



Agenda

EXECUTIVE COMMITTEE

THURSDAY, October 6, 2016

4:00 p.m.

Conference Room

128 Sun Street, Suite 101, Salinas, California

CALL TO ORDER

ROLL CALL

President	Jyl Lutes (City of Salinas)
Vice President	Simon Salinas (County of Monterey)
Alternate Vice President	Richard Perez (City of Soledad)
Past President	Elizabeth Silva (City of Gonzales)

GENERAL MANAGER AND DEPARTMENT MANAGER COMMENTS

COMMITTEE MEMBER COMMENTS

PUBLIC COMMENTS

Receive public communications from audience on items which are not on the agenda. Speakers are limited to three minutes.

CONSIDERATION ITEMS

1. [Minutes of June 2, 2016 Meeting](#)
 - A. Committee Discussion
 - B. Public Comment
 - C. Recommended Committee Action – Approval
2. [August 2016 Claims and Financial Reports](#)
 - A. Receive a report from Finance Manager Ray Hendricks
 - B. Committee Discussion
 - C. Public Comment
 - D. Recommended Committee Action – Forward to the Board for Approval
3. [Accept the Revised Injury Illness Prevention Program](#)
 - A. Receive a report from Human Resources Manager Rose Gill
 - B. Committee Discussion
 - C. Public Comment
 - D. Recommended Committee Action – Forward to the Board for Acceptance
4. [Cost Analysis for Processing Construction & Demolition Materials](#)
 - A. Receive a report from Cesar Zuñiga, Operations Manager
 - B. Committee Discussion
 - C. Public Comment
 - D. Recommended Committee Action – Provide Guidance
5. [Franchise Agreements Update](#)
 - A. Receive a report from Patrick Mathews, General Manager/CAO
 - B. Committee Discussion
 - C. Public Comment
 - D. Recommended Committee Action – Provide Guidance

FUTURE AGENDA ITEMS

6. [Future Agenda Items – View Ahead Calendar](#)

ADJOURNMENT

This meeting agenda was posted at the Salinas Valley Solid Waste Authority office at 128 Sun Street, Suite 101, Salinas, on **Friday, September 30, 2016**. The Executive Committee will next meet in regular session on **Thursday, November 3, 2016, at 4:00 p.m.** Staff reports for the Authority Executive Committee meetings are available for review at 128 Sun Street, Suite 101, Salinas, California 93901, Phone 831-775-3000 and at www.salinasvalleyrecycles.org.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact Elia Zavala, Clerk of the Board, at 831-775-3000. Notification 48 hours prior to the meeting will enable the Authority to make reasonable arrangements to ensure accessibility to this meeting (28 CFR 35.102-35.104 ADA Title II)

MINUTES OF MEETING
SALINAS VALLEY SOLID WASTE AUTHORITY
EXECUTIVE COMMITTEE
June 2, 2016


Draft

CALL TO ORDER

President Lutes called the meeting to order at 4:05 p.m.

Committee Members Present

Jyl Lutes	President
Simon Salinas	Vice President
Richard Perez	Alternate Vice President
Elizabeth Silva	Immediate Past President

ITEM NO. 1
Agenda Item

General Manager/CAO
N/A
General Counsel

Staff Members Present

Patrick Mathews, <i>General Manager/CAO</i>	Brian Kennedy, <i>Engineering and Environmental Compliance Manager</i>
Susan Warner, <i>Asst. General Manager/ Diversion Manager</i>	Rose Gill, <i>Human Resources/Organizational Development Manager</i>
Ray Hendricks, <i>Finance Manager</i>	Elia Zavala, <i>Clerk of the Board</i>
Cesar Zuniga, <i>Operations Manager</i>	

GENERAL MANAGER AND DEPARTMENT MANAGER COMMENTS

Finance Manager Hendricks announced that for the second time, the agency received an award for its Comprehensive Annual Financial Report (CAFR).

COMMITTEE MEMBER COMMENTS

None

PUBLIC COMMENT

(4:08) None

CONSIDERATION ITEMS

1. Minutes of February 4, 2016, Special Meeting

Public Comment: None

Committee Action: Vice President Salinas made a motion to approve the minutes as presented. Past President Silva seconded the motion. The motion passed unanimously.

2. April 2016 Claims and Financial Reports

(4:09) Finance Manager Hendricks provided a report, stating that the expenditures are comparable to last year and that there is a slight increase in revenues.

Public Comment: None

Committee Discussion: The Committee discussed the increase in tonnage.

Committee Action: Vice President Salinas made a motion forward to the Board for approval. Past President Silva seconded the motion. The motion passed unanimously.

3. A Resolution Establishing the Investment Policy

(4:11) Finance Manager Hendricks reviewed the investment policy, which reflects no changes at this time.

Public Comment: None

Committee Discussion: The Committee received the report.

Committee Action: Vice President Salinas made a motion to forward the item to the Board for approval. Past President Silva seconded the motion. The motion passed unanimously.

