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

Wednesday, May 5, 2021

Bales Boardroom

10:30 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/89889191944> 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: 898 8919 1944** 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, May 4, 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. Draft Preliminary Budget FY 2021/22
2. Reversal of Wage Concessions

GENERAL MANAGER COMMUNICATIONS

CLOSED SESSION

As permitted by Government Code Section 54956 et seq., the Board may adjourn to a Closed Session to consider specific matters dealing with litigation, certain personnel matters, property negotiations or to confer with the District's Meyers-Milias-Brown Act representative.

1. Conference with Legal Counsel--Anticipated Litigation
Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of section 54956.9: Two cases

RETURN TO OPEN SESSION WITH ANY REQUIRED ANNOUNCEMENTS FROM CLOSED SESSION

Please note: A report out and announcement concerning the closed session will be provided to anyone requesting same by emailing igonzales@mrwmd.org.

ADJOURNMENT

NEXT MEETING DATE: Wednesday, June 2, 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: May 5, 2021
TO: Personnel Committee
FROM: General Manager
SUBJECT: Personnel Committee Meeting of May 5, 2021

ITEMS FOR COMMITTEE CONSIDERATION, DISCUSSION AND ACTION

1. Review Draft Preliminary Budget FY 2021/22

Please refer to the enclosed information from Garth Gregson.

Recommendation: Information Only

2. Reversal of Wage Concessions

Please refer to the enclosed memo.

Recommendation: Information Only

GENERAL MANAGER COMMUNICATIONS

Grant Opportunities David Ramirez, Senior Engineer will provide a verbal update on Hazard Planning grant opportunities.

Strategic Planning Process A verbal update on the Strategic Planning Process will be provided at the meeting.

LCM Project Update Tim Brownell, Director of Operations will provide a verbal update on the LCM reopening project.

ADJOURNMENT

NEXT MEETING DATE: June 2, 2021 at 10:30 a.m.

Respectfully submitted,

Timothy S. Flanagan



**MONTEREY REGIONAL WASTE
MANAGEMENT DISTRICT**

PRELIMINARY BUDGET

FISCAL YEAR 2021/2022

*Presented to the Finance & Personnel Committees
on May 5, 2021*

Memorandum – Accounting Manager

DATE: April 30, 2021
TO: Finance & Personal Committees
FROM: Accounting Manager
SUBJECT: Fiscal 2022 Preliminary Budget

RECOMMENDATION: That the Personnel & Finance Committees support approval of the Preliminary Budget for the Fiscal year 2022.

Attached for your review is the fiscal 2022 preliminary budget that will be reviewed at the Finance and Personnel Committee meetings on May 5.

Revenues for Fiscal 2022 are projected to be \$38,249,000. This is an increase of \$1,744,000 (4%) compared to the FY2021 Amended Budget and is due to the following factors:

- \$512,000 increase (2%) in disposal fees, which is a combination of reduced contract tip fee revenue and increased revenue from Regional customers and Self-haul customers. The District is expecting a decrease of approximately 100,000 tons from GreenWaste San Jose. The decrease in tonnage from GreenWaste San Jose is due to GreenWaste San Jose having to fulfill its contractual obligations with the City of San Jose whereby GreenWaste San Jose is required to deliver a certain quantity of refuse to another landfill facility. The decrease in tonnage from GreenWaste San Jose will continue in future years after Fiscal 2022. An offset to the decrease in revenue from GreenWaste San Jose will be new contracts with regional customers, the City of Scotts Valley, the City of Capitola, the City of Watsonville and Santa Cruz County all of which will have increased tip fees from what they were paying in Fiscal 2021. Tonnage from Santa Cruz County is expected to increase slightly in Fiscal 2022 and in each year subsequently for the next five years however this will not offset the decrease in tonnage from GreenWaste San Jose.
- \$1,221,000 increase (14%) in MRF revenues, including commodities sales, processing fees and contamination disposal fees, and CRV revenue. The increase is primarily due to continued higher commodity prices.
- \$69,000 increase (4%) in projected power revenue based on estimates that align with recent experience.
- \$58,000 decrease (6%) in other revenue as a result of the District discontinuing the sale of landscape products. The sales of these items will be done on District property by Keith Day Company. The sales of landscape products had been approximately \$150,000 per year.

Operating Expenses for Fiscal 2022 are projected to be \$33,671,000. This is an increase of \$1,233,000 (4%) from the Fiscal 2021 budget. Personnel expenses are budgeted to increase by \$519,000 (1%) over the Fiscal 2021 budget. Please see the accompanying memorandum from the HR Manager for details on personnel changes. Non-personnel expenses are projected to increase \$714,000 or 4% compared to the Fiscal 2021 Budget. The largest portion of the increase in non-personnel expenses is in professional services which are budgeted to increase \$533,000 (52%) over

the Fiscal 2021 budget. The professional services cost for Fiscal 2022 include master planning expense for the landfill, power generation, micro-grid and infrastructure. In addition there is budgeted professional services for SB 1383 RFQ process and the preparation of grant requests for the organics and power generation operations.

Non-Operating Revenues/Expenses for FY20/21 is projected to be an expense of \$1,524,000, which includes interest expense on the 2015 and 2018 Revenue Bonds at \$2,130,000, equipment lease interest expense of \$22,000 for 2017 and 2018 equipment lease arrangements, and income from leases, investments and other charges equal to \$592,000.

Capital Spending requests are \$18,655,000, an increase of over \$7.9M from the Fiscal 2021 Amended Budget. Mobile Equipment investments for the year are \$3.9M and include the following.

- Replacement of a 1999 Cat DR6 dozer, \$610,000.
- Replacement of a 2002 Cat Articulated truck, \$900,000.
- Replacement of two 2009 Volvo roll-off trucks, \$650,000.
- Replacement of a 2012 Cat 966K wheel loader, \$575,000.
- Replacement of two 2008 IHC Semi trucks, \$300,000.
- Replacement of Sterling service truck, \$190,000.
- Replacement of 2010 Volvo water truck, \$325,000.

The District intends to replace the current diesel trucks with used CNG powered trucks. The move to CNG powered vehicles is primarily driven by new state emission regulations that will be effective January 1, 2023. The District will have to react quickly if used CNG vehicles become available since they are not widely available. If used CNG replacement vehicles cannot be purchased in Fiscal 2022 the District will likely have to purchase new CNG powered vehicles. New vehicles may cost 50% more than used vehicles. In years Fiscal 2023 through Fiscal 2027 there are \$1.5M contingency additions for equipment additions that will likely be needed in those years but cannot be specified at this time.

