



## AGENDA Special Meeting

### BOARD OF DIRECTORS

December 21, 2017, 6:00 p.m.

Gonzales Police Department (Community Room)

109 Fourth Street, Gonzales, California

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#### CALL TO ORDER

#### PLEDGE OF ALLEGIANCE

#### ROLL CALL

##### Board Directors

County: Simon Salinas, *President*  
County: John M. Phillips  
Salinas: Gloria De La Rosa, *Alt. Vice-President*  
Salinas: Tony R. Barrera  
Salinas: Kimbley Craig  
Gonzales: Elizabeth Silva  
Soledad: Christopher K. Bourke  
Greenfield: Avelina T. Torres  
King City: Robert S. Cullen, *Vice President*

##### Alternate Directors

County: Luis Alejo  
Salinas: Joseph D. Gunter  
Gonzales: Scott Funk  
Soledad: Carla Stewart  
Greenfield: Yanely Martinez  
King City: Darlene Acosta

#### TRANSLATION SERVICES AND OTHER MEETING ANNOUNCEMENTS

#### GENERAL MANAGER/CAO COMMENTS

#### DEPARTMENT MANAGER COMMENTS

#### BOARD DIRECTOR COMMENTS

#### PUBLIC COMMENT

Receive public comment from audience on items which are not on the agenda. The public may comment on scheduled agenda items as the Board considers them. Speakers are limited to three minutes at the discretion of the Chair.

#### RECOGNITIONS

- A. A Proclamation to Honor Doug Kenyon, General Manager of Republic Services Upon his Retirement

#### CONSENT AGENDA:

All matters listed under the Consent Agenda may be enacted by one motion unless a member of the Board, a citizen, or a staff member requests discussion or a separate vote.

1. [Minutes of November 16, 2017, Regular Meeting](#)
2. [October 2017 Claims and Financial Reports](#)
3. [November 2017 Member and Interagency Activity Report](#)
4. [Strategic Plan 2016-19 Goals & Objectives Monthly Progress Report](#)
5. [Monterey County Health Department, Environmental Health Bureau, Calendar Year 2016 Used Motor Oil and Filter Recycling Program Annual Report](#)
6. [Update on Succession Planning Program](#)
7. [A Resolution Approving Amendment No. 2 Authorizing a Two-Year Extension to the Professional Services Agreement with BC Laboratories Inc., for Laboratory Analytical Services in an Amount Not Exceed \\$66,493.86](#)
8. [A Resolution Approving the Emergency and Natural Disaster Preparedness and Response Plan](#)
9. [A Resolution Awarding the Purchase of a New Replacement 2018 Walking Floor Transfer Trailer to Western Trailer for an Amount of \\$80,611.00](#)

10. [A Resolution Declaring Surplus Property and Authorizing the General Manager/CAO to Dispose of Property](#)
11. [Self-Funding Programs and Services Report](#)
12. [A Resolution Approving Amendments Nos. 5 Authorizing Four-Year Extensions and Modifications to the Memorandums of Understanding with Management and Non-Management Employees for Fiscal Years 2018-2019 through 2021-2022](#)

#### PRESENTATION

13. [UPDATE ON RECYCLING MARKETS](#)
  - A. Receive Patrick Mathews, General Manager/CAO
  - B. Board Discussion
  - C. Public Comment
  - D. Recommended Action – None; Informational Only

#### CONSIDERATION

14. [DISCUSSION TO ADJUST SOIL DISPOSAL FEES](#)
  - A. Receive Report from Ray Hendricks, Finance and Administration Manager
  - B. Board Discussion
  - C. Public Comment
  - D. Recommended Action – Provide Direction

#### FUTURE AGENDA ITEMS

15. [AGENDA ITEMS – VIEW AHEAD SCHEDULE](#)

#### CLOSED SESSION

*Receive public comment from audience before entering into closed session:*

16. Pursuant to Government Code Section 54956.8 to confer with General Counsel and real property negotiators General Manager/CAO Patrick Mathews, Asst. General Manager/Operation Manager Cesar Zuniga, Legal Counsel Tom Bruen 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, and 2) Harrison Rd & Sala Rd, Salinas, CA 93907, APN 113-091-017.

#### RECONVENE

#### ADJOURNMENT

.....  
 This agenda was posted at the Administration Office of the Salinas Valley Solid Waste Authority, 128 Sun St., Ste 101, Salinas, on the Gonzales Council Chambers Bulletin Board, 117 Fourth Street, Gonzales, at the Gonzales Police Department, 109 Fourth Street, Gonzales, and the Authority's Website on Friday, December 15, 2017. The Salinas Valley Solid Waste Authority Board will next meet in regular session on, Thursday, January 18, 2018. Staff reports for the Authority Board meetings are available for review at: ► Salinas Valley Solid Waste Authority: 128 Sun Street, Ste. 101, Salinas, CA 93901, Phone 831-775-3000 ► Web Site: [www.salinavalleyrecycles.org](http://www.salinavalleyrecycles.org) ► Public Library Branches in Gonzales, Prunedale and Soledad. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact Erika J. Trujillo, 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). Spanish interpretation will be provided at the meeting. *Se proporcionará interpretación a Español.*

MINUTES OF  
THE SALINAS VALLEY SOLID WASTE AUTHORITY  
BOARD MEETING  
NOVEMBER 16, 2017

CALL TO ORDER

President Salinas called the meeting to order at 6:00 p.m.

ROLL CALL

The following Board Directors were present:

County of Monterey	Simon Salinas, President
County of Monterey	John M. Phillips ( <i>arrived at 6:01 p.m.</i> )
City of Salinas	Gloria De La Rosa, Alt. Vice President
City of Salinas	Tony Barrera
City of Salinas	Joseph D. Gunter ( <i>alternate</i> )
City of Gonzales	Elizabeth Silva
City of Soledad	Christopher K. Bourke
City of King	Robert Cullen, Vice President

The following Board Directors were absent:

City of Salinas	Kimbley Craig
City of Greenfield	Avelina Torres

Staff Members Present:

Patrick Mathews, General Manager/CAO	Brian Kennedy, Engineering & Environmental Compliance Manager
Cesar Zuñiga, Asst. GM/Operations Manager	Cindy Iglesias, Administrative Assistant II
Ray Hendricks, Finance and Administration Manager	Erika J. Trujillo, Clerk of the Board
Mandy Brooks, Resource Recovery Manager	Thomas Bruen, General Counsel

MEETING ANNOUNCEMENTS

(6:02) President Salinas announced translation services were available. No member from the public requested the service.

GENERAL MANAGER COMMENTS

(6:02) General Manager/CAO informed the Board of the upcoming monthly staff lunch meeting on November 30, extending an invitation to the Board members to attend. He notified the Board that the December Board meeting will be held at the Gonzales Police Department Conference Room, the Gonzales Council Chambers will be unavailable due to remodeling. He explained because of the change of location, if Board approves the Second reading and Public hearing of Ordinance No. 10 it will have to be conducted at the Regular scheduled meeting on January 18, 2018.

DEPARTMENT MANAGER COMMENTS

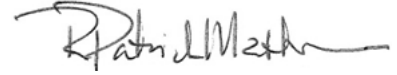
(6:03) None

BOARD DIRECTORS COMMENTS

(6:03) Director Cullen reported on the cleanup event that occurred in the City of King on Saturday November 18. Director Silva reported that the Alta Street project has not started but should be starting soon, she recommended to utilize the Fifth Street exit to avoid delays.

ITEM NO. 1

Agenda Item



General Manager/CAO

T. Bruen by et

General Counsel Approval

PUBLIC COMMENT

(6:04) Juan Camacho, Field Operations Supervisor I of the Sun Street Transfer Station in Salinas and resident of the City of Salinas, expressed his concerns with the presentation provided by the Monterey Regional Waste Management District and comments made by the Councilmembers at the City of Salinas Council Meeting on November 7 regarding the potential closure of the Sun Street Transfer Station in Salinas.

Luis Macias, Diversion Worker I of the Sun Street Transfer Station in Salinas expressed his concerns of the comments made by the Councilmembers at the City of Salinas Council meeting of November 7 regarding the potential closure of Sun Street Transfer Station and the effect this would have on unemployment of Authority staff, Hope Services staff and temporary workers.

Mary Ellen Lopez, Scalehouse Cashier of the Sun Street Transfer Station in Salinas expressed her concerns regarding the uncertainty of her employment and the elimination of services to the 300 to 400 customers that utilize the Sun Street facility daily.

CONSENT AGENDA (6:12)

1. Minutes of October 19, 2017, Regular Meeting
2. September 2017 Claims and Financial Reports
3. October 2017 Member and Interagency Activity Report
4. Strategic Plan 2016-19 Goals & Objectives Monthly Progress Report
5. Tonnage and Diversion Report for the Quarter Ended September 30, 2017
6. Resolution No. 2017-30 Approving the Allocation of Cash Balances for Fiscal Year 2016-17, and Supplemental Appropriation for CIP 9527 – JC Module 7 engineering and Construction
7. Resolution No. 2017-31 Revising the Designated Positions of the Authority's Conflict of Interest Code Rescinding Resolution 2016-31
8. Resolution No. 2017-32 Approving an Agreement with Salinas Pump Company for the Replacement of a Groundwater Well at Johnson Canyon Landfill

Public Comment: None

Board Comments: None

Motion: Director Barrera made a motion to approve the consent agenda as presented. Director Silva seconded the motion.

Votes: Motion carried 8 ,0

Ayes: Salinas, Phillips, De La Rosa, Barrera, Silva, Bourke, Cullen, Gunter (alt)

Noes: None

Abstain: None

Absent: Craig, Torres

PRESENTATION

9. FUNDING OPPORTUNITIES FOR INFRASTRUCTURE

(6:12) General Manager/CAO Patrick Mathews provided a report on funding opportunities and resources available for infrastructure projects. He detailed the guidelines and requirements for each option.

Public Comment: None

Board Comments: The Board discussed the presentation.

Motion: None; Informational only

## CONSIDERATION

### 10. COMPREHENSIVE ANNUAL FINANCIAL REPORT FOR FISCAL YEAR ENDED JUNE 30, 2017

(6:24) Finance and Administration Manager Hendricks presented a report on the results of the annual financial audit conducted by McGilloway, Ray, Brown & Kaufman, informing the Board that the Authority did not receive a management letter and will once again be applying for the Certificate of Achievement for Excellence in Financial Reporting award. The report **demonstrated that the Authority's net deficit improved 90% from the last fiscal years, however, still has a negative net position due to having more liabilities than assets.**

(6:32) Jacinto Bernal, Senior Auditor with McGilloway, Ray, Brown & Kaufman, provided a clean opinion of the Authority's finances. He reported that all accounting standards were met, that all timelines were met, and that all the new Governmental Accounting Standards Board's requirements were implemented.

Public Comment: None

Board Comments: The Board discussed the presentation.

Motion: Director Silva made a motion to accept the report. Director Gunter seconded the motion.

Votes: Motion carried 8 ,0

Ayes: Salinas, Phillips, De La Rosa, Barrera, Silva, Bourke, Cullen, Gunter (alt)

Noes: None

Abstain: None

Absent: Craig, Torres

### 11. APPOINTMENT OF NOMINATING COMMITTEE FOR THE 2018 ELECTION OF OFFICERS

(6:40) General Manager/CAO Patrick Mathews explained the election process and the guidelines imposed by the Authority Code requesting the election of two member for the nominating committee.

Public Comment: None

Board Comments: The Board discussed the item.

Motion By consensus, Director Barrera and Director Silva were appointed to the Nominating Committee.

### 12. INTRODUCTION & FIRST READING OF ORDINANCE NO. 10 AMENDING AUTHORITY CODE ARTICLE 2.08 CONFLICT OF INTEREST CODE, SECTION 2.08.010 AND 2.08.020

(6:42) General Manager/CAO Patrick Mathews provided a report on the changes requested by the County. Director Salinas introduced the ordinance by title only.

Public Comment: None

Board Comments: None

Motion By Consensus, the Board directed staff to schedule a public hearing for the second reading and adoption.

## CLOSED SESSION

13. Pursuant to Government Code Section 54956.8 to confer with General Counsel and real property negotiators General Manager/CAO Patrick Mathews, Asst. General Manager/Operation Manage Cesar Zuniga, and Legal Counsel Tom Bruen 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, and 2) Harrison Rd & Sala Rd, Salinas, CA 93907, APN 113-091-017

14. Pursuant to Government Code Section 54957.6 to provide instruction to General Manager/CAO Patrick Mathews to negotiate salaries and benefits with SVSWA employees - management and non-management.
15. Pursuant to Government Code Section 54957 (b) to consider the Performance Evaluation of the General Manager/Chief Administrative Officer Patrick Mathew.

(6:45) President Salinas invited public comment.

Public Comment: Chris Steinbrenner, Salinas resident and landowner on Harrison Road, spoke in opposition of payment for the Harrison/Sala Road property, commenting that the Salinas Chambers of Commerce and Agriculture are against it.

Dirk Giannini, landowner/grower and resident of Salinas, spoke in opposition of the third payment for the Harrison/Sala Road property, commenting on his concerns for food safety in the surrounding agricultural properties.

Norm Groot from Monterey County Farm Bureau expressed his concerns regarding the lack of communication with the stake holders surrounding the Sala/Harrison Road property regarding the project of a potential transfer station nearby. He commented on the food safety issues that it could cause with refuse trucks driving near farmlands.

Juan Camacho, Field Operations Supervisor I of the Sun Street Transfer Station and resident of the City of Salinas, expressed his concerns with food safety in the surrounding agricultural properties of the roads leading to the Monterey Regional Waste Management District in the City of Marina if garbage is sent to that facility. He commented potential illegal dumping at school, business, and roads that may cause.

Shelly Daoro, landowner in the City Salinas, spoke in opposition of a transfer station in the North side entrance of the City of Salinas.

(6:54) President Salinas adjourned the meeting into closed session to discuss Item Nos. 13, 14, and 15.

#### RECONVENE

(7:57) President Salinas reconvened the open session with no reportable action taken in closed session.

#### CONSIDERATION

16. RESOLUTION 2017-33 APPROVING THE GRANTS AND CAPITAL IMPROVEMENT PROJECTS BUDGET FOR FISCAL YEAR 2017-18

(7: 57) Finance Manager Hendricks provided a report on the budget adjustments needed to fund the Grants and Capital Improvement Projects accounts for the current fiscal year.

Public Comment: None

Board Comments: None

Motion: Director Barrera made a motion to adopt Resolution No. 2017-33. Director Cullen seconded the motion.

Votes: Motion carried 8,0

Ayes: Salinas, Phillips, De La Rosa, Barrera, Silva, Bourke, Cullen, Gunter (alt)  
Noes: None  
Abstain: None  
Absent: Craig, Torres

FUTURE AGENDA ITEMS

17. AGENDA ITEMS – VIEW AHEAD SCHEDULE

(8:01) The Board reviewed the future agenda items.

ADJOURN

(8:02) President Salinas adjourned the meeting.

APPROVED: \_\_\_\_\_  
Simón Salinas, President

Attest: \_\_\_\_\_  
Erika J. Trujillo, Clerk of the Board

 <p>Report to the Board of Directors</p>	ITEM NO. 2
	
	<p>Finance Manager/Controller-Treasurer</p>
	
	<p>General Manager/CAO</p>
	<p>N/A</p>
	<p>General Counsel</p>

Date: December 21, 2017

From: C. Ray Hendricks, Finance and Administration Manager

Title: October 2017 Claims and Financial Reports

## RECOMMENDATION

The Executive Committee recommends acceptance of the October 2017 Claims and Financial Reports.

## DISCUSSION & ANALYSIS

Please refer to the attached financial reports and checks issued report for the month of October for a summary of the Authority's financial position as of October 31, 2017, the following are highlights of the Authority's financial activity for the month of October.

### Results of Operations (Consolidated Statement of Revenues and Expenditures)

For the month of October 2017, operating revenues exceeded expenditures by \$920,130. Fiscal year 2017-2018 to date operating revenue exceeded expenditures by \$1,880,267.

### Revenues (Consolidated Statement of Revenues and Expenditures)

After four months of the fiscal year, (33.33% of the fiscal year), revenues total \$7,592,676 or 41.3% of the total annual revenues forecast of \$18,364,750. October Tipping Fees totaled \$1,252,660 and for the year to date totaled \$4,968,066 or 40.9% of the forecasted total of \$12,158,750.

### Operating Expenditures (Consolidated Statement of Revenues and Expenditures)

As of October 31, (33.33% of the fiscal year), year-to-date operating expenditures total \$5,712,409. This is 34.2% of the operating budget of \$16,720,000.

### Capital Project Expenditures (Consolidated Grant and CIP Expenditures Report)

For the month of October 2017, capital project expenditures totaled \$33,812. \$23,656 of the total was for Long Range Facility Needs EIR.

The FY 2017-18 Capital Improvement Projects Budget is approved with carryovers by the Board separate from the Operating Budget. The Capital Improvement Projects Budget was entered as proposed in October and subsequently approved by the Board at the November meeting.

### Claims Checks Issued Report

The Authority's Checks Issued Report for the month of October 2017 is attached for review and acceptance. October disbursements total \$859,382.27 of which \$377,597.42 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 October 2017.

