

**MINUTES OF MEETING  
SALINAS VALLEY SOLID WASTE AUTHORITY  
EXECUTIVE COMMITTEE  
March 5, 2020**

**CALL TO ORDER**

President Cullen called the meeting to order at 4:00 p.m.

**COMMITTEE MEMBERS PRESENT**

Robert Cullen	President
Gloria De La Rosa	Vice Presiden
Chris Lopez	Alternate Vice President

**STAFF MEMBERS PRESENT**

Patrick Mathews, *General Manager/CAO*  
Cesar Zuniga, *Assistant General  
Manager/Operations Manager*  
Ray Hendricks, *Finance and Administration  
Manager*  
Mandy Brooks, *Resource Recovery Maager*  
(arrived at 4:31 pm)

Brian Kennedy, *Engineering and  
Enviornmental Compliance Manager*  
Erikat J. Trujillo, *Clerk of the Board*  
Roy C. Santos, *General Counsel*  
(Via Telephone)

**GENERAL MANAGER AND DEPARTMENT MANAGER COMMENTS**

(4:01) General Manager/CAO Mathews provided an update on the steps being taken to stay informed and pass information onto employees, such as, preventive actions being implemented, and plans being developed for potential operational impacts related to the coronavirus.

**COMMITTEE COMMENTS**

(4:06) Alternative Vice President Lopez commended staff for taking a proactive approach to the coronavirus concerns.

**PUBLIC COMMENT**

(4:08) None

**CONSIDERATION ITEMS**

**1. Minutes of February 6, 2020 Meeting**

(4:09) The Clerk of the Board stated a correction under staff members present. Administrative Assistant Rosie Ramirez was not in attendance at the meeting, Clerk of the Board Erika J. Trujillo was in attendance.

**Committee Discussion:** None

**Public Comment:** None

**Committee Action:** Vice President De La Rosa made a motion to approve the minutes with the correction indicated by the Clerk of the Board. Alternate Vice President Lopez seconded the motion. The motion passed unanimously: 3-0.

**2. January 2020 Claims and Financial Reports**

(4:09) Finance and Administration Manager Hendricks provided a report on the Agency's finances, indicating that revenues where ahead compared to last year with expenditures is inline and comparable to last year.

**Committee Discussion:** None

**Public Comment:** None

**Committee Action:** Alternate Vice President Lopez made a motion to forward to the Board recommending approval. Vice President De La Rosa seconded the motion. The motion passed; 3-0

**3. A Resolution Approving Amendment No. 1 to the Professional Service Agreement with TDRA Industries, Inc. dba Vision Recycling for Organics Processing and Composting at the Johnson Canyon Landfill and Sun Street Transfer Station**

(4:10) General Manager/CAO Mathews provided an overview of the current scope of work under the current contract that includes chip and grind services for green waste and wood waste. He detailed the amendment being proposed to include aerated static pile composting and joint activities related to food waste, de-packager slurry, culls, and mixed organics processing by the Authority staff.

**Committee Discussion:** The Committee discussed the report.

**Public Comment:** None

**Committee Action:** Alternate Vice President Lopez made a motion to forward to the Board recommending approval. Vice President De La Rosa seconded the motion. The motion passed; 3-0

**4. Redistribution of January 2018 Report on the Results of Market Research Study to Assist with the Realignment of the Marketing and Branding Strategy**

(4:26) General Manager/CAO Mathews explained the difference between the customer service survey that was presented to the Board at the February meeting and 2018 survey currently being presented that was conducted by a consultant to measure general resident satisfaction regarding waste services, preferred methods of communication and media habits, and opinions around recycling and waste management within the Authorities jurisdiction. He reviewed the survey's key findings in detail.

**Committee Discussion:** The Committee discussed the report suggesting summarizing the presentation for the Board focusing on the Sun Street Transfer Station statistics.

**Public Comment:** None

**Committee Action:** None; Informational Only

**5. A Resolution Approving the Disposal and Service Fees Effective July 1, 2020**

(4:42) Finance and Administration Manager Hendricks reviewed the proposed changes. He explained in detail the projected revenues, rate increases, and impacts to the commercial and residential customers.

