

BOARD OF DIRECTORS

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MONTEREY REGIONAL
WASTE MANAGEMENT DISTRICT
Home of the Last Chance Mercantile

Revised

FINANCE COMMITTEE MEETING
AGENDA

FELIPE MELCHOR
General Manager

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

JAY RAMOS
Director of Operations

HELEN RODRIGUEZ
Director of Finance & Administration

ZOË SHOATS
Director of Communications

ROBERT WELLINGTON
Legal Counsel

Wednesday, July 6, 2022

Bales Boardroom

9:00 a.m.

14201 Del Monte Blvd., Monterey County, CA

Please Note: 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,2) and as a regular meeting, To join the zoom webinar, click on this link: <https://us02web.zoom.us/j/89356083310> 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: **893 5608 3310** Public Comments: if you are unable to participate virtually or via telephone, you may also submit your comments by e-mailing them to igonzales@mrmwd.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 July 5, 2022. All submitted comments will be provided to the Board and may be read into the record or compiled as part of the record.

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 Single Stream Recyclables (SSR) Contract Renewals
2. Internal Cost Rate Study for District Services
3. Funding of Capital Reserves
4. Finance Committee Purpose and Responsibilities

GM 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 District's Meyers-Milias-Brown Act representative.

1. Conference with Labor Negotiators:

District Negotiators: Felipe Melchor, Helen Rodriguez and Berta Torres
Employee Organizations: Operating Engineers

2. Conference with Property Negotiators

Property: Landfill Site Space/Capacity

District Negotiators: Felipe Melchor, Guy Petraborg, Jay Ramos, Helen Rodriguez and Garth Gregson

Terms Being Negotiated: Price and Terms of Payment

Negotiating Party: City of Scotts Valley

ADJOURNMENT

NEXT MEETING DATE: Wednesday, August 3, 2022 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: July 1, 2022
TO: Finance Committee
FROM: General Manager
SUBJECT: Finance Committee Meeting of July 6, 2022

ITEMS FOR COMMITTEE CONSIDERATION, DISCUSSION AND ACTION

1. Review Single Stream Recyclables (SSR) Contract Renewals

General Manager will be provided information at the meeting for discussion.

Recommendation: Provide Direction to Staff

2. Internal Cost Rate Study for District Services

General Manager will be provided information at the meeting for discussion.

Recommendation: Provide Direction to Staff

3. Funding of Capital Reserves

Staff requests that the committee provide input on funding the Capital Reserves.

Recommendation: Provide Direction to Staff

4. Finance Committee Purpose and Responsibilities

Recommendation: Provide Direction to Staff

GENERAL MANAGER COMMUNICATIONS

Strategic Planning: A Special Meeting/Strategic Planning Retreat was held on May 18, 2022. At that meeting, staff alongside consultant, Catherine Hambley of Brain-Based Strategies Consulting, presented the draft strategic plan and received feedback and recommendations from the Board. Since that time, staff has met with to incorporate the Board's recommendations. Staff plans to bring back the finalized plan for approval at the July 22, 2022 Board Meeting.

MBARD NOV-22-013 – 3-Hour Average Flare Temperature Deviation: The District received a Notice of Violation from the Monterey Bay Air Resources District (MBARD) for deviations from the 3-hour average Flare temperature requirement for August 5, 2021 in the periods of 1800-2100 hours and 2100-2400 hours; and August 6, 2021 in the periods of 0300-0600 hours and 0600-0900 hours. During those time periods the Flare operations were not able to consistently maintain the combustion zone temperature at or near the Temperature Control Setpoint for the Flare. The low temperatures likely resulted from variations in gas quality, inadequate control response of air-fuel mixture, and low gas flow rates at that time. Similar deviations occurred earlier in the year and led to the District installing a Remote Monitoring and Control System (RMC) in November 2021 to actively monitor the Flare operations on a continuous basis. The RMC provides notification alarms to staff when deviations from normal operations are detected. As the prior

temperature deviations were part of a Settlement Agreement with MBARD, and the RMC was one of the stipulated response that provide new operational controls to prevent temperature deviations, the settlement of this NOV is under review and consideration by MBARD.

MBARD NOV-22-019 – Moving Stationary Backup Generator: The District received a Notice of Violation from the Monterey Bay Air Resources District (MBARD) for moving a permitted stationary emergency engine generator set and operating it at a different location onsite during a utility power outage on June 4, 2022. The trailer mounted backup generator is stationed at the Truck Yard. In the early morning hours of Saturday June 4th a utility power outage occurred. PG&E’s initial estimate to restore power was 1 – 2 hours. After 5 hours had elapsed, PG&E’s new estimate to restore power was 1 – 2 hours. After 7 hours had elapsed, staff made the decision to move the backup generator to the LFG Gas Plant to operate the LFG Blower Skid and Flare so as restore LFG extraction from the landfill. The utility power was restored on Sunday morning and the backup generator was shut down and disconnected. The District received a fine of \$1,664 for this rule violation.

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1. Conference with Labor Negotiators:
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District Negotiators: Felipe Melchor, Guy Petraborg, Jay Ramos, Helen Rodriguez and Garth Gregson
Terms Being Negotiated: Price and Terms of Payment
Negotiating Party: City of Scotts Valley

ADJOURNMENT

Respectfully submitted,



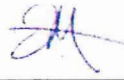
Felipe Melchor



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: July 1, 2022
TO: Felipe Melchor, General Manager
FROM: Helen Rodriguez, Director of Finance and Administration
SUBJECT: Purpose and Responsibilities of Finance Committee

Reviewed by:  Date: 7/1/22
General Manager

RECOMMENDATION: Staff recommends that the Finance Committee provide guidance in defining its purpose and responsibilities for approval by the District Board of Directors (Board).

BACKGROUND: On June 22, 2022, the Board discussed questions regarding the Personnel and Finance Committees and was presented with background information. To recap:

- On May, 1994, the Board formed a subcommittee to advise staff on Personnel and finance issues for the coming fiscal year.
- On April, 1996 the Board directed the Budget/Personnel Committee to review the draft budget, classification study, and Union and Management employee units.
- On March, 1997 the Board appointed an Adhoc Budget Committee to work on draft budget for the coming fiscal year.
- April 21, 2000, the Board appointed a single Ad Hoc Finance Committee to work with staff on the preliminary budget and personnel issues.
- On February 20, 2015, the Board approved the Chair of the Board of Directors to maintain a list of standing committees, to invite Board members to participate on a minimum of one committee, and may appoint members, if necessary.
- To date a separate Personnel Committee and Finance Committee has met regularly to discuss personnel matters or financial matters, respectively.

DISCUSSION: On June 22, 2022, legal counsel provided background information regarding District's Standing Committees and that to his knowledge there are no "charters" as such for the Personnel and Finance Committees, but rather that these committees were established by Board action some time ago at the specific request of the General Manager or Staff, to give the GM and management an additional opportunity to provide further and advance information to groups of board members, and to discuss matters and get initial feedback, and if appropriate, recommendations from them prior to the Board meeting. The Board received the information and requested to review the purpose and responsibility of the committees. Currently, while no formal guidelines or "charters" exist, the Finance Committee reviews contracts, the budget, monthly and annual operations results, capital expenditures, and matters that have a financial impact for the District.

FINANCIAL IMPACT: There is no financial impact on this matter.

CONCLUSION: Staff is requesting direction from the Finance Committee on defining its purpose and responsibility.



Signature