Vendor	Service	Amount
VISION RECYCLING INC	MONTHLY GREENWASTE & WOODWASTE PROCESSING	72,134.53
CA STATE BOARD OF EQUALIZATION	QUARTERLY BOE LANDFILL PAYMENTS	76,269.20

### Cash Balances

The Authority's cash position increased \$839,434.01 during October to \$23,666,460.27. Most of the cash balance is restricted, held in trust, committed, or assigned as shown below. FY 2016-17 cash surpluses have not been allocated as of October 31, 2017:

#### Restricted by Legal Agreements:

Johnson Canyon Closure Fund	3,943,788.32
State & Federal Grants	139,803.03
BNY - Bond 2014A Payment	-
BNY - Bond 2014B Payment	-
BNY - Sub Pmt Cap One 2014 Eq Lease	-
GEO Deposit (CEQA)	9,585.94

#### Funds Held in Trust:

Central Coast Media Recycling Coalition	91,444.26
Employee Unreimbursed Medical Claims	2,635.46

#### Committed by Board Policy:

Undesignated Fund Surplus at 06-30-2017	3,949,367.12
AB939 Services	413,834.91
Designated for Capital Projects Reserve	1,138,128.87
Designated for Environmental Impairment Reserve	593,903.31
Designated for Operating Reserve	593,903.31
Expansion Fund (South Valley Revenues)	8,263,742.75
Salinas Rate Stabilization Fund	24,324.06

#### Assigned by Budget:

Assigned for Capital Projects	3,889,948.26
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Available for Operations:	612,050.67
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Total	<u>\$ 23,666,460.27</u>
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### ATTACHMENTS

1. October 2017 Consolidated Statement of Revenues and Expenditures
2. October 2017 Consolidated Grant and CIP Expenditures Report
3. October 2017 Checks Issued Report



# Salinas Valley Solid Waste Authority

## Consolidated Statement of Revenues and Expenditure

### For Period Ending October 31, 2017

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<b><u>Revenue Summary</u></b>							
Tipping Fees - Solid Waste	12,158,750	1,252,660	4,968,066	40.9 %	7,190,684	0	7,190,684
Tipping Fees - Surcharge	1,803,000	177,259	709,095	39.3 %	1,093,905	0	1,093,905
Tipping Fees - Diverted Materials	1,442,700	215,548	837,449	58.0 %	605,251	0	605,251
AB939 Service Fee	2,309,800	193,308	773,232	33.5 %	1,536,568	0	1,536,568
Charges for Services	124,500	32,069	32,069	25.8 %	92,431	0	92,431
Sales of Materials	244,000	30,407	101,545	41.6 %	142,455	0	142,455
Gas Royalties	220,000	0	68,866	31.3 %	151,134	0	151,134
Investment Earnings	62,000	59,817	76,673	123.7 %	(14,673)	0	(14,673)
Grants/Contributions	0	0	0	0.0 %	0	0	0
Other Non-Operating Revenue	0	20,713	25,682	0.0 %	(25,682)	0	(25,682)
<b>Total Revenue</b>	<b>18,364,750</b>	<b>1,981,781</b>	<b>7,592,676</b>	<b>41.3 %</b>	<b>10,772,074</b>	<b>0</b>	<b>10,772,074</b>
<b><u>Expense Summary</u></b>							
Executive Administration	443,150	24,463	109,899	24.8 %	333,251	2,047	331,205
Administrative Support	503,450	36,850	157,672	31.3 %	345,778	98,266	247,512
Human Resources Administration	203,150	11,602	52,895	26.0 %	150,255	2,211	148,043
Clerk of the Board	168,600	9,184	53,412	31.7 %	115,188	2,888	112,300
Finance Administration	746,350	48,556	209,279	28.0 %	537,071	5,898	531,173
Operations Administration	454,100	26,204	111,082	24.5 %	343,018	6,816	336,202
Resource Recovery	904,400	56,319	248,309	27.5 %	656,091	2,997	653,094
Marketing	75,000	2,500	11,617	15.5 %	63,383	59,636	3,747
Public Education	226,500	22,640	36,005	15.9 %	190,495	107,875	82,620
Household Hazardous Waste	775,200	40,927	160,293	20.7 %	614,907	55,656	559,250
C & D Diversion	140,000	0	38,090	27.2 %	101,910	81,910	20,000
Organics Diversion	796,200	72,135	219,945	27.6 %	576,255	576,255	0
Diversion Services	18,000	0	1,600	8.9 %	16,400	0	16,400



# Salinas Valley Solid Waste Authority

## Consolidated Statement of Revenues and Expenditure

### For Period Ending October 31, 2017

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
Scalehouse Operations	554,350	38,118	172,632	31.1 %	381,718	11,114	370,605
JR Transfer Station	354,050	21,761	100,608	28.4 %	253,442	16,770	236,672
JR Recycling Operations	158,700	8,556	30,726	19.4 %	127,974	0	127,974
ML Transfer Station	265,000	111,922	159,016	60.0 %	105,984	105,984	0
SS Disposal Operations	738,400	76,136	305,396	41.4 %	433,004	75,709	357,295
SS Transfer Operations	1,082,550	91,895	428,402	39.6 %	654,148	75,386	578,762
SS Recycling Operations	700,050	46,211	165,750	23.7 %	534,300	56,549	477,751
JC Landfill Operations	2,404,650	216,905	691,875	28.8 %	1,712,775	660,530	1,052,245
JC Recycling Operations	360,200	20,812	73,743	20.5 %	286,457	191	286,266
Crazy Horse Postclosure Maintenance	609,800	12,982	115,475	18.9 %	494,325	165,036	329,289
Lewis Road Postclosure Maintenance	226,500	5,892	65,177	28.8 %	161,323	73,716	87,607
Johnson Canyon ECS	312,600	18,677	52,904	16.9 %	259,696	124,089	135,607
Jolon Road Postclosure Maintenance	215,050	2,483	125,219	58.2 %	89,831	21,747	68,084
Sun Street ECS	186,500	11,270	41,213	22.1 %	145,287	95,921	49,366
Debt Service - Interest	1,619,100	0	816,418	50.4 %	802,682	0	802,682
Debt Service - Principal	1,229,900	0	852,068	69.3 %	377,832	0	377,832
Closure Set-Aside	248,500	26,649	105,689	42.5 %	142,811	0	142,811
Total Expense	16,720,000	1,061,651	5,712,409	34.2 %	11,007,591	2,485,196	8,522,395
Revenue Over/(Under) Expenses	1,644,750	920,130	1,880,267	114.3 %	(235,517)	(2,485,196)	2,249,679



# Salinas Valley Solid Waste Authority

## Consolidated Grant and CIP Expenditure Report

### For Period Ending October 31, 2017

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
<b>Fund 180 - Expansion Fund</b>							
180 9804 Long Range Facility Needs EIR	446,982	16,302	31,642	7.1 %	415,339	383,687	31,652
180 9805 Harrison Road	75,000	0	0	0.0 %	75,000	0	75,000
180 9806 Long Range Financial Model	60,261	0	0	0.0 %	60,261	0	60,261
180 9807 GOE Autoclave Final Project	100,000	0	0	0.0 %	100,000	0	100,000
<b>Total Fund 180 - Expansion Fund</b>	<b>682,243</b>	<b>16,302</b>	<b>31,642</b>	<b>4.6 %</b>	<b>650,601</b>	<b>383,687</b>	<b>266,914</b>
<b>Fund 211 - Grants</b>							
211 9206 HHW HD25-15-0003	13,679	293	895	6.5 %	12,784	38	12,746
211 9209 Tire Derived Aggregate 5-15-0004	66,373	0	1,533	2.3 %	64,840	0	64,840
211 9213 Tire Amnesty 2017-18	62,832	0	0	0.0 %	62,832	0	62,832
211 9214 Organics Program 2016-17	1,341,865	0	0	0.0 %	1,341,865	0	1,341,865
211 9216 AB2766 Motor Vehicle Emission Re	379,335	0	0	0.0 %	379,335	0	379,335
211 9247 Cal Recycle - CCPP	76,499	0	3,301	4.3 %	73,198	0	73,198
211 9251 Cal Recycle - 2015-16 CCPP	45,052	1,332	5,170	11.5 %	39,882	3,525	36,357
211 9252 Cal Recycle - 2016-17 CCPP	61,955	10,000	10,550	17.0 %	51,405	0	51,405
<b>Total Fund 211 - Grants</b>	<b>2,047,590</b>	<b>11,625</b>	<b>21,449</b>	<b>1.0 %</b>	<b>2,026,141</b>	<b>3,563</b>	<b>2,022,578</b>
<b>Fund 216 - Reimbursement Fund</b>							
216 9802 Autoclave Demonstration Unit	141,499	402	402	0.3 %	141,097	0	141,097
216 9804 Long Range Facility Needs EIR	221,126	7,354	15,012	6.8 %	206,114	191,949	14,165
<b>Total Fund 216 - Reimbursement Fund</b>	<b>362,625</b>	<b>7,756</b>	<b>15,414</b>	<b>4.3 %</b>	<b>347,211</b>	<b>191,949</b>	<b>155,262</b>
<b>Fund 800 - Capital Improvement Projects Fu</b>							
800 9103 Closed Landfill Revenue Study	24,831	0	0	0.0 %	24,831	0	24,831
800 9104 Organics System Expansion Study	35,000	0	0	0.0 %	35,000	0	35,000
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	16,563	(2,010)	13,000	78.5 %	3,563	241	3,322



# Salinas Valley Solid Waste Authority

## Consolidated Grant and CIP Expenditure Report

### For Period Ending October 31, 2017

	CURRENT BUDGET	M-T-D REV/EXP	Y-T-D REV/EXP	% OF BUDGET	REMAINING BALANCE	Y-T-D ENCUMBRANCES	UNENCUMBERED BALANCE
800 9402 LFG Well Replacement	30,000	0	0	0.0 %	30,000	0	30,000
800 9501 JC LFG System Improvements	40,000	0	0	0.0 %	40,000	0	40,000
800 9506 JC Litter Control Barrier	68,179	0	0	0.0 %	68,179	42,580	25,599
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
800 9509 JC Groundwater Wells	140,008	140	1,343	1.0 %	138,665	0	138,665
800 9510 JC LFG System (Vertical Wells)	90,000	0	0	0.0 %	90,000	0	90,000
800 9511 JC LFG System (Horizontal Wells)	35,321	0	0	0.0 %	35,321	0	35,321
800 9526 JC Equipment Replacement	130,900	0	0	0.0 %	130,900	0	130,900
800 9527 JC Module 7 Engineering and Cons	890,000	0	0	0.0 %	890,000	0	890,000
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	39,531	0	0	0.0 %	39,531	0	39,531
800 9601 JR Transfer Station Improvements	85,362	0	0	0.0 %	85,362	0	85,362
800 9602 JR Equipment Purchase	47,997	0	0	0.0 %	47,997	0	47,997
800 9701 SSTs Equipment Replacement	350,230	0	56,154	16.0 %	294,076	0	294,076
<b>Total Fund 800 - Capital Improvement Proje</b>	<b>4,747,359</b>	<b>(1,871)</b>	<b>70,497</b>	<b>1.5 %</b>	<b>4,676,862</b>	<b>42,821</b>	<b>4,634,041</b>
<b>Total CIP Expenditures</b>	<b>7,839,818</b>	<b>33,812</b>	<b>139,003</b>	<b>1.8 %</b>	<b>7,700,815</b>	<b>622,021</b>	<b>7,078,794</b>

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 10/1/2017 to 10/31/2017**

Check #		Check Date	Amount	Check Total
19133	AT&T SERVICES INC MONTHLY TELEPHONE SERVICE	10/4/2017	686.57	686.57
19134	COMCAST ANNUAL INTERNET SERVICE	10/4/2017	178.60	178.60
19135	COSTCO WHOLESALE ADMIN OFFICE SUPPLIES	10/4/2017	283.93	283.93
19136	ELIA ZAVALA TRAVEL REIMBURSEMENT: CRRA CONFERENCE	10/4/2017	51.50	51.50
19137	ESTELA GUTIERREZ TRAVEL REIMBURSEMENT: CRRA CONFERENCE	10/4/2017	50.00	50.00
19138	GOLDEN STATE TRUCK & TRAILER REPAIR JC VEHICLE MAINTENANCE	10/4/2017	10,971.17	10,971.17
19139	GREEN RUBBER - KENNEDY AG, LP LEWIS RD & CH FACILITY MAINTENANCE	10/4/2017	113.52	113.52
19140	GUILLERMINA GUTIERREZ TRAVEL REIMBURSEMENT: CRRA CONFERENCE	10/4/2017	25.00	25.00
19141	GUILLERMINA GUTIERREZ TRAVEL REIMBURSEMENT: CRRA CONFERENCE	10/4/2017	30.00	30.00
19142	GUILLERMINA GUTIERREZ TRAVEL REIMBURSEMENT: CRRA CONFERENCE	10/4/2017	25.00	25.00
19143	HERC RENTALS INC. JC EQUIPMENT RENTALS	10/4/2017	2.01	2.01
19144	J D BLACK TRAINING: PER DIEM AND MILEAGE REIMBURSEMENT	10/4/2017	35.12	35.12
19145	JENNY MITCHELL LCW TRAINING: PER DIEM	10/4/2017	18.00	18.00
19146	JUAN CAMACHO LCW TRAINING: PER DIEM	10/4/2017	18.00	18.00
19147	LIEBERT CASSIDY WHITMORE LCW WEBINAR	10/4/2017	70.00	70.00
19148	MONICA AMBRIZ TRAVEL REIMBURSEMENT	10/4/2017	18.00	18.00
19149	OFFICE DEPOT ADMIN & HHW OFFICE SUPPLIES	10/4/2017	777.09	777.09

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 10/1/2017 to 10/31/2017**

Check #		Check Date	Amount	Check Total
19150	RETURNS R US, INC. PHARMACEUTICAL TAKE-BACK KITS - MED BINS	10/4/2017	450.00	450.00
19151	SOUTH COUNTY NEWSPAPER NEWSPAPER ANNUAL MEMBERSHIP	10/4/2017	49.70	49.70
19152	A & G PUMPING, INC JR PORTABLE TOILET SERVICE	10/12/2017	450.00	450.00
19153	AMERICAN SUPPLY CO. ALL SITES CUSTODIAL SUPPLIES	10/12/2017	328.95	328.95
19154	ASBURY ENVIRONMENTAL SERVICES MONTHLY HHW USED OIL HAULING & DISPOSAL	10/12/2017	80.00	80.00
19155	AT&T SERVICES INC MONTHLY TELEPHONE SERVICE	10/12/2017	328.86	328.86
19156	AUTOZONE LLC. OPS VEHICLE MAINTENANCE	10/12/2017	10.00	10.00
19157	CALCON SYSTEMS, INC. SSTS FACILITY MAINTENANCE	10/12/2017	1,311.50	1,311.50
19158	CALIFORNIA WATER SERVICE SSTS & JR WATER SERVICE	10/12/2017	1,714.77	1,714.77
19159	CARDLOCK FUELS SYSTEM, INC. SS & JC EQUIPMENT FUEL	10/12/2017	8,614.81	8,614.81
19160	CLARK PEST CONTROL, INC ADMIN BUILDING PEST CONTROL	10/12/2017	88.00	88.00
19161	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS VEHICLE MAINTENANCE	10/12/2017	279.21	279.21
19162	CSC OF SALINAS/YUMA SSTS VEHICLE MAINTENANCE- TRAILER	10/12/2017	111.91	111.91
19163	CUTTING EDGE SUPPLY JC EQUIPMENT MAINTENANCE	10/12/2017	6,715.54	6,715.54
19164	EAGLE STAR SECURITY SSTS SECURITY SERVICES	10/12/2017	2,304.00	2,304.00
19165	ELIA ZAVALA TRAVEL REIMBURSEMENT: AIRFARE	10/12/2017	25.00	25.00
19166	EXPRESS SAFETY INC SSTS SAFETY SUPPLIES	10/12/2017	137.89	137.89

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 10/1/2017 to 10/31/2017**

Check #		Check Date	Amount	Check Total
19167	FIRST ALARM MONITORING ALARM SYSTEM	10/12/2017	502.92	502.92
19168	FULL STEAM STAFFING LLC SSTS & JC CONTRACT LABOR	10/12/2017	4,990.97	4,990.97
19169	GEOLOGIC ASSOCIATES, INC. ALL SITE GROUNDWATER MONITORING SERVICES	10/12/2017	2,656.00	2,656.00
19170	GOLDEN STATE TRUCK & TRAILER REPAIR ALL SITES VEHICLE MAINTENANCE	10/12/2017	7,683.36	7,683.36
19171	**VOID**	10/12/2017	-	-
19172	**VOID**	10/12/2017	-	-
19173	GONZALES ACE HARDWARE JC, LR, SCALES FACILITY MAINTENANCE	10/12/2017	184.39	184.39
19174	GRAINGER JC, JR, SSST, SAFETY SUPPLIES	10/12/2017	230.10	230.10
19175	GRANITE CONSTRUCTION COMPANY SSTS FACILITY MAINTENANCE	10/12/2017	726.51	726.51
19176	GRANITE ROCK CO/PAVEX SSTS FACILITY MAINTENANCE	10/12/2017	79.75	79.75
19177	GREEN RUBBER - KENNEDY AG, LP JC FACILITY MAINTENANCE	10/12/2017	420.13	420.13
19178	GREEN VALLEY INDUSTRIAL SUPPLY, INC SSTS FACILITY MAINTENANCE	10/12/2017	86.11	86.11
19179	GUARDIAN SAFETY AND SUPPLY, LLC SSTS SAFETY SUPPLIES	10/12/2017	110.26	110.26
19180	HD SUPPLY CONSTRUCTION SUPPLY, LTD BRANCH #618 JR FACILITY MAINTENANCE	10/12/2017	1,350.96	1,350.96
19181	INFINITY STAFFING SERVICES, INC. SSTS CONTRACTED LABOR	10/12/2017	2,085.75	2,085.75
19182	J. J. KELLER & ASSOCIATES, INC SSTS EQUIPMENT MAINTENANCE	10/12/2017	2,561.33	2,561.33
19183	JULIO GIL SSTS VEHICLE SUPPLIES	10/12/2017	1,375.69	1,375.69



