 Approving Final Budget for Fiscal Year 2017/18.*

**11) a. Adopt Resolution 2017-14 Authorizing Sole Source Purchase of New Caterpillar D8T Dozer Using Preferential Competitive Pricing Through National Joint Powers Alliance; and  
b. Accept the Proposal from Quinn Company of Salinas, CA, to Provide New Caterpillar D8T Dozer for a Total Purchase Price of \$915,875.00 (Including Sales Tax and Freight)**

Please refer to the enclosed memo from Equipment Maintenance Manager Ron Mooneyham. Staff has done an excellent job researching options for both operational needs and cost-effectiveness. Staff decision to recommend a smaller dozer, the CAT D8T, was based on the operational review provided by Ron, Guy Petraborg, Tim Brownell, and Rick Downey

*Recommendation: Adopt Resolution 2017-14 Authorizing Sole Source Purchase of New Caterpillar D8T Dozer Using Preferential Competitive Pricing Through National Joint Powers Alliance; and Accept the Proposal from Quinn Company of Salinas, to Provide New Caterpillar D8T Dozer for a Total Purchase Price of \$915,875.00 (Including Sales Tax and Freight).*

- 12) **Approve Contract with Golder Associates, Inc., for Modules 1 & 2 Final Cover – North Slopes Remediation Design Services at a Cost of \$59,728.**

Please refer to the enclosed memo from Guy. This report is focused on the necessary planning and design necessary to remediate the conditions on those slopes that had slippage during the past few winter rainy seasons.

*Recommendation: Approve Contract with Golder Associates, Inc., for Modules 1 & 2 Final Cover – North Slopes Remediation Design Services at a Cost of \$59,728.*

- 13) **Approve Proceeding with Notification for Cancellation of Regional Waste Disposal Agreements**

Enclosed is a draft notification for your review. Staff has been communicating with the affected jurisdictions over the past several months to let them know that the conditions for continued acceptance of waste without processing would not be able to be supported over the long-term. As the state of California has now adjusted conditions for acceptance of waste, the District has the need to adjust these Agreements so they are aligned with state law and regulations.

*Recommendation: Approve Proceeding with Notification for Cancellation of Regional Waste Disposal Agreements.*

## STAFF REPORTS

- 14) **Review Finance, Operating, and Recycling Reports**

The financial statements for the month of April 2017 are included; however, May 2017 financials are not yet available. The Year-to-Date Operating Income through April 2017 is \$3,023,330 or \$3,151,330 above Budget. The Year-to-Date Operating Expenses through April 2017 is \$481,752 (2.7%) above budget. The Tipping Fees Revenues for the month of May 2017 are continuing the good start and are estimated at \$2,035,000 which is \$540,000 (36%) above budget and \$95,000 (5%) above last year. The Year to Date Tipping Fees Revenues through May is estimated at \$21,210,000 which is \$4,745,000 (29%) above budget and \$1,850,000 (10%) above last year.

The Operating Report for May 30, 2017 is enclosed. The following tables show increased District tonnage in May 2017 from the prior month of 5.1% and decreased tonnage from the prior year of 5.2% and increased tonnage year-to-date of 5.8%. The Contract waste is below last month and continues to be above last year for both the month and prior year.

Operating Report Statistics					
Month	May 2017	April 2017	Inc (Dec)	May 2016	Inc (Dec)
Customer Type	Tons	Tons	%	Tons	%
Franchised	13,024	11,763	10.7%	12,555	3.7%
Commercial	6,531	7,615	(14.2%)	9,421	(30.7%)
Cash	8,859	7,667	15.5%	7,984	11.0%
Total District	28,414	27,045	5.1%	29,960	(5.2%)
Regional	1,473	1,303	13.1%	1,404	4.9%
Contract	25,891	28,186	(8.1%)	21,555	20.1%
Contract ADC	11,332	5,869	93.1%	4,954	128.7%
Total	67,110	62,403	7.5%	57,873	16.0%
Year-to-Date	May 2017	May 2016	Inc. (Dec)		
Customer Type	Tons	Tons	%		
Franchised	134,322	128,625	4.4%		
Commercial	84,344	76,074	10.9%		
Cash	81,388	78,966	3.1%		
Total District	300,054	283,665	5.8%		
Regional	15,956	18,553	(14.0%)		
Contract	294,423	238,605	23.4%		
Contract ADC	79,892	46,630	71.3%		
Total	690,325	587,453	17.5%		

**15) Report on Public Education and Recycling**

Please refer to the enclosed memo from Jeff regarding the hazardous waste collection event scheduled from 9 a.m. to 2 p.m. in Monterey Peninsula Community College parking lot. This is usually a well-attended event, with typically over 500 vehicles bringing material to the event. All District residential customers are welcome.

