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MONTEREY REGIONAL
WASTE MANAGEMENT DISTRICT
Home of the Last Chance Mercantile
FINANCE COMMITTEE MEETING
AGENDA

Wednesday, March 10, 2021

Bales Boardroom

9:00 a.m.

14201 Del Monte Blvd., Monterey County, CA

Please Note: Meeting will be held virtually via zoom compliant with Governor Newsom's executive Order N-29-20 which allows local legislative bodies to hold public meetings via teleconference and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and address the local legislative body to avoid public gatherings, and which suspended all contrary provisions of the Brown Act. To join the zoom webinar, click on this link: <https://us02web.zoom.us/j/89249061486> copy/paste the link into your browser, or type the link into your browser. If your computer does not have audio, you will also need to join the meeting via phone. To participate via phone, please call: 1-669-900-9128; Meeting ID: 892 4906 1486 Public Comments: if you are unable to participate via telephone or virtually, you may also submit your comments by e-mailing them to igonzales@mrwmd.org with one of the following subject lines "Public Comment Item #" (insert the item number relevant to your comment) or "Public Comment - Non Agenda Item". Comments must be received by 4:00 p.m. on Tuesday, February 9, 2021. All submitted comments will be provided to the Committee and may be read into the record or compiled as part of the record. Public comment will also be accepted during the meeting.

CALL TO ORDER

ROLL CALL AND ESTABLISHMENT OF QUORUM

PUBLIC COMMUNICATIONS

Anyone wishing to address the Committee 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.

ITEMS FOR COMMITTEE CONSIDERATION, DISCUSSION AND ACTION

1. Update on Last Chance Mercantile Re-Opening Process
2. Review FY 2021/22 Budget Assumptions
3. Discuss Remote Monitoring and Control System Improvements
4. General Manager Comments

ADJOURNMENT

NEXT MEETING DATE: Wednesday, April 7, 2021 9:00 a.m.

This agenda was posted at the District offices at 14201 Del Monte Blvd, Monterey County, CA. Staff reports and additional information regarding these agenda items are available on the District website (www.mrwmd.org) and at the District offices during regular business hours (additional fee for copying). All meetings are open to the public. The District does not discriminate against persons with disabilities and the Boardroom is wheelchair accessible. Recordings of meetings can be provided upon request. To request assistive listening devices, sign language interpreters, readers, large print agendas or other accommodations, please call Ida Gonzales at (831) 384-5313 or e-mail: igonzales@mrwmd.org. Requests must be made at least 48 hours in advance of the meeting.



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: March 5, 2021
TO: Finance Committee
FROM: General Manager
SUBJECT: Finance Committee Meeting of March 10, 2021

1. Review Last Chance Mercantile Re-Opening Process

The Last Chance Mercantile project team will provide a verbal report at the committee meeting.

Recommendation: Information Only

2. Review FY 2021/22 Budget Assumptions

Please refer to the enclosed information from Garth Gregson. Staff is expecting a reduction in tonnage received due to less tonnage coming from GreenWaste however MRF revenue is expected to increase due to continued strong commodity market prices. There is a small increase expected in headcount during fiscal 2022, however headcount will be significantly lower than the prior two years. There are not expected to be any significant increases in operating expenses in fiscal 2022.

Recommendation: Information Only

3. Discuss Remote Monitoring and Control System Improvements

Please refer to the enclosed memo from Guy Petraborg, Director of Engineering and Compliance.

Recommendation: Information Only

4. General Manager Comments

District Rebranding Approach - The Communications and Public Education department is working with Boots Road Group on the District rebranding initiative. The process will involve feedback from internal and external stakeholders, and the establishment of a vision and organizational values. From these, a new name, logo, and website will be developed. Staff will also present on the adoption of a values-based decision making model to guide the organization and foster a unified workforce.

COVID-19 Update - Sadly, one of our team members lost his elderly father to COVID-19 in early February. This was a terrible loss after almost one year of eluding tragic loss within the District family due to the terrible illness. During the month of February, we only had one employee absence event due to COVID19, which represents a huge drop from January when there were 10 loss time events. Human Resources has been reaching out to employees who are eligible for the vaccine to assist them in registering for the vaccine and will continue to promote and encourage vaccination.