**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 10/1/2017 to 10/31/2017**

Check #		Check Date	Amount	Check Total
19184	KING CITY HARDWARE INC. JR FACILITY MAINTENANCE	10/12/2017	7.57	7.57
19185	LINDA VASQUEZ MILEAGE REIMBURSEMENT	10/12/2017	34.02	34.02
19186	MALLORY CO. INC HHW SUPPLIES	10/12/2017	650.58	650.58
19187	MANUEL PEREA TRUCKING, INC. JC HAULING SERVICES	10/12/2017	225.00	225.00
19188	MONTEREY AUTO SUPPLY INC SSTS EQUIPMENT MAINTENANCE	10/12/2017	62.11	62.11
19189	MONTEREY BAY OFFICE PRODUCTS ADMIN COPY MACHINE BASE PAYMENT	10/12/2017	393.97	393.97
19190	NEXTEL OF CALIFORNIA, INC SCALE HOUSE, SS & JR CELL PHONE SERVICES	10/12/2017	309.14	309.14
19191	OFFICE DEPOT SCALE HOUSE & ADMIN OFFICE SUPPLIES	10/12/2017	1,138.81	1,138.81
19192	ONHOLD EXPERIENCE ADMIN PHONE SERVICE	10/12/2017	207.00	207.00
19193	PACIFIC GAS AND ELECTRIC COMPANY ALL SITE ELECTRICAL SERVICES	10/12/2017	8,269.71	8,269.71
19194	PAPE MATERIAL HANDLING, INC SSTS EQUIPMENT MAINTENANCE	10/12/2017	1,209.49	1,209.49
19195	PENINSULA MESSENGER LLC ALL SITES COURIER SERVICES	10/12/2017	620.00	620.00
19196	QUINN COMPANY ALL SITES EQUIPMENT MAINTENANCE	10/12/2017	18,181.64	18,181.64
19197	**VOID**	10/12/2017	-	-
19198	REFRIGERATION SUPPLIES DISTRIBUTOR HHW FREON REMOVAL	10/12/2017	36.18	36.18
19199	RODOLFO RAMIREZ AYALA SSTS VEHICLE MAINTENANCE	10/12/2017	1,800.00	1,800.00
19200	RONNIE G. REHN SSTS BUILDING KEYS	10/12/2017	87.45	87.45

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 10/1/2017 to 10/31/2017**

Check #		Check Date	Amount	Check Total
19201	ROSSI BROS TIRE & AUTO SERVICE SSTS VEHICLE MAINTENANCE	10/12/2017	121.59	121.59
19202	SHARPS SOLUTIONS, LLC MONTHLY SHARPS HAULING DISPOSAL	10/12/2017	160.00	160.00
19203	SOUTH COUNTY NEWSPAPER GONZALES TRIBUNE	10/12/2017	49.70	49.70
19204	STURDY OIL COMPANY SSTS EQUIPMENT MAINTENANCE	10/12/2017	462.96	462.96
19205	VALLEY FABRICATION, INC. SSTS FACILITY MAINTENANCE	10/12/2017	89.75	89.75
19206	A & G PUMPING, INC JR PORTABLE TOILET SERVICE	10/19/2017	105.83	105.83
19207	ADMANOR, INC FY 2017-18 CCRMC MARKETING	10/19/2017	5,628.85	5,628.85
19208	AECOM TECHNICAL SERVICES, INC. PROJECT DESIGN AND CEQA SERVICES	10/19/2017	22,061.77	22,061.77
19209	AT&T MOBILITY FINANCE INTERNET SERVICE	10/19/2017	84.00	84.00
19210	BECKS SHOES AND REPAIR SSTS UNIFORMS SUPPLIES	10/19/2017	181.08	181.08
19211	CALIFORNIA PRODUCT STEWARDSHIP COUNCIL CPSC SPONSORSHIP	10/19/2017	2,500.00	2,500.00
19212	CARDLOCK FUELS SYSTEM, INC. JC, SSTS, JR DIESEL	10/19/2017	12,630.37	12,630.37
19213	CASEY PRINTING, INC ADMIN ANNUAL REPORT 2016-17	10/19/2017	1,698.47	1,698.47
19214	CITY CLERKS ASSOCIATION OF CALIFORNIA EDUCATION WORKSHOP - PUBLIC RECORDS ACT	10/19/2017	75.00	75.00
19215	CITY CLERKS ASSOCIATION OF CALIFORNIA EDUCATION WORKSHOP - PUBLIC RECORDS ACT	10/19/2017	50.00	50.00
19216	CITY OF GONZALES JC WATER MONTHLY HOSTING FEE	10/19/2017	289.34 20,833.33	21,122.67
19217	COAST COUNTIES TRUCK & EQUIPMENT CO. SSTS & JC VEHICLE MAINTENANCE	10/19/2017	218.40	218.40

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 10/1/2017 to 10/31/2017**

Check #		Check Date	Amount	Check Total
19218	COSTCO WHOLESALE RR TECH COMPUTER EMPLOYEE CPR TRAINING REPLACEMENT COMPUTER SCALE HOUSE	10/19/2017	1,054.20 32.61 1,095.04	2,181.85
19219	CSC OF SALINAS/YUMA SSTS FACILITY MAINTENANCE	10/19/2017	222.17	222.17
19220	DOUGLAS NOLAN ROCK STEADY JUGGLING SCHOOL ASSEMBLY PROGRAM	10/19/2017	2,750.00	2,750.00
19221	FULL STEAM STAFFING LLC JC & JR CONTRACT LABOR	10/19/2017	12,379.53	12,379.53
19222	GOLDEN STATE TRUCK & TRAILER REPAIR SSTS VEHICLE MAINTENANCE	10/19/2017	171.71	171.71
19223	GONZALES ACE HARDWARE JC FACILITY MAINTENANCE	10/19/2017	74.64	74.64
19224	GONZALES TIRE & AUTO SUPPLY JC EQUIPMENT MAINTENANCE	10/19/2017	18.99	18.99
19225	GREEN RUBBER - KENNEDY AG, LP SSTS, JC FACILITY MAINTENANCE SSTS, JC FACILITY MAINTENANCE	10/19/2017	53.11 12.76	65.87
19226	HOME DEPOT ALL SITES FACILITY MAINTENANCE SUPPLIES	10/19/2017	4,076.37	4,076.37
19227	**VOID**	10/19/2017	-	-
19228	INFINITY STAFFING SERVICES, INC. SSTS CONTRACT LABOR-DRIVER	10/19/2017	1,161.00	1,161.00
19229	KING CITY CHAMBER OF COMMERCE & AGRICULTURE KING CITY CHAMBER COMMUNITY RESOURCE FAIR FEE	10/19/2017	150.00	150.00
19230	MALLORY CO. INC HHW SAFETY SUPPLIES	10/19/2017	1,000.18	1,000.18
19231	MANUEL PEREA TRUCKING, INC. JC & JR EQUIPMENT HAULING	10/19/2017	900.00	900.00
19232	MANUEL TINAJERO JC LANDSCAPE MAINTENANCE	10/19/2017	450.00	450.00
19233	MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DIST JC TITLE V PERMIT FEE	10/19/2017	3,986.84	3,986.84

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 10/1/2017 to 10/31/2017**

Check #		Check Date	Amount	Check Total
19234	NCM ODOR CONTROL SSTS FACILITY MAINTENANCE	10/19/2017	11,593.09	11,593.09
19235	NEXIS PARTNERS, LLC MONTHLY ADMIN BUILDING RENT	10/19/2017	9,212.00	9,212.00
19236	NORTH COUNTY INDUSTRIAL SHOP, INC. SSTS EQUIPMENT MAINTENANCE	10/19/2017	880.00	880.00
19237	OFFICE DEPOT SCALE HOUSE, SSTS OFFICE SUPPLIES SCALE HOUSE, SSTS OFFICE SUPPLIES	10/19/2017	85.69 49.12	134.81
19238	ONE STOP AUTO CARE/V & S AUTO CARE, INC OPS VEHICLE MAINTENANCE RR CARAVAN VEHICLE MAINTENANCE	10/19/2017	82.43 85.00	167.43
19239	PACIFIC TRUCK PARTS, INC SSTS VEHICLE MAINTENANCE	10/19/2017	423.35	423.35
19240	PEOPLEREADY INC. JC CONTRACTED LABOR	10/19/2017	1,900.51	1,900.51
19241	PURE WATER BOTTLING ALL SITES BOTTLED WATER SERVICE	10/19/2017	616.70	616.70
19242	QUINN COMPANY SSTS EQUIPMENT MAINTENANCE 950G	10/19/2017	1,493.25	1,493.25
19243	ROSSI BROS TIRE & AUTO SERVICE SSTS VEHICLE MAINTENANCE	10/19/2017	1,009.81	1,009.81
19244	TELCO AUTOMATION, INC. TELEPHONE NETWORK SUPPORT	10/19/2017	179.00	179.00
19245	UNITED RENTALS (NORTHWEST), INC LR EQUIPMENT RENTAL	10/19/2017	213.43	213.43
19246	VALLEY FABRICATION, INC. SSTS FACILITY MAINTENANCE	10/19/2017	21.04	21.04
19247	VISION RECYCLING INC MONTHLY GREEN WASTE AND WOOD WASTE PROCESSING	10/19/2017	72,134.53	72,134.53
19248	WESTERN EXTERMINATOR COMPANY JC & SS EXTERMINATOR SERVICES	10/19/2017	131.00	131.00
19250	MONTEREY BAY UNIFIED AIR POLLUTION CONTROL DIST JC AIR PERMIT APPLICATION	10/19/2017	1,001.00	1,001.00

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 10/1/2017 to 10/31/2017**

Check #		Check Date	Amount	Check Total
19251	AMERICAN SUPPLY CO. ALL SITES CUSTODIAL SUPPLIES	10/24/2017	1,082.83	1,082.83
19252	BECKS SHOES AND REPAIR JC SAFETY SUPPLIES	10/24/2017	357.52	357.52
19253	CARDLOCK FUELS SYSTEM, INC. ALL SITES VEHICLE FUEL	10/24/2017	7,415.24	7,415.24
19254	CENTRAL COAST MEDIA COALITION FY 17-18 CCRMC CONTRIBUTION	10/24/2017	20,000.00	20,000.00
19255	CITIZEN COMMUNICATIONS LLC RECYCLIST OUTREACH SOFTWARE ANNUAL SUBSCRIPTION	10/24/2017	2,000.00	2,000.00
19256	CSC OF SALINAS/YUMA JR EQUIPMENT MAINTENANCE	10/24/2017	217.94	217.94
19257	EAGLE STAR SECURITY SSTS SECURITY SERVICES	10/24/2017	1,152.00	1,152.00
19258	FERGUSON ENTERPRISES INC #795 JC FACILITY MAINTENANCE	10/24/2017	1,986.20	1,986.20
19259	FULL STEAM STAFFING LLC JC, JR, SSTS CONTRACT LABOR	10/24/2017	6,609.02	6,609.02
19260	GOLDEN STATE TRUCK & TRAILER REPAIR SSTS EQUIPMENT & VEHICLE MAINTENANCE	10/24/2017	2,401.44	2,401.44
19261	GREEN RUBBER - KENNEDY AG, LP JC MAINTENANCE SUPPLIES	10/24/2017	1,333.52	1,333.52
19262	GREEN VALLEY INDUSTRIAL SUPPLY, INC SSTS FACILITY MAINTENANCE	10/24/2017	36.80	36.80
19263	HOPE SERVICES SSTS CONTRACT LABOR	10/24/2017	11,279.80	11,279.80
19264	L. A. HEARNE COMPANY JR MAINTENANCE PROJECT	10/24/2017	661.58	661.58
19265	MALLORY CO. INC HHW SUPPLIES	10/24/2017	118.00	118.00
19266	MCGILLOWAY, RAY, BROWN & KAUFMAN ANNUAL AUDIT SERVICES	10/24/2017	8,610.00	8,610.00
19267	OFFICE DEPOT ADMIN OFFICE SUPPLIES	10/24/2017	637.34	637.34

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 10/1/2017 to 10/31/2017**

Check #		Check Date	Amount	Check Total
19268	PROBUILD COMPANY LLC SSTS & JC FACILITY MAINTENANCE	10/24/2017	489.72	489.72
19269	QUINN COMPANY SSTS EQUIPMENT MAINTENANCE	10/24/2017	3,858.94	3,858.94
19270	REPUBLIC SERVICES #471 MONTHLY ADMIN BUILDING TRASH SERVICE PICK UPS	10/24/2017	145.76	145.76
19271	RONNIE G. REHN ADMINISTRATION OFFICE KEYS	10/24/2017	43.70	43.70
19272	SCS FIELD SERVICES ALL SITES ROUTINE ENGINEERING SERVICES	10/24/2017	20,171.00	20,171.00
19273	STTUARD MATTHEW WOLF HARRISON ROAD PROPERTY APPRAISAL	10/24/2017	2,750.00	2,750.00
19274	SWANA GOLD RUSH CHAPTER SWANA INSTALLATION MEETING	10/24/2017	65.00	65.00
19275	THE OFFSET PROJECT SPECIAL EVENTS RECYCLING -TOP	10/24/2017	5,330.00	5,330.00
19276	THOMAS M BRUEN ADMIN LEGAL SERVICES- SEPTEMBER	10/24/2017	1,906.11	1,906.11
19277	VALLEY PACIFIC PETROLEUM SERVICES, INC. JR & JC EQUIPMENT MAINTENANCE	10/24/2017	882.78	882.78
19278	WESTERN EXTERMINATOR COMPANY JC & SS EXTERMINATOR SERVICES	10/24/2017	125.00	125.00
19279	US BANK CORPORATE PAYMENT SYSTEM	10/25/2017		
	SMART&FINAL: EXECUTIVE COMMITTEE MEETING		24.97	
	ACME CAR WASH: ADMINISTRATION PRIUS DETAILING CLEANING		135.99	
	AMAZON: CPR TRAINING MATERIAL		65.40	
	LUCIDPRESS ANNUAL REPORT SOFTWARE		50.00	
	MICROSOFT: ANNUAL MS 365 SUBSCRIPTIONS		2,277.00	
	GRANITE CONSTRUCTION: ASPHALT FOR SS		291.70	
	SMART&FINAL: SEPTEMBER BOARD MEETING		14.82	
	SUPER MAX: CH SUPPLIES		24.56	
	AMAZON: CABLE WIRE CLIPS		7.95	
	CAFE BEACH: ADMINISTRATION STAFF DEVELOPMENT RETREAT		403.34	
	CALIFAEP: ASSOCIATION ENVIRONMENTAL MEMBERSHIP		150.00	
	CALPELRA :ANNUAL MEMBERSHIP		350.00	
	CALPELRA MEMBERSHIP - FINANCE MANAGER		350.00	
	CALPELRA: CONFERENCE REGISTRATION		757.00	
	CALPELRA: TRAINING REGISTRATION		375.00	
	EXPERIAN: CREDIT CHECKS		49.95	
	PARADISE POINT: CONFERENCE LODGING		2,753.73	
	PARADISE POINT: CONFERENCE LODGING		542.91	

**Salinas Valley Solid Waste Authority**  
**Checks Issued Report for 10/1/2017 to 10/31/2017**

Check #	Check Date	Amount	Check Total
PARADISE POINT: CONFERENCE LODGING		375.00	
CSDA: ANNUAL CONFERENCE REGISTRATION		580.00	
ORCHARD SUPPLIES- SSTS FACILITY MAINTENANCE		62.12	
SUPPLY HOUSE: FIRE SENSOR RETURN		(2,502.55)	
HARBOR FREIGHT TOOLS: OFFICE SUPPLIES		63.31	
AMAZON: HR DOCUMENTATION MANUAL		31.61	
SMART & FINAL: SSTS SUPPLIES		10.01	
HUGHES: JR & JC SCALE HOUSE MONTHLY INTERNET SERVICE		171.61	
INTERMEDIA: MONTHLY EMAIL EXCHANGE SERVICES		346.30	
NEXTIVA: HR FAX LINE		65.40	
AMAZON: REPLACEMENT SERVER HARD DRIVE		1,217.76	
AMAZON.COM : JC COMMUNICATIONS SUPPLIES		509.97	
OFFICE 365:RR MARKETING INTERN OFFICE 365 LICENSE		91.13	
AMAZON: JC SAFETY SUPPLIES		36.45	
HARBOR FREIGHT TOOLS: HHW SAFETY SUPPLIES		95.76	
SALINAS VALLEY CHAMBER: TOUR		25.00	
SHRM: MEMBERSHIP RENEWAL		199.00	
SOUTHWEST AIRLINES: FLIGHT FOR CLERK CONFERENCE		97.95	
FILTERWATER- CH FACILITY MAINTENANCE		132.00	
WINDSUPPLY- SSTS FACILITY MAINTENANCE		26.77	
THE PERFECT WATER- CH FACILITY MAINTENANCE		422.24	
SWENSON SILACCI: SYMPATHY FLOWERS		56.78	
SKILLPATH SEMINARS: MANAGEMENT AND LEADERSHIP		224.25	
VISTAPRINT: BUSINESS CARDS		74.42	
VISTAPRINT: BUSINESS CARDS		186.42	
VISTAPRINT: BUSINESS CARDS		54.29	
			11,277.32
19280 **VOID**	10/25/2017	-	-
19281 **VOID**	10/25/2017	-	-
19282 **VOID**	10/25/2017	-	-
19283 **VOID**	10/25/2017	-	-
IFT201813 CA STATE BOARD OF EQUALIZATION	10/24/2017		
QUARTERLY BOE LANDFILL PAYMENTS		76,269.20	
			<u>76,269.20</u>
Subtotal			<u>481,784.85</u>
Payroll Disbursements			<u>377,597.42</u>
Grand Total			<u><u>859,382.27</u></u>



## Report to the Board of Directors

ITEM NO. 3

N/A

Finance and Administration Manager,  
Controller/Treasurer

General Manager/CAO

N/A

Legal Counsel

Date: December 21, 2017

From: Mandy Brooks, Resource Recovery Manager

Title: Member and Interagency Activities Report for  
November 2017 and Upcoming Events

### RECOMMENDATION

Staff recommends the Board accept the report.