Capital Improvement projects requests are \$14.8M and include the following.

- MIW power connection, \$500,000.
- Compost site, \$2.5M.
- Module 7 Development, \$8.5M.
- Scale house renovations, \$350,000.
- Road paving, \$1.2M.
- LFG – CEC grant, \$450,000.
- Energy and organic waste processing technical assessment, \$250,000.
- LFG management, \$225,000.

The spending for the M1W power connection in Fiscal 2022 is a portion of the expected \$2.5M total project cost. The remaining \$2.0M spend will occur in Fiscal 2023

Net Income is projected at \$3.1M.

Cash provided by operations in Fiscal 2022 is estimated at \$7,730,000 (Net Income less Depreciation and Amortization and Closure/Post Closure Costs). Unrestricted Cash Reserves are projected to total \$18,687,000.

The Bond Debt Service Ratio calculated for Fiscal 2022 is 1.97, which is above the Bond Covenant of 1.25.

Submitted by

Garth Gregson – Accounting Manager

Memorandum – Human Resources Manager

DATE: April 30, 2021

TO: General Manager

FROM: HR Manager

SUBJECT: Preliminary Employee Compensation & Benefits Budget for FY 2021/22

RECOMMENDATION: That the Personnel & Finance Committees support approval of the 2021/22 Employee Compensation & Benefits Budget.

BACKGROUND AND DISCUSSION

In preparation for the FY 2021/22 Budget, Human Resources and department heads have been reviewing current staffing levels, workloads, department effectiveness, as well as operational changes across all departments to forecast future staffing needs.

Based on operational needs, staff is proposing a staffing budget for 122.2 full time equivalent (FTE) positions for FY 2021/22, an increase from 118 FTEs. The increase in positions includes four (positions) that were cut from last year's budget to meet budgetary constraints and the fifth position is a new position needed to support the compliance functions as discussed below:

1. ADMINISTRATION DEPARTMENT – Add 0.5 FTE:

Administrative Support Specialist II: The position vacated in June 2020 and remained vacant as a cost-savings measure which was necessary to meet budgetary constraints last year. An assessment of the department workload supports the position be added on a part-time basis.

2. ENGINEERING & COMPLIANCE DEPARTMENT – Add 1.0 FTE:

Solid Waste Engineer: The need for additional technical and tactical compliance support was identified in recent years. The Solid Waste Engineer is a new position to the District and is intended to provide the additional support to ensure the District meets specific regulatory compliance requirements.

3. MAINTENANCE SHOP DEPARTMENT – Add 1.0 FTE:

Maintenance Shop Assistant: The position vacated in June 2020 and remained vacant as a cost-savings measure which was necessary to meet budgetary constraints last year. The Maintenance Assistant's responsibilities have been shared by the Shop Supervisor and Technicians on a temporarily basis and is not cost-effective and sustainable.

4. COMMUNICATIONS & PUBLIC EDUCATION DEPARTMENT – Add 1.0 FTE:

Public Education & Outreach Coordinator: The position was vacated in June 2020 and remained vacant as a cost-savings measure which was necessary to meet budgetary constraints last year. Most of the responsibilities of the Public Education & Outreach Coordinator were suspended last year due to COVID19. Public education and outreach activities are expected to resume in the next FY.

5. SCALES DEPARTMENT – Add 1.7 FTEs

Scales Supervisor (1 FTE): The position vacated in June 2020 and remained vacant as a cost-savings measure and to meet budgetary constraints last year. The Scales Supervisor's responsibility have been shared by the department manager and Sr. Weighmaster on a temporary basis and is not sustainable long term. The Sr. Weighmaster has gained sufficient experience in the last year to meet the qualification requirements for the Supervisor position and is most qualified to fill the role at this time. The Sr. Weighmaster position will remain vacant in FY 2021/22.

Deputy Weighmaster Part Time (0.7 FTE): The need for the position is due to the recent actions by the Department of Toxic Substances Control (DTSC) that adds significant documenting and reporting requirements upon the Scales operations for the acceptance of Treated Wood Waste. The Deputy Weighmaster is a part-time position (28 hours a week) and will supplement the team so that some of the information gathering from customers can be gathered and/or prepared while they are in line and before the customers enter the scale house in order to expedite the process and not slow down the existing system and customer experience.

As noted above, the addition of these positions results in an increase of 4.2 FTEs, for a total FTE count of 122.2 for FY 2021/22, as illustrated on the attached Organization Chart and as shown here:

Full Time Equivalent (FTE)		
	2020/21	FY
DEPT	Jan 21	2021/22
ADMIN	3.00	3.50
COMM & PUB ED	2.00	3.00
ENG & COMP	2.00	3.00
FIN/ACCT	5.00	5.00
HR	3.00	3.00
HHW	4.00	4.00
LANDFILL	9.00	9.00
LFG	3.00	3.00
MAINT SHOP	10.00	11.00
MRF MAINT	9.00	9.00
MRF OPS	50.00	50.00
SAFETY	2.00	2.00
SCALES	5.00	5.70
SITE OPS	11.00	11.00
	118.0	122.20

No additional staffing changes are anticipated at this time; however, staff will continue to evaluate operational needs as we finalize the budget and if it is determined that additional staffing changes are needed, we will provide an update at the next Personnel Committee meeting.

Cost of Living Adjustments (COLA):

The Employee Compensation and Benefits Budget also include cost of living (COLA) pay increases as prescribed by the MOUs – 3.0% for the Operating Engineers Local 3 Units and 1.5% to 4.5% (based on the April 2021 CPI) for the Management Unit:

Employment Taxes and Benefits:

Please refer to the Operating Expense Accounts of this budget document for all other personnel-related expenses that are included in the Employee Total Compensation Budget.

STRATEGIC PLAN

The 2021/22 Employee Compensation & Benefits Budget described above supports the District’s strategic objectives of *utilizing an intentional and mindful process in the recruitment, development and growth of our people* and *building a high-performance team*. It is central to the District’s mission of “*Turning Waste into Resources in the most cost-effective and environmentally sound manner*” and necessary to assist the District’s member agencies in accomplishing the state’s Public Policy recycling and waste diversion goals.

