



Memorandum

MONTEREY REGIONAL WASTE MANAGEMENT DISTRICT

DATE: April 9, 2010
TO: Board of Directors
FROM: General Manager
SUBJECT: Agenda Information for the April 16, 2010 Board Meeting

CALL TO ORDER AT 9:30 AM

PLEDGE OF ALLEGIANCE

ROLL CALL AND ESTABLISHMENT OF QUORUM

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.

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.

- 1) **Approve Minutes of March 19, 2010 Regular Board Meeting**
- 2) **Approve Report of Disbursements**
- 3) **Declare Surplus and Authorize Disposition of District Equipment**

Please refer to the enclosed memo from Finance Manager Chuck Rees, and Equipment Maintenance Manager Ron Mooneyham.

- 4) **Approve Revisions to Purchasing Policy**

Please refer to the enclosed memo from Administrative Services Manager Rich Norton. The Policy document enclosed contains revisions which have incorporated comments made during the March Board meeting, and it has been reviewed by District Legal Counsel.

OTHER ITEMS FOR BOARD CONSIDERATION, DISCUSSION AND ACTION

5) Adopt Resolution 2010-02 Honoring the 40th Anniversary of “Earth Day” on April 22nd

Please refer to the enclosed memo from Public Education and Recycling Manager Jeff Lindenthal. Resolution 2010-02 is proposed for adoption honoring the 40th anniversary of the first “Earth Day”, on April 22, 1970. District staff will be very busy and involved in community events over the next few weeks, as you can see in the memo. We plan to have two students from the community read the Resolution in honor of “Earth Day”.

Recommendation: Adopt Resolution 2010-02 Honoring the 40th Anniversary of “Earth Day” on April 22nd.

6) Accept Report from Finance Committee Chair on Meeting of March 25, 2010

Please refer to the enclosed memo from Chair Laska summarizing the meeting of the Finance Committee held on March 25th. The Committee requested staff to prepare a draft of the Preliminary Budget to include an increase to the District tipping fee, of between \$2.50 and \$5.00 per ton, beginning January 1, 2011, and to bring that to the next meeting of the Finance Committee for consideration. An increase of \$2.50 per ton would be an increase to the monthly residential garbage bill of approximately \$0.25. Additionally, the Committee requested staff to put together a justification for such an increase, which is enclosed as a draft “Fact Sheet” for your review and comment.

The next meeting of the Finance Committee is scheduled for 10 a.m. on Monday, April 26th, which will be followed by an ad hoc Personnel Committee meeting.

Recommendation: Accept Report from Finance Committee Chair on Meeting of March 25, 2010.

7) Award Contract to HF&H Consultants, LLC, of Walnut Creek, CA, for Phase II Franchise Agreement Procurement Strategy Work at a Cost of \$19,220

Please refer to the enclosed memo from Finance Manager Chuck Rees. As you recall, the Board approved the Phase I alternative funding work of the HF&H Proposal at the March meeting. As directed by the Board, staff also held discussions with HF&H, resulting in a reduced effort and price for Phase I work. At this point, staff is recommending that the Phase II work proceed at this time, to take advantage of a reduction in price, as outlined in Jeff’s memo and the HF&H letter (attached). The Phase II work is in support of the District’s Strategic Planning Workplan and the General Manager’s Goals for 2010 and is supported by the District’s Strategic Planning Task Force which met on April 7th.

At the March Board meeting, the Board expressed a desire to know how the work would proceed, before HF&H went too far into it. Therefore, Bob Hilton was invited to be at the April meeting to present their approach to the Phase I work, to hear Board comments, and to answer questions. He will also speak to the value and timing of the Phase II work.

On a related note, the enclosed article from the *San Francisco Chronicle*, dated March 29, 2010, speaks to the City of Berkeley's consideration of charging a recycling fee.

Recommendation: Award Contract to HF&H Consultants, LLC, of Walnut Creek, CA, for Phase II Franchise Agreement Procurement Strategy Work at a Cost of \$19,220.

8) Authorize General Manager to Submit a Proposal in Response to Request for Proposals (RFP) from Salinas Valley Solid Waste Authority for Organics Processing, Product Marketing, and Diversion Services

Please refer to the enclosed memo from Assistant General Manager Tim Flanagan. Staff has reviewed the RFP and believes that the District's proposal will be responsive to Strategic Goals of the District and, if selected, will be in the best interest of the District, the Authority and the residents of Monterey County. Please call me prior to the meeting if you have questions or comments.

Recommendation: Authorize General Manager to Submit a Proposal in Response to Request for Proposals from Salinas Valley Solid Waste Authority for Organics Processing, Product Marketing, and Diversion Services.

9) Approve Increase to the Monterey County Illegal Dumping and Litter Abatement Task Force Disposal Coupon Program from \$1,250 to \$2,500 Annually

Please refer to the enclosed memo from Public Education and Recycling Manager Jeff Lindenthal, and the updated procedures for implementing the Disposal Coupon Program. The Disposal Coupon Program has been very well received throughout the County, and for a small amount of money, makes a significant contribution to help cleanup illegally dumped trash. This increase to \$2,500 is in response to more material being brought in.

Recommendation: Approve Increase to Monterey County Illegal Dumping and Litter Abatement Task Force Disposal Coupon Program from \$1,250 to \$2,500 Annually.