### STRATEGIC PLAN RELATIONSHIP

This report relates to the Strategic Plan Goal to promote the value of Salinas Valley Recycles' services and programs to the community. It is intended to keep the Board apprised of activities and communication with our member agencies and regulators.

#### Monterey County Environmental Health Bureau (Local Enforcement Agency - LEA)

The monthly inspection for the Sun Street Transfer Station was conducted on November 29 with no violations or areas of concern. The LEA was notified on November 16 and December 1 that Sun St exceeded the permitted tonnage limits on November 15 by approximately 9 tons, and November 29 by less than 0.5 tons. No customers were turned away to prevent illegal dumping. On November 30 a fire occurred at the Sun Street Transfer Station after work hours. Staff and the Salinas Fire Department responded and were able to contain the fire. The incident is being investigated by Salinas Police as possible arson, due to surveillance footage of an intruder at the location and time of the fire. An older piece of equipment, a spare loader was lost in the fire, but no other significant damage occurred; the facility opened at the regular time the next morning and insurance is processing the damage claim.

The month inspection by the LEA for the Johnson Canyon Landfill was conducted on November 29. The LEA was notified of tonnage exceedances at Johnson Canyon for eight (8) days during November due to large quantities of clean dirt received at the facility. The large volumes of clean dirt were mainly from out-of-district projects as well as one larger local cleanup project as directed by the LEA to dispose of the material. No customers were turned away and the material will be beneficially reused as daily cover for the landfill. The LEA will consider waiving the exceedances associated with a local cleanup project that they directed. A violation or area of concern may be issued for the other exceedances not related to the local cleanup project.

Additional investigations and testing for the October violation at Johnson Canyon for the positive detection of methane gas in a landfill gas monitoring probe (Southern Boundary Probe 23) has been on-going. Scheduled replacement and installation of new gas extraction wells is underway in an effort to contain the gas and bring the probe back into compliance. A re-inspection by CalRecycle will occur when the probe is determined by staff to be clear of methane.

The monthly inspections of the Jolon Road Transfer Station and Landfill (closed) were completed on November 15, with no areas of concern or violations observed during the



inspection. The LEA noted that the site was clean and maintained with active load checking in progress.

#### Other Regulatory Agencies

Staff is working with the Monterey Bay Air Resources District and the Central Coast Regional Water Quality Control Board on a routine basis to adhere to reporting requirements as it relates to air quality and stormwater permits for each facility. The Storm Water Pollution Prevention Plan (SWPPP) for Sun Street and Jolon Road have been updated to reflect upgrades in the facilities to meet the requirements of the Industrial General Permit for stormwater.



#### Solid Waste Facilities Permit Revision:

CalRecycle has requested a 60-day waiver for review of the Revised Solid Waste Facilities Permit for Johnson Canyon Landfill due to a landfill gas probe methane exceedance that occurred during the joint 18-month Permit Revision inspection in October. The permit revision allows food waste as a feedstock in the composting operation and includes the addition of the autoclave processing demonstration unit. CalRecycle now has until January 30, 2018 to concur with the permit.

#### Community Clean Up Events

Two (2) community cleanup events were conducted in November with the results from two (2) October events also listed below:

- Salinas: Republic Services conducted District 6 clean up on November 4 and collected 7.3 tons of trash and approximately 13.4 tons of recyclable materials resulting in an 65% diversion rate for the event.
- King City: Waste Management conducted a one-day cleanup on November 18 at the King City High School parking lot and collected over 3 tons of trash and approximately 9 tons of recyclable materials resulting in an 75% diversion rate for the event. Approximately 1,886 lbs. of ABOP (Antifreeze, Batteries, Motor Oil and Paint) waste materials were also collected during the event by SVR staff.
- Gonzales: Tri-Cities Disposal & Recycling, in partnership with the City of Gonzales and Gonzales Unified School District conducted the Fall Reuse & Recycle Weekend Clean Up on Oct 28 & 29 at Fairview Middle School. The Gonzales High School Cross Country Team volunteered to help collect 7.2 tons of trash and approximately 8.5 tons of recyclable materials resulting in an 55% diversion rate for the event. SVR staff collected approximately 900 lbs. of ABOP (Antifreeze, Batteries, Motor Oil and Paint) waste materials on the Sat of the event.
- San Ardo: Waste Management conducted a one-day cleanup on Oct 28 and collected over 5 tons of trash and approximately 6.4 tons of recyclable materials resulting in an 55% diversion rate for the event. Approximately 877 lbs. of ABOP (Antifreeze, Batteries, Motor Oil and Paint) waste materials were also collected and five (5) sharps/needles containers were distributed during the event by SVR staff.

#### Gonzales Clothing Closet

During the month of November, the Gonzales Clothing Closet's four (4) volunteers distributed 379 items to 38 clients, representing 183 family members served. The Clothing Closet is a partnership between SVR, The Salvation Army, and the Gonzales Community Church to provide free clothing to families in need.

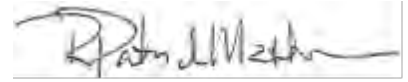
### Current and Future Events with SVR Participation

Greenfield:	12/12	Annual Franchise Hauler Performance Presentation, City Council
King City:	12/1	Chamber of Commerce Lighted Parade, Wally's Sleigh Float
	2/1/18	South County Farm Day, King City Fairgrounds
Salinas:	11/26	Parade of Lights, Wally's Sleigh Float
	12/2	Composting Presentation, ACOMI Event, Hartnell Campus
	12/7	Waste Assessment, Taylor Farms Facility
	1/10/18	Recycling Presentation, Alliance on Aging
	1/27/18	Community Composting Workshop, Jardin El Sol - 139 Sun St, 10am
Soledad:	12/2	Parade of Lights, Wally's Sleigh Float
	12/16	Qrtly ABOP Collection Event, Soledad Mission Shopping Center
Monterey County:	12/2	Qrtly ABOP Collection Event, Prunedale Shopping Center
	12/7	Recycling & Composting Presentation, Little Bear Preschool
	12/9	Pajaro Cleanup & ABOP Collection Event, Berry Co-op, Pajaro

Progress as of 12/21/17

**SALINAS VALLEY SOLID WASTE MANAGEMENT AUTHORITY  
(dba SALINAS VALLEY RECYCLES)**

**SIX-MONTH STRATEGIC OBJECTIVES  
July 24, 2017 – January 15, 2018**

ITEM NO. 4
Agenda Item

General Manager/CAO

**2016-2019 THREE-YEAR GOALS**

THREE-YEAR GOAL: <i>SELECT AND IMPLEMENT FACILITIES (e.g., SALINAS AREA MATERIALS RECOVERY CENTER) AND PROGRAMS THAT LEAD TO ACHIEVEMENT OF AT LEAST 75% WASTE DIVERSION</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the October 19, 2017 Board meeting and quarterly thereafter	General Manager	Provide to the Board progress reports on the long-term facility needs Environmental Impact Report (EIR), and other due diligence activities.		X		Moved first report was provided at the October 19 <sup>th</sup> mtg. Next report is due at the January 2018 mtg.
2. At the September 21, 2017 Board meeting	Resource Recovery Mgr., with input from the Board	Identify future public outreach efforts, areas of impact, and funding designated for EIR and long-term facilities needs studies public meetings and engagement.	X			Provided at the September Board Agenda as a Consideration Item for input and discussion.
3. At the <del>November 16</del> December 21, 2017 January 18, 2018 Board meeting	General Manager and Resource Recovery Mgr.	Present to the Board for consideration a draft plan for the Second Phase of public engagement and feedback regarding the future SVR facility options, EIR and due diligence study outcomes.			X	The RFP selection process for the public relations firm has been postponed until Jan 2018.
4. By the November 16, 2017 Board meeting	Asst. General Manager and Resource Recovery Mgr.	Present to the Board for consideration an implementation plan and funding structure for expanding residential, commercial and agricultural foodwaste recovery programs to comply with State Mandates of AB 876, AB 1826, and SB 1383.	X			A draft plan was presented to the Executive Committee and to the Board at the September meeting. Plan, budget actions and grant were approved

**Progress as of 12/21/17**

THREE-YEAR GOAL: <i>REDUCE LANDFILL DISPOSAL FEE DEPENDENCE THROUGH SELF-FUNDED PROGRAMS AND NEW REVENUE SOURCES</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By the November 16, 2017 Board meeting	General Manager Finance Manager	Present to the Board for information an overview of available State and Federal grants and low interest loan programs available for funding future long-term and permanent facility infrastructure needs.	X			Presentation conducted at the November Board meeting.
2. By the December 21, 2017 Board meeting	Finance Manager	Present to the Board for information an update on the progress of establishing self-funding programs to reduce landfill tipping fee dependence.		X		Report to Board scheduled on Dec 21
3. By the January 18, 2018 Board meeting	Asst. General Manager	Present to the Board for consideration an update and revised costs for options to improve and self-fund construction and demolition recovery efforts.		X		The update may be delayed due to construction delays encountered with the District's Material Recovery Facility. Expected completion has been moved from October to January 2018. Discussions are ongoing with MRWMD.

**Progress as of 12/21/17**

THREE-YEAR GOAL: <i>PROMOTE THE VALUE OF SVR SERVICES AND PROGRAMS TO THE COMMUNITY</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. November 1, 2017	Marketing Committee (Resource Recovery Manager-lead)	Hire a new Intern for Marketing and Social Media Outreach projects, to continue developing promotions, memes, and videos to maintain and increase followers.	X			New intern was selected, hired, and started work on Oct 2 <sup>nd</sup> .
2. By the January 18, 2018 Board meeting	Six Board Members (Rob Cullen, Liz Silva, Kimbley Craig, Tony Barrera, John Phillips, Chris Bourke)	Attend at least one community event to promote SVR services and programs and report the results to the Board.		X		Work in progress. Board members to report back as activities are completed.
3. By the January 18, 2018 Board meeting	Marketing Committee (Recycling Coordinator – lead)	Present to the Board for information the results of a market research study on target audiences to help realign SVR's marketing and branding strategy to best focus resources that enable the most effective methods of public outreach.		X		Survey data collection has been completed. Preliminary survey results will be presented to staff in mid-December.

## Progress as of 12/21/17

THREE-YEAR GOAL: <i>MAINTAIN A HIGH PERFORMANCE AND FLEXIBLE WORKFORCE</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Monthly	General Manager	Continue internal small-group employee informational meetings, with potential attendance by Board members.		X		Ongoing. Next tentatively scheduled meeting is Jan 9th, SVR offices, 12-1pm
2. By the August 17, 2017 Board meeting	General Manager	Present to the Board for consideration changes to the Personnel Organizational Structure to achieve savings and provide for additional regulatory mandates and programmatic service needs.	X			Reviewed and recommended by the Executive Committee and approved by the Board during August meetings.
3. By October 1, 2017	Finance Manager	Conduct a staff teambuilding retreat to integrate Finance and Administration staff, contingent on Board approval of the Personnel Organizational Structure changes.	X			Board approved restructure in August and Retreat was successfully conducted on September 8 <sup>th</sup> .
4. At the December 2 December 7, 2017, Executive Committee meeting	Management and Staff Personnel Committee	Present to the General Manager and Board Executive Committee for input an updated succession plan to address current and future agency needs.		X		Report to Board scheduled on the December 2017 meeting
5. By the November 16 December 21, 2017 Board meeting	Assistant General Manager	Expand the current emergency plan to include natural disaster preparedness for all staff and report the results to the Board.		X		Plan has been written and scheduled on the December 2017 meeting.
6. By December 1, 2017 February 1, 2018	General Manager	Complete 360 Feedback Process for Managers (all staff evaluate their managers).			X	Work in progress. Waiting for staff survey completion in December to develop 360 Feedback Process questions for management.



## Report to the Board of Directors

ITEM NO. 5

N/A

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A

Legal Counsel

Date: December 21, 2017

From: Jenny Mitchell, Recycling Coordinator

Title: Monterey County Health Department,  
Environmental Health Bureau, Calendar Year 2016  
Used Motor Oil and Filter Recycling Program Annual  
Report

### RECOMMENDATION

Staff recommends that the Board accept the report.

### STRATEGIC PLAN RELATIONSHIP

The recommended action will assist Salinas Valley Recycles (SVR) in supporting the Strategic Plan Goal to Implement 75% Diversion of Waste from Landfills by continuing to partner with the Monterey County Health Department, Environmental Health Bureau (MCEHB) to educate the public and commercial customers on how and where to properly recycle used motor oil and oil filters.

### FISCAL IMPACT

There is no fiscal impact to SVR for MCEHB to provide these services.

A total of \$136,821 was available in the California Department of Resources Recycling and Recovery's (CalRecycle) 7<sup>th</sup> Cycle of the Used Oil Payment Program (OPP) funding. This funding was allocated to MCEHB to administer the program as the Lead Agency. MCEHB uses the funding to provide countywide used oil and oil filter recycling services and education.

### DISCUSSION & ANALYSIS

When the member cities assigned their funds to MCEHB, SVR's Board required a series of goals and objectives from MCEHB including an annual report for the Board. The attached report was received on November 6, 2017 and covers the period of January 1, 2016 through December 31, 2016.

The purpose of the report is to describe the tasks and accomplishments performed in order to maintain and enhance existing used motor oil and used oil filter recycling services available to the residents located within SVR's service area.

### CY 2016 Program Highlights:

- Residential Drop-off Centers: A total of 63,845 gallons (78%) of used oil and 36,403 (86%) used oil filters collected countywide came from the Salinas Valley area. This represents an approximate increase of 0.3% in used oil and decrease of 11%

in used oil filters collected compared to CY 2015. The decrease in oil filter collection can be at least partially attributed to the fact that in 2016, multiple centers did not provide data but provided data in 2015.

- Residential Curbside Collection: A total of 17,812 gallons (81%) of all the used motor oil and 11,616 (87%) of used oil filters collected countywide in the curbside program comes from residents in SVR's service area. This represents a 2% decrease in used oil collected and a 4% decrease in filters collected compared to the collection data from 2015.

In the upcoming year, MCEHB plans to promote the used oil and filter recycling program through direct education, outreach and media advertisements. MCEHB also plans to explore opportunities to hold additional filter exchange events and attend community events, whenever possible, to increase program participation.

## BACKGROUND

Since 1994, MCEHB has provided a comprehensive countywide Used Motor Oil & Filter Recycling Program. By utilizing OPP funding from CalRecycle, MCEHB has established services and developed programs to serve the needs of the residential, agricultural and marina communities throughout Monterey County. MCEHB maintains these services on an ongoing basis. By acting as the Lead Agency and combining funding from each jurisdiction, an economy of scale is created which greatly benefits the Cities and County, allowing for uniform promotion of the programs through various media outlets.

The CalRecycle OPP funding is a non-competitive payment process available to local governments (city or county) in which payment is calculated and allocated to recipients on a per capita basis using the Department of Finance's population statistics. Each funding cycle is a 2-year term that must be applied for annually. The application process requires MCEHB to submit an adopted Resolution or Letter of Commitment stating that it is applying as a Regional Lead. Each of the Cities must also submit a Letter of Authorization that authorizes MCEHB to apply for OPP funding, implement the program, and administer the OPP funds on its behalf. A new Letter of Authorization is required from each City for each application cycle in order to receive the funding allocated for the specific payment cycle. Each City can choose to manage the program or allocate it to MCEHB or another agency it may choose to designate.

## ATTACHMENTS

1. Monterey County Used Oil & Filter Recycling Program Annual Report, CY 2016



County of Monterey

Monterey County  
Used Oil & Filter Recycling  
Program Annual Report to  
the Salinas Valley Solid  
Waste Authority

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Administrator

**Monterey County Used Oil & Filter Recycling Program  
Annual Report to the Salinas Valley Solid Waste Authority  
Calendar Year 2016**

## **Executive Summary**

Since 1994, the Monterey County Health Department, Environmental Health Bureau (MCEHB) has effectively administered the Countywide Used Oil & Filter Recycling Program on behalf of all the cities and unincorporated area of Monterey County.

The MCEHB ensures the proper disposal and recycling of used oil and used oil filters to prevent, or at least minimize, illegal dumping by implementing simple, convenient solutions to dispose and recycle used oil and used oil filters for residents, farmers, and boaters in Monterey County through:

- A curbside collection program
- Take back events
- Collection at Certified Collection Centers (CCC) and non-certified collection centers

MCEHB, in partnership with Waste Management, the franchise hauler, as well as Save Our Shores (SOS), the County's contract vendor, conduct a variety of education and outreach activities to

- Educate the Monterey County community regarding the proper disposal of used oil and used oil filters
- Distribute residential oil and filter collection kits and clean boater collection kits and other educational materials
- Promote the various free and convenient outlets for proper disposal of used oil and filters
- Increase participation in the programs.

To cast a wider net, services are also advertised using radio, newspaper, website, and other sources. As the administrators of the program, MCEHB staff conducts annual site visits with each of the CCC's and supplies haulers providing curbside collection in Monterey County with an adequate inventory of used oil containers. The team also maintains the collection equipment hosted at various collection centers in good working condition. Lastly, MCEHB ensures compliance with all requirements by preparing and submitting reports to CalRecycle and other agencies regarding the progress and success of the program.