4. Update on Interagency Collaboration with Monterey Regional Waste Management District (District)

(4:14) General Manager/CAO Mathews provided an update indicating that the District has reiterated that it is not interested in joint governance or a merger with the Authority. It is not currently interested in the Clean Fiber and Organics Recovery System, but will evaluate it after the environmental review studies are complete. However, it is interested in contracted landfill disposal and/or processing services.

Public Comment: None

Committee Discussion: The Committee discussed the concept and timing of establishing an ad hoc committee.

Committee Action: Vice President Salinas made a motion to forward the report to the Board for discussion. Past President Silva seconded the motion. The motion passed unanimously.

FUTURE AGENDA ITEMS

5. Agenda Items – View Ahead

The Committee reviewed the future agenda items. Staff reminded the Committee of the strategic planning retreat scheduled in July.

ADJOURNMENT

(4:52) President Lutes adjourned the meeting.

APPROVED: _____
Jyl Lutes, President

ATTEST: _____
Elia Zavala, Clerk of the Board



ITEM NO. 2

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A

General Counsel

Date: October 6, 2016
From: Ray Hendricks, Finance Manager
Title: August 2016 Claims and Financial Reports

RECOMMENDATION

Staff recommends acceptance of the August 2016 Claims and Financial Reports.

DISCUSSION & ANALYSIS

Please refer to the attached financial reports and checks issued report for the month of August for a summary of the Authority's financial position as of August 31, 2016. Following are highlights of the Authority's financial activity for the month of August.

Results of Operations (Consolidated Statement of Revenues and Expenditures)

For the month of August 2016, FY 2016-14 operating expenditures exceeded revenues by \$630,435. This is due to the debt service payments that are paid twice a year in August and February. Year to Date operating revenues exceeded expenditures by \$106,941.

Revenues (Consolidated Statement of Revenues and Expenditures)

After two months of the fiscal year (16.7% of the fiscal year), revenues total \$3,207,517 or 18.5% of the total annual revenues forecast of \$17,354,800. August Tipping Fees totaled \$1,176,511 and for the year to date totaled \$2,275,354 or 19.5% of the forecasted total of \$11,645,600.

Operating Expenditures (Consolidated Statement of Revenues and Expenditures)

As of August 31 (16.7% of the fiscal year), year-to-date operating expenditures total \$3,100,575. This is 19.5% of the operating budget of \$15,902,000.

Capital Project Expenditures (Consolidated Grant and CIP Expenditures Report)

For the month of August 2016, capital project expenditures totaled \$449,599. \$311,748 of the total was for the Jolon Road Equipment Purchase project, and \$137,852 was for the Johnson Canyon Flare Station Improvements project.

The FY 2016-17 Capital Improvement Projects Budget is approved with carryovers by the Board separate from the Operating Budget. The August report reflects the budget approved by the Board on September 15, 2016.

Claims Checks Issued Report

The Authority's Checks Issued Report for the month of August 2016 is attached for review and acceptance. August disbursements total \$1,356,559 of which \$389,088 was paid from the payroll checking account for payroll and payroll related benefits.

Following is a list of vendors paid more than \$50,000 during the month of August 2016.

<u>Vendor</u>	<u>Service</u>	<u>Amount</u>
QUINN COMPANY	JRTS EQUIPMENT PURCHASE	184,177.96
	EQUIPMENT MAINTENANCE	71,816.84
PERENNIAL ENERGY, LLC	JC LFG FLARE SYSTEM	137,175.57
GOLDEN GATE FREIGHTLINER, INC.	JRTS EQUIPMENT PURCHASE	125,463.86
WASTE MANAGEMENT INC.	JR JULY OPERATIONS	60,233.16
	JULY REPUBLIC TONNAGE TO MADISON	32,886.72

Cash Balances

The Authority's cash position decreased \$1,253,167.41 during August to \$16,851,244.96. This is due to the debt service payments that are paid twice a year in August and February. Most of the cash balance is restricted, committed, or assigned as shown below:

Restricted by Legal Agreements:

Johnson Canyon Closure Fund	3,602,521.63
State & Federal Grants	(3,785.48)
BNY - Bond 2014A Payment	-
BNY - Bond 2014B Payment	-
BNY - Sub Pmt Cap One 2014 Eq Lease	-

Funds Held in Trust:

Central Coast Media Recycling Coalition	37,801.46
Employee Unreimbursed Medical Claims	5,072.73
GOE Deposit for CEQA work	20,390.77

Committed by Board Policy:

Expansion Fund (South Valley Revenues)	8,055,134.73
Designated for Capital Projects Reserve	-
Designated for Operating Reserve	254,527.02
Designated for Environmental Impairment Reserve	254,527.02
Salinas Rate Stabilization Fund	24,324.06

Assigned by Budget

Assigned for Capital Projects	2,773,517.69
Assigned for OPEB	291,400.00

Available for Operations

1,535,813.33

Total

16,851,244.96

ATTACHMENTS

1. August 2016 Consolidated Statement of Revenues and Expenditures
2. August 2016 Consolidated Grant and CIP Expenditures Report
3. August 2016 Checks Issued Report



