

BOARD OF DIRECTORS

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Vice Chair

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LEO LASKA

JANE PARKER

BRUCE DELGADO

DENNIS ALLION

JERRY BLACKWELDER

DAN ALBERT



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General Manager

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Director of Engineering & Compliance

PETER SKINNER
Director of Finance & Administration

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.

April 17, 2020

MRWMD Bales Boardroom and Via Teleconference

14201 Del Monte Blvd., Monterey County, CA

MEMBERS PRESENT: Carrie Theis (Chair), City of Carmel-by-the-Sea Councilmember
Jason Campbell (Vice Chair), City of Seaside Councilmember
Gary Bales, City of Pacific Grove
Leo Laska, Pebble Beach Community Services District Director
Jane Parker, (Unincorporated) Monterey County Board of Supervisors Chair (District 4)
Dennis Allion, City of Del Rey Oaks
Jerry Blackwelder, City of Sand City Vice Mayor
Dan Albert, City of Monterey Councilmember

MEMBERS ABSENT: Bruce Delgado, City of Marina Mayor

STAFF PRESENT: Tim Flanagan, General Manager
Rob Wellington, Legal Counsel
Guy Petraborg, Director of Engineering & Compliance
Peter Skinner, Director of Finance & Administration
Tim Brownell, Director of Operations
Zoe Shoats, Director of Communications
Berta Torres, Human Resources Manager
David Ramirez, Senior Engineer
Becky Aguilar, Executive Assistant/Clerk of the Board
Angela Goebel, Public Education and Outreach Specialist

OTHERS PRESENT: Rob Durham, County of Monterey
Mike Niccum, Pebble Beach Community Services District
Patrick Mathews, Salinas Valley Solid Waste Authority

Note: Staff reminded on six (6) feet social distancing requirements due to the COVID-19 Pandemic.

ROLL CALL AND ESTABLISHMENT OF QUORUM

Notice duly given and presence of a quorum established, the April 17, 2020 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was called to order by Chair Theis at 9:00 a.m.

PUBLIC COMMUNICATIONS

There were no public communications.

CONSENT AGENDA

Following a motion by Director Albert, seconded by Director Parker, the Board unanimously approved the Consent Agenda.

- 1) Approve Minutes of March 20, 2020 Regular Board Meeting
- 2) Approve Report of Disbursements, and Board and Employee Reimbursements for March 2020
- 3) Receive Report on April 8, 2020 Finance Committee Meeting
- 4) Receive Report on April 8, 2020 Personnel Committee Meeting

OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION

- 5) **Consideration and Discussion of Budget Process and Five Percent (5%) Tipping Fee Increase for All Material Types for Fiscal Year 2020/21**

General Manager stated that staff believed that the Final Budget for Fiscal Year 2020/21 would most likely be delayed and not recommended for approval until the July 24, 2020 Board meeting due to the current uncertainties related to the current pandemic. Staff was recommending a 5% rate increase to be effective on July 1, 2020 and would bring a request to the Board at the May 22, 2020 Board meeting to schedule a public hearing. He stated that the District had not raised rates for the past two years. Director of Finance & Administration Peter Skinner stated that staff would be providing additional information to the Finance Committee at their May meeting. The Board reviewed a memorandum from Director of Finance & Administration regarding the process. Due to the Covid-19, the District has seen an approximate 20% reduction in both disposal tons and revenue. Staff strongly believes that the proposed increase in service fees will represent only a small part of the overall set of adjustments required by the District to maintain financial viability.

Director Allion stated that staff had shared the need for the increase at the April Finance Committee meeting and although there was uncertainty, the Finance Committee believed the discussion needed to be held regarding the fee increases.

The Board concurred with staff and directed them to include a 5% tipping fee increase in the Fiscal Year 2020/21 Budget. A Public Hearing will be scheduled for the June 19, 2020 Board meeting.

- 6) **Authorize Chair to Cast Vote for One Candidate for Special District Regular Member Seat on the Local Agency Formation Commission (LAFCO) of Monterey County**

The Board reviewed statements of, and held discussion on, the three candidates running for one Special District Regular Member seat on LAFCO.

It was moved by Director Allion, seconded by Director Albert and Unanimously Carried To: Authorize Chair to Cast Vote for Warren Poitras for Special District Regular Member Seat on the Local Agency Formation Commission (LAFCO) of Monterey County.