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: March 5, 2021
TO: Finance Committee
FROM: Accounting Manager
SUBJECT: Fiscal 2022 Budget Assumptions

Attached is a summary of the assumptions that will be included in the fiscal 2022 District budget. These will be reviewed at the Finance and Personnel Committee meetings on March 10.

- Total tons received expected to decrease from fiscal 2021 due to lower tons being delivered by GreenWaste San Jose. Total tons received from GreenWaste San Jose expected to decrease by about 20% from fiscal 2021.
- Other regional tonnage expected to increase about 8-10% over fiscal 2021.
- No changes to tip fees other than new agreements with the County of Santa Cruz and the City of Scotts Valley.
- Total tip fee revenue expected to increase less than 1% over fiscal 2021.
- MRF revenue (product sales & CRV reimbursements) expected to increase over fiscal 2021 as commodity prices are expected to remain at price levels the District has seen in Q4 of calendar 2020 and the beginning of calendar 2021. There will also likely be a reduction in MRF processing fees.
- The sale of landscaping products will be taken over by Keith Day Company and the financial arrangement the district is still to be determined.
- Power revenue expected to increase about 25% over fiscal 2021 due to improved continuing improved operating performance of the LFG operations.
- Total headcount expected to increase by 4 FTE's to 122.

Respectfully submitted,

Garth Gregson

FY 2022 BUDGET ASSUMPTIONS

(All tonnage & dollars in thousands except for rates)

17/18 Actual

18/19 Actual

19/20 Actual

20/21 YTD Jan

20/21 Estimate

REVENUE

DISPOSAL TONS & FEE REVENUE

Received Tons

In-District: Franchise + Self Haul

MSW	205.0	207.0	193.1	110.2	195.0
Yard Waste	38.6	45.6	43.7	24.9	43.0
Food Waste	4.5	5.5	5.1	2.0	5.0
Other	100.0	109.0	143.2	94.8	145.0

Total In-District: Franchise + Self Haul	348.1	367.1	385.1	231.9	388.0
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Out-of-District

GWR - San Jose

MSW	390.0	408.0	375.3	219.9	350.0
ADC	30.0	45.0	34.6	32.0	36.0

Total GWR - San Jose	420.0	453.0	409.9	251.9	386.0
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Other Regional

MSW	25.0	45.5	59.2	36.6	60.0
Yard Waste	N/A	2.3	2.6	1.7	3.0
Food Waste	N/A	1.8	2.1	1.0	2.0

Total Other Regional	25.0	49.6	63.9	39.3	65.0
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Total Out of District	445.0	502.6	473.8	291.2	451.0
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Total Received Tons	793.1	869.7	858.9	523.1	839.0
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Tip Rates & Fees

In-District

MSW	\$56.00	\$62.00	\$62.00	\$65.00	\$65.00
Yard Waste	\$32.50	\$40.00	\$40.00	\$40.00	\$42.00
Food Waste	\$45.50	\$54.00	\$54.00	\$54.00	\$57.00

Out-of-District

GWR MSW	\$24.12	\$24.74	\$25.53	\$25.44	\$26.00
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GWR ADC	\$13.94	\$14.33	\$14.76	\$14.89	\$15.00
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Existing Regional Average	\$35.50	\$36.57	\$37.49	\$38.20	\$40.00
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Total Disposal Revenue	\$25,459	\$28,747	\$28,828	\$17,305	\$28,650
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MRF REVENUE

Processed Tons

Single Stream - Franchise	6.9	50.6	49.0	28.7	13.0
Single Stream - Other	10.0	10.5	13.2	9.5	47.0
C&D Self-Haul	10.0	31.6	30.4	11.5	45.0

Total Tons Processed	26.9	92.7	92.6	49.7	105.0
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Residue Rate	N/A	N/A	30%	35%	35%
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Residue Disposal Fee	N/A	N/A	\$62	\$65	\$65
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MRF Processing Fee	N/A	N/A	\$35	\$40	\$40
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Total MRF Revenue	\$1,034	\$5,763	\$7,872	\$6,158	\$10,800
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LCM/HHW REVENUE

