



# Memorandum

## MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

**DATE:** January 12, 2007  
**TO:** Board of Directors  
**FROM:** General Manager  
**SUBJECT:** Agenda Information for the January 19, 2007 Board Meeting

### CALL TO ORDER AT 9:30 AM

### INTRODUCTION OF NEW BOARD MEMBER LIBBY DOWNEY

Monterey has appointed Councilwoman Libby Downey to the District Board, replacing Mayor Dan Albert who served on the District Board for 15 years, and whose term expired at the end of 2006. Councilwoman Downey has been a regular attendee on the District's Litter Committee, representing the City of Monterey. Please welcome her to the Board.

### ROLL CALL AND ESTABLISHMENT OF QUORUM

### PLEDGE OF ALLEGIANCE

### PUBLIC COMMUNICATIONS

Anyone wishing to address the Board on matters not appearing on the Agenda may do so now. The public may comment on any other matter listed on the agenda at the time the matter is being considered by the Board.

### PRESENTATIONS

- 1) **Adopt Resolution (2007-01) of Appreciation for Outgoing Monterey Representative Dan Albert**

Mayor Albert came to the Board in April 1991 and has served as Chair for nearly five years. We plan to show a brief power point presentation to highlight District developments over the time period Mayor Albert served on the Board. We are very grateful for the knowledge, experience, and leadership he has provided during his time here and wish him well.

**2) Three Year Award to Director Leo Laska**

**ELECTION OF NEW CHAIR AND VICE CHAIR FOR REMAINDER OF FISCAL YEAR**

The term of Chair and Vice Chair of the Board run for a period of one year, with re-election occurring at the July meeting, and with no limitations on the number of the terms served. Dan Albert served as Chair for nearly five years and Director McCloud has served as Vice-Chair for over three years. The Board will need to elect a new Chair, and possibly a new Vice Chair.

**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.

**3) Approve Minutes of December 15, 2006 Regular Board Meeting**

**4) Approve Report of Disbursements**

**5) Ratify Purchase of Used Maintenance Truck**

Please refer to the enclosed memo from Equipment Maintenance Manager Ron Mooneyham. Funds to purchase this used vehicle were included in the budget; it has been purchased and is in service.

*Recommendation: Ratify Purchase of Used Maintenance Vehicle.*

**6) Authorize Preparation of Specifications and Call for Bids for Items in Capital Outlay Budget Including Landfill Compactor, Upgraded Camera System, Fire Suppression System and Landfill Gas Project Improvements**

Please refer to the enclosed memo from Assistant General Manager Tim Flanagan. The Capital Outlay items recommended in the memo for purchase are all included in the budget.

*Recommendation: Authorize Preparation of Specifications and Call for Bids for Items in Capitol Outlay Budget.*

**7) Authorize Purchase of Three Replacement Pickup Trucks**

Please refer to the enclosed memo from Equipment Maintenance Manager Ron Mooneyham. These replacement vehicles will be used on-site and funds have been included in the budget.

*Recommendation: Authorize Purchase of Three Replacement Pickup Trucks*

**8) Authorize Phase I Upgrades to District Site Camera System**

Please refer to enclosed memo from Information Systems Manager Don Prescott. The existing surveillance camera system is used to aid in site operations and security. It has been in operation for ten years and needs to be upgraded. Funds have been included in the budget for this work.

*Recommendation: Authorize Phase I Upgrades to District Site Camera System.*

**9) Authorize Extended Leave of Absence for District Employee**

Please refer to the enclosed memo from Administrative Services Manager Rich Norton.

*Recommendation: Authorize Extended Leave of Absence for District Employee.*

**ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION**

**10) Receive Presentation on Comprehensive Recycling Community (CRC) Program from Department of Conservation**

Please refer to the enclosed memo from Public Education and Recycling Manager Jeff Lindenthall. The Department of Conservation has requested time to make a brief presentation to the Board on their 2007 Comprehensive Recycling Community Program to be carried out locally.

*Recommendation: No action required.*

**11) Approve 2007 Board Meeting and Other Events Calendar**

Please refer to the enclosed 2007 Board meeting calendar, which shows Board meeting dates proposed for the regular meeting time of 9:30 a.m. on the third Friday of the month.