Salinas Valley Solid Waste Authority

Consolidated Statement of Revenues and Expenditure

For Period Ending August 31, 2016

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
Revenue Summary							
Tipping Fees - Solid Waste	11,645,600	1,176,511	2,275,354	19.5 %	9,370,246	0	9,370,246
Tipping Fees - Surcharge	1,751,000	147,053	281,044	16.1 %	1,469,956	0	1,469,956
Tipping Fees - Diverted Materials	1,043,600	141,581	275,638	26.4 %	767,962	0	767,962
AB939 Service Fee	2,228,900	185,742	371,484	16.7 %	1,857,416	0	1,857,416
Charges for Services	124,500	0	0	0.0 %	124,500	0	124,500
Sales of Materials	309,500	4,155	4,350	1.4 %	305,150	0	305,150
Gas Royalties	220,000	0	0	0.0 %	220,000	0	220,000
Investment Earnings	31,700	1,278	(353)	-1.1 %	32,053	0	32,053
Grants/Contributions	0	0	0	0.0 %	0	0	0
Other Non-Operating Revenue	0	0	0	0.0 %	0	0	0
Total Revenue	17,354,800	1,656,318	3,207,517	18.5 %	14,147,283	0	14,147,283
Expense Summary							
Executive Administration	445,800	21,264	43,582	9.8 %	402,218	631	401,587
Administrative Support	505,600	32,794	74,374	14.7 %	431,226	96,780	334,446
Human Resources Administration	368,200	25,906	45,110	12.3 %	323,090	2,073	321,017
Clerk of the Board	185,900	13,726	22,470	12.1 %	163,430	3,870	159,560
Finance Administration	625,750	39,015	89,291	14.3 %	536,459	5,735	530,724
Operations Administration	425,900	13,158	36,583	8.6 %	389,317	12,722	376,596
Resource Recovery	825,850	50,470	99,372	12.0 %	726,478	26,759	699,719
Marketing	75,000	2,500	2,250	3.0 %	72,750	67,000	5,750
Public Education	206,500	1,750	1,750	0.8 %	204,750	86,658	118,092
Household Hazardous Waste	781,400	32,718	67,804	8.7 %	713,596	3,761	709,834
C & D Diversion	80,000	0	0	0.0 %	80,000	0	80,000
Organics Diversion	690,200	0	0	0.0 %	690,200	0	690,200
Diversion Services	18,000	2,308	3,098	17.2 %	14,902	4,902	10,000



Salinas Valley Solid Waste Authority

Consolidated Statement of Revenues and Expenditure For Period Ending August 31, 2016

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
Scalehouse Operations	478,650	25,599	54,226	11.3 %	424,424	9,428	414,996
JR Transfer Station	406,800	61,294	69,599	17.1 %	337,201	500	336,701
JR Recycling Operations	124,200	0	9	0.0 %	124,191	0	124,191
ML Transfer Station	185,000	32,887	32,887	17.8 %	152,113	0	152,113
SS Disposal Operations	716,200	38,678	117,235	16.4 %	598,965	22,041	576,923
SS Transfer Operations	954,800	61,946	130,628	13.7 %	824,172	2,406	821,766
SS Recycling Operations	590,000	34,796	53,866	9.1 %	536,134	0	536,134
JC Landfill Operations	2,365,900	169,636	306,440	13.0 %	2,059,460	231,295	1,828,165
JC Recycling Operations	374,300	21,322	33,397	8.9 %	340,903	0	340,903
Crazy Horse Postclosure Maintenance	609,100	43,082	90,466	14.9 %	518,634	6,634	512,000
Lewis Road Postclosure Maintenance	222,700	6,601	37,408	16.8 %	185,292	5,850	179,442
Johnson Canyon ECS	309,700	3,353	4,901	1.6 %	304,799	0	304,799
Jolon Road Postclosure Maintenance	204,650	3,706	111,556	54.5 %	93,094	21	93,074
Sun Street ECS	182,300	7,436	9,135	5.0 %	173,165	7,895	165,270
Debt Service - Interest	1,653,300	833,592	833,592	50.4 %	819,708	0	819,708
Debt Service - Principal	1,052,300	683,337	683,337	64.9 %	368,963	0	368,963
Closure Set-Aside	238,000	23,881	46,207	19.4 %	191,793	0	191,793
Total Expense	15,902,000	2,286,753	3,100,575	19.5 %	12,801,425	596,960	12,204,465
Revenue Over/(Under) Expenses	1,452,800	(630,435)	106,941	7.4 %	1,345,859	(596,960)	1,942,819