**Committee Discussion:** The Committee discussed the report.

**Public Comment:** None

**Committee Action:** Alternate Vice President Lopez made a motion to forward to the Board recommending approval. Vice President De La Rosa seconded the motion. The motion passed; 3-0

**6. A Resolution Approving the Operating Budget, the Personnel Allocation, and Salary Schedule for FY 2020-21**

(4:49) Finance and Administration Manager Hendricks provided a report on the proposed budget for fiscal year 2020-21. The proposed budget is status quo for all services with no new program changes. He reviewed in detail the budget increases and the cost of two additional positions being requested by staff; one Equipment Maintenance Technician I/II (Mechanic) position and one Loader Operator to be designated to the organics, wood waste, and construction and demolition materials recovery operations. Mr. Hendricks explained the residential and commercial rate changes proposed to balance the budget.

**Committee Discussion:** The Committee discussed the report.

**Public Comment:** None

**Committee Action:** Vice President De La Rosa made a motion to forward to the Board recommending approval. Alternate Vice President Lopez seconded the motion. The motion passed; 3-0

## **7. Strategic Plan Discussion**

(5:05) General Manager/CAO Mathews commented on the possibility to reinstate the Board of Directors Strategic Planning bi-annual sessions. He provided a brief history on actions that lead to the temporary cancelation of the strategic planning sessions and proposed potential restructure options.

**Committee Discussion:** The Committee discussed the report.

**Public Comment:** None

**Committee Action:** By consensus the Committee deferred this item until a decision is made by the City of Salinas on the One Year Notice of Intent to Withdrawal from the Joint Powers Agreement

## **8. Update on the city of Salinas' One Year Notice of Intent to Withdrawal from the Joint Powers Agreement with the Salinas Valley Solid Waste Authority**

(5:13) General Manager/CAO Mathews indicated there was no new information on this item as the City of Salinas has not yet responded to the formal request that was sent to the City of Salinas on February 21.

**Committee Discussion:** Vice President De La Rosa stated the City Mayor would be responding to the request and that the City of Salinas would be contacting General Manager/CAO Mathews to schedule meetings quickly.

**Staff Comments:** General Manager/CAO Mathews clarified that even though he was directed by the Board to meet with the City of Salinas staff he is not authorized to negotiate or approve any offers. He commented on the importance for the City of Salinas to provide further information or study materials, as requested in the letter. Having this information in advance of the meetings will allow the Board and staff to appropriately prepare for any negotiations that may arise.

**Public Comment:** None

**Committee Action:** None

## **FUTURE AGENDA ITEMS**

### **9. Future Agenda Items**

(5:18) The Committee reviewed the view ahead.

**CLOSED SESSION**

(5:19) General Manager/CAO Mathews indicated there is no new information to discuss on Item No. 10. President Cullen invited public comment related to Item No. 11.

10. Pursuant to ~~Government Code Section 54956.8~~ to confer with legal counsel and real property negotiators General Manager/CAO Patrick Mathews, Asst. GM/Ops Manager Cesar Zuñiga, Finance and Administration Manager Ray Hendricks, and General Counsel Roy C. Santos, concerning the possible terms and conditions of acquisition, lease, exchange or sale of ~~1)~~ Salinas Valley Solid Waste Authority Property, APNs 003-051-086 and 003-051-087, located at 135-139 Sun Street, Salinas, CA; ~~2)~~ APN 002-021-005, located at 356 W. Market St., Salinas, CA; ~~3)~~ APN 002-021-006, located at 346 W. Market St., Salinas, CA; ~~4)~~ 5APN 002-021-007, located at 330 W. Market St., Salinas, CA; and ~~5)~~ APN 002-021-008, located at 320 W. Market St., Salinas, CA ~~6)~~ APN 003-211-022-000, located at 195 Sherwood Dr. and 416 Main St., Salinas, CA

11. Pursuant to **Government Code Section 54957 (b)** to consider the Performance Evaluation of the General Manager/Chief Administrative Officer Patrick Mathews for 2019.

**Public Comment:** None

(5:13) President Cullen adjourned the meeting into closed session to discuss Item No. 11.

**RECONVENE**

(5:32) President Cullen reconvened the meeting to open session with no reportable actions taken in closed session.

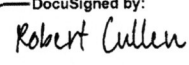
**ADJOURNMENT**

(5:33) President Cullen adjourned the meeting.

ATTEST:

  
Erika J. Trujillo, Clerk of the Board

APPROVED:

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Robert Cullen, President