LCM	\$790	\$797	\$594	\$0	\$0
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HHW	\$173	\$165	\$116	\$68	116
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Buy Back Center	\$323	(Incl. in MRF)	(Incl. in MRF)	\$0	\$0
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Total Out-of-District Revenue	\$1,286	\$962	\$710	\$68	\$116
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OTHER MATERIALS

Sand	\$218	\$183	\$169	\$133	\$110
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Landscape Products	\$168	\$180	\$136	\$90	\$185
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FY 2022 BUDGET ASSUMPTIONS

(All tonnage & dollars in thousands except for rates)

	17/18 Actual	18/19 Actual	19/20 Actual	20/21 YTD Jan	20/21 Estimate
CNG Sales	\$550	\$579	\$592	\$350	\$600
Other	\$5	\$5	\$5	\$0	\$5
Total Out-of-District Revenue	\$941	\$947	\$902	\$573	\$900
POWER REVENUE					
Capacity (KW)	2,750	5,000	5,000	5,000	5,000
Average \$/KWH	\$0.045	\$0.044	\$0.045	\$0.040	\$0.040
\$/REC	\$13.00	\$13.00	\$13.00	\$13.00	\$13.00
Total Power Revenue	\$1,039	\$1,334	\$1,324	\$1,028	\$1,700
OTHER REVENUE					
Operational Services	\$16	\$20	\$14	\$25	\$25
Truck Yard & Other Rental Fees	\$270	\$280	\$343	\$188	\$196

PERSONNEL COST

STAFFING

Finance & Administration					
Administration	4.0	4.0	3.0	3.0	3.0
Accounting	5.0	5.0	5.0	5.0	5.0
Human Resources	2.5	2.8	3.0	3.0	3.0
Total Finance & Administration	11.5	11.8	11.0	11.0	11.0
Engineering, Compliance & Safety					
Engineering	2.0	2.0	2.0	2.0	2.0
Safety	1.0	1.0	2.0	2.0	2.0
Total Eng., Compliance & Safety	3.0	3.0	4.0	4.0	4.0
Communications/Public Education					
Director of Operations	1	1	1	1	1
Landfill Operations	9	9	9	9	9
Site Operations	12	11	10	11	11
Scales	6	7	5	5	5
Last Chance Merc.	15	15	0	0	0
Household Haz. Waste	4	4	4	4	4
Equipment Maintenance	10	11	10	10	10
MRF Maintenance	9	9	8	9	9
Landfill Gas to Energy	3	3	3	3	3
MRF Operations	48.25	57	49	49	49
Total Operations	117	127	99	101	101
TOTAL STAFFING	135	145	116	118	118



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: March 5, 2021
TO: General Manager
FROM: Director of Engineering & Compliance
SUBJECT: Remote Monitoring and Control (RMC) System Improvements

RECOMMENDATION: INFORMATION ONLY.

BACKGROUND

The Monterey Peninsula Landfill will eventually be 315 acres in size and will have multiple leachate sumps and pumping stations, LFG condensate sumps and pumping stations, various liquids storage tanks with transfer pumps (leachate, condensate, and non-potable water), in addition to the landfill gas (LFG) blower system which delivers LFG to the destruction equipment (abatement devices) such as the enclosed flare and the four renewable energy engine-generators in the Gas Plant.

Currently there are four leachate collection facilities (LS-3, LS-4, LS-5, and LS-6), each with two large storage tanks and a transfer pump; four condensate sumps (CS-1, CS-2, CS-3, and CS-5); the LFG blower system; the enclosed LFG flare; and the four engine-generator sets in the LFG Plant (see attached figure). There is also a domestic water well pump station and storage tanks, and a fire water system pump station and storage tanks associated with the District's campus area (Administration Office, Last Chance Mercantile, Household Hazardous Waste, Shops, LFG Plant, and Materials Recovery Facility infrastructure).

Each of these facilities requires frequent monitoring and periodic maintenance. Given the size of the landfill, these facilities are not close to one another and many are in remote locations. For the frequent monitoring, this results in a time consuming endeavor. For response to operational problems, this results in delayed response in the best of conditions and a potential catastrophic event in the worst of conditions. These all are due to the fact that manual monitoring is required to inspect the condition of any one of these systems. To address this circumstance, a Remote Monitoring and Control (RMC) system is proposed to monitor many of these facilities and improve the operational efficiency and control of the equipment.