Salinas Valley Solid Waste Authority

Consolidated Grant and CIP Expenditure Report For Period Ending August 31, 2016

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
Fund 180 - Expansion Fund							
180 9804 Long Range Facility Needs EIR	531,664	597	705	0.1 %	530,959	487,614	43,344
180 9805 Harrison Road	75,000	0	0	0.0 %	75,000	0	75,000
180 9806 Long Range Financial Model	95,000	0	0	0.0 %	95,000	0	95,000
180 9807 GOE Autoclave Final Project	100,000	0	0	0.0 %	100,000	0	100,000
Total Fund 180 - Expansion Fund	801,664	597	705	0.1 %	800,959	487,614	313,344
Fund 211 - State Grants							
211 9206 HHW HD25-15-0003	23,870	213	240	1.0 %	23,629	0	23,629
211 9208 Tire Amnesty 2015-16	23,193	0	1,312	5.7 %	21,881	7,900	13,981
211 9209 Tire Derived Aggregate 5-15-0004	66,373	0	0	0.0 %	66,373	0	66,373
211 9247 Cal Recycle - CCPP	95,345	7,555	7,555	7.9 %	87,790	0	87,790
211 9248 Cal Recycle - 2014-15 CCPP	19,517	9,517	9,517	48.8 %	10,000	14,353	(4,353)
Total Fund 211 - State Grants	228,299	17,285	18,625	8.2 %	209,673	22,253	187,420
Fund 216 - Reimbursement Fund							
216 9802 Autoclave Demonstration Unit	141,499	0	0	0.0 %	141,499	0	141,499
216 9804 Long Range Facility Needs EIR	274,569	0	0	0.0 %	274,569	242,828	31,741
Total Fund 216 - Reimbursement Fund	416,067	0	0	0.0 %	416,067	242,828	173,240
Fund 800 - Capital Improvement Projects Fu							
800 9103 Closed Landfill Revenue Study	31,769	0	0	0.0 %	31,769	0	31,769
800 9316 CH Corrective Action Program	253,000	0	0	0.0 %	253,000	0	253,000
800 9319 CH LFG System Improvements	116,500	0	0	0.0 %	116,500	0	116,500
800 9401 LR LFG Replacement	67,500	0	0	0.0 %	67,500	0	67,500
800 9502 JC Flare Station Improvements	274,996	137,852	137,914	50.2 %	137,082	24,929	112,153
800 9506 JC Litter Control Barrier	50,000	0	0	0.0 %	50,000	0	50,000
800 9507 JC Corrective Action	100,000	0	0	0.0 %	100,000	0	100,000
800 9508 JC Drainage Modifications	35,000	0	0	0.0 %	35,000	0	35,000



Salinas Valley Solid Waste Authority

Consolidated Grant and CIP Expenditure Report For Period Ending August 31, 2016

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
800 9509 JC Groundwater Wells	150,000	0	0	0.0 %	150,000	0	150,000
800 9510 JC LFG System (Vertical Wells)	30,000	0	0	0.0 %	30,000	0	30,000
800 9511 JC LFG System (Horizontal Wells)	30,000	0	0	0.0 %	30,000	0	30,000
800 9526 JC Equipment Replacement	80,900	0	0	0.0 %	80,900	0	80,900
800 9527 JC Module 7 Engineering and Cons	50,000	0	0	0.0 %	50,000	0	50,000
800 9528 JC Roadway Improvements	2,218,937	0	0	0.0 %	2,218,937	0	2,218,937
800 9529 JC Leachate Handling Sys	55,531	0	0	0.0 %	55,531	0	55,531
800 9601 JR Transfer Station Improvements	82,000	0	0	0.0 %	82,000	0	82,000
800 9602 JR Equipment Purchase	556,454	311,748	387,714	69.7 %	168,740	87,800	80,940
800 9701 SSTS Equipment Replacement	191,260	0	0	0.0 %	191,260	0	191,260
800 9702 SSTS NPDES Improvements	12,062	0	0	0.0 %	12,062	0	12,062
Total Fund 800 - Capital Improvement Proje	4,385,909	449,599	525,628	12.0 %	3,860,281	112,729	3,747,552
Total CIP Expenditures	5,831,939	467,481	544,959	9.3 %	5,286,980	865,424	4,421,557

Salinas Valley Solid Waste Authority
Checks Issued Report for 8/1/2016 to 8/31/2016