FINANCIAL IMPACT

The financial impact to the District’s Employee Compensation & Benefits budget is estimated to be a \$519,000 increase in personnel costs compared to FY 2020/21 amended budget.

CONCLUSION

Staff requests the Personnel and Finance Committees support approval of the Employee Compensation & Benefits Budget for FY 2021/22 in the amount of \$15,319,982 to support the District's mission.

Sincerely,

Berta R. Torres

Human Resources Manager

ORGANIZATION CHART – BY POSITION
 FY: 2021/22
 Effective: 7/1/21



Board of Directors

EXEC. ASST/BOARD CLERK
1

DISTRICT COUNSEL

GENERAL MANAGER

DIRECTOR OF FINANCE & ADMINISTRATION
1

ADMIN SUPPORT SPEC II
1 (0.5 FTE)

DIRECTOR OF OPERATIONS
1

DIRECTOR OF ENGINEERING & COMPLIANCE
1

DIRECTOR OF COMMUNICATIONS
1

ACCOUNTING MANAGER
1

HR MANAGER
1

EQUIP. MAINT. MGR
1

MRF MANAGER
1

SITE OPERATIONS MANAGER
1

SENIOR ENGINEER
1

PUBLIC ED & OUTREACH COORDINATOR
1

ASST ACCT MGR
1

HR TECHNICIAN
1

MRF MAINT SUPERV
1

MAINT SHOP SUPERV
1

ASST MRF MGR
0

HEO SUPERVISOR
1

SAFETY & RISK MANAGER
1

SOLID WASTE ENGINEER
1

PUBLIC ED & OUTREACH SPECIALIST
1

ACCOUNTING TECH
1

HR ASSISTANT
1

ELECTRO-MECHANICAL TECH
1

SR. HEAVY EQ TECH
1

MRF SUPERVISOR
2

HEAVY EQUIP OP
7

COMPLIANCE SUPPORT ASSISTANT
1

ACCOUNTING ASST
2

MRF MAINT WORKER I, II and Sr.
4

HEAVY EQ TECH III
3

SR. MRF OPERATOR
2

SITE & FACILITIES SUPV
1

SCALES SUPERVISOR
1

Full Time Equivalent (FTE)	
DEPT	FY 2021/22
ADMIN	3.50
COMM/PUB ED	3.00
ENG	3.00
FIN/ACCT	5.00
HR	3.00
HHW	4.00
LANDFILL	8.00
LFG	3.00
MAINT SHOP	11.00
MRF MAINT	9.00
MRF OPS	50.00
SAFETY	2.00
SCALES	5.70
SITE OPS	12.00
	122.20

MRF MAINT ASST I-II
3

HEAVY EQ TECH II
4

MRF OPERATOR I - II
8

SR. MAINT WORKER
1

SR. WEIGHMASTER
0

ASSOCIATE OPERATOR
0

MAINT WORKER
3

WEIGHMASTER
4

SORTER I - II
32

SITE & FACILITIES ASST I-II
6

DEPUTY WEIGHMASTER
1 (0.7 FTE)

OPS SUPP SPEC
1

POWER SYST SUPV
1

SR. HHW TECH
1

POWER SYSTEMS TECH
2

HHW TECH
3

**Monterey Regional Waste Management District
Fiscal 2022 Preliminary Operating Budget ('000)**

	F22 Budget	F21 Budget	F20 Full Year
* Operating Revenues *			
Tip Fee Revenue	26,819,257	26,306,800	28,828,155
Other Sales Revenue:			
Last Chance	-	-	592,628
Power Sales	1,600,000	1,531,000	1,323,808
MRF Sales & CRV Revenue	8,855,000	7,634,000	7,372,653
Other Sales	975,000	1,033,200	1,484,437
Total Other Sales Revenue	11,430,000	10,198,200	10,773,526
* Total Operating Revenues *	38,249,257	36,505,000	39,601,681
* Operating Expenses *			
Salary Expenses:			
Salary, Wages	9,870,138	9,794,144	12,244,177
Deferred Compensation	158,328	549,422	150,767
Health Insurance	2,375,114	2,038,925	2,842,600
Medicare/Social Security	145,126	136,432	145,572
PERS	1,850,462	1,653,726	2,675,025
Unemployment Insurance	80,000	-	57,253
Workers Compensation	840,815	629,229	834,844
Total Salary Expenses	15,319,982	14,801,880	18,950,240
Non-Salary Expenses:			
Amortization & Depreciation	4,300,000	4,139,634	4,080,148
Closure/Post Closure Costs	375,000	377,154	354,909
Outside Services	731,000	657,911	705,938
Environmental Services	732,500	525,461	331,294
Gasoline, Oil & Fuel	1,004,000	1,077,406	917,628
Hazardous Waste Disposal	401,500	345,753	305,316
Insurance	698,000	575,015	409,503
Office Expense	287,900	328,473	266,620
Operating Supplies	1,129,420	1,444,613	1,076,989
Other Expense	42,300	21,957	23,211
Professional Services	1,719,700	1,187,164	787,603
Public Awareness	320,500	141,641	162,482
Recycling Services	1,520,000	1,875,377	2,323,513
Repairs & Maintenance	3,122,000	3,056,800	3,160,494
Safety Equip/Supplies/Training	253,570	240,647	254,811
Taxes & Surcharges	1,438,500	1,441,695	1,324,496
Training/Meetings/Education	145,450	74,566	76,756
Utilities	129,500	124,902	108,543
Total Non-Salary Expenses:	18,350,840	17,636,171	16,670,253
* Total Operating Expenses *	33,670,822	32,438,051	35,620,493
** Operating Income (Loss) **	4,578,435	4,066,949	3,981,188
* Nonoperating Revenues (Expenses) *			
Interest Income	250,000	450,000	749,579
Finance Charges	2,000	9,000	3,732
Rents & Leases	340,000	435,000	343,337
Other Income	-	100	99
Sales of Fixed Assets	-	-	28,610
Equipment Financing - Interest	(30,230)	(36,000)	(47,103)
Revenue Bonds - Interest	(2,085,656)	(2,164,283)	(947,391)
* Nonoperating Revenues (Expenses) *	(1,523,886)	(1,306,183)	130,863
*** Change in Net Position ***	3,054,549	2,760,766	4,112,050

