

NOTICE & AGENDA



Regular Meeting of the Monterey Regional Waste Management Authority Board of Directors

July 22, 2022, 9 a.m.

In-Person: [Bales Board Room](#)

Virtually: <https://us02web.zoom.us/j/84014019150>

Meeting ID: 840 1401 9150

Please see meeting information notice at the end of this agenda for more details.

Call to Order

Roll Call & Establishment of Quorum

Chair: Jason Campbell, City of Seaside

Vice Chair: Jerry Blackwelder, City of Sand City

Directors: Leo Laska, Pebble Beach Community Services District

Bruce Delgado, City of Marina

Carrie Theis, City of Carmel-by-the-Sea

Dan Albert, City of Monterey

Kim Shirley, City of Del Rey Oaks

Wendy Root Askew, County of Monterey

Bill Peake, City of Pacific Grove

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. For information about submitting public comments in writing in advance of the meeting, please see the Meeting Information section of this agenda.

Consent

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

1. Approve Minutes of January 21, 2022, Regular Authority Board Meeting.
2. Adopt Resolution (2022-1A) Establishing Investment Policy Guideline for District for Fiscal Year 2022/23
Recommendation: Approve the Consent agenda items

Discussion/Action

Staff Reports

Physical Address

14201 Del Monte Blvd.
Salinas, CA 93908

Mailing Address

P.O. Box 1670
Marina, CA 93933

Phone / Fax

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@ReGenMonterey

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Other Correspondence

General Manager Communications

Board 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, real property negotiations or to confer with the ReGen Monterey's Meyers-Milias-Brown Act representative.

Return to Open Session

Please note: A report out and announcement concerning the closed session will be provided. Anyone requesting a report out of closed session items may contact the board clerk.

Adjournment

Next Meeting Date: January 21, 2023

MEETING INFORMATION

Virtual & Regular Meeting Notice: The meeting will be held (1) virtually via Zoom and is compliant with California Government Code Section 54953(e)(1)(A), with Governor Newsom's executive Order N-29-20 and with the Recommendation of the Monterey County Health Official dated September 22, 2021, regarding social distancing including remote meetings of legislative bodies, which together allow local legislative bodies to hold public meetings electronically or 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, and (2) as a regular meeting.

To join the Zoom webinar: Click on this link: <https://us02web.zoom.us/j/85307099669> 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: 853 0709 9669

Public Comments: If you are unable to participate virtually or via telephone, you may also submit your comments by e-mailing the board clerk at JGonzales@ReGenMonterey.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 p.m. on the day prior to the scheduled meeting. All submitted comments will be provided to the Board and may be read into the record or compiled as part of the record.

Posting Information

This agenda was posted at the ReGen Monterey administrative offices at 14201 Del Monte Blvd, Salinas, CA, 93908. The agenda, including staff reports and additional information regarding



these items, are available on our website at ReGenMonterey.org and our administrative office during regular business hours (additional fee may apply for copying).

This agenda is subject to revision and may be amended prior to the scheduled meeting. If amended, a final agenda will be reposted.

Accessibility

All meetings are open to the public. ReGen Monterey does not discriminate against persons with disabilities and the boardroom is wheelchair accessible. In compliance with the Americans Disabilities Act, if you need special assistance to participate, please contact Board Clerk, Ida Gonzales at 831-384-5313 or email IGonzales@ReGenMonterey.org. Notification 48 hours prior to the meeting will enable us to make reasonable arrangements to ensure accessibility to this meeting. Later requests will be accommodated to the extent feasible. Recordings of meetings can be provided upon request.