While MCEHB administers the program for the entire Monterey County, this report focuses on data and activities conducted within the SVSWA service area during the 2016 calendar year.

MCEHB will continue to promote the residential, agricultural and boating programs through direct education and outreach, as well as media advertisements. In the upcoming year, MCEHB plans to explore additional media advertisement opportunities to promote the program and increase our direct education by seeking out more opportunities to hold filter exchange events and attend community events when possible.



**Monterey County Used Oil & Filter Recycling Program  
Annual Report to the Salinas Valley Solid Waste Authority  
Calendar Year 2016**

**1. Residential Drop-off Centers Program: Calendar Year 2016**

The data for this report comes from three sources. CalRecycle provides data from CCC's to MCEHB for centers that apply for a rebate through the program. Data from other CCC sites is captured from invoices paid by MCEHB from Bayside Oil, Inc., the County's contracted used oil hauler and by direct phone calls to the CCC's. This allows MCEHB to capture unreported used oil collection data. Calling the centers directly also allows MCEHB an opportunity to provide technical assistance and support to the CCC's.

There is a total of 29 CCC sites in Monterey County that collected a total of 80,195 gallons of used oil and 40,503 filters in 2016. Table 1a includes data collected from 20 CCC's in the SVSWA service area. A total of 63,845 gallons of used oil and 36,403 oil filters were collected from residential drop-off centers in the Salinas Valley Solid Waste Authority (SVSWA) area.

The data shows that the gallons of used oil collected at CCC sites increased by 0.30% and number of filters decreased by 11% compared to 2015. However, the decrease in filter collection can be attributed to the fact that multiple O'Reilly Auto Parts centers did not provide filter data for 2016.

MCEHB hosted 4 filter exchange events at different Salinas Valley auto parts stores in 2016. Locations are listed in Section 5. We also attended the Agricultural Compliance Workshop and Environmental Compliance Workshop to provide education on proper disposal and recycling of used oil and used oil filters, increase awareness of the CCC's around the County and provide rags, funnels, filter bag and filter wrenches.

**Methodology**

CalRecycle provides MCEHB staff with collection center data annually for the previous calendar year. MCEHB staff also visits each center at least annually to verify State certification requirements, help answer questions, and provide additional resources to centers as needed.



**Monterey County Used Oil & Filter Recycling Program  
Annual Report to the Salinas Valley Solid Waste Authority  
Calendar Year 2016**

**Table 1a. Residential Drop-off Collection Data for 2016 Calendar Year**

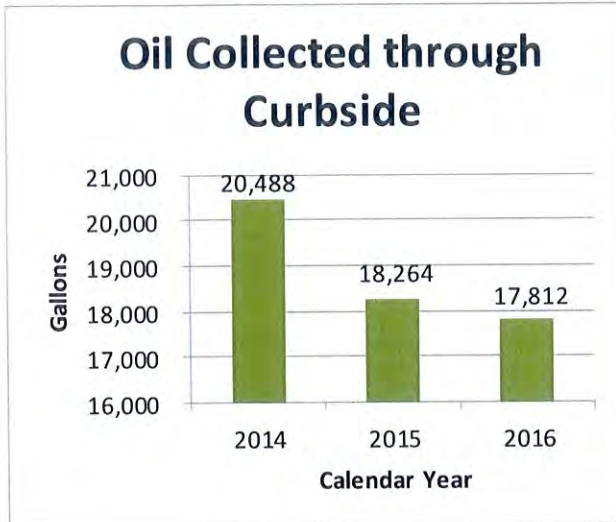
Drop-off Center	City/Area	Used Oil			Filters		
		2014	2015	2016	2014	2015	2016
*AutoZone #5509	Gonzales	3,605	3,855	3,955	1,907	3,000 <sup>1</sup>	3,500 <sup>1</sup>
*AutoZone #5510	King City	3,090	3,300	3,700	1,634	1,750 <sup>1</sup>	1,425 <sup>1</sup>
*AutoZone #5512	Salinas	8,260	8,450	8,400	1,226	5,000 <sup>1</sup>	3,000 <sup>1</sup>
*AutoZone #5513	Prunedale	4,365	4,300	4,350	1,907	2,250 <sup>1</sup>	2,200 <sup>1</sup>
*AutoZone # 5514	Salinas	7,442	7,425	7,225	4,086	6,250 <sup>1</sup>	6,200 <sup>1</sup>
*AutoZone #3744	Salinas	7,680	9,300	9,500	17,706	6,500	6,050 <sup>1</sup>
Bridgestone Firestone Store	Salinas	5	25	27	12	3	3
Jiffy Lube #2330	Salinas	11,108	0	0	9,874	0	0
O'Reilly Auto Parts # 2702	Salinas	5,355	3,725	4,850	500 <sup>1</sup>	1,500 <sup>1</sup>	0
O'Reilly Auto Parts # 2991	Salinas	3,345	4,020	4,190	500 <sup>1</sup>	500 <sup>1</sup>	0
O'Reilly Auto Parts # 3133	King City	3,135	2,955	2,700	250 <sup>1</sup>	0	1,325 <sup>1</sup>
O'Reilly Auto Parts # 2554	Salinas	3,050	3,050	2,965	500 <sup>1</sup>	750 <sup>1</sup>	0
O'Reilly Auto Parts # 3538	Salinas	4,085	4,530	4,300	500 <sup>1</sup>	1,000 <sup>1</sup>	750 <sup>1</sup>
O'Reilly Auto Parts # 3566	Soledad	4,365	3,605	3,800	250 <sup>1</sup>	250 <sup>1</sup>	1,950 <sup>1</sup>
O'Reilly Auto Parts # 4731	Greenfield	1,425	2,935	3,765	New to Program	0	0
Oil Can Henry's	Salinas	50	0	118	0	0	0
Owens Chevron	King City	0	0	0	0	0	0
Mobil 1 Lube Express*	Salinas	0	0	0	10,400 <sup>1</sup>	10,500 <sup>1</sup>	10,000 <sup>1</sup>
Salinas Mitsubishi	Salinas	1,023	0	Dropped program	650 <sup>1</sup>	0	Dropped program
Precision Tune Auto Care	Salinas	3,000	2,181	Dropped program	1,400 <sup>1</sup>	1,450 <sup>1</sup>	Dropped program
<b>Total</b>		<b>74,388</b>	<b>63,656</b>	<b>63,845</b>	<b>53,302</b>	<b>40,703</b>	<b>36,403</b>
Difference			(10,732)	189		-12,599	-4,300
Percent Difference			-14%	0.30%		-24%	-11%

<sup>1</sup>For filters totals in italics the totals were calculated using a State approved formula for converting drums to number of filters. (55-gallon drum crushed filters= 750 filters & 55-gallon drum uncrushed filters= 250 filters. This calculation is used to compare the total number of filters collected to other facilities and by year

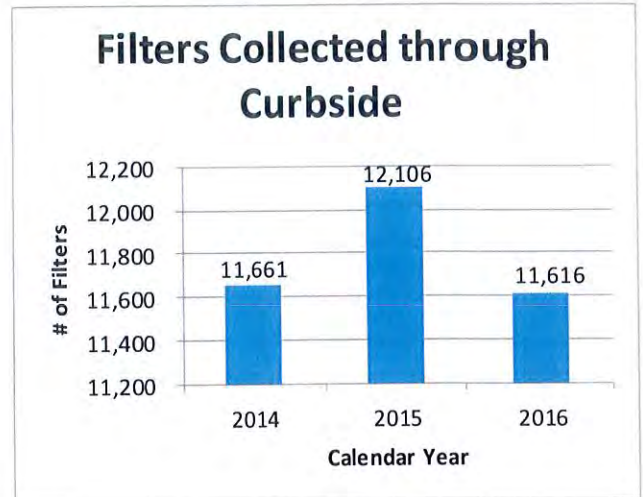


**Monterey County Used Oil & Filter Recycling Program  
Annual Report to the Salinas Valley Solid Waste Authority  
Calendar Year 2016**

**Chart 1a. Gallons of used oil collected from residential CCC sites in SVSWA area**



**Chart 1b. Number of filters collected from residential CCC sites in SVSWA area**



**Residential Curbside Collection Program: Calendar Year 2016**

A total of 22,115 gallons of used oil and 13,290 filters were collected throughout Monterey County. Of these, 81% of all oil collected and 87% of filters collected come from residents in the SVSWA area. Table 2a includes a breakdown of the data reported to MCEHB from Republic Services of Salinas, Tri-Cities Disposal and Waste Management, the three solid waste haulers that provide collection services in the SVSWA service area. MCEHB ensures the franchise haulers in Monterey County are provided with an adequate supply of oil containers and filter bags.

There was a slight 2% decrease in used oil collected and a 4% decrease in filters collected compared to the collection data from 2015. MCEHB promotes collection of used oil and filters via curbside through Spanish radio, as well as outreach events. At outreach events MCEHB provides used oil and filter collection kit that includes a 2.5-gallon container, filter bag, rag, filter wrench, filter drainer and oil funnel.

**Methodology**

MCEHB receives oil and filter collection data from Waste Management on a monthly basis and collects data directly from Bayside Oil, the County's contracted oil hauler. MCEHB provides containers, filter bags and technical assistance to the franchise haulers as necessary.

**Monterey County Used Oil & Filter Recycling Program  
Annual Report to the Salinas Valley Solid Waste Authority  
Calendar Year 2016**

**Table 2a. Curbside Oil & Filter Collection in SVSWA area Calendar Year Comparisons**

<b>Hauler</b>	<b>City/Area</b>	<b>Used Oil</b>			<b>Filters</b>		
		<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Republic Services of Salinas	Salinas	10,451	7,693	6,517	2,667	2,750	2,700
Tri-Cities Disposal	Soledad	1,953	1,411	2,883	2,301	3,008	2,751
Tri-Cities Disposal	Gonzales	1,761	1,580	1,447	2,127	1,560	1,382
Tri-Cities Disposal	Greenfield	3,647	4,902	4,514	4,139	4,331	4,315
Tri-Cities Disposal	CSD of Spreckles	0	3	0	0	0	0
Waste Management, Inc.	King City	410	338	348	94	41	53
Waste Management, Inc.	Unincorporated Monterey County	2,266	2,338	2,103	333	416	415
<b>Total</b>		<b>20,488</b>	<b>18,264</b>	<b>17,812</b>	<b>11,661</b>	<b>12,106</b>	<b>11,616</b>
Difference			(2,225)	(452)		445	-490
Percent Difference			-11%	-2%		4%	-4%
County wide collection				22,115		13,290	
Percent coming from Salinas Valley				81%		87%	

Monterey County Used Oil & Filter Recycling Program  
Annual Report to the Salinas Valley Solid Waste Authority  
Calendar Year 2016

Chart 2a. Gallons of used oil collected through residential curbside in SVSWA area

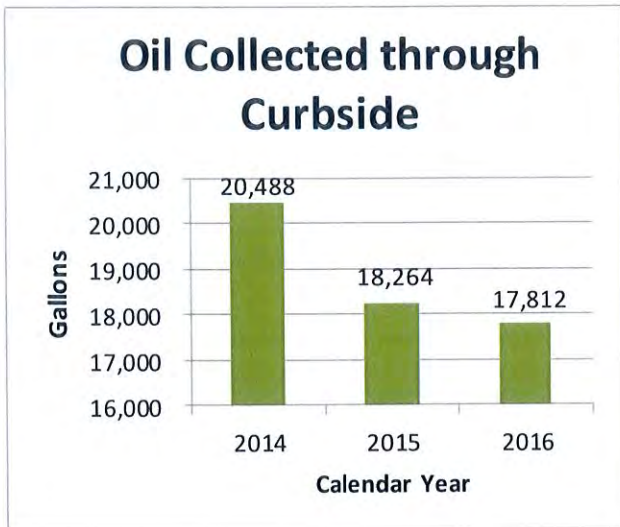
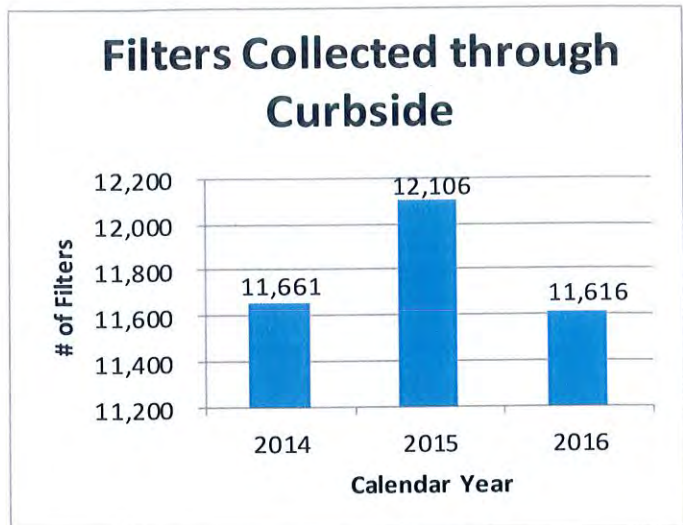


Chart 2b. Number of filters collected through residential curbside in SVSWA area





**Monterey County Used Oil & Filter Recycling Program  
Annual Report to the Salinas Valley Solid Waste Authority  
Calendar Year 2016**

**3. Agricultural Oil and Filter Drop off Program: Calendar Year 2016**

A grand total of 9,005 gallons of used oil and 16,500 filters were collected from Agricultural Oil & Filter Collection Centers (Ag Centers) in Monterey County. Table 3a below includes data from the three Agricultural CCC sites serving small farmers in Monterey County, all of which are located within the SVSWA service area.

The data below shows a 5% increase in used oil and a 16% increase in used oil filters collected compared to calendar year 2015. With the increase in collection of both used oil and filters; it is apparent that the outreach and education seems to be reaching our local farmers.

The program continues to be advertised via South County Newspapers and KRKC as well as direct outreach through attendance to agricultural-related workshops and conferences. In the upcoming year, MCEHB plans to place advertisements in the local newspaper specifically highlighting these collection centers with hopes of continuing to see an increase in collection.

**Methodology**

MCEHB collects data directly from Bayside Oil, the County's contracted oil hauler.

**Table 3a. Agricultural Oil & Filter Collection Calendar Year Comparisons**

Ag Center	Used Oil			Filters		
	2014	2015	2016	2014	2015	2016
Sturdy Oil, Salinas	5,700	7,335	8,105	9,385	12,250 <sup>1</sup>	15,750 <sup>1</sup>
Monterey County Ag Commissioner, King City	-	1,250	-	250 <sup>1</sup>	1,500 <sup>1</sup>	250 <sup>1</sup>
Mo.Co. Public Works Yard	-	0	900	500 <sup>1</sup>	500 <sup>1</sup>	500 <sup>1</sup>
<b>Total</b>	<b>5,700</b>	<b>8,585</b>	<b>9,005</b>	<b>10,135</b>	<b>14,250</b>	<b>16,500</b>
Difference		2,885	420		4,115	2,250
Percent Difference		51%	5%		41%	16%

<sup>1</sup>For filters totals in italics the totals were calculated using a State approved formula for converting drums to number of filters. (55-gallon drum crushed filters= 750 filters & 55-gallon drum uncrushed filters= 250 filters. This calculation is used to compare the total number of filters collected to other facilities and through the year



Monterey County Used Oil & Filter Recycling Program  
Annual Report to the Salinas Valley Solid Waste Authority  
Calendar Year 2016

Chart 3a. Gallons of used oil collected from agricultural centers

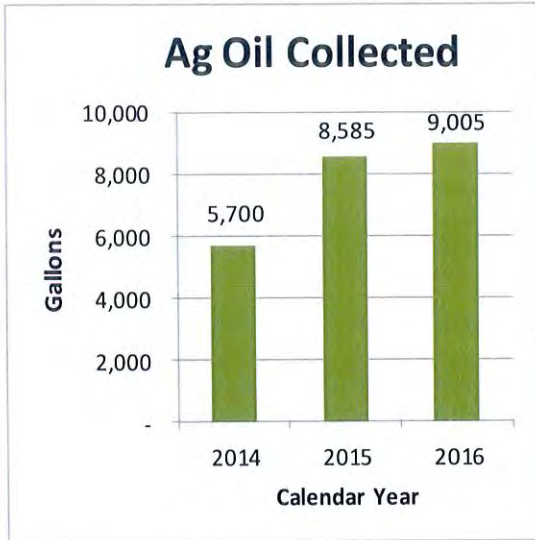
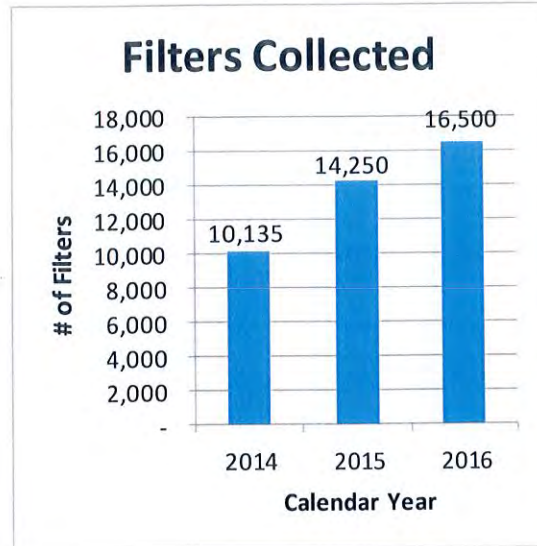


Chart 3b. Number of filters collected from agricultural centers



**Monterey County Used Oil & Filter Recycling Program  
Annual Report to the Salinas Valley Solid Waste Authority  
Calendar Year 2016**

**4. Education and Outreach**

**4A. Used Oil & Filter Recycling Community Outreach**

<b>Date</b>	<b>Event</b>	<b>Location</b>
January 30, 2016	Used Oil Filter Exchange	Salinas, CA
October 1, 2016	Used Oil Filter Exchange	AutoZone, Soledad
October 8, 2016	Used Oil Filter Exchange	AutoZone, Gonzales
October 22, 2016	Used Oil Filter Exchange	O'Reilly Auto, Greenfield

**4B. Media during this Reporting Period**

Paid for 38 advertisements in local newspapers including the Soledad Bee, King City Rustler, Greenfield News, Gonzales Tribune.
Paid for 1,461 radio ads in both Spanish and English radio; KRKC 104.1AM & 1490AM, iHeartMedia KDON 102.5 FM,, La TriColor (KLOK) promoting curbside oil collection and agricultural collection program

- Attended the Agricultural Compliance Workshop, Salinas, March 2, 2016 Attended the Environmental Compliance Workshop, Salinas, September 21, 2016
- Conducted site visits to 18 Certified Collection Centers within the SVSWA

**4C. Work to be completed during next reporting period**

MCEHB will continue to promote the residential, agricultural and boating programs through direct education and outreach, as well as media advertisements. MCEHB replenished the supply of used oil containers and will continue to provide the containers, filter bags, labels and other equipment as needed. In the upcoming year, MCEHB plans to seek out more opportunities to host filter exchange events and increase bilingual advertising.