**MRWMD Fiscal 2022 Preliminary Budget
Department Expense**

<u>Account Description</u>	<u>Budget Fiscal 2022</u>	<u>Amended Budget Fiscal 2021</u>	<u>Actual Fiscal 2020</u>
<u>Administration</u>			
AMORT/DEP	4,300,000	4,141,961	4,080,148
MEETING SUPPLIES	11,700	15,055	9,315
MEMBERSHIPS/CONFERENCES	12,000	24,065	20,862
TRAVEL EXPENSE	18,000	15,000	8,709
SOCIAL COMMITTEE EXPENSE	-	-	10
GOVERNMENTAL FEES	255,000	171,039	166,659
OFFICE SUPPLIES	-	29,751	61,934
INSURANCE	698,000	574,918	465,941
INFO SYS SUPPLIES/SERVICES	149,000	84,118	80,244
OUTSIDE SERVICES	40,000	34,178	58,764
UTILITIES	57,000	45,539	40,951
EE RECOGNITION/GOODWILL	2,000	-	8,703
DONATIONS/SPONSORSHIPS	-	4,800	3,825
HUMAN RESOURCES SERVICES	-	-	13,127
MEDICAL SERVICES	1,000	960	788
TRAINING/EDUCATION	8,000	5,570	7,124
LEGAL FEES	125,000	117,925	99,017
BANK FEES	-	-	17,392
PROFESSIONAL SERVICES	147,500	109,096	83,788
EQUIPMENT R&M	-	1,312	8,439
EQUIPMENT RENTAL	-	-	132
FACILITIES MAINTENANCE	-	44,408	42,022
FINES & PENALTIES	-	6,224	1,275
DIESEL & GAS	-	5,007	6,018
OPERATING SUPPLIES	-	4,273	8,855
SAFETY APPAREL	1,000	500	76
SAFETY SUPPLIES	5,000	5,417	13,987
UNCOLLECTABLE ACCOUNTS	-	-	(1,555)
CLOSURE/POST CLOSURE COSTS	375,000	377,185	354,909
	<u>6,205,200</u>	<u>5,818,302</u>	<u>5,661,458</u>
<u>Human Resources</u>			
MEETING SUPPLIES	1,500	500	824
MEMBERSHIPS/SUBSCRIPTIONS	12,000	3,945	12,655
TRAVEL EXPENSE	3,000	-	93
SOCIAL COMMITTEE EXPENSE	10,000	8,341	7,839
OFFICE SUPPLIES	7,200	10,277	1,832
INFO SYS SUPPLIES/SERVICES	7,500	3,750	2,608
CONTRACTS/OUTSIDE SERVICES	7,000	3,500	53
EE RECOGNITION/GOODWILL	30,000	8,754	10,665
HUMAN RESOURCES SERVICES	7,500	8,445	15,112
MEDICAL SERVICES	1,000	500	184
TRAINING/EDUCATION	6,000	2,689	664
LEGAL FEES	20,000	10,000	2,914
PROFESSIONAL SERVICES	70,000	26,508	35,453
OPERATING SUPPLIES	1,000	841	409
SAFETY SUPPLIES	500	-	33
	<u>184,200</u>	<u>88,051</u>	<u>91,337</u>
<u>Accounting</u>			
MEMBERSHIPS/SUBSCRIPTIONS	500	1,018	627
TRAVEL EXPENSE	500	-	-
OFFICE SUPPLIES	5,000	4,673	5,224
INFO SYS SUPPLIES/SERVICES	9,000	5,445	4,827
CONTRACTS/OUTSIDE SERVICES	-	2,772	26,539
EE RECOGNITION/GOODWILL	500	-	357
MEDICAL SERVICES	500	210	300
TRAINING/EDUCATION	1,000	859	150
BANK FEES	12,000	16,659	-
PROFESSIONAL SERVICES	37,000	21,200	3,911
PAYROLL SERVICES	49,400	48,978	52,807
OPERATING SUPPLIES	900	1,036	819
SAFETY SUPPLIES	-	-	67
	<u>116,300</u>	<u>102,850</u>	<u>95,627</u>

**MRWMD Fiscal 2022 Preliminary Budget
Department Expense**

<u>Account Description</u>	<u>Budget Fiscal 2022</u>	<u>Amended Budget Fiscal 2021</u>	<u>Actual Fiscal 2020</u>
<u>Engineering</u>			
MEETING SUPPLIES	100	50	604
MEMBERSHIPS/SUBSCRIPTIONS	2,500	3,897	1,865
TRAVEL EXPENSE	2,500	2,000	70
GOVERNMENTAL FEES	2,500	1,250	5,227
OFFICE SUPPLIES	750	629	2,700
INFO SYS SUPPLIES/SERVICES	500	500	
EE RECOGNITION/GOODWILL	200	100	106
MEDICAL SERVICES	500	250	624
TRAINING/EDUCATION	250	1,800	1,159
ENVIRONMENTAL SERVICES	232,500	139,809	132,558
PROFESSIONAL SERVICES	750,000	202,500	19,179
OPERATING SUPPLIES	1,350	745	457
SAFETY APPAREL	250	-	155
SAFETY SUPPLIES	50	-	33
	993,950	353,529	164,737
<u>Safety</u>			
MEMBERSHIPS/SUBSCRIPTIONS	2,500	1,362	2,060
TRAVEL EXPENSE	500	250	-
OFFICE SUPPLIES	150	250	23
MEDICAL SERVICES	9,120	250	7,590
TRAINING/EDUCATION	12,700	5,103	3,382
PROFESSIONAL SERVICES	78,800	43,500	55,000
OPERATING SUPPLIES	50,670	622	592
SAFETY APPAREL	-	250	
SAFETY SUPPLIES	3,250	-	16,499
	157,690	51,588	85,146
<u>Public Education/Communications</u>			
MEETING SUPPLIES	500	589	2,486
MEMBERSHIPS/SUBSCRIPTIONS	5,000	6,572	4,918
TRAVEL EXPENSE	3,000	3,000	3,123
OFFICE SUPPLIES	500	1,000	2,081
INFO SYS SUPPLIES/SERVICES	10,000	17,599	2,653
EE RECOGNITION/GOODWILL	500	500	66
DONATIONS/SPONSORSHIPS	1,000	1,000	3,500
MEDICAL SERVICES	-	-	300
TRAINING/EDUCATION	1,200	1,275	781
PROFESSIONAL SERVICES	-		32,999
OPERATING SUPPLIES	1,000	745	710
SAFETY APPAREL	1,000	500	-
SAFETY SUPPLIES	-	176	224
HW DISPOSAL	-	-	4,059
PUBLIC AWARENESS	250,000	55,080	100,774
PA ADVERTISEMENTS	20,000	28,061	55,780
EVENTS	5,000	2,500	5,919
PA PROMOTIONAL ITEMS	3,000	1,500	-
PA SCHOOL PROGRAM	500	250	-
	302,200	120,347	220,372