The calendar also includes several Special District and SWANA solid waste seminar and training dates. SWANA's 30<sup>th</sup> Annual Landfill Gas Symposium will be held in Monterey, March 4-8; the Landfill Symposium will be held in San Diego June 25-30; and Wastecon will be held in Reno on October 15-18. Please consider attending one or more of these excellent symposiums.

*Recommendation: Approve Board Meeting Calendar.*

**12) Authorize Agreement with The Ingram Group to Facilitate Board Strategic Planning Workshop in April 2007**

Please refer to the attached memo from Administrative Services Manager Rich Norton. Following the October 2006 Board meeting, the Board directed staff to request proposals for assistance in carrying out the proposed Board Strategic Planning Session in April 2007. Three proposals were received and reviewed by staff, with the proposal from The Ingram Group judged to be most responsive to the District's needs at a cost not exceeding \$5,800. Candace Ingram proposes to work with management staff prior to the April workshop, to develop ideas and concepts for discussion that day. The workshop is tentatively planned for Thursday, April 26<sup>th</sup>, with a backup date of Wednesday, April 18<sup>th</sup> (two days prior to the Board's regular meeting). Please check your calendars so we may select an agreeable date for the April workshop.

*Recommendation: Authorize Agreement with The Ingram Group.*

**13) Authorize Scope of Work from SCS Engineers to Provide Solid Waste Planning Services**

Please refer to the enclosed memo from Assistant General Manager Tim Flanagan. Proposals were solicited from SCS Engineers and from Shaw Environmental Group (formerly EMCON). The proposal from SCS was judged to be most responsive to assist the District in preparation for the Strategic Planning Workshop in April and in assessing longer term needs in planning future operations. With concurrence of the Board, we propose to have SCS make a 20 to 30 minute presentation at the February Board meeting on conversion technologies, and again in March on technologies or ideas that may be most worthy of consideration in future District operations in achieving higher diversion levels.

*Recommendation: Authorize Scope of Work from SCS Engineers.*

**14) Review December 7, 2006 Safety Committee Meeting Minutes**

Please refer to the enclosed Safety Committee Meeting Minutes from the meeting of December 7, 2006.

*Recommendation: No Action Required.*

**15) Review Financial Reports and Mid-Year 2006/2007 Fiscal Year Budget**

Please refer to enclosed Financial Report for the month of November and a memo from Finance Manager Chuck Rees on the mid year financial status of the District. The mid year finances are roughly as anticipated in the budget. Chuck will present the mid-year finances at the meeting.

The financial statement for the month of November is enclosed. November was a good month financially. Total Operating Revenues for the month were \$1,479,354. For the month, total operating expenses were at \$1,373,445, for a change in net assets of \$104,868.

*Recommendation: No Action Required.*

**STAFF REPORTS**

**16) Operating and Recycling Reports**

The Operating Report shows Total Solid Waste Accepted into the site during December decreased from November to 25,408 tons, and was down from December last year. The decreases are down approximately 15% in each case, which has caused a decrease in projected revenue for the period. Tonnages were down for both franchised and commercial haulers, as well as cash customers. We will monitor January traffic and tonnages to see if this is a trend or if tonnages return to normal.

**17) Public Education and Recycling Reports**

A memo from Public Education and Recycling Manager Jeff Lindenthal, related to recycling and community outreach, was included under Agenda Item No. 10.

**18) Report on January 16, 2007 Meeting of Special Districts Association of Monterey County**

The agenda for the January 16, 2007 meeting and the minutes from the October 17<sup>th</sup> meeting of the Special Districts Association of Monterey County, along with the agenda from the December 4<sup>th</sup> LAFCO meeting are enclosed for your information. Tom Perkins was re-elected to another four year term as the Special District representative to LAFCO and serves as Chair of the group.

**19) SWANA Legislative Task Force Update**

Enclosed, for your review and information is a summary of legislation and regulatory proposals for 2007, prepared by SWANA's Legislative Task Force. A summary of the bills of greatest interest to the solid waste industry during the session is included, along with a beginning list of bills proposed for the 2007 legislative session. A summary is also provided on the California Climate Action Registry (the registry), established by California Statute in 2000 and recently enacted AB32. More information on legislation is available, if you are interested, on the internet ([www.swanacal-leg.org](http://www.swanacal-leg.org)).