## Report to the Board of Directors

ITEM NO. 6

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A

Legal Counsel

Date: December 21, 2017

From: C. Ray Hendricks, Finance and Administrative Manager

Title: Update on Succession Planning Program

### RECOMMENDATION

The Executive Committee recommends forwarding this item to the Board for information.

### STRATEGIC PLAN RELATIONSHIP

The recommended action would complete Objective: Present to the General Manager and Board Executive Committee for input an updated succession plan to address current and future agency needs, under the Goal: Maintain a High Performance and Flexible Workforce.

### FISCAL IMPACT

This item has no fiscal impact.

### DISCUSSION & ANALYSIS

The succession plan was approved in 2014. Since then, 4 managers have left the agency. Three of them have retired, and one left to pursue a new opportunity. Two of the four positions were filled with internal candidates, one was filled with an external candidate, and the fourth was eliminated with the duties absorbed by the rest of the management team, and a new supervisor.

The Authority participates in CalPERS 2% at 55. Thirty (57%) of the Authority's employees belong to this program, commonly referred to as "Classic" employees. Any employee who is first hired on or after January 1, 2013 with no prior CalPERS service credits, participates in the lower cost 2% at 62 retirement plan, commonly referred to as "PEPRA" employees. Twenty-three (43%) of the Authority's employees belong to this program.

Currently, the average age of staff is 45. The average age of management staff is 48. The average age of Operations and Sun Street Transfer Station employees is 46. Eight (15%) of the Authority employees are currently eligible for retirement. Management continually analyses training needs in order to continue the development of internal staff in order to have them ready for positions as they become available. An example of this is the CSUMB Supervisor training program. The Authority will send supervisors through this training, as time permits, in order to develop their leadership skills and help them prepare for the next step in their progression.

## BACKGROUND

The Board approved the formal succession policy that addresses career development on January 24, 2013.

The current program includes four key phases.

### Phase I: Identify key/critical position.

To be considered a critical position, the following factors should be considered: does the position require specialized or unique expertise that is difficult to replace in the open market; is the position the only one of its kind in a location; and, does the position perform a critical task that would stop or hinder vital functions of the Agency if left vacant.

### Phase II: Conduct position analysis.

In this phase, it is important to identify specific skill sets needed for each position identified. As part of this phase, staff will identify what the existing and potential "bench strength" we have within the organization. Questions to be asked may include: what competencies will be required, what are the skill set gaps not possessed by current staff, what strategies will be used to address the gaps.

### Phase III: Develop Succession Plan.

The succession plan is the culmination of Phase 1 and 2. Strategies to overcome gaps are outlined to include target completion dates, responsible parties and resources required. We have enclosed an example of our Succession Management Plan form (Attachment A) and an Individual Learning Plan (Attachment B) that will be used to assist employees in their development. We have also included an example and sample of how a Learning Objective would be accomplished.

### Phase IV: Monitor/Evaluate Plan.

Succession plans usually cover a 3 to 5-year period. These plans should be evaluated at least annually. Staff would complete this evaluation by indicating status/progress update on the Succession Management Evaluation Form (Attachment C). Each Authority department would submit their succession plans to General Manager.

## ATTACHMENT(S)

- A. Succession Management Plan
- B. Individual Learning Plan
- C. Succession Management Evaluation Form



## Succession Management Plan

**Instructions:** The department manager completes Steps One and Two on this Form and distributes to all staff reporting directly to him or her. Each of these staff members then works with their supervisor to complete an Individualized Learning Plan (Steps Three and Four). Evaluation of the program (Step Five) is reported on the Succession Management Evaluation Form by the manager. These completed Evaluation forms shall be submitted through the chain of command and ultimately packaged for Human Resources to review.

**Step One:** *Identify a Key Position for Succession* \_\_\_\_\_

**Step Two:** *Identify Competencies, Responsibilities, Duties, Tasks, and Essential Job Functions of this Position. Then list specific examples of how these competencies, functions, etc. are exhibited in this job. (Use additional pages as necessary).*

Competency, Responsibility, Duty, Task, Essential Job Function	Behavioral Examples

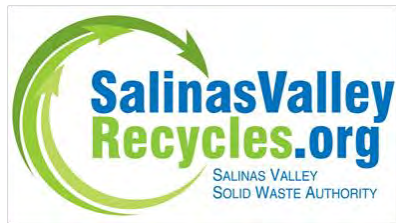
\_\_\_\_\_  
Signature of Manager

\_\_\_\_\_  
Date

**Step Three:** *Employee completes an Individualized Learning Plan with the assistance of their supervisor.*

**Step Four:** *Employee assesses ability by verifying that he/she has closed developmental gaps with assistance of their supervisor. This information is also recorded on the Individualized Learning Plan.*

**Step Five:** *Evaluate Program by monitoring developmental activity in your areas of influence, meeting with your manager to discuss internally filled positions and the success of the employees working in those positions.*



## Individual Learning Plan

Directions: Use this Individual Learning Plan to help develop the skills for higher-level positions. Work with your manager to reach agreement on objectives, strategies, etc.

Employee's Name: _____	Job Title: _____
Department: _____	Years in Position: _____

Manager's Name: _____	Job Title: _____
Department: _____	Years in Position: _____

Today's Date: \_\_\_\_\_ Plan Covering \_\_\_\_\_ to \_\_\_\_\_

Below list the competencies, activities, responsibilities, duties, tasks, or essential job functions for a higher-level position in which you have developmental needs and to which you aspire.






## ATTACHMENT B

Learning Objective	Methods and strategies to meet the Objectives	Resources needed to achieve objective (information, money, training, equipment, time, etc.)	Deadline or Benchmark Dates	How success of each learning objective will be measured	Verified? Yes/No
<b>Example:</b> I want to learn more about the budget process, including preparation and presentation	I will participate in the budget process, interview the Director of Finance, and attend department budget meetings.	Time to attend budget meetings (no fee)	6 months to go through entire budget cycle including department preparation, budget reviews and BOD approval.	I will meet with the department head after budget cycle to discuss and evaluate.  Next year I will make a department budget presentation at the department staff meeting.	



## Succession Management Evaluation Form

Name: \_\_\_\_\_ Department: \_\_\_\_\_

**To aid you in assessing the appropriate grade for your department, managers should review and discuss the following questions:**

1. How successful has my department been in developing staff in the skill areas of higher level positions? What evidence do I have of this development?
2. Has staff expressed an interest in competing for future higher level position openings? If not, why not? What can I do about this?
3. In the next five years, who in my department may be eligible to retire or might leave for reasons other than retirement?
4. What knowledge, skills, and abilities is my department in danger of losing? What is the importance of this knowledge? What can I do about this?
5. Does my department have unique circumstances such as no senior/lead positions? How can I still develop others for higher level positions given these challenges?
6. Are there potential viable candidates in positions *not* reporting directly to an upper manager (lower level employees)? What can I do to help these employees develop? How can I ensure fairness and equity for other employees at the same level who might *not* be viable candidates for upper management positions?

On the following pages, you are asked to assess your department's succession management readiness by giving your department a grade of A, B, C, D, or F. Be honest! There is an expectation that there will be few, if any, "A" grades among departments. The purpose of this readiness assessment is to develop strategies that will yield viable internal candidates for all upper management positions, not to create false competition between departments or their leaders. Regardless of the grade you assign your department, be prepared to back up this grade with evidence of development in higher-level management areas and/or of interest among managers in moving into those higher-level positions.





Instructions: Review the criteria, then place a check next to grade that most closely fits your department's situation.

\_\_\_\_\_ **A Grade of "A"** fits the following criteria:

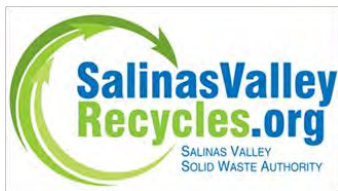
- ☐ You have identified viable internal candidates for *all* key positions for succession in your department.
- ☐ These candidates for have expressed an *interest* in upward mobility.
- ☐ These candidates have *developed* in the competency and skill areas necessary for the position.
- ☐ You have *strategies* in place in the event the viable candidates are unable to move into the position(s).

Comments:

\_\_\_\_\_ **A Grade of "B"** fits the following criteria:

- ☐ You have identified viable internal candidates for *some* key positions for succession in your department, but not all.
- ☐ Those viable candidates have expressed an *interest* in upward mobility, but they are not yet developed to the level where they could move into the position, **OR**
- ☐ Those viable candidates have *developed* (or are rapidly developing) in the competency and skill areas necessary for the position, but are unsure of their interest in the position.
- ☐ You have implemented *strategies* to address the concerns above.

Comments:



\_\_\_\_\_ **A Grade of “C”** fits the following criteria:

- ☐ You have identified *only a few* viable internal candidates for *some* key positions for succession in your department.
- ☐ You have some candidates at the early stages of *development*, yet they are unsure of their interest in a position **AND**
- ☐ You have candidates who have expressed an *interest in* a position, but who are unlikely to develop in the competency and skill areas necessary for the position.
- ☐ You have begun to implement a *plan* to address the concerns above.

Comments:

\_\_\_\_\_ **A Grade of “D”** fits the following criteria:

- ☐ There are *no* viable internal candidates for *any* key positions for succession in your department.
- ☐ You have no viable candidates who are *interested* in upward mobility.
- ☐ You have no viable candidates who have begun *development in* the competency and skill areas necessary for a position.
- ☐ You have begun to formulate *strategies* to address the concerns above, but have not begun to implement those strategies.

Comments:



\_\_\_\_\_ **A Grade of “F”** fits the following criteria:

- ☐ There are *no* viable internal candidates for *any* key positions for succession in your department.
- ☐ You have no viable candidates who are *interested* in upward mobility.
- ☐ You have no viable candidates who have *developed* in the competency and skill areas necessary for the position.
- ☐ You have no *strategies* developed to address the concerns above.

Comments:

If your grade is “B” or below, describe below the specific *steps you will take in the next year* to address the areas of concern:

If your grade, is “A”, describe the *steps you have taken* to get your department to this superior level of readiness for succession. (This information can be used to assist other departments).



## Report to the Board of Directors

ITEM NO. 7

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A

Legal Counsel

Date: December 21, 2017

From: Brian Kennedy, Engineering and Environmental Compliance Manager

Title: A Resolution Approving Amendment No. 2 Authorizing a Two-Year Extension to the Professional Services Agreement with BC Laboratories Inc., for Laboratory Analytical Services in an Amount not to Exceed \$66,493.86

### RECOMMENDATION

Staff recommends adoption of this resolution.

### STRATEGIC PLAN RELATIONSHIP

The recommended action helps support the Strategic Plan by Maintaining Environmentally Compliant Facilities and assuring all existing closed/active landfills and public service facilities are maintained per the current mandated regulations and permits.

### FISCAL IMPACT

Funding for this item is included in the FY 2017-2018 budget.

### DISCUSSION & ANALYSIS

The current BC Laboratories Agreement expires on December 31, 2017. The Agreement allows for two additional two-year extensions. BC Laboratories has agreed to extend the current terms of the Agreement for the next two years, with a not to exceed cost of \$64,557.15. The slight increase in the renewal is due to a combination of contractor cost-of-living adjustments and some increased regulatory monitoring requirements for SVR facilities. Staff recommends approval to extend the current Agreement.

### BACKGROUND

On November 21, 2013, the Board approved a two-year contract with BC Laboratories for Laboratory Analytical Services in the amount of \$61,483 with two optional two-year extensions. The initial term is set to expire on December 31, 2015, and the second term expires on December 31, 2019.

### ATTACHMENTS

1. Resolution
2. Exhibit A - Amendment No. 2

RESOLUTION NO. 2017-

A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY APPROVING  
AMENDMENT NO. 2 AUTHORIZING A TWO-YEAR EXTENSION TO THE  
PROFESSIONAL SERVICES AGREEMENT WITH BC LABORATORIES  
FOR LABORATORY ANALYTICAL SERVICES  
IN AN AMOUNT NOT TO EXCEED \$64,557.15

WHEREAS, on November 21, 2013 the Board of Directors adopted Resolution No. 2013-31 approving a professional services agreement with BC Laboratories for laboratory analytical services; and

WHEREAS, the agreement allows for two (2) two-year extensions; and,

Whereas, on November 19, 2015 the Board of Directors approved one (1) of two (2) two-year extensions; and,

WHEREAS, the Authority is satisfied with BC Laboratories and wishes to exercise the final of the two-year extensions to the agreement; and,

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALINAS VALLEY SOLID WASTE AUTHORITY that the General Manager/CAO is hereby authorized and directed for and on behalf of the Salinas Valley Solid Waste Authority to execute Amendment No. 2 authorizing a two-year extension to the professional services agreement with BC Laboratories for laboratory analytical services in an amount not to exceed \$66,493.86, as attached hereto and marked "Exhibit A".

PASSED AND ADOPTED by the Board of Directors of the Salinas Valley Solid Waste Authority this 21<sup>st</sup> day of December 2017 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

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Simon Salinas, President

ATTEST:

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Erika J. Trujillo, Clerk of the Board

EXHIBIT A



AMENDMENT NO. 2  
TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN  
SALINAS VALLEY SOLID WASTE AUTHORITY AND  
BC LABORATORIES  
FOR  
LABORATORY ANALYTICAL SERVICES

This amendment, is made and entered into this 21<sup>th</sup> of December 2017, by and between the Salinas Valley Solid Waste Authority, a joint powers authority organized under the laws of the State of California (hereinafter "Authority"), and BC Laboratories, a California corporation (hereinafter "Consultant").

The Authority and Consultant entered into an Agreement on November 21, 2013. The initial term of the agreement expires December 31, 2015. The agreement provided that the term may be extended by mutual agreement of both parties for two (2) two-year extensions. On January 1, 2015 the Authority and the Consultant agreed on Amendment No. 1, a two-year extension of the Agreement for the term to expire December 31, 2017. Amendment No. 2 extends the termination date to December 31, 2019 at a cost not to exceed \$64,557.15.

All terms of the aforementioned agreement will continue in force with the exception of the following changes:

1. Completion Schedule. The Authority and Consultant hereby mutually agree to extend the agreement for one (1) two-year term effective January 1, 2018 and ending December 31, 2019.
2. Cost. The not-to-exceed cost is \$66,493.86 for 2017 and 2018 which represents a 3% increase over the previous term (2016 and 2017).

IN WITNESS THEREOF, the parties hereto have made and executed this Amendment No. 1 on the date first above written.

SALINAS VALLEY SOLID WASTE AUTHORITY:

APPROVED AS TO FORM:

\_\_\_\_\_  
R. Patrick Matthews  
General Manager/CAO


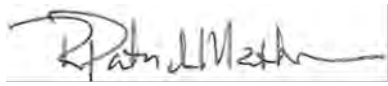
\_\_\_\_\_  
Thomas M. Bruen  
Authority General Counsel

ATTEST:

BC Laboratories:

\_\_\_\_\_  
Erika J. Trujillo  
Clerk of the Board

\_\_\_\_\_  
Mark Ellis  
Business Development Director

 <p>Report to the Board of Directors</p>	ITEM NO. 8
	<p>N/A</p> <p>Finance and Administration Manager</p>
	 <p>General Manager/CAO</p>
<p>Date: December 21, 2017</p> <p>From: Cesar Zuniga, Assistant General Manager/ Operations Manager</p> <p>Title: A Resolution Approving the Emergency and Natural Disaster Preparedness and Response Plan</p>	<p>N/A</p> <p>Legal Counsel</p>

#### RECOMMENDATION

Staff recommends Board adoption of the resolution.

#### STRATEGIC PLAN RELATIONSHIP

The recommended action helps support the Authority's Goal to Maintain a High Performance and Flexible Workforce. The changes made to the Emergency Action Plan apply to all employees and any persons visiting or using facilities owned and operated by the Authority; to include employees, customers, and guests.

#### FISCAL IMPACT

There is no fiscal impact associated with this item.

#### DISCUSSION & ANALYSIS

The Authority is committed to the safety and well-being of its staff, customers, and guests. Upholding this commitment requires planning and practice. The plan was developed to meet those needs and to outline the steps to be taken to prepare for and respond to a natural disaster that affects the agency and region it serves.

The goals of the Authority in responding to any emergency situation or natural disaster include:

- The safety of all staff, customers, and guests.
- The physical and emotional well-being of staff, customers, and guests.
- The timely stabilization of an emergency situation.
- The protection of the Authority facilities, property, and the belongings of staff, customers, and guests.