**MRWMD Fiscal 2022 Preliminary Budget
Department Expense**

Account Description	Budget Fiscal	Amended Budget	Actual Fiscal 2020
	2022	Fiscal 2021	
HHW			
MEMBERSHIPS/SUBSCRIPTIONS	-	100	-
OFFICE SUPPLIES	500	250	-
INFO SYS SUPPLIES/SERVICES	500	-	-
CONTRACTS/OUTSIDE SERVICES	1,000	657	822
TRAINING/EDUCATION	3,000	1,799	317
PROFESSIONAL SERVICES	2,500	-	-
EQUIPMENT R&M	1,000	500	-
FACILITIES MAINTENANCE	30,000	10,000	1,072
DIESEL & GAS	1,000	793	401
OPERATING SUPPLIES	6,000	4,996	5,097
SAFETY APPAREL	1,200	500	411
SAFETY SUPPLIES	12,000	13,850	12,416
HW DISPOSAL	350,000	228,909	274,051
EVENTS	-	-	10
	<u>408,700</u>	<u>262,354</u>	<u>294,598</u>
LCM			
MEMBERSHIPS/SUBSCRIPTIONS	-	-	358
TRAVEL EXPENSE	-	2,500	-
OFFICE SUPPLIES	-	-	2,448
INFO SYS SUPPLIES/SERVICES	-	-	1,270
CONTRACTS/OUTSIDE SERVICES	-	-	17,932
EE RECOGNITION/GOODWILL	-	-	983
MEDICAL SERVICES	-	-	385
TRAINING/EDUCATION	-	-	515
CREDIT CARD FEES	-	751	10,862
PROFESSIONAL SERVICES	-	20,000	-
EQUIPMENT R&M	-	-	1,875
EQUIPMENT RENTAL	-	-	24
FACILITIES MAINTENANCE	50,000	45,799	63,415
FINES & PENALTIES	-	-	300
DIESEL & GAS	-	155	2,006
OIL,ANTIFREEZE,GREASE	-	337	12,068
OPERATING SUPPLIES	-	-	12,068
LCM CASH OVER/UNDER	-	-	250
SAFETY APPAREL	-	-	616
SAFETY SUPPLIES	-	4,223	13,928
RESALE PURCHASES	-	-	3,136
BUYBACK CENTER REDEMPTIONS	-	-	270,242
	<u>50,000</u>	<u>73,765</u>	<u>414,681</u>
LFG			
MEETING SUPPLIES	-	-	6,000
MEMBERSHIPS/SUBSCRIPTIONS	500	-	1,137
TRAVEL EXPENSE	1,000	2,500	2,824
GOVERNMENTAL FEES	4,000	7,500	3,236
OFFICE SUPPLIES	500	575	491
INFO SYS SUPPLIES/SERVICES	2,000	-	1,578
CONTRACTS/OUTSIDE SERVICES	-	157	654
UTILITIES	12,000	12,882	11,584
EE RECOGNITION/GOODWILL	-	-	375
MEDICAL SERVICES	-	-	55
TRAINING/EDUCATION	5,000	5,000	1,289
ENVIRONMENTAL SERVICES	500,000	293,394	198,736
PROFESSIONAL SERVICES	50,000	25,000	56,838
POWER SALES SCHEDULING SERVICE	40,000	43,166	46,522
EQUIPMENT RENTAL	70,000	97,150	129,300
FACILITIES MAINTENANCE	25,000	362,410	361,250
DIESEL & GAS	3,000	4,224	4,012
OPERATING SUPPLIES	100,000	109,082	171,946
SAFETY APPAREL	2,500	2,500	302
SAFETY SUPPLIES	5,000	7,676	8,018
HW DISPOSAL	1,500	250	633
LFG GAS FIELD	25,000	26,272	18,340
LFG GAS SKID	70,000	46,997	133,493
LFG CAT #1	275,000	173,099	184,593
LFG JEN #2	123,000	116,075	145,009
LFG JEN #3	123,000	105,557	297,279
LFG JEN #4	275,000	201,656	254,732
LFG ELECTRICAL DISTRIBUTION	-	-	2,793
	<u>1,713,000</u>	<u>1,643,121</u>	<u>2,043,018</u>

**MRWMD Fiscal 2022 Preliminary Budget
Department Expense**

<u>Account Description</u>	<u>Budget Fiscal 2022</u>	<u>Amended Budget Fiscal 2021</u>	<u>Actual Fiscal 2020</u>
<u>Organics</u>			
CONTRACT RECYCLING	1,220,000	1,383,693	1,352,514
RECYCLING EXPENSE - OTHER	-	-	287,275
RESALE PURCHASES	-	3,325	35,098
	<u>1,220,000</u>	<u>1,387,018</u>	<u>1,674,887</u>
<u>Shop</u>			
MEMBERSHIPS/SUBSCRIPTIONS	2,500	-	-
TRAVEL EXPENSE	1,500	750	730
OFFICE SUPPLIES	2,000	1,000	747
INFO SYS SUPPLIES/SERVICES	13,000	10,094	2,997
MAINTENANCE CONTRACTS	150,000	-	-
CONTRACTS/OUTSIDE SERVICES	-	3,082	4,836
UTILITIES	250	125	254
EE RECOGNITION/GOODWILL	2,500	-	227
HUMAN RESOURCES SERVICES	-	-	236
MEDICAL SERVICES	2,000	1,841	1,711
TRAINING/EDUCATION	16,000	5,000	4,764
EQUIPMENT R&M	1,000,000	713,373	838,966
EQUIPMENT RENTAL	10,000	5,529	-
FACILITIES MAINTENANCE	75,000	58,384	36,094
FINES & PENALTIES	-	-	200
DIESEL & GAS	10,000	3,597	9,344
OPERATING SUPPLIES	100,000	90,367	103,604
SAFETY APPAREL	-	-	1,701
SAFETY SUPPLIES	28,000	26,262	25,316
HW DISPOSAL	-	(738)	4,497
	<u>1,412,750</u>	<u>918,666</u>	<u>1,036,224</u>
<u>MRF Maintenance</u>			
MEMBERSHIPS/SUBSCRIPTIONS	2,500	1,250	1,100
TRAVEL EXPENSE	1,500	750	538
CONTRACTS/OUTSIDE SERVICES	100,000	25,000	-
MEDICAL SERVICES	2,500	3,394	468
TRAINING/EDUCATION	20,000	6,020	3,037
EQUIPMENT R&M	400,000	378,541	335,162
EQUIPMENT RENTAL-	25,000	12,500	-
FACILITIES MAINTENANCE	100,000	37,500	4,500
OPERATING SUPPLIES	75,000	72,461	4,405
SAFETY SUPPLIES	25,000	22,147	16,604
	<u>751,500</u>	<u>559,564</u>	<u>365,815</u>