Check #		Check Date	Amount	Check Total
16741	GEOLOGIC ASSOCIATES, INC. JUNE GROUNDWATER MONITORING SERVICES	8/3/2016	5,777.61	5,777.61
16742	OLD TOWN DELI BD RETREAT SUPPLIES	8/3/2016	248.30	248.30
16743	PENINSULA MESSENGER LLC DAILY COURIER SERVICE	8/3/2016	360.00	360.00
16744	QUINN COMPANY JC EQUIPMENT MAINTENANCE	8/3/2016	39,223.20	39,223.20
16745	J. S. COLE CO. JC EQUIPMENT RENTAL	8/11/2016	7,727.44	7,727.44
16746	MONTEREY COUNTY HEALTH DEPARTMENT MO. CO. REGIONAL FEE - APR - JUNE 2016	8/11/2016	29,557.77	29,557.77
16747	WASTE MANAGEMENT INC JR JUNE OPERATIONS	8/11/2016	60,233.16	60,233.16
16748	WEST COAST RUBBER RECYCLING, INC JR AMNESTY TIRE RECYCLING	8/11/2016	1,100.00	1,100.00
16749	US BANK CORPORATE PAYMENT SYSTEM THEWEBSTAIRANT:GARBAGE AND COLLECTION CARTS AA AIRLINES: CONFERENCE TRAVEL AA AIRLINES: CONFERENCE TRAVEL AA AIRLINES: CONFERENCE TRAVEL ACE HARDWARE: CRAZY HORSE SUPPLIES ADOBE:MONTHLY ADOBE SUBSCRIPTION AMAZON.COM: OFFICE & VEHICLE SUPPLIES AMAZON.COM: OFFICE & VEHICLE SUPPLIES NATIONAL SEMINARS: ANNUAL TRAINING PASS ALMAS BAKERY:BOAD RETREAT SUPPLIES CAJPA CONFERENCE: CONFERENCE LODGING CAJPA CONFERENCE: CONFERENCE REGISTRATION CALIFAEP: CONFERENCE REGISTRATION SUPERMAX:CH FACILITY SUPPLIES EXPERIAN: JULY CREDIT CHECKS CSUMB SUPERVISOR DEVELOPMENT PROGR PROTRAIN: EMPLOYEE TRAINING EVENTBRITE: MEMBER LUNCHEON INTERMEDIA.NET:EXCHANGE SERVICE HOSTING ACME CAR WASH: OPS VEHICLE MAINTENANCE HOMEDEPOT:CH FACILITY MAINTENANCE FEDEX: SUPPLIES GASB: ANNUAL SUBSCRIPTION EXPEDIA - CALPERS CONFERENCE LODGING SHAREFILE SUBSCRIPTION AMAZON.COM: OFFICE SUPPLIES DELLA-ROSE DELI: BOARD RETREAT REFRESHMENTS FINISHMASTER INC: SSTS DEPARTMENT SUPPLIES HUGHES.NET: SCALEHOUSE INTERNET SERVICE SMART&FINAL: RETREAT SUPPLIES 7/13/16 HARBOR FREIGHT TOOLS: EQUIPMENT MAINTENANCE HARBOR FREIGHT TOOLS: CH FACILITY MAINTENANCE WALMART: RETREAT SUPPLIES 7/13/16 SUPER MAX: SSTS POTABLE WATER	8/11/2016	2,719.03 465.20 465.20 465.20 6.45 24.99 10.77 23.37 499.00 25.00 145.77 700.00 150.00 16.76 49.95 765.00 225.00 27.37 273.75 10.99 9.16 20.89 240.00 777.66 32.95 47.93 163.67 25.64 91.60 45.01 126.88 72.54 92.46 22.58	8,837.77

Salinas Valley Solid Waste Authority
Checks Issued Report for 8/1/2016 to 8/31/2016

Check #		Check Date	Amount	Check Total
16750	**VOID**	8/11/2016	-	-
16751	**VOID**	8/11/2016	-	-
16752	**VOID**	8/11/2016	-	-
16753	ACE HARDWARE CORPORATION CH FACILTY MAINTENANCE	8/11/2016	166.40	166.40
16754	AMERICAN SUPPLY CO. JANITORIAL SUPPLIES	8/11/2016	214.38	214.38
16755	BC LABORATORIES, INC LR LAB SERVICE	8/11/2016	1,008.00	1,008.00
16756	CARDLOCK FUELS SYSTEM, INC. SSTS EQUIPMENT FUEL JCLF EQUIPMENT FUEL	8/11/2016	672.18 2,134.93	2,807.11
16757	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS EQUIPMENT MAINTENANCE	8/11/2016	1,098.42	1,098.42
16758	COSTCO WHOLESALE OFFICE SUPPLIES	8/11/2016	85.63	85.63
16759	DOUGLAS NOLAN SCHOOL ASSEMBLY PROGRAM	8/11/2016	1,750.00	1,750.00
16760	EAGLE STAR SECURITY SS SECURITY SERVICE	8/11/2016	1,216.00	1,216.00
16761	EAST BAY TIRE CO. SS VEHICLE MAINTENANCE	8/11/2016	1,271.37	1,271.37
16762	ERNESTO NATERA REIMBURSEMENT: REPAIR COSTS TABLET/LAPTOP	8/11/2016	481.94	481.94
16763	FIRST ALARM SSTS FACILITY ALARM SERVICES	8/11/2016	38.19	38.19
16764	FULL STEAM STAFFING LLC ALL SITES FACILITY CONTRACT LABOR	8/11/2016	6,635.63	6,635.63
16765	GAIL K. TSUBOI SP RETREAT RECORDER 7/13/16	8/11/2016	1,625.76	1,625.76
16766	GOLDEN STATE TRUCK & TRAILER REPAIR ALL SITES EQUIPMENT MAINTENANCE	8/11/2016	4,960.12	4,960.12
16767	**VOID**	8/11/2016	-	-
16768	GRAINGER SSTS DEPARTMENT SUPPLIES	8/11/2016	45.23	45.23
16769	GREEN RUBBER - KENNEDY AG, LP SS & JC FACILITY MAINTENANCE	8/11/2016	1,711.79	1,711.79

Salinas Valley Solid Waste Authority
Checks Issued Report for 8/1/2016 to 8/31/2016