STAFF REPORTS**7) Review Finance, Operating, and Recycling Reports**

The financial statements for March 2020 were reviewed by the Board along with operating and recycling reports. Accounting Manager stated that March had been a good month although tonnage has declined already in April. Tipping fee revenue was 18.5% over budget in March with net income at \$518,000.

8) Report on Public Education Activities and Outreach

Director of Communications provided the Board with a presentation on public education activities for the first quarter in 2020. She stated that the District's 2020 Guide to Recycling and Waste Reduction was created in lieu of the annual report and used to educate the public on recycling. It had been inserted in the *Monterey County Weekly* on March 12, 2020. She stated that it had been shared on social media and would be shared in library and cities once the shelter in place is lifted. She provided information on the 50th anniversary of the Earth Day campaign, which had been changed dramatically due to the current situation and shared primarily on social media. She highlighted the Continuation of the "Recyclable? Yes/No" campaign to educate the public about items in high-use during the COVID-19 pandemic. Lastly, she shared information about the campaign for appreciation of essential employees. Signs would be placed along Charlie Benson Lane expressing appreciation to employees along with information for customers. Custom t-shirts had also been given to employees as a small token of appreciation for being essential workers coming to work every day.

The Board expressed appreciation for the Guide; something could be learned each time it was reviewed. Questions were asked regarding the use of social media and providing a shortened version of the Guide in Spanish. Discussion was also held regarding changes in consumption due to Covid-19 and reverting from recycling.

9) Update on COVID-19 Operations

Director of Operations provided an overview of the Service Reduction/Retreat Plan, Social Distancing Protocols, Compensation Options, and the Risk Minimization and Outbreak Response Plan. Thankfully, the District has not had an employee, or their family members affected by the virus.

Discussion was held regarding communication efforts to employees. General Manager stated that he sends out an email message to staff every Friday which is also posted on the Marlin communication system (televisions in the break rooms). He also has been at the Materials Recovery Facility every morning to express appreciation to employees for coming to work and expressed appreciation to management staff for all their efforts. The Board applauded staff for all the careful planning and thorough protocols.

GENERAL MANAGER COMMUNICATIONS

General Manager reported that staff has begun discussions regarding a "phased, on-ramp" approach to the rates for the next regional waste contracts for the cities of Capitola, Scott Valley, Watsonville, and the County of Santa Cruz, which would gradually raise rates over a five-year period. Staff is working on term sheets for immediate implementation of 10 to 20-year agreements with these jurisdictions and will provide more information to the Board as it is developed.

BOARD COMMUNICATIONS

There was no Board communication.

CLOSED SESSION

The Board met in closed session at 10:35 a.m. on the following matters:

1. Conference with Property Negotiators:
Property: Landfill Site Space/Capacity
District Negotiators: Tim Flanagan & Guy Petraborg
Negotiating Parties: City of Capitola, City of Scotts Valley, City of Watsonville, Santa Cruz County
Terms: All Terms and Conditions

2. Conference with Labor Negotiators:
District Negotiators: Tim Flanagan, Peter Skinner, Timothy Brownell, and Berta Torres
Employee Organizations: Operating Engineers and Management Employees

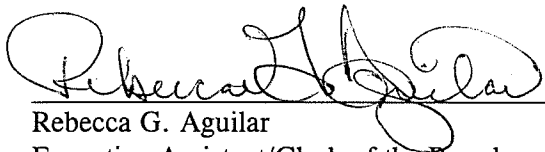
RETURN TO OPEN SESSION WITH ANY REQUIRED ANNOUNCEMENTS FROM CLOSED SESSION

The Board came back into open session at 11:35 a.m. Legal Counsel announced that in closed session the Board received information as to each of the closed session items; no reportable action was taken.

ADJOURNMENT

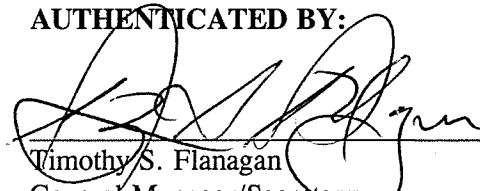
There being no further business to come before the Board at this time, the April 17, 2020 Regular Meeting of the Monterey Regional Waste Management District Board of Directors was adjourned by Chair Theis at 11:36 a.m. in memory of William "Bill" Gianelli, District Board member representing Pebble Beach Community Services District from January 1996 to December 2003, who passed away on March 30, 2020.

RECORDED BY:



Rebecca G. Aguilar
Executive Assistant/Clerk of the Board

AUTHENTICATED BY:



Timothy S. Flanagan
General Manager/Secretary