**MRWMD Fiscal 2022 Preliminary Budget
Department Expense**

Account Description	Budget Fiscal 2022	Amended Budget Fiscal 2021	Actual Fiscal 2020
<u>MRF</u>			
MEMBERSHIPS/SUBSCRIPTIONS	1,000	959	418
GOVERNMENTAL FEES	-	-	347
OFFICE SUPPLIES	2,000	2,330	1,796
INFO SYS SUPPLIES/SERVICES	12,500	6,250	20,600
CONTRACTS/OUTSIDE SERVICES	200,000	151,921	314,062
UTILITIES	250	259	254
EE RECOGNITION/GOODWILL	5,000	3,261	2,144
HUMAN RESOURCES SERVICES	-	50	
MEDICAL SERVICES	10,000	12,543	12,356
TRAINING/EDUCATION	10,000	13,642	6,352
PROFESSIONAL SERVICES	200,000	205,234	126,073
EQUIPMENT RENTAL	2,000	7,500	4,181
FACILITIES MAINTENANCE	300,000	374,695	111,011
FINES & PENALTIES	-	1,250	1,125
DIESEL & GAS	160,000	178,906	169,554
OPERATING SUPPLIES	225,000	204,555	257,996
SAFETY APPAREL	-	5,500	4,600
SAFETY SUPPLIES	100,000	88,693	81,274
HW DISPOSAL	50,000	40,630	22,076
CONTRACT RECYCLING	300,000	350,568	368,000
RESALE PURCHASES	-	27,017	6,473
	1,577,750	1,675,764	1,510,693
<u>Scales</u>			
MEMBERSHIPS/SUBSCRIPTIONS	200	100	195
GOVERNMENTAL FEES	2,000	1,400	1,401
OFFICE SUPPLIES	2,500	2,844	1,635
INFO SYS SUPPLIES/SERVICES	15,000	5,000	13,346
OUTSIDE SERVICES	5,000	-	-
EE RECOGNITION/GOODWILL	500	-	-
MEDICAL SERVICES	200	100	375
TRAINING/EDUCATION	1,500	750	-
CREDIT CARD FEES	100,000	113,784	92,765
EQUIPMENT R&M	25,000	30,840	19,356
FACILITIES MAINTENANCE	15,000	12,300	190,436
OPERATING SUPPLIES	1,500	1,336	1,109
SCALES CASH OVER/UNDER	100	83	20
SAFETY APPAREL	-	500	475
SAFETY SUPPLIES	2,500	1,719	2,494
	171,000	170,756	323,608

**MRWMD Fiscal 2022 Preliminary Budget
Department Expense**

Account Description	Budget Fiscal 2022	Amended Budget Fiscal 2021	Actual Fiscal 2020
<u>Landfill</u>			
MEETING SUPPLIES	-		101
MEMBERSHIPS/SUBSCRIPTIONS	1,000	500	194
TRAVEL EXPENSE	1,000	500	-
OFFICE SUPPLIES	400	110	110
INFO SYS SUPPLIES/SERVICES	1,200	600	887
CONTRACTS/OUTSIDE SERVICES	375,000	236,009	301,633
UTILITIES	60,000	63,927	55,501
EE RECOGNITION/GOODWILL	500	-	245
MEDICAL SERVICES	1,500	1,332	1,359
TRAINING/EDUCATION	3,000	-	1,164
PROFESSIONAL SERVICES	-	330	(3,038)
LEACHATE R&M	15,000	12,500	4,867
EQUIPMENT RENTAL	35,000	38,716	39,502
FACILITIES MAINTENANCE	90,000	58,418	102,296
FINES & PENALTIES	-	-	200
DIESEL & GAS	175,000	218,540	215,541
CNG FUEL	480,000	447,795	295,211
OPERATING SUPPLIES	100,000	126,759	105,012
SAFETY APPAREL	-	5,000	790
SAFETY SUPPLIES	25,000	17,436	20,788
	1,363,600	1,228,472	1,142,363
<u>Site</u>			
MEMBERSHIPS/SUBSCRIPTIONS	3,000	1,804	876
COUNTY/STATE DISPOSAL FEES	1,175,000	1,196,015	1,216,219
SERVICE CONTRACTS	3,000	3,000	-
EE RECOGNITION/GOODWILL	500	270	273
MEDICAL SERVICES	1,000	1,137	375
TRAINING/EDUCATION	1,500	750	1,091
PROFESSIONAL SERVICES	30,000	32,409	32,251
EQUIPMENT RENTAL	125,000	103,851	67,813
FACILITIES MAINTENANCE	5,000	5,000	5,063
DIESEL & GAS	175,000	218,540	215,541
OPERATING SUPPLIES	200,000	533,209	162,959
SAFETY APPAREL	-	750	472
SAFETY SUPPLIES	12,000	10,524	9,601
PA - ADOPT A HIGHWAY	42,000	21,000	-
	1,773,000	2,128,259	1,712,534