**16) Report on District Capital Projects**

Please refer to the enclosed memo from Guy.

**17) Report on May 17, 2017 Technical Advisory Committee Meeting**

Enclosed are the minutes of the May 17<sup>th</sup> meeting.

## OTHER CORRESPONDENCE

### 18) Letter to Salinas Valley Solid Waste Authority (SVR) RE: Comments for SVSWA Notice of Preparation of an Environmental Impact Report for the Long Term Facility Needs Study Project

District staff, in response to the SVR Notice of Preparation of an EIR for the Long Term Facility Needs Study Project, summarized what capabilities the District could present to SVR and clarified some aspects of the study project that were not clear in the SVR project review of the District. The District General Manager has been in contact with the General Manager/CAO of SVR to coordinate our response.

## GENERAL MANAGER COMMUNICATIONS

- **San Benito Tour** District staff conducted a tour of our facilities with staff from the County of San Benito and their consultant. Discussion centered around possibilities of supporting San Benito County with their organics and possibly recycling processing – including C/D processing for Cal-Green compliance.
- **District Nomination for Clean Air Leader Award.** Enclosed is an email sent to Guy notifying the District has been nominated as a Clean Air Leader. The awards event will be held on June 22<sup>nd</sup> at 6:30 p.m. at the Monterey Tides Hotel in Monterey. Please consider attending.
- **English as a Second Language (ESL).** As part of the District’s Mission of “Turning Waste into Resources” through “building a high-performance safety oriented culture” the District has undertaken sponsoring ESL classes for District employees. Although this program has just recently begun, enthusiasm is high and the classes are well-attended. District staff will look to continue this training into the next fiscal year and perhaps develop additional classes around Spanish literacy for non-Spanish speakers as well to foment better communication on site.
- **Little Hoover Commission.** The General Manager, as part of the CSDA Legislative Advisory Committee, has participated in the development to responses to the Little Hoover Commission investigation of special districts. A copy of the CSDA preliminary finding has been included in your packet. One potential outcome, which could potentially have a negative on the MRWMD and other districts, would be the need to quantify through elections or other means special districts existence. The Little Hoover Commission hearing will ..”... include recommendations on governance, specifically opportunities to bolster existing oversight and recommendations to improve transparency”.
- **SWANA ISWA.** This year the annual SWANA WasteCon conference will be held in conjunction with the International Solid Waste Association World Congress. Waste Con/World Congress will be held in Baltimore, Md. from September 25-27, 2017. This event only comes to the US every

20 years or so and looks to be a truly amazing event. Well over 3,000 attendees from all over the world should be in attendance. This event will fill quickly. If any Board members have an interest in attending, please let me or Becky know so we can help facilitate your attendance.

**BOARD COMMUNICATIONS**

**CLOSED SESSION**

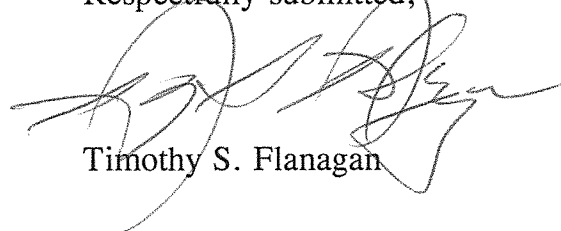
As permitted by the Brown Act (California Government Code Sections 54950, et seq.), the Board may adjourn to a Closed or Executive Session to consider specific matters dealing with pending or prospective litigation, real property negotiations, certain personnel matters, or to confer with District's Meyers-Milias-Brown representative.

- 1) Conference with Property Negotiators  
Property: Sale of Land for Construction of Pure Water Project  
District Negotiators: Tim Flanagan and Guy Petraborg  
Negotiating Parties: Monterey Regional Water Pollution Control Agency  
Terms: All Terms and Conditions
- 2) Conference with Legal Counsel--Anticipated Litigation  
Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (One Case)

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

**ADJOURNMENT**

Respectfully submitted,



Timothy S. Flanagan