STAFF REPORTS

10) Finance, Operating and Recycling Reports

The financial statements for March 2010 have been completed and are enclosed. The Operating Income for March is \$203,798 and \$534,676 year-to-date. The year-to-date total Operating

Expenses of \$12,547,347 are below budget by \$69,153. The year-to-date Operating Revenues are \$13,082,022, above last year by \$251,263 and below budget by \$72,978. Refuse Accepted (excluding Regional Waste) for March increased by 465 tons or 2.8% from last year and by 2,936 tons or 20.9% from last month. The total refuse for the last 12 months was 193,910 tons down 13,582 tons or 6.5% from the 12-month period ended March 2009.

The Operating Report for March 31, 2010 is enclosed. The Total Solid Waste Accepted into the site (excluding Regional Waste) during March 2010 was 25,588 tons, an increase of 827 tons (or 3.3%) from March 2009. The variances resulted from increased waste from Franchise Haulers (907 tons - 7.7%) and Cash customers (1,000 tons - 18.7%) partially offset by a decreased waste from Commercial and Industrial haulers (1,080 tons - 14.1%). Regional Waste increased by 731 tons due primarily to the new contract for regional waste from Scotts Valley.

For your information, enclosed is a letter from Standard & Poor's reporting that the District's rating has been increased from "AA-" to "A".

11) Report on Public Education, Recycling and Litter

Enclosed is a memo from Public Education and Recycling Manager Jeff Lindenthal. Jeff reports that on April 6th, the County Board of Supervisors approved a policy to regulate and limit the use of polystyrene food packaging.

12) Update on Special District Risk Management Authority Board Member Training Classes for Calendar Year 2010 and Report on March 30, 2010 Safety Education Day

Please refer to the enclosed memo from Administrative Services Manager Rich Norton. Please consider participating in a training opportunity, outlined with his memo, to obtain insurance premium discounts from the Special District Risk Management Authority (SDRMA). Please contact Rich or Becky with questions or to let them know if you would be willing to participate in the training. One of the training options is AB 1234 Ethics Training, which is required of elected officials.

13) Update on District Providing Renewable Power to Regional Water Project

Please refer to the enclosed memo from Information Systems Manager Don Prescott. This information is provided as an update on District plans to supply renewable power to a proposed regional desalination plant located across the fence from District property.

OTHER CORRESPONDENCE

GENERAL MANAGER COMMUNICATIONS

- **District Strategic Planning Advisory Task Force Meeting of April 7th**. The District's Advisory Task Force, comprised of senior staff from District member agencies (list of attendees attached), met on Wednesday April 7th. The meeting was very well attended to include Director Downey. Chair Laska was out of town that day. The Task Force continues to be very supportive of proceeding with the HF&H Phase II work, and they see considerable value in having the work proceed at the same time as Phase I. The second item of discussion at the meeting was when and how to involve the haulers in discussions of the Task Force. It was agreed by the Task Force that a Focus Group, that would include the franchise haulers, would be formed and would meet at a future date. If one or two more members of the Board would like to join Chair Laska and Director Downey on the Task Force, please let Chair Laska or me know.
- **Air Quality**. For your information, the District received a Notice of Violation from the Monterey Bay Unified Air Pollution Control District (MBUAPCD), for slightly exceeding the allowable limits for carbon monoxide during the December 2009 annual source testing on the engine exhaust of landfill gas to energy engine/generator Unit 3. This is only the second air quality violation the District has received on the project in nearly 30 years of operation. Staff is engaged in discussion with the MBUAPCD staff on the matter.
- **Update on Issues Related to Salinas Valley Solid Waste Authority (SVSWA)**. Staff is working to prepare and submit a proposal to the SVSWA, for processing organics, as discussed above.
- **Newly Appointed Director of Environmental Health Bureau, John Ramirez**. Allan Stroh recently retired from this position and it was soon refilled from within the Bureau with the promotion of John Ramirez. John has been with Environmental Health for 21 years and Assistant Director since January 2010. His program oversight is for Solid Waste Management Services; Recycling Services, Environmental Health Review, Hazardous Materials Management Services, Drinking Water Management Services, and Consumer Health Protection Services. John and his staff work regularly with District staff on implementing programs and as the local enforcement agency for the State. We extend our congratulations to John, who may be at the Board meeting to introduce himself in his new capacity.

- **Presentation to FORA Board.** On April 9th, together with the District's on-site composting operator, Keith Day, I made a presentation to the FORA Board on the Districts organic management program, including processing of greenwaste, woodwaste, food scraps and biosolids and the value of composting that material instead of landfilling it. We also requesting their help in directing material to the District and creating local markets for the compost through development agreements. Finally, compost not only enriches the soil, but also helps to conserve water and replenish water to the aquifer.
- **California Special District Association (CSDA) Board of Directors Call for Nominations.** CSDA is seeking Special District Board Members (or their General Managers) who would like to serve on the CSDA board for the 2010-2013 term (see enclosed memo). The deadline for receiving nominations is May 28, 2010 and the nomination form must include a District resolution or minute action indicating support for the candidate. If a District Board Member is interested in this opportunity, please let us know so the nomination can be placed as an action item on the May Board meeting agenda.

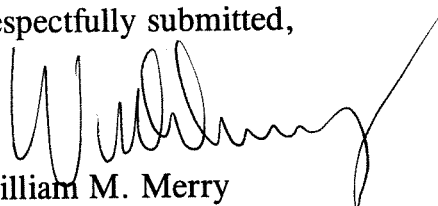
BOARD COMMUNICATIONS

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.

NEXT MEETING DATE: MAY 21, 2010

Respectfully submitted,



William M. Merry