Check #		Check Date	Amount	Check Total
16770	GREENWASTE RECOVERY INC. CARPET RECYCLING	8/11/2016	808.35	808.35
16771	JULIO GIL OPERATIONS VEHICLE MAINTENANCE	8/11/2016	216.86	216.86
16772	MANUEL PEREA TRUCKING, INC. SSTS & CH FACILITY MAINTENANCE	8/11/2016	400.00	400.00
16773	MARILYN M. SNIDER SP RETREAT FACILITATOR 7/13/16	8/11/2016	2,858.76	2,858.76
16774	MASKELL PIPE & SUPPLY, INC CH FACILTY MAINTENANCE	8/11/2016	792.23	792.23
16775	OFFICE DEPOT OFFICE SUPPLIES	8/11/2016	212.66	212.66
16776	PACIFIC GAS AND ELECTRIC COMPANY ALL SITES ELECTRICTY	8/11/2016	7,990.25	7,990.25
16777	QUALITY FUEL TRAILER AND TANK, INC. JR FUEL TRAILER SYSTEM	8/11/2016	2,106.11	2,106.11
16778	QUINN COMPANY JC & SS EQUIMENT MAINTENANCE	8/11/2016	13,984.57	13,984.57
16779	ROSE GILL CAJPA CONFERENCE: PER DIEM ROSE GILL	8/11/2016	267.00	267.00
16780	SAN BENITO SUPPLY, CONSTRUCTION, CONCRETE & QUARRY FACILITY MAINTENANCE	8/11/2016	1,314.79	1,314.79
16781	STRATEGIC INSIGHTS, INC PLAN-IT CIP SOFTWARE	8/11/2016	200.00	200.00
16782	STURDY OIL COMPANY SSTS EQUIPMENT MAINTENANCE	8/11/2016	116.84	116.84
16783	SWANA WASTECON REGISTRATION & MEMBERSHIP	8/11/2016	1,411.60	1,411.60
16784	ASBURY ENVIRONMENTAL SERVICES USED OIL COLLECTION	8/18/2016	80.00	80.00
16785	AT&T SERVICES INC MONTHLY TELEPHONE SERVICE	8/18/2016	636.49	636.49
16786	CALIFORNIA PRODUCT STEWARDSHIP COUNCIL FY16-17 SPONSORSHIP	8/18/2016	2,500.00	2,500.00
16787	CALIFORNIA WATER SERVICE JRTS WATER SETUP DEPOSIT	8/18/2016	900.00	900.00
16788	CARDLOCK FUELS SYSTEM, INC. ALL SITESEQUIPMENT FUEL	8/18/2016	7,690.80	7,690.80
16789	CITY OF GONZALES JC HOSTING FEE	8/18/2016	20,833.33	20,833.33

Salinas Valley Solid Waste Authority
Checks Issued Report for 8/1/2016 to 8/31/2016

Check #		Check Date	Amount	Check Total
16790	COMCAST INTERNET SERVICE	8/18/2016	182.23	182.23
16791	EAGLE STAR SECURITY SS SECURITY SERVICE	8/18/2016	912.00	912.00
16792	ERNEST BELL D. JR JULY JANITORIAL SERVICES ALL SITES	8/18/2016	2,400.00	2,400.00
16793	FULL STEAM STAFFING LLC ALL SITES CONTRACT LABOR	8/18/2016	10,892.83	10,892.83
16794	GOLDEN GATE FREIGHTLINER, INC. JRTS EQUIPMENT PURCHASE	8/18/2016	125,463.86	125,463.86
16795	GOLDEN STATE TRUCK & TRAILER REPAIR SSTS EQUIPMENT MAINTENANCE	8/18/2016	2,626.75	2,626.75
16796	KETTLE CREEK CORPORATION CART CORRAL ENCLOSURES	8/18/2016	14,353.26	14,353.26
16797	MANUEL PEREA TRUCKING, INC. SSTS EQUIPMENT MAINTENANCE	8/18/2016	150.00	150.00
16798	MONTEREY BAY UNIFIED AIR POLLUTION CONTROL BOARD ANNUAL PERMIT FEES	8/18/2016	3,962.00	3,962.00
16799	NEXIS PARTNERS, LLC ADMIN BUILDING RENT	8/18/2016	9,212.00	9,212.00
16800	NEXTEL OF CALIFORNIA, INC CELL PHONE SERVICE	8/18/2016	275.90	275.90
16801	OFFICE DEPOT DEPARTMENT OFFICE SUPPLIES	8/18/2016	812.27	812.27
16802	QUINN COMPANY ALL SITES EQUIPMENT MAINTENANCE JRTS EQUIPMENT PURCHASE	8/18/2016	17,988.63 184,177.96	202,166.59
16803	**VOID**	8/18/2016	-	-
16804	SHARPS SOLUTIONS, LLC HHW HAULING & DISPOSAL	8/18/2016	200.00	200.00
16805	SOUTH COUNTY NEWSPAPER ANNUAL SUBSCRIPTION	8/18/2016	49.70	49.70
16806	STURDY OIL COMPANY SSTS EQUIPMENT MAINTENANCE	8/18/2016	852.11	852.11
16807	THOMAS M BRUEN JULY LEGAL CONSULTING SERVICES	8/18/2016	1,174.56	1,174.56
16808	TOYOTA MOTOR CREDIT HHW EQUIPMENT MAINTENANCE	8/18/2016	163.50	163.50
16809	VALLEY PACIFIC PETROLEUM SERVICES, INC. JCLF EQUIPMENT FUEL	8/18/2016	3,972.73	3,972.73

