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

Wednesday, April 7, 2021	Bales Boardroom
10:30 a.m.	14201 Del Monte Blvd., Monterey County, CA
<p>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/82027867878 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: 820 2786 7878 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, April 6, 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.</p>	

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. Review Draft Preliminary Budget FY 2021/22
2. Last Chance Mercantile Re-Opening Process
3. Update on Covid-19
4. General Manager Comments

ADJOURNMENT

NEXT MEETING DATE: Wednesday, May 5, 2021 10:30 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: April 2, 2021
TO: Personnel Committee
FROM: General Manager
SUBJECT: Personnel Committee Meeting of April 7, 2021

1. **Review Draft Preliminary Budget FY 2021/22**

Please refer to the enclosed information from Garth Gregson.

2. **Review Last Chance Mercantile Re-Opening Process**

The Last Chance Mercantile project team will provide a verbal report at the committee meeting. Staff will provide a preliminary response to Director Delgado's questions from last month's Board meeting. A complete report and analysis will be provided to the Board at the April 23 meeting.

Recommendation: Information Only

3. **Update on Covid-19**

Staff will provide a verbal update at the meeting. First round of on-site vaccines have been given. About 70% of our employees elected to receive the vaccine. We have the Visiting Nurses Association to thank as well as District HR staff. It was a very smooth and efficient process to give 88 vaccines to MRWMD staff, temporary staff and contractors in 2.5 hours. Second doses of the vaccine will be administered to staff on April 20.

Recommendation: Information Only

4. **General Manager Comments**

TAC Update SB 1383 - The TAC will continue to work through the aggressive timeline established by SB 1383. Director of Communications, Zoe Shoats, is the key point person for the District in being the TAC facilitator. Mike Niccum from Pebble Beach Community Services District is the current TAC Chair and all the member agencies try to have their staff present for the TAC meetings. Additional outreach efforts with member agencies will be planned over the summer and the fall ahead of the January 2022 implementation requirement.

Safety - Last month, the Maintenance Shop recorded its fifth straight year without an OSHA recordable accident or injury! Please join me in celebrating that tremendous effort. The Maintenance team will be recognized at the April Board meeting.

Landfill Module 7 - Module seven (7) will be developed adjacent to the existing module six (6) which is just coming into use this year. The planning of this module is part of our overall site development. Staff will go over the development plan for the next fiscal year at a future Board meeting and develop a site master plan that will highlight the revised schedule of module development (to replace the 2007 site master plan) inclusive of SB 1383 considerations.

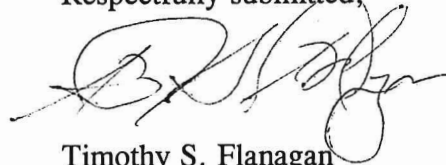
Treated Wood Waste (TWW) – Staff will provide an oral update on the progress on the variance and acceptance of TTW.

Monterey One Water (M1W) Power Purchase- Staff will be bringing to the Board at the April 23 meeting a revised Power Purchase Agreement (PPA) that will reflect the changed nature of the original agreement and scope of work when first agreed to in 2016. District staff and M1W staff are currently working on these changes to the PPA. We hope that these changes will be identified and agreed to by respective staffs for recommendation to each Board before the end of April.

ADJOURNMENT

NEXT MEETING DATE: May 5, 2021 at 10:30 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Timothy S. Flanagan', written over a faint circular stamp or watermark.

Timothy S. Flanagan



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: April 2, 2021
TO: Personnel Committee
FROM: Accounting Manager
SUBJECT: Fiscal 2022 Preliminary Operating Statement

Attached is the fiscal 2022 preliminary operating statement. This statement will be reviewed at the Finance and Personnel Committee meetings on April 7.

- Total tons received expected to decrease 15-20% from fiscal 2021 due to lower tons being delivered by GreenWaste San Jose and tip fee revenue will decline about \$1.3M from the fiscal 2021 estimate.
- No changes to tip fees other than new agreements with the County of Santa Cruz, the City of Scotts Valley, the City of Capitola and the City of Watsonville.
- MRF revenue (product sales & CRV reimbursements) expected to increase over fiscal 2021 as commodity prices are expected to remain at current price levels.
- Power revenue expected to increase about over fiscal 2021.
- Total headcount expected to increase by 4 FTE's from 119 to 122. The recent headcount data has been.

February 1, 2020 – 138
July 1, 2020 – 126
March 1, 2021 – 119
September 30, 2021 – 122 (projected)

The headcount additions include a Compliance Manager, Public Education and Outreach Coordinator and Administrative Assistant.

- Operating expenses are expected to increase \$800K over fiscal 2021.
- Net income is expected to decrease \$2.3M from the fiscal 2021 estimated results.

Respectfully submitted,

Garth Gregson

Monterey Regional Waste Management District

Fiscal 2022 Budget ('000)	F22 Budget	F21 Est	F20 Full Year
* Operating Revenues *			
Tip Fee Revenue	26,819	28,083	28,828
Other Sales Revenue:			
Last Chance	-	-	593
Power Sales	1,800	1,622	1,324
MRF Sales & CRV Revenue	8,855	8,711	7,373
Other Sales	1,100	1,044	1,484
Total Other Sales Revenue	11,755	11,377	10,774
* Total Operating Revenues *	<u>38,574</u>	<u>39,460</u>	<u>39,602</u>
* Operating Expenses *			
Salary Expenses:			
Salary, Wages	9,626	9,974	12,244
Deferred Compensation	158	152	151
Health Insurance	2,356	2,254	2,843
Medicare/Social Security	140	125	146
PERS	1,624	1,684	2,675
Unemployment Insurance	80	118	57
Workers Compensation	840	834	835
Total Salary Expenses	14,824	15,141	18,951
Non-Salary Expenses:			
Amortization & Depreciation	4,300	4,117	4,080
Closure/Post Closure Costs	375	367	355
Outside Services	563	626	706
Environmental Services	1,133	830	331
Gasoline, Oil & Fuel	997	986	918
Hazardous Waste Disposal	327	352	305
Insurance	698	588	410
Office Expense	225	305	267
Operating Supplies	1,151	1,580	1,077
Other Expense	40	23	23
Professional Services	1,660	1,033	788
Public Awareness	309	116	162
Recycling Services	2,050	1,931	2,324
Repairs & Maintenance	2,845	2,829	3,160
Safety Equip/Supplies/Training	249	231	255
Taxes & Surcharges	1,461	1,412	1,324
Training/Meetings/Education	96	53	77
Utilities	142	126	109
Total Non-Salary Expenses:	18,621	17,505	16,671
* Total Operating Expenses *	<u>33,445</u>	<u>32,646</u>	<u>35,622</u>
** Operating Income (Loss) **	5,129	6,814	3,980
* Nonoperating Revenues (Expenses) *			
Interest Income	250	245	750
Finance Charges	2	-	4
Rents & Leases	340	335	343
Other Income	-	4	-
Sales of Fixed Assets	-	(38)	29
Equipment Financing - Interest	(30)	(49)	(47)
Revenue Bonds - Interest	(2,164)	(1,490)	(947)
* Nonoperating Revenues (Expenses) *	(1,602)	(993)	132
*** Change in Net Position ***	<u>3,527</u>	<u>5,821</u>	<u>4,112</u>