**OTHER CORRESPONDENCE**

**20) Letters to California Highway Patrol and CalTrans Re: Appreciation for Assistance in Reducing Highway Litter**

A letter of appreciation was prepared for signature by the Chair and Vice-Chair, and sent in December expressing appreciation for ongoing efforts from CHP and CalTrans to control litter.

**21) Letters From and To Monterey County Supervisor Smith Re: Disposal Fees for Usable Paint**

A letter was received from Supervisor Smith's office related to the District's policy of acceptance of usable paint and other household hazardous waste (HHW) materials. Also enclosed is a response letter to Supervisor Smith outlining the District's policy to serve District residential customers dropping off HHW, at no cost to the resident. The Salinas Valley Solid Waste Authority follows the same policy for their residential customers. Therefore, all residents of the County have access to "free" disposal of their HHW.

## GENERAL MANAGER COMMUNICATIONS

- **Regional Waste**. Enclosed, for your information, is a memo from Santa Cruz County (SCC) Director of Public Works, Thomas Bolich, to their Board of Supervisors, for their December 5, 2006 meeting. The memo outlines the status of the strategic planning effort underway for solid waste management in SCC. The consulting firm HDR/Brown, Vence and Associates has spent the last year preparing a report which is scheduled for presentation to the Board of Supervisors at their January 23, 2007 meeting. At the same time, SCC staff is reviewing the Agreement between the District and SCC to send Ben Lomand waste to the District's Monterey Peninsula Landfill. Also enclosed is an article from the Aptos Times, January 1, 2007 edition entitled, "Landfill Bans Recycles" outlining items banned from landfilling in the County.

Also enclosed for your information is a staff report from Michael Brown, HDR, on the "Long Term Waste Management Plan-Selection of Overall Approach to Diversion and Disposal for the Salinas Valley Solid Waste Authority." The Authority appears to favor an alternative with intensive recycling and utilizing disposal capacity at Crazy Horse Canyon Landfill and Johnson Canyon Landfill east of Gonzales.

- **Reduced Tipping Fee for Demolition Material from Former Fort Ord**. In previous discussion with the Board, the question has arisen regarding disposal of demolition material originating from the former Fort Ord. There are a number of active demolition projects at this time, and there are many more due to begin soon. Some amount of the demolition and waste material is being taken by the project contractor(s) to facilities outside of the District watershed. Director Gray has inquired about a lowered tipping fee for demolition debris originating from the former Fort Ord, since the District is proposing to accept regional waste for landfilling, at a tipping fee less than the basic tipping fee of \$43 per ton. With concurrence of the Board, staff will prepare a report on the matter, for future Board discussion and consideration.

## BOARD COMMUNICATIONS

### CLOSED SESSION

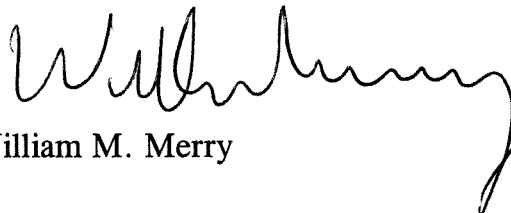
There is an enclosed confidential packet related to the closed session.

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

- 1) Conference with Property Negotiators  
Property: Landfill Site Space/Capacity  
District Negotiators: William Merry, Tim Flanagan, and Rick Shedden  
Negotiating Parties: Santa Clara County, Santa Cruz County,  
Salinas Valley Solid Waste Authority  
Terms: All Terms and Conditions
- 2) Conference with Legal Counsel - Anticipated Litigation  
a) Significant Exposure to Litigation Pursuant to Subdivision (b) of Section 54965.9: 1 case
- 3) Conference with Labor Negotiators  
District Negotiators: William Merry and Richard Norton  
Employee Organizations: Service Employees International Union
- 4) Personnel Matter - Public Employee Performance Evaluation and Compensation: General Manager

**NEXT MEETING DATE: FEBRUARY 16, 2007**

Respectfully submitted,



William M. Merry