DISCUSSION

A Remote Monitoring and Control (RMC) system will allow for monitoring of equipment at any time and by more than one person at a time. This will allow the operator(s) to monitor the enclosed flare, the LFG blower skid, the LFG Plant, various pumps, and various storage tanks located around the Monterey Peninsula Landfill. The RMC technology had evolved over the past 15 years or so and is being increasingly used by public and private companies to improve the quality of the monitoring tasks, reduce operations and maintenance costs, and improve response times to maintenance problems or critical failures such as running pump overflowing a waste water storage tank or a tank rupture. Thru wireless communications and a cloud-based RMC system, the District's operators will better understand the real-time operations of the equipment being monitored and be able to control their operations more efficiently and in a more timely fashion.

RMC System Improvements

March 5, 2021

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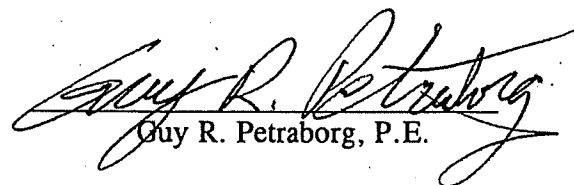
The cloud-based RMC system will enable designated operators and office staff to remotely monitor and control the landfill systems being monitored. The RMC interface can be accessed on a desktop or laptop computer and thru an App on a mobile phone or tablet device (Apple or Android). The RMC system has features such as:

- Generating routine reports automatically to help the operator quickly evaluate system performance.
- Compiling and storing compliance data to more quickly and easily produce compliance reports.
- The remote control capabilities allow for remotely controlling various functions of the equipment. For example, adjusting a pump or flare operating parameter(s), restarting a pump or the flare remotely, adjust alarms, and stop pumping to name a few of the uses of the RMC system.
- Receive real-time text message and email alarms, and easy data access, to allow operators to quickly diagnose system alarms and shutdowns and potentially avert more serious infrastructure and/or environmental issues.

The RMC system also includes such features as:

- customized display information specific to the District's systems
- View a map of the landfill with key system data
- Remotely monitor and control important landfill equipment through a web- browser
- Display screens which highlight important data (e.g., levels, flows, etc.)
- More data and controls are available on pop-up windows
- Create graphs based on whatever datapoints are being collected by the system
- View and export historical data from the system
- Analyze the alarms coming from the system
- View active alarms
- Operate the system from your mobile device
- Expandable over time as the landfill grows

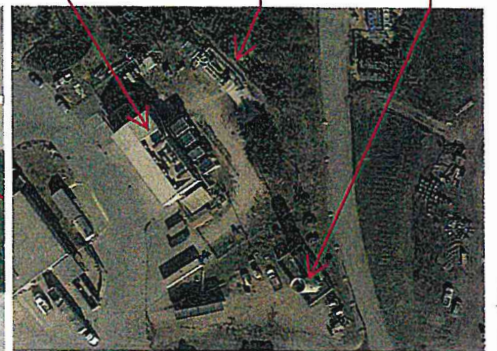
Staff recognizes the significant benefits to efficient operations, timely maintenance, systems monitoring, data collection and storage, and operations and compliance activities. Staff estimates that the RMC system will cost on the order of \$250,000 to be implemented for key functions such as LFG Flare operations and waste water collection and storage. Therefore, staff plans to provide the Board with a cost proposal and service vendor recommendation at the March 2021 Board Meeting.



Guy R. Petraborgh, P.E.

1. Site Entrance Scales (4 Truck Scales)
2. Administration Building
3. Site Maintenance Building
4. Equipment Maintenance Shop
5. Fuel Station
6. Household Hazardous Waste Facility
7. Beverage Container Buy Back Center
8. Last Chance Mercantile Resale Store
9. Public Drop Off Recycling Station
10. Truck Yard Administration & Maintenance
11. Trush Wash
12. CNG Fueling Stations

LFG Engine Plant LFG Blower Skid LFG Flare



Landfill Gas to Energy Facility



MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT LANDFILL & RECYCLING FACILITIES

14201 Del Monte Blvd • Monterey County, CA 93908
 (831) 384-5313
 www.mrwm.org
 Date of Aerial: July 1, 2020

Aerial Photography & Mapping by Aerial Photomapping Services