The plan will provide staff with basic steps to follow in case of an emergency or natural disaster. The plan will be distributed amongst all sites and rolled out by each Supervisor to their staff.

#### BACKGROUND

On July 27, 2017, the Board of Directors directed staff to expand the current emergency plan, as outlined in the Section 7.06 of Authority Employee Handbook, to include natural disaster preparedness for all staff and report the results to the Board.

The Safety Committee is an important part of the safety and loss control efforts for the Authority. The development of Emergency and Natural Disaster Preparedness and Response Plan was added to the committee's goals for Fiscal Year 17/18.

ATTACHMENT(S)

1. Resolution
2. Exhibit A - Emergency and Natural Disaster Preparedness and Response Plan



RESOLUTION NO. 2017 –

A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY APPROVING THE  
EMERGENCY AND NATURAL DISASTER PREPAREDNESS AND RESPONSE PLAN

WHEREAS, on July 27, 2017 the Board of Directors directed staff to expand the current emergency plan, as outlined in Section 7.06 of the Authority Employee Handbook, to include natural disaster preparedness for all staff and report; and,

WHEREAS, the development of Emergency and Natural Disaster Preparedness and Response Plan was added to the Authorities Safety Committee's goals for Fiscal Year 17/18.

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALINAS VALLEY SOLID WASTE AUTHORITY that it does hereby approve the attached Emergency and Natural Disaster Preparedness and Response Plan, marked "Exhibit A."

BE IT FURTHER RESOLVED that the General Manager/Chief Administrative Officer is hereby authorized and directed for and on behalf of the Salinas Valley Solid Waste Authority, to review and approve updates to such said Plan as necessary.

PASSED AND ADOPTED by the Board of Directors of the Salinas Valley Solid Waste Authority this 21<sup>st</sup> day of December 2017, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

---

Simon Salinas, President

ATTEST:

---

Erika J. Trujillo, Clerk of the Board



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# Salinas Valley Solid Waste Authority *Emergency & Natural Disaster Preparedness and Response Plan*

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128 Sun Street Suite 101  
Salinas, CA. 93901

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November 2017

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## Introduction and Purpose

The Salinas Valley Solid Waste Authority (SVSWA) is committed to the safety and well-being of its staff, customers, and guests. Upholding this commitment requires planning and practice. This plan was developed to meet those needs and to outline the steps to be taken to prepare for and respond to a natural disaster that affects the agency and region it serves.

## Goals

The goals of SVSWA in responding to an emergency situation or natural disaster include:

- The safety of all staff, customers, and guests.
- The physical and emotional well-being of staff, customers, and guests.
- The timely stabilization of an emergency situation.
- The protection of SVSWA facilities, property, and the belongings of staff, customers, and guests.

## Applicability and Scope

This plan applies to all employees of SVSWA and any persons visiting or using facilities owned and operated by SVSWA; to include employees, customers, and guests.

The scope of this plan is intended to encompass all hazards. This plan may be consulted when responding to any and all emergencies. When encountering a situation which has not been expressly addressed in this plan, use good judgment and the guiding principles outlined below.

## Responsibility

The SVSWA emergency plan is the responsibility of the SVSWA Safety Committee. The Safety Officer will review and update this plan as needed and present to the General Manager for approval. Revisions will be made as needed throughout the year. Any suggestions, comments, or questions should be directed to Safety Officer or any Safety Committee member.

## Order of Succession

Leadership authority during an emergency shall flow downward through the following list of people:

1. Patrick Mathews, General Manager / CAO
2. Cesar Zuniga, Assistant General Manager / Operations Manager

3. Juan Camacho, Field Operations Supervisor
4. Michael Silva, Field Operations Supervisor
5. Brian Kennedy, Engineering & Environmental Compliance Manager

## **Emergency Communications**

During an emergency, SVSWA will use the following means and methods of communication:

- Mobile Phones
- Texting
- Two-way Radios
- Email

## **Media Inquiries**

Inquiries from the media during or after an emergency will be addressed by the General Manager / CAO or his designated agent.

## **Test, Training, and Exercises**

*This section is best developed on a departmental basis. Each department will spend time discussing, training, and exercising the plan by practicing at the very least once a year.*

## Emergency Contact Directory

Name	Mobile Phone Number	Email
Patrick Mathews	831-682-4340	<a href="mailto:patrickm@svswa.org">patrickm@svswa.org</a>
Cesar Zuniga	831-206-7918	<a href="mailto:cesarz@svswa.org">cesarz@svswa.org</a>
Juan Camacho	831-905-8683	<a href="mailto:juanc@svswa.org">juanc@svswa.org</a>
Michael Silva	831-809-0336	<a href="mailto:michaels@svswa.org">michaels@svswa.org</a>
Tommy Diaz	831-760-2816	<a href="mailto:tommyd@svswa.org">tommyd@svswa.org</a>
Fernando Caballero	831-760-0684	<a href="mailto:fernandoc@svswa.org">fernandoc@svswa.org</a>
Michael Mansfield	831-525-1415	N/A
Roddy Trevino	831-760-0677	N/A
Brian Kennedy	408-706-4568	<a href="mailto:briank@svswa.org">briank@svswa.org</a>

## Emergency Protocols

### Fire and Evacuation

#### In the Event of a Fire:

Pull the **Fire Alarm** and Call **911**.

Specific procedures for response to fire and explosion are presented below. Information regarding implementation, emergency equipment, and emergency coordination is contained in preceding situations. Examples of potential issues that could be caused or result by a fire or an explosion and its control are noted below.

- a. A fire could cause the release of toxic fumes, lightning strikes, natural combustion of materials, arson, malfunctioning equipment, or human error.
- b. The fire spreads and could possibly ignite materials at other onsite locations and could cause heat-induced explosions if it comes in contact with chemicals, equipment, or environmental control systems.
- c. The fire could possibly spread to offsite areas or spread quickly due to wind or excess fuel.
- d. The use of water or water and chemical fire suppressants could result in contaminated runoff. If so run off should be contained by best management practices such as earthen berms, plugging drains, or managing run off onsite.
- e. An imminent danger of an explosion exists that could cause safety hazards such as flying fragments or shock waves.
- f. An imminent danger of an explosion exists that could ignite other wastes at the facility.
- g. An imminent danger of an explosion exists that could result in the release of toxic materials.

#### If you see smoke or flames:

Use **CARE**:

- **Contain** the fire by closing all doors as you leave
- **Activate** the nearest Fire Alarm pull station (Pull stations are located near all building exits)
- **Report** the fire by dialing 911
- **Evacuate** or extinguish (In most cases, it is best to Evacuate)



Use a **Fire Extinguisher** only if:

- You have been trained
- You have your back to an unobstructed exit
- You have a fully charged and proper type unit for the fire you are fighting
- The fire is contained, and you have reported the fire by **Fire Alarm** or **911** activation
- Everyone else has left the area
- There is little smoke or flames

Never fight a fire if:

- You lack a safe way to escape should your efforts fail
- It has left its source of origin
- You are unsure of the type of extinguisher you need or have
- The fire is too large to extinguish with a fire extinguisher
- If you can't control the fire within 30 seconds, abandon your efforts, close the door(s) and evacuate immediately.

## **Building Evacuation**

You should familiarize yourself with the evacuation routes posted at each facility. If an evacuation order is issued for your facility, or if it were necessary to evacuate due to an emergency, fully cooperate with Safety and Security/emergency personnel and:

- Take only keys, wallets and essential belongings with you
- If possible wear weather appropriate clothing
- If you are the last one to exit your room close, and lock doors
- Leave the building immediately
- Do not investigate the source of the emergency
- Walk, don't run, to the nearest exit
- Use stairs, not elevators
- Assist people with special needs

## Medical Emergency

**If someone is injured or becomes ill:**

- Stay Calm
- Dial **911** and explain the type of emergency, the location, condition, and number of victims
- Let the dispatcher know of any safety hazards - chemical spill, fire, fumes, etc.
- Do not hang up unless told to do so by the dispatcher
- Do not move the victim unless there is danger of further injury if s/he is not moved
- Render first-aid or CPR only if you have been trained
- Do not leave the injured person except to summon help
- Comfort the victim until emergency medical services arrive
- Have someone stand outside the building to flag down the ambulance and/or Safety and Security when they reach the vicinity

## Bomb Threat

If you receive a bomb threat, **remain calm** and:

1) Obtain as much information as possible:

- Write down the number from where the call is coming
- Write down the exact time of the call
- Write down as accurately as possible the statements made
- Listen to the voice to determine the sex, age, accents, lisps, tone, etc. (Note any distinguishing feature)
- Listen for background noises
- Try to signal a for someone else to also listen on the telephone line, if possible
- Do not hang up and stay on the line as long as possible; wait for the caller to hang up

2) Keep the bomb threat caller talking, and ask as many questions of the caller as you can:

- When will the bomb go off? How much time remains?
- Where is the bomb located?
- What does it look like?
- What kind of bomb is it?
- How do you know about this bomb?
- Why was it placed here?
- Who are you?
- What is your name?

3) Call **911** immediately and then notify all employees of the emergency evacuation of the building or facility.

## **Hostile Intruder/Active Shooter**

### **If a hostile intruder/active shooter is Outside your building or facility:**

1. Get to a room that can be locked; close and lock windows and doors
2. Turn off the lights
3. Try to get everyone down on the floor (so that no one is visible from outside the room)
4. Call 911. The Dispatcher will ask for, at least, the following information:
  - a. Your name
  - b. Location of the incident (be as specific as possible)
  - c. Number of shooters (if known)
  - d. Identification or description of shooter
  - e. Number of persons who may be involved
  - f. Your location
5. Stay in place (calls from unfamiliar voices to come out may be the attacker attempting to lure you)
6. Do not respond to any voice commands until you are sure that they come from a Police Officer

**If a hostile intruder/active shooter is INSIDE your building:**

1. Exit (get out of) the building immediately
2. Notify anyone you may encounter to exit the building immediately
3. Call 911. The Dispatcher will ask for at least the following information:
  - a. Your name
  - b. Location of the incident (be as specific as possible)
  - c. Number of shooters (if known)
  - d. Identification or description of shooter
  - e. Number of persons who may be involved
  - f. Your location

***If exiting the building is not possible, the following actions are recommended:***

1. Go to the nearest room or office
  - a. If you are locked out of all rooms, seek refuge in the nearest restroom, lock yourself in a stall and keep quiet
2. Close and lock the door and/or block it (try barricading the door with desks and chairs)
3. Cover the door windows
4. Call 911 (the Dispatcher will gather information from you)
5. Keep quiet and act as if no one is in the room (silence cell phones)
6. DO NOT answer the door
7. Stay in place (calls from unfamiliar voices to come out may be the attacker attempting to lure you)
8. Do not respond to any voice commands until you are sure that they come from a Police Officer

**If a hostile intruder/active shooter Enters your office or facility:**

1. Remain calm
2. Dial 911 (if you can't speak, leave the line open so the Dispatcher can listen to what's taking place)
3. Try to escape, but if unable, you must take action to survive!! Make a quick survival decision, either:

- a. Try to negotiate with the hostile intruder/active shooter (perhaps not the most effective measure), or
- b. Try to hide; bear in mind that being hidden (i.e. behind a wooden door) is not the same as being covered (i.e. behind a steel door), or
- c. Play dead (pretend to be unconscious), or
- d. Try to overpower the hostile intruder/active shooter by force (use anything at your disposal and fight for your life); **Only you can decide if this is something you should do**
- e. If someone other than yourself acts to overpower the hostile intruder/active shooter it is recommended that you assist, as this will increase the chances of success and survival. **Again, only you can decide if this is something you should do**

***If the hostile intruder/active shooter leaves your area, and as soon as it is safe to do so:***

- 1. Close and lock the door and/or block it (try barricading the door with desks and chairs)
- 2. Call 911 (if not on the line already)
- 3. DO NOT answer the door and stay in place behind cover
- 4. Do not respond to any voice commands until you are sure that they come from a Police Officer

**If you decide to flee during a hostile intruder/active shooter situation:**

- 1. No matter what the circumstances, make sure you have an escape route and plan in mind
- 2. Do not attempt to carry anything while fleeing
- 3. Do not attempt to remove injured people (leave wounded victims where they are and notify authorities of their location as soon as possible)
- 4. Move quickly, keep your hands up high and visible
- 5. Follow the instructions of any Police Officers you may encounter

**What to expect from responding police officers:**

Police Officers responding to an active shooter are trained in a procedure known as "Rapid Deployment" and proceed immediately to the area in which shots were last heard. Their purpose is to stop the shooting as quickly as possible. The first officers to arrive will not stop to aid injured people; rescue teams composed of other officers and emergency medical personnel will follow the first officers after areas have been secured to treat and remove injured persons.

Please understand that the police will be treating all those they encounter (including you) as possible suspects. When you encounter the police:

1. Remain calm
2. Do as the officers tell you
3. Put down any bags or packages you may be carrying
4. Keep your hands up and visible at all times
5. If you know where the hostile intruder/active shooter is, tell the officers
6. Once out of harm's way remain at whatever assembly point authorities designate
7. Keep in mind that the entire area is still a crime scene; police will usually not let anyone leave until the situation is fully under control and all witnesses have been identified and questioned
8. Do not leave until you have been interviewed and released

## **Utility Failure and Natural Disaster**

### **Utility Failures**

These may include electrical outages, plumbing failure/flooding, gas leaks, steam line breaks, ventilation problems, elevator failures, etc. For your personal safety, in the event of a utility failure:

- Remain calm
- Immediately notify Management or Supervisor
- If the building must be evacuated, follow the instructions on located on the facilities Emergency Evacuation Plan. Unplug all electrical equipment (including computers) and turn off light switches
- Use a flashlight: Do not light candles or use other kinds of flames for lighting

### **Floods**

Minor or area flooding at each facility could occur as a result of a water main break, loss of power to sump pumps, or major multiple rainstorms. Management and Supervisors monitor the National Weather Service, and other emergency advisory systems to stay abreast of weather and alert related conditions and will provide instructions should they be necessary. For imminent or actual flooding, and only if you can safely do so:

- Secure vital equipment, records, and other important papers
- Move to higher, safer ground
- Shut off all electrical equipment

- Do not attempt to drive or walk through flooded areas
- Wait for further instructions on immediate action from your supervisor or manager
- If the building must be evacuated, follow the instructions on Building Evacuation Map
- Do not return to your building if you have been evacuated by flooding until you have been instructed to do so

## **Tornadoes**

A “***Tornado Watch***” means that tornadoes could potentially develop. A “***Tornado Warning***” means a tornado has actually been sighted. If you see a tornado, report it immediately by calling 911, and seek shelter or safety:

- Go to a basement, underground excavation, or lower floor of interior hallway or corridor (preferably a steel-framed or reinforced concrete building)
- Seek shelter under a sturdy workbench or heavy furniture if no basement is available
- Listen for reports and siren/public address announcements
- Avoid:
  - Top floors of buildings
  - Areas with glass windows or doors
- If out in the open:
  - Cars - do not wait out the storm in a car; cars are not safe in tornadoes
  - Move away from the path of the tornado at a right-angle direction
  - Lie flat in the nearest depression, ditch, or ravine if there is no time to escape

Although tornadoes are not common in our area, we still have a slight potential of funnel clouds developing.

## **Earthquakes**

Earthquakes are in our service area and can lead to major damage. In the event of an earthquake:

- Stay away from large windows, shelving systems, or tall room partitions
- Get under a desk, table, door arch, or stairwell
- If none of these is available: move against an interior wall and cover your head with your arms
- Remain under cover until the movement subsides

- After the shaking stops, survey your immediate area for trapped or injured persons and ruptured utilities (water, gas, etc.)
- If it is safe to do so, remain at your location and await further instructions
- Do not evacuate until instructed by emergency personnel
- If out in the open:
  - Stay in an open area away from buildings, power lines, trees or roadways
  - If in a car, pull over and stop. Do not park under an overpass or near a building. Be cautious about driving again, in the event roads are damaged
- After an earthquake:
  - Put on enclosed shoes to protect against broken glass
  - If the power is out use a flashlight. Do not light a match or candle
  - Be alert for safety hazards such as fire, electrical wires, gas leaks, etc.
  - Check on others. Give or seek first aid.
  - Assist any disabled persons in finding a safe place for them
  - Evacuate if the building or facility if it seems unsafe or if instructed to do so:
  - Use stairs, not elevators
  - Unplug small electrical appliances
  - Bring keys, purses, wallets, warm clothing
  - Be prepared for aftershocks
  - Cooperate with emergency personnel, keep informed, and remain calm

## Shelter in Place/Safe Shelter

Shelter in Place is useful when evacuation is not an option. Refuge is sought in an interior room with few or no windows.

It may be necessary to shelter in place following the intentional or accidental release of chemical, biological, or radiological contaminants into the environment. Shelter in place may also be necessary in the event of a hostile intruder on campus.

Shelter in place procedures will be initiated through notification systems used by each facility such as intercoms or two-way radios.

- Stop classes and/or other operations in the building.
- If there are visitors in the building, provide for their safety by asking them to stay—not leave. When public safety officials provide directions to shelter in place, they want everyone to take those steps immediately, where they are.
- Close and lock all doors, windows, and other openings to the outside.
- If necessary/possible, turn off heating or cooling system.



- Tune into a AM/FM radio for updates.
- Select interior room(s) above the ground floor with the fewest windows and vents. The room(s) should be large enough for everyone to sit comfortably and quietly. Use multiple rooms if necessary.
- Lock the door to any rooms being used and draw the curtains/shades or cover the windows. You should not be visible from the outside or from the corridor.
- Ideally, choose room(s) with hardwired telephones as cellular networks may be unavailable. Use these phones to report any emergencies.
- Stay away from windows and doors.
- In the event of a hostile intruder, remain absolutely quiet and follow steps outlined in the “Hostile Intruder/Active Shooter” section.
- Remain calm and await further instructions.