MRWMD Fiscal 2022 Preliminary Budget

DEBT SCHEDULE

<i>All \$\$ in Thousands</i>	16/17	17/18	18/19	19/20	20/21	21/22	22/23	23/24	24/25	25/26	26/27
	Actual	Actual	Actual	Actual	Budget	Budget					
Capital Equipment Financing											
2016/17 Compactor	1,150										
2017/18 Dozer & Loader		1,184									
Capital Project Financing											
Revenue Bond Financing 2018			25,007								
Total Debt Proceeds	1,150	1,184	25,007	-	-	-	-	-	-	-	-
DEBT SERVICE											
2015 Revenue Bonds											
Interest Expenses	1,265	1,233	1,189	1,142	1,094	1,037	977	914	854	779	711
Principal	1,080	1,110	1,155	1,205	1,250	1,310	1,370	1,435	1,490	1,565	1,635
Total 2015 Bond Debt Svc	2,345	2,343	2,344	2,347	2,344	2,347	2,347	2,349	2,344	2,344	2,346
2018 Revenue Bonds											
Interest Expenses	-	-	405	1,107	1,070	1,031	990	947	902	854	804
Principal	-	-	265	745	780	820	860	905	950	1,000	1,045
Total 2018 Bond Debt Service	-	-	670	1,852	1,850	1,851	1,850	1,852	1,852	1,854	1,849
Capital Equipment - Interest											
2016/17 Compactor	-	29	23	18	12	6	-	-	-	-	-
2017/18 Dozer & Loader	-	-	39	32	24	16	8				
Capital Equipment - Principal											
2016/17 Compactor	-	219	224	230	236	241	-	-	-	-	-
2017/18 Dozer & Loader			222	229	236	244	252	-	-	-	-
Total Debt Service											
Total Interest	1,265	1,262	1,656	2,299	2,201	2,091	1,975	1,861	1,756	1,634	1,515
Total Principal	1,080	1,329	1,866	2,409	2,502	2,616	2,482	2,340	2,440	2,565	2,680
Total Debt Service	2,345	2,591	3,522	4,708	4,703	4,706	4,458	4,201	4,196	4,199	4,195
TOTAL NET FROM FINANCING	(1,195)	(1,407)	21,485	(4,708)	(4,703)	(4,706)	(4,458)	(4,201)	(4,196)	(4,199)	(4,195)
DEBT SERVICE RATIOS											
Current Revenue	29,991	29,991	37,746	36,549	36,505	38,249	39,396	40,578	41,796	43,050	44,341
Less: Maintenance & Operating Expenses	25,791	25,791	29,177	28,982	27,921	28,996	29,866	30,762	31,685	32,635	33,614
Net Current Revenue	4,200	4,200	8,569	7,567	8,584	9,253	9,531	9,817	10,111	10,414	10,727
Debt Principal & Interest	2,345	2,591	3,522	4,708	4,703	4,706	4,458	4,201	4,196	4,199	4,195
Ratio Net Current Rev. to Debt Service	1.79	1.62	2.43	1.61	1.83	1.97	2.14	2.34	2.41	2.48	2.56

FY 2022 BUDGET - CAPITAL SPEND PLAN

All \$\$ in Thousands	20/21 Budget Approved	20/21 Budget Amended	21/22	22/23	23/24	24/25	25/26	26/27
CAPITAL OUTLAY PLAN								
Mobile Equipment	1,986	1,788	3,880	3,210	3,135	1,865	2,265	1,545
Capital Improvements	5,375	6,429	14,775	5,680	5,815	5,095	7,890	5,480
TOTAL CAPITAL INVESTMENT	7,361	8,217	18,655	8,890	8,950	6,960	10,155	7,025

FY 2022 BUDGET - CAPITAL SPEND PLAN									
	Dept	20/21 Budget Approved	20/21 Budget Amended	21/22	22/23	23/24	24/25	25/26	26/27
MOBILE EQUIPMENT									
Computer Hardware/Software	ADM	25	25						
Replace Copier, Document Management & other office hardware	ADM	10	10						
Replace Office Furniture	ADM	30	30						
Replace 2005 Ford Expedition	ADM						80		
Replace 2002 LC09 Forklift	LCM				80				
Replace 1999 GMC Flatbed	HHW						30		
Replace 1999 D6R Dozer - LF06	LFO			610					
Replace Tarpomatic 2004 - LF15	LFO		75						
Replace 2006 John Deere 6415 Ag Tractor LF18	LFO				170				
Replace 2007 836H Compactor - LF22	LFO	1,300	1,275						
Replace 2002 CAT 740 Articulated Haul Truck LF12	LFO			900					
Replace 2005 D9T Dozer - LF16 - with D8	LFO					940			
Replace 2001 627G Scraper LF02 with articulating ejector truck	LFO				900				
(LF) LF26 D8T Dozer 2016 (Replacement FY 25/26 \$1,000,000)	LFO			110	75	30			
LF27 836K Compactor 2016 - Replace Wheels	LFO				85				
(LF) LF29 D8T Dozer 2017 capitalized maintenance (Replacement FY 27/28)	LFO				175				
(LF) LF30 D8T Dozer 2019 capitalized maintenance	LFO				180		30		
(LF) LF31 D8T Dozer 2019 capitalized maintenance	LFO						180		
MRF Bin/Box replacement	MRF			25	25	25	25	25	25
MRF new Roll-off Box purchases (10 40yd)	MRF								
MR18 PV500 Pacific Tec 1998 - Liquid vacuum unit - Replace	MRF	65	-	65					
Replace 2009 Volvo Roll-Off Truck MR37	MRF			325					
Replace 2009 Volvo Roll-Off Truck MR38	MRF			325					
MR42 324DL Excavator 2010 - Replace	MRF	350	277						
Replace 2011 324DL Excavator MR43	MRF			35		350			
2005 938G Wheel Loader with 950BR (MR27)	MRF								
Replace 2012 966K Wheel Loader MR46 (hand down for LF26)	MRF			575					
Replace MR44 2008 IHC Semi Truck (MRF) w/new CNG unit	MRF			150					
Replace MR45 2008 IHC Semi Truck (MRF) w/new CNG unit	MRF			150					
Replace 2017 MR50 Caterpillar Forklift	MRF							60	
(MRF) MR55 938M Wheel Loader 2018 (Replacement 29/30 \$300K)	MRF					90		30	
950M Wheel loader (purchased 2019) - engine & transmission rebuild	MRF					100			
Miscellaneous MRF Equipment purchases/replacements	MRF	20	20	20	20	20	20	20	20