Salinas Valley Solid Waste Authority
Checks Issued Report for 8/1/2016 to 8/31/2016

Check #		Check Date	Amount	Check Total
16810	VALLEY TROPHIES & DETECTORS PLAQUES FOR BOARD OF DIRECTOR WALL	8/18/2016	148.96	148.96
16811	WRIGHT EXPRESS FINANCIAL SERVICES CORPORATION FUEL PURCHASES	8/18/2016	2,542.88	2,542.88
16812	AMERICAN SUPPLY CO. JCLF JANITORIAL SUPPLIES	8/25/2016	46.60	46.60
16813	AT&T SERVICES INC JCLF TELEPHONE SERVICES	8/25/2016	150.70	150.70
16814	BC LABORATORIES, INC CH LAB SERVICE	8/25/2016	24,160.00	24,160.00
16815	CARDLOCK FUELS SYSTEM, INC. JCLF EQUIPMENT FUEL	8/25/2016	8,881.01	8,881.01
16816	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS EQUIPMENT MAINTENANCE	8/25/2016	98.07	98.07
16817	EAGLE STAR SECURITY SS SECURITY SERVICE	8/25/2016	1,824.00	1,824.00
16818	EAST BAY TIRE CO. OPERATIONS VEHICILE MAINTENANCE	8/25/2016	437.69	437.69
16819	FULL STEAM STAFFING LLC SSTS & JCLF CONTRACT LABOR	8/25/2016	8,095.55	8,095.55
16820	GOLDEN STATE TRUCK & TRAILER REPAIR JCLF EQUIPMENT MAINTENANCE	8/25/2016	2,129.13	2,129.13
16821	GREEN RUBBER - KENNEDY AG, LP CH FACILITY MAINTENANCE	8/25/2016	762.84	762.84
16822	GUERITO SITES PORTABLE TOILET SERVICES	8/25/2016	2,056.00	2,056.00
16823	HERC RENTALS INC. SSTS EQUIPMENT RETAL	8/25/2016	180.06	180.06
16824	HYDROTURF, INC LR LFG WEED ABATEMENT	8/25/2016	1,199.50	1,199.50
16825	MONTEREY AUTO SUPPLY INC SSTS EQUIPMENT MAINTENANCE	8/25/2016	2,444.03	2,444.03
16826	PENINSULA MESSENGER LLC BANK COURIER SERVICES	8/25/2016	360.00	360.00
16827	PURE WATER BOTTLING POTABLE WATER SERVICE	8/25/2016	469.60	469.60
16828	QUINN COMPANY JCLF EQUIPMENT MAINTENANCE	8/25/2016	39,843.64	39,843.64
16829	TOYOTA MATERIAL HANDLING HHW EQUIPMENT MAINTENANCE	8/25/2016	327.00	327.00

Salinas Valley Solid Waste Authority
Checks Issued Report for 8/1/2016 to 8/31/2016

Check #		Check Date	Amount	Check Total
16830	BECKS SHOE STORE, INC. SSTS & JCLF EMPLOYEE UNIFORM	8/30/2016	222.61	222.61
16831	CSC OF SALINAS/YUMA JCLF EQUIPMENT MAINTENANCE	8/30/2016	151.18	151.18
16832	ERNESTO NATERA - PETTY CASH CUSTODIAN PETTY CASH FOR JR OPERATING FUND	8/30/2016	300.00	300.00
16833	FULL STEAM STAFFING LLC JCLF CONTRACT LABOR	8/30/2016	833.18	833.18
16834	GOLDEN STATE TRUCK & TRAILER REPAIR JCLF EQUIPMENT MAINTENANCE	8/30/2016	51.10	51.10
16835	GUARDIAN SAFETY AND SUPPLY, LLC SSTS SAFETY SUPPLIES	8/30/2016	283.78	283.78
16836	HOPE SERVICES JULY DIVERSION SERVICES	8/30/2016	11,279.80	11,279.80
16837	JENNY MITCHELL FRANCHISE MEETING SUPPLIES	8/30/2016	42.22	42.22
16838	OFFICE DEPOT OFFICE SUPPLIES	8/30/2016	1,024.25	1,024.25
16839	OPENGOV, INC OPEN GOV TRANSPERENCY	8/30/2016	1,788.00	1,788.00
16840	PERENNIAL ENERGY, LLC JC LFG FLARE SYSTEM	8/30/2016	137,175.57	137,175.57
16841	SWANA GOLD RUSH CHAPTER MEETING REGISTRATION	8/30/2016	90.00	90.00
16842	WASTE MANAGEMENT INC JR JULY OPERATIONS JULY REPULIC TONNAGE TO MADISON	8/30/2016	60,233.16 32,886.72	93,119.88
16843	WEST COAST RUBBER RECYCLING, INC TIRE RECYCLING	8/30/2016	1,500.00	1,500.00
DFT2016615	WAGeworks FSA ADMIN FEES	8/17/2016	128.00	<u>128.00</u>
	SUBTOTAL:			967,470.98
	PAYROLL DISBURSEMENTS			<u>389,088.45</u>
	GRAND TOTAL			1,356,559.43



Report to the Executive Committee

ITEM NO. 3

N/A

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A

Legal Counsel

Date: October 6, 2016

From: Rose Gill, Human Resources Manager
Cesar Zuniga, Operations Manager

Title: Accept the Revised Injury Illness Prevention Program

RECOMMENDATION

Staff recommends that the Executive Committee accept the revised Injury Illness Prevention Program.