BOARD OF DIRECTORS

JASON CAMPBELL
Chair

JERRY BLACKWELDER
Vice Chair

LEO LASKA
BRUCE DELGADO

CARRIE THEIS

DAN ALBERT

KIM SHIRLEY

WENDY ROOT ASKEW



FELIPE MELCHOR
General Manager

GUY PETRABORG, P.E., G.E.
Director of Engineering &
Compliance

TIM BROWNELL
Director of Operations

ZOË SHOATS
Director of Communications

ROBERT WELLINGTON
Legal Counsel

**MONTEREY REGIONAL
WASTE MANAGEMENT DISTRICT**
Home of the Last Chance Mercantile

**MONTEREY REGIONAL WASTE MANAGEMENT AUTHORITY
REGULAR MEETING MINUTES**

Friday, 9:00 a.m.
January 21, 2022

MRWMD Bales Boardroom and Via Zoom
14201 Del Monte Blvd., Monterey County, CA

MEMBERS PRESENT: Jason Campbell, (Chair) City of Seaside Councilmember
Jerry Blackwelder, (Vice Chair) City of Sand City Vice Mayor
Leo Laska, Pebble Beach Community Services District Director
Carrie Theis, City of Carmel-by-the-Sea Councilmember
Dan Albert, City of Monterey Councilmember
Kim Shirley, City of Del Rey Oaks Councilmember
Wendy Root Askew, (Unincorporated) Monterey County Board of
Supervisors Chair (District 4)

MEMBERS ABSENT: Bruce Delgado, City of Marina Mayor
Luke Coletti, City of Pacific Grove

STAFF PRESENT: Felipe Melchor, General Manager
Rob Wellington, Legal Counsel
Guy Petrabor, Director of Engineering & Compliance
Tim Brownell, Director of Operations
Zoe Shoats, Director of Communications
Berta Torres, Human Resources Manager
David Ramirez, Senior Engineer
Garth Gregson, Accounting Manager
Giselle Koptapeh, Assistant Accounting Manager
Kristin O'Hara, Communications and Public Education Manager
Ida Gonzales, Executive Assistant /Board Clerk
Rosemary Perez, Accounting Technician
Erica Espinoza, Accounting Assistant
Jessica Dakis, Human Resources Coordinator
Tim Flanagan

OTHERS PRESENT: Mike Niccum, Pebble Beach Community Services District
Ted Terassas, City of Monterey
Todd Reynolds, Kennedy Jenks
Freya Read, VTC/Last Chance Mercantile
Tori Olson, VTC/Last Chance Mercantile
Kurt Schake, VTC/Last Chance Mercantile
Kacey Christie

ROLL CALL AND ESTABLISHMENT OF QUORUM

Notice duly given and presence of a quorum established, the January 21, 2022 Regular Meeting of the Monterey Regional Waste Management Authority Board of Directors was called to order by Chair Campbell at 9:04 a.m.

ELECTION OF OFFICERS

Following recommendation from the Nominating committee the Board appointed Director Campbell to serve as Chair and Director Jerry Blackwelder to serve as Vice Chair.

It was moved by Director Albert, seconded by Director Askew and unanimously carried To appoint Director Campbell to serve as Chair and Director Blackwelder to serve as Vice Chair.

PUBLIC COMMUNICATIONS

Anyone wishing to address the Board on matters *not* appearing on the *Authority* 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.

No Public Comments

GENERAL MANAGER COMMENTS

WELCOME NEW GENERAL MANAGER

CONSENT AGENDA

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

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

- 1) Approve Minutes of October 22, 2021.

ADJOURNMENT

There being no further business to come before the Board at this time, the January 21, 2022. Regular Meeting of the Monterey Regional Waste Management District Board of Directors was adjourned by Chair Campbell at 9:04 a.m.

RECORDED BY:



Ida Gonzales
Executive Assistant/ Board Clerk

AUTHENTICATED BY:



Felipe Melchor
General Manager/Secretary

MEMO



Consent Item #: 2

Meeting Date: July 22, 2022

To: Board of Directors
From: Director of Finance & Administration, Helen Rodriguez
Approved by: General Manager, Felipe Melchor

Subject: Investment Policy and Guidelines for Fiscal Year 2022/2023

Recommendation

That the Board adopt Resolution 2022-1A establishing the Monterey Regional Waste Management (Authority) Investment Policy and Guidelines for Fiscal Year 2022/2023 and direct staff to continue to establish an annual investment policy.

Background

California Government Code Section 53646(a)(2) states that the treasurer or chief fiscal officer of any local agency may annually render to his/her legislative body and any oversight committee and investment policy, which the legislative body shall consider at a public meeting.

It is staff's opinion that an investment policy should always be in place. While no longer required by statute, it is in the best interest of the Authority to present and discuss the policy at a public meeting, and then have the policy approved by a vote of the Board. A public vote signifies that the Authority shares fiduciary responsibility with the chief fiscal officer, increases the authority and legitimacy of the investment policy, and provides transparency and disclosure.