FY 2022 BUDGET - CAPITAL SPEND PLAN									
	Dept	20/21 Budget Approved	20/21 Budget Amended	21/22	22/23	23/24	24/25	25/26	26/27
MOBILE EQUIPMENT									
Replace Sterling Service Truck - SH07	SHO	90	-	190					
Replace 2007 Ford F-150 2WD (SHOP) - SH13	SHO	35	35						
Outer year equipment purchase/replacement contingency	SHO		-		1,500	1,500	1,500	1,500	1,500
Replace 2006 Genie Light Tower - SI57	SIT	6	5						
Genie Light Tower - Used			6						
Box Scraper - New	SIT	25	-	75					
Replace 1998 Chev Site pick up truck SI33						30			
Replace 2002 Ford F-150 4x4 (LF) - SI54	SIT	30	30						
Replace 2010 Volvo Water Truck SI58	SIT		-	325					
Replace 2008 Water truck	SIT							600	
Replace 2011 Dump Truck SI65	SIT		-			50			
Replace 1998 Chev Site pick up truck SI81	SIT							30	
TOTAL MOBILE EQUIPMENT EXPENSES		1,986	1,788	3,880	3,210	3,135	1,865	2,265	1,545

FY 2022 BUDGET - CAPITAL SPEND PLAN									
All \$\$ in Thousands	Dept.	20/21 Budget Approved	20/21 Budget Amended	21/22	22/23	23/24	24/25	25/26	26/27
CAPITAL IMPROVEMENT PROJECTS									
Admin Building	ADM	75	-	55	25	25	25	175	2,000
Truck Yard	ADM		-	50	350	50	50	350	25
HHW Facility	LCM	25	25	75	20	20	50	20	20
LCM Retail Store	LCM	150	45	120	20	20	20	20	20
Public Recycling Drop-off	LCM	35	35	15					75
LFGTE Facility	LFG		180	75	75	75	75	75	75
LFGTE Plant Flow Meters	LFG	25	25						
M1W Power Connection	LFG		-	500	2,000				
Misc. LFG - CEC Grant	LFG	450	1,598	450					250
CEC Grant H2S Treatment System	LFG	350	350						
CEC Grant Reimbursements	LFG	(1,800)	(1,800)						
Energy & Organic Waste Proc. Tech. Assess.	LFG	250	50	250	250	250	250		
Compost Site	LFO		2,324	2,500					
Module 6 Development	LFO		290						
Module 7 Development	LFO	3,000	175	8,500	500				
Module 8 Development	LFO	75	-	-	-	225	3,000	6,000	
Leachate Management	LFO	100	100	75	575	75	75	200	75
LFG Management	LFO	350	1,300	175	375	75	400	75	425
LFG Condensate Management	LFO	75	75	50	75	75	75	250	75
Misc. Landfill	LFO	65	350	75	75	75	75	75	75
Storm Water Management - (Design, Permit, Constr	LFO	75		75	225	3,000	100	100	100
MRF 2.0 Capital Equipment Replacement	MRF	100	50	50		450			150
MRF OCC Disc Screen Project	MRF	175	244						
MRF 2.5 C&D Concept Design/Evaluation	MRF				150	250			
MRF EQUIP OPT Investment	MRF			75	750	750			
Scales - 4 New Below-Grade Decks	SCL	300	398	-	15	300	300	300	15
Scale House Add. (Concpt & Final Des.-Function & A	SCL	250	75	350					
Maintenance Shop Building	SHO		55				250		
Old Shop Building	SHO	50					250		
Wash Pad Facility	SHO				100				

FY 2022 BUDGET - CAPITAL SPEND PLAN									
<i>All \$\$ in Thousands</i>	Dept.	20/21 Budget Approved	20/21 Budget Amended	21/22	22/23	23/24	24/25	25/26	26/27
Site Entrance Upgrade	SIT								
Paved Roads	SIT	1,100	400	1,160				150	2,000
Misc. Site	SIT	50	85	50	50	50	50	50	50
Misc. Facilities	SIT	50		50	50	50	50	50	50
TOTAL CAPITAL IMPROVEMENT EXPENSES		5,375	6,429	14,775	5,680	5,815	5,095	7,890	5,480



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: April 30, 2021
TO: Board of Directors
FROM: General Manager
SUBJECT: Reversal of Wage Concessions

RECOMMENDATION: Informational Only

BACKGROUND & DISCUSSION

The original 2020/21 FY Budget was created during the outset of the COVID-19 pandemic when its impacts on the District's future business was uncertain. As such, several employees volunteered wage concessions in the form of paycuts and deferral of cost of living (COLA) pay increase to help meet budget requirements. The wage concessions were contingent on reversal of the same if certain conditions were met during the fiscal year. The financial strength of the first half of the year enabled the District to begin reversing some of the wage concessions in January 2021, as noted in the FY2020/21 Amended Budget approved by the Board at the January Board Meeting.

As the District's financial strength remains steady and all agreed-upon conditions are certain to be met, Staff intends to request Board approval at the May 2021 Board meeting, to reverse all wage concessions that remain and make all employees whole at this time. Specifically, the wage adjustments to be requested to reverse all remaining wage concessions are as follows:

- a. Eligible Confidential or Unrepresented, Non-Exempt Employees: A 3.5% COLA pay increase for the period of July 1, 2020 to September 30, 2020.
- b. Eligible Management Unit employees and Directors: A 1.5% COLA pay increase for the period of July 1, 2020 thru September 30, 2020.
- c. All Directors: Reversal of 5% pay cut for the period of July 1, 2020 thru September 30, 2020.
- d. General Manager: Reversal of 10% pay cut retroactive to July 1, 2020.
- e. General Manager: Requesting the same COLA (1.5%) adjustment that was granted to all other District Managers be provided to the General Manager for FY 2020/21.

FINANCIAL IMPACT

These wage changes are estimated to total approximately \$55,000. This amount was included in the FY2020/21 Amended Budget approved by the Board at the January Board Meeting.

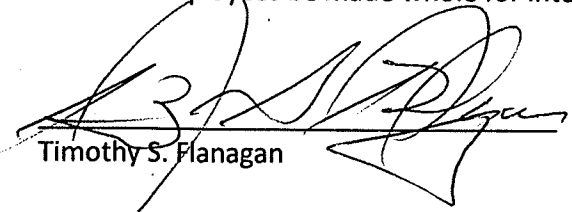
Reversal of Wage Concessions

April 30, 2021

Page 2

CONCLUSION

Staff requests the Personnel Committee support reversal of the wage concessions taken in FY 2020/21 and all affected employees be made whole for internal equity purposes.


Timothy S. Flanagan