STRATEGIC PLAN RELATIONSHIP

The recommended action supports our strategic goal to Maintain a High Performance and Flexible Workforce.

FISCAL IMPACT

No fiscal impact.

DISCUSSION & ANALYSIS

Salinas Valley Recycles (SVR) is committed to provide a safe workplace to its employees. The agency has adopted a set of policies collectively called the "Injury and Illness Prevention Program (IIPP)". SVR strives to provide a work environment that is relatively free of hazards, as well as maintain a low injury and illness occurrence. SVR provides monthly safety training in an effort to ensure that all employees understand and apply safe practices in their assigned job task and continue to contribute suggestions to improve the overall safety of our facilities.

BACKGROUND

The previous Injury Illness Prevention Program was created when the Authority became a standalone agency in 2004. Since then numerous regulations have been imposed on the agency that required a substantial revision to the IIPP. One of the goals assigned to the Safety Committee FY 2015/2016 was to update the IIPP. The revision of the IIPP included the following written programs:

- General Code of Safe Practices
- Hazard Communication
- Job Hazard Assessment
- Heat Illness Prevention Plan
- Respiratory Protection Tracking for correction and preventive actions
- Hearing protection program
- Blood Borne Pathogens
- Confined Space Entry
- Lockout / Tagout

ATTACHMENT(S)

1. Revised IIPP



Report to the Executive Committee

Date: October 6, 2016
From: Cesar Zuñiga, Operations Manager
Title: Cost Analysis for Processing Construction & Demolition Materials

ITEM NO. 4

N/A

Finance Manager/Controller-Treasurer

N/A

General Counsel

N/A

General Manager/CAO

**A REPORT WILL BE GIVEN
AT THE MEETING**



Report to the Executive Committee

Date: October 6, 2016
From: Patrick Mathews, General Manager/CAO
Title: Franchise Agreements Update

ITEM NO. 5

N/A
Finance Manager/Controller-Treasurer

N/A
General Counsel

N/A
General Manager/CAO

**A REPORT WILL BE GIVEN
AT THE MEETING**

SVR Agenda Items - View 2016				2017		Item No. 6
	20-Oct	17-Nov	15-Dec	Jan	25-Jan	Feb
A				Election of Officers		
1	Minutes	Minutes	Minutes	Minutes	SPECIAL MEETING 6-Month Strategic Planning Retreat	Minutes
2	Claims/Financials (EC)	Claims/Financials (EC)	Claims/Financials (EC)	Claims/Financials (EC)		Claims/Financials (EC)
3	Member Agencies Activities Report	Member Agencies Activities Report	Member Agencies Activities Report	Member Agencies Activities Report		Member Agencies Activities Report
4	Strategic Plan Update	Strategic Plan Update	Strategic Plan Update	LTFN EIR Qtrly Update (sp)		CAG Appointments
5	Monterey Bay Community Power Project Update	QTE Sept Tonnage & Diversion Reports	Monterey Bay Community Power Project Update	Recyclables Alternative Outlets Plan & Resources Needs Assessmt (sp)		
6	LTFN EIR Qtrly Update (sp)	Reserves Allocation	Annual County Used Oil Report	Food-to-Energy/ Composting Opportunities (sp)		
7	QTE Sept. Cash & Investments	HHW Collection Program in SoCo (sp)	128 Sun St. Building Lease (exp 12/31/16)	Board member Public Outreach Participation (sp)		
8	QTE Sept Facilities Customer Survey Results	Student Intern with Communications Major (sp)	City of Gonzales Franchise Contract Administration (exp 12/31/16)	Water Supply Study for Potential Excess Land Uses (sp)		
9	2017 Meetings Calendar	City of King Franchise Contract Administration	City of Greenfield Franchise Contract Administration (exp 12/31/16)			
10	Conflict of Interest Code Update	Social Media Survey - Future Community Service Options (sp)	City of Soledad Franchise Contract Administration (exp 12/31/16)			
11	CAG Annual Report	Employee Longevity Plan (sp)	Prescription Drug Collection Program Options (sp)			
12	Progress Report on Alternative Energy Project Development (sp)	Audit Report (EC)	Elections Nominating Committee			
13	Injury and Illness Prevention Program (EC)	<i>GM Evaluation</i>	Self-Funding Programs and Services (sp)			
14	Franchise Agreements Update (EC)		<i>GM Evaluation</i>			
15	Cost Benefit Analysis for C&D processing by SVR or MRWMD (EC) (sp)					
16	Annual Franchise Haulers Performance Report					
17	Franchise Customer Rate Itemization					

Consent
Presentation
Consideration
<i>Closed Session</i>

[Other] (Public Hearing, Recognition, Informational, etc.)
(EC) Executive Committee
(sp) Strategic Plan Item