Local agencies may invest only in those instruments specified in State law. Government Code Sections 16429.1, 53601, 53601.6, 53601.7, 53601.8, 53635, 53635.2, 53638, and 53684 include a number of requirements on how and where public money may be invested. The Authority Policy and Guidelines, unchanged from the prior year, comply with these limitations. Staff is recommending their approval.

Attachment: Resolution 2022-1A – A Resolution of the Monterey Regional Waste Management Authority Establishing the Authority Investment Policy and Guidelines for the Fiscal Year 2022/2023

Exhibit A – Investment Policy and Guidelines for Fiscal Year

Physical Address

14201 Del Monte Blvd.
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P.O. Box 1670
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- 3) Return on Investment. The investment portfolio of the Authority shall be designed with the objective of attaining a market rate of return on its investments consistent with the constraints imposed by its safety objective and cash flow considerations.

V. Delegation of Authority

The management responsibility for the investment program is hereby delegated to the Director of Finance and Administration who shall monitor and review all investments for consistency with this investment policy. No person may engage in an investment transaction except as provided under the limits of this policy.

VI. Ethics and Conflict of Interest

Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program, or which could impair their ability to make impartial decisions.

VII. Permitted Investment Instruments

The following are the authorized investment instruments for the District:

1. **Local Agency Investment Fund (LAIF).** Investment of funds in the California LAIF which allows the State Treasurer to invest through the Pooled Money Investment Account (PMIA). Maximum investment is subject to state regulation.
2. **Treasury Bills and Notes.** United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
3. **Securities of the U.S. Government or its Agencies.** Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
4. **Certificates of Deposit.** Negotiable certificates of deposit in FDIC or FSLIC insured accounts, issued by a nationally or state-chartered bank, a savings association or a federal association (as defined by Section 5102 of the Financial Code), a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Purchases of negotiable certificates of deposit shall not exceed 30 percent of the agency's moneys that may be invested pursuant to this section.

VIII. Reporting Requirements

Monthly investment reports shall be submitted to the Board. The report shall include the type of investment, issuer, date of maturity, current annual yield, and cost, market and par values. In addition, reports will include certification that:

- 1) All investment actions executed in the latest report have been made in full compliance with the Investment Policy and;
- 2) There are adequate funds to meet budgeted and actual expenditures for the next six months for the Authority.

Monterey Regional Waste Management Authority

RESOLUTION NO. 2022-1A

**A RESOLUTION OF THE
MONTEREY REGIONAL WASTE MANAGEMENT AUTHORITY
ESTABLISHING THE AUTHORITY INVESTMENT POLICY AND GUIDELINES
FOR THE FISCAL YEAR 2022/23**

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WHEREAS; the legislative body of a local agency may invest surplus monies not required for the immediate necessities of the local agency in accordance with the provisions of California Government Code Sections 16429.1, 53601, 53601.6, 53601.7, 53601.8, 53635, 53635.2, 53638 and 53684, and et seq; and

WHEREAS; the Legislature of the State of California has declared that the deposit and investment of public funds by local officials and local agencies is an issue of statewide concern and has passed legislation to restrict permissible investments and promote oversight procedures; and

WHEREAS; it is necessary to establish the policy and guidelines for the District to invest public funds in a manner which will provide a high level of safety and security of principal; and

WHEREAS; the Director of Finance and Administration shall annually prepare and submit a statement of investment policy and such policy, and any changes thereto, shall be considered by the legislative body at a public meeting; and

WHEREAS; the District Investment Policy and Guidelines for Fiscal Year 2022/23 has been developed and presented to this Board this date;

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Monterey Regional Waste Management Authority that it does hereby adopt the attached (EXHIBIT A) Investment Policy and Guidelines and authorizes and directs the Director of Finance and Administration to use said Policy and Guidelines in the investment of District funds.

PASSED AND ADOPTED at a regular meeting by the Board of Directors of the Monterey Regional Waste Management Authority duly held on July 21, 2022, by the following votes:

AYES:

NOES:

ABSENT:

Jason Campbell, Chair of the Board

ATTEST:

Felipe Melchor
General Manager/Board Secretary