**DO NOT** leave the room until directed to do so by a public safety official.

## Suspicious Package or Object

If you have any reason to believe that a letter or parcel is suspicious, **DO NOT** take a chance or worry about embarrassment. Call 911.

- **DO NOT** touch the package or object.
- **DO NOT** tamper with the package or object.
- **DO NOT** attempt to move the package or object.
- **DO NOT** open the package or object.
- **DO NOT** put the package or object in water or an enclosed space, such as a drawer or box.
- Isolate the package or object and evacuate the immediate area.

## Characteristics of Suspicious Packages

- Special deliveries, foreign mail, or air mail.
- Restrictive markings such as “Confidential” or “Personal.”
- Excessive postage.

- Handwritten or poorly typed addresses.
- Incorrect titles.
- Misspelled words.
- Stains or discoloration on the package.
- Excessive weight.
- Rigid, lopsided, or uneven envelopes.
- Protruding wires or aluminum foil.
- Excessive tape or string.
- Visual distractions such as illustrations.
- No return addresses.

 <p>Report to the Board of Directors</p>	ITEM NO.9
	N/A
	Finance Manager/Controller-Treasurer
	
Date: December 21, 2017	General Manager/CAO
From: Cesar Zuñiga, Assistant General Manager / Operations Manager	N/A
Title: A Resolution Awarding the Purchase of A New Replacement Walking Floor Transfer Trailer to Western Trailer for an Amount of \$80,611.00	Legal Counsel

#### RECOMMENDATION

Staff recommends adoption of the resolution awarding the purchase of one (1) New Transfer Trailer for the Sun Street Transfer Station to Western Trailer, the lowest responsible bidder, for an amount of \$80,611.

#### STRATEGIC PLAN RELATIONSHIP

The purchase of the new transfer trailer supports Goal E: Reduce Costs and Improve Services at SVR Facilities. The new trailer will replace an existing 2005 Western Walking Floor and be used to transfer recycling materials and waste from both the Sun Street and Jolon Road Transfer Stations.

#### FISCAL IMPACT

Funding for this purchase is included in the 2017-2018 Fiscal Year Budget. There is currently \$294,000 within Capital Improvement Project (CIP) 9701 for the purchase of the required replacement equipment for the Sun Street Transfer Station operations. The existing budgeted amount is sufficient to cover the purchase of the proposed transfer trailer.

#### DISCUSSION & ANALYSIS

Since the closure of the Crazy Horse Landfill in 2009, the majority of the Republic Services, City of Salinas, and North Monterey County recycling and waste materials have been collected at the Sun Street Transfer Station and hauled to the Johnson Canyon Landfill. The purchase of a replacement walking floor trailer is required to replace an out of service 2005 Western Walking Floor Trailer due to the cost associated with the repairs required to rebuild the trailer. The solid waste industry places a large amount of wear and tear on equipment used to transport and handle recycling and waste materials. Walking floor trailers are usually good for a five-year period, at which time they require a rebuild of the walking floor and its components, as well as its walls and top rails. The 2005 Western Walking Floor Trailer has already been rebuilt once and the cost associated with a second rebuilt are extremely high and warrant replacement of the trailer.

The replacement will improve operational efficiency and reduce the maintenance cost associated with the older trailer which is currently out of service. The estimated cost of rebuilding the existing trailer is estimated between \$35,000 to \$40,000. At this time, staff is

making the recommendation to purchase a new replacement walking floor trailer due to age and cost of rebuilding the existing 2005 Western Walking Floor Trailer.

Therefore, staff requests that the Board award the purchase contract of One (1) 2018 Western Walking Floor Trailer to the lowest responsible bidder, Western Trailers at a cost of \$80,611, which includes a \$5,000 trade in credit for the out of service 2005 Western Walking Floor Trailer.

#### BACKGROUND

On January 1, 2008, the Authority assumed the operations of the Sun Street Transfer Station (SSTS). The facility currently serves the local franchise hauler, Republic Services, and City of Salinas and north county residents. The SSTS processes an average of 360-390 tons per day.

Currently the facility has eight tractor trucks and six refuse trailers in operation to handle the daily solid waste and recycling intake from both the Sun Street and Jolon Road Transfer Stations. The operations demands each transfer truck and trailer in operation handle an average of 21,000 tons and drive 42,000 miles annually to keep up with the facility intake. If approved, the new trailer will replace the existing 2005 Western Walking Floor Trailer purchased by the prior operations contractor when the facility opened in 2005. This unit will be surplus and traded in.

On November 13, 2017, staff solicited Request for Bids for the purchase of a replacement walking floor trailer. Bids were due December 1, 2017.

Below are the Bid results:

Dealer	Trailer Cost	Sidewinder Tarp	Upgrade to Keith Floors	Trade In 2005 Walking Floor	Total Bid Cost
Western Trailer	\$85,611	included	\$0	\$5,000	\$80,611.00

Staff requests that the Board award the purchase contract of One (1) New 2018 transfer trailer to the lowest responsible bidder, Western Trailer at a cost of \$80,611, which also includes a trade in of the 2005 Western Walking Floor.

#### ATTACHMENT(S)

1. Resolution
2. Exhibit A – Western Trailers Proposal

RESOLUTION NO. 2017 -

A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY  
AWARDING THE PURCHASE OF ONE WALKING FLOOR TRANSFER TRAILER  
TO WESTERN TRAILERS FOR AN AMOUNT OF \$80,611

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALINAS VALLEY SOLID WASTE AUTHORITY that the General Manager/CAO is hereby authorized and directed for, and on behalf of, the Salinas Valley Solid Waste Authority to purchase a Walking Floor Transfer Trailer for the Sun Street Transfer Station from the lowest responsible bidder, Western Trailers, as attached hereto and marked "Exhibit A," and to carry out all responsibilities necessary.

PASSED AND ADOPTED by the Board of Directors of the Salinas Valley Solid Waste Authority at a regular meeting duly held on the 21<sup>st</sup> day of December 2017, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

ATTEST:

\_\_\_\_\_  
Simón Salinas, President

\_\_\_\_\_  
Erika J. Trujillo, Clerk of the Board



128 Sun Street, Suite 101  
Salinas, CA 93901  
831-775-3000 831-755-1322-fax

**SALINAS VALLEY SOLID WASTE AUTHORITY**  
**REQUEST FOR QUOTES**

**ADDENDUM I**

**For**

**2018 / 2019 REFUSE WALKING FLOOR TRAILER**

November 17, 2017

Dear Vendor:

This addendum forms a part of and modifies the Request for Quotes (RFQ) entitled "2018 / 2019 Refuse Walking Floor Trailer".

Respondents shall submit Quotes for this equipment with the understanding and full consideration of this addendum. The revisions declared in this addendum are an essential part of the Request for Quotes.

- I. Trailer shall be equipped with a One Piece Top Rail.
- II. Replace the Specification on Item 12: Air Ride Suspension – Reyco Air Ride 86AR with an "Hendrickson Intraax AA230 Air Ride Suspension".
- III. The trailer can be bid with either a Keith Walking Floor or Halco Walking Floor. Bidders may provide cost options to use either floor.

Respondents must indicate receipt of this addendum and other addendums by attaching the addendums to the Bid package.

The Authority reserves the right to reject any, a portion of, or all Quotes and to waive any informality in Quotes received.

The Authority is sending this addendum by email to ensure that all Vendors receive it.



[www.svswa.org](http://www.svswa.org)  
128 Sun Street, Suite 101  
Salinas, CA 93901  
831-775-3000 831-755-1322-fax

## **SALINAS VALLEY SOLID WASTE AUTHORITY**

### **REQUEST FOR QUOTE**

### **2018 / 2019 Refuse Walking Floor Trailer**

**November 13, 2017**

## SECTION 1 GENERAL INFORMATION

### Introduction

The Salinas Valley Solid Waste Authority (Authority) seeks to purchase one New 2018 / 2019 Refuse Walking Floor Trailer.

### Proposal Submittal

Proposals must be received by 2:00 p.m., Friday December 1, 2017 at the following address:

Salinas Valley Solid Waste Authority  
Attn: Erika J. Trujillo, Clerk of the Board  
128 Sun Street, Suite 101, Salinas, CA 93901

Quotes received after this deadline will be returned unopened. Email Quotes will NOT be considered. The quote (submit one copy) and any accompanying documents shall be submitted in a sealed envelope with 2-inch size words **"Walking Floor Trailer"** clearly marked on the lower right hand corner of the envelope.

### Schedule for Selection Process

Issue RFQ	<b>11/13/2017</b>
Written Comments Due	<b>11/20/2017</b>
Proposal Due	<b>12/1/2017</b>
Notice to Proceed (tentative)	<b>12/22/2017</b>

### Questions Regarding This Project

Questions regarding this project must be submitted in writing prior to the date mentioned above. The Authority reserves the right to disregard questions raised after that time. Questions should be sent to:

Salinas Valley Solid Waste Authority  
Attn: Cesar Zuñiga, Assistant General Manager / Operations Manager  
128 Sun Street, Suite 101, Salinas, CA 93901  
Email: [bids@svswa.org](mailto:bids@svswa.org)

Copies of questions, and written responses, will be e-mailed to all those receiving RFQs around 11/27/2017.

### Reservations

The Authority reserves the right to do the following at any time, for its own convenience, and at its sole discretion:

- To reject any and all responses, without indicating any reasons for such rejection.
- Waive or correct any minor or inadvertent defect, irregularity or technical error in any quote or procedure, as part of the RFQ or any subsequent negotiation process.
- Terminate this RFQ and issue a new RFQ anytime thereafter.
- Procure any materials or services specified in the RFQ by other means.
- Extend any or all deadlines specified in the RFQ, including deadlines for accepting proposals by issuance of an Addendum at any time prior to the deadline for receipt of responses to the RFQ.
- Disqualify any Respondent on the basis of any real or perceived conflict of interest or evidence of collusion that is disclosed by the response or other data available to the Authority. Such disqualification is at the sole discretion of the Authority.
- Reject any Respondent that is in breach of or in default under any other agreement with the Authority.



- Reject any Respondent deemed by the Authority to be non-responsive, unreliable, unqualified or non-responsible.

**Interpretation**

Should any discrepancies or omissions be found in the RFQ specifications/ requirements, or doubt as to their meaning, the respondent shall notify the Buyer in writing at once (e-mail is acceptable). The Authority will send written instructions or addenda to all participants in this RFQ process. The Authority shall not be held responsible for oral interpretations. Questions must be received at least seven (7) days before RFQ closing date. All addenda issued shall be incorporated into the Contract.

**Notice of Intent to Award**

Notice of Intent to Award may be issued upon receipt of all required documents.

**Requirements of Proposer**

The Proposer shall be required to:

1. Bear all costs of quote preparation.
2. Accept the terms and conditions of this Agreement.
3. Be licensed with the State of California as required for this project.
4. Be knowledgeable of applicable California, federal laws, regulations and local ordinances.

**Exceptions and/or Deviations**

No exceptions to, or deviations from, this specification will be considered, unless each exception or deviation is specifically stated by the respondent as an exception on the request form and accompanied by a detailed statement completely defining the exception and/or deviation. The manufacturer's name, product or trade name, and catalog or part number must be shown on the RFQ form in the designated places; however, that information is not sufficient evidence that the respondent is making an exception. If no exception or deviation is shown, the respondent will be required to furnish the equipment exactly as specified herein. The burden of proof of compliance with this specification will be the responsibility of the respondent. The Authority reserves the right to reject, as unresponsive, any response not containing all information requested by the Authority.

**Proprietary Information**

All information appearing within the response is subject to public inspection. Any proprietary information must be clearly marked as such and submitted in a separate sealed envelope. Reference sealed envelope within the body of the response.

**Brand Names, Model Designations and Descriptions**

Technical equipment specifications contained in this RFQ have been provided by using department(s)/agencies. Any brand names, model designations or descriptions that may appear in this RFQ are solely for prospective vendor's reference, and are used only as an indication of the general type and quality of equipment considered acceptable. Equipment and features listed herein are known to meet the performance and quality needs of user and are intended as a guide to prospective offerors. Offers on equipment of comparable quality and performance capabilities will receive consideration, providing they meet the technical approval of the Authority requesting department(s) and conform to conditions of this RFQ concerning exceptions, variances and/or deviations.

## PROPOSAL FORM

The undersigned offers and agrees to furnish all work, materials, equipment or incidentals which are subject to this Request for Quote at the prices stated, and in conformance with all plans, specifications, requirements, conditions and instructions of Authority's Request for Quote.

1. 2018 or 2019 New Walking Floor Trailer

Walking Floor Trailer	\$ 78,343 -
9.125% Sales Tax	\$ 7268 -
Grand Total	\$ 85,611 -
<b>Optional Equipment / Trade In Value</b>	
Sidewinder 2 Single flip top Hinged on the curb side, to lay flat on side wall when open Orange Poly Net material	\$ INCLUDED
Trade in 2005 Western Walking Floor	\$ (- 5,000 -)

### Standard Terms and Conditions

- A. Any exceptions to, or deviations from specifications, conditions, or requirements as noted in this request: CHECK ONE: ( ) None ( ) Detailed Statement Attached (on company letterhead)
- B. Delivery: All equipment will be delivered within 20 calendar days after notice of award.
- C. Cash discount offered for prompt payment: \_\_\_%, 30 days
- D. Invoicing. The Authority will only pay by original invoice. No invoices for partial shipments shall be authorized for payment 'Without prior approval by the Authority. Invoices must be made to the Authority and forwarded promptly to the requesting department. Invoices must show purchase order number, name of requesting department, description of items purchased, unit prices, and all applicable taxes and shipping charges.
- E. Controlling Law. The Contract shall only be governed and construed in accordance with the laws of the State of California and proper venue for legal action regarding the contract shall be the Authority.
- F. Taxes, Charges, and Extras
- Unless otherwise definitely specified, the prices quoted herein do not include Sales, Use, or other taxes. Phrases on any offer reading "Full Contract Price" or "Lump Sum Price" shall require prospective vendor to include such taxes, as may be valid and applicable, in the offered price. No additional tax charges shall be allowable when these phrases are used.
  - No charge for delivery, drayage, express, parcel post, packing, cartage, insurance, license fees, permits, cost of bonds, or for any other purpose, except taxes legally payable by the Authority, will be paid by the Authority unless expressly included and itemized in the offer.
  - The Authority does not pay Federal excise taxes. Do not include these taxes in your price; but do indicate the amount of any such tax. The Authority will furnish an exemption certificate in lieu of such tax.
- G. Award.
- Unless the prospective vendor specifies otherwise in his offer or the RFQ states otherwise, the Authority may accept any item or group of items of any offer.
  - The Authority reserves the right to reject any or all offers and to waive informalities and minor irregularities in offers received.



- A written Purchase Order mailed, or otherwise furnished, to the awarded vendor within the time for acceptance specified, results in a binding contract without further action by either party. The contract shall be interpreted, construed and given effect in all respects according to the laws of the State of California.
- H. Alteration or Variation of Terms. It is mutually understood and agreed that no alteration or variation of the terms of this request or purchase order shall be valid unless made or confirmed in writing and signed by the parties hereto, and that no oral understanding or agreements not incorporated herein, and no alterations or variations of the terms hereof unless made or confirmed in writing between the parties hereto shall be binding on any of the parties hereto.
- I. Assignability. A contract is not assignable by Vendor either in whole or in part.
- J. Compliance with Statute. Vendor hereby warrants that all applicable Federal and State statutes and regulations or local ordinances will be complied with in connection with the sale and delivery of the property furnished.
- K. Patent Indemnity. The Vendor shall hold the Authority, its officers, agents, and employees, harmless from liability of any nature or kind, including costs and expenses, for infringement or use of any copyrighted or uncopyrighted composition, secret process, patented or unpatented invention, article, or appliance furnished or used in connection with the contract or purchase order.
- L. Samples. Samples of items, when required, must be furnished free of charge to the Authority and, if not destroyed by tests, may upon request made at the time the sample is furnished, be returned at the prospective vendor's expense.
- M. Rights and Remedies the Authority for Default.
- In the event any item furnished by the Vendor in the performance of the contract or purchase order should fail to conform to specifications the Authority may reject the same, and it shall thereupon become the duty of the Vendor to reclaim and remove the same, without expense to the Authority, and immediately to replace all such rejected items with others conforming to such specifications.
  - Cost of delivery of an item which does not meet specifications, will be the responsibility of the Vendor.
  - The rights and remedies of the Authority provided above shall not be exclusive and are in addition to any other rights and remedies provided by the law or under the contract.
- N. Discounts
- Terms of less than 30 days for cash discount will be considered as net.
  - In connection with any discount offered, time will be computed from date of complete delivery of the supplies or equipment as specified, or from date correct invoices are received in the office of the requesting department if the latter date is later than the date of delivery. Payment is deemed to be made, for the purpose of earning the discount, on the date of mailing the Authority warrant or check.
- O. Force Majeure. Contractor shall not be liable for any delays with respect to the contract due to causes beyond its reasonable control, such as acts of God, epidemics, war, terrorism or riots.
- P. Severability. Should any part of the contract be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect the validity of the remainder of the contract which shall continue in full force and effect; provided that the remainder of the contract can, absent the excised portion, be reasonably interpreted to give the effect to the intentions of the parties.

I declare under penalty of perjury that this proposal is complete and true and that I have not been a party with any other respondent to offer a fixed cost in conjunction with this Request for Proposals.

Executed in KINGSBURG, CALIF. (City/State), on 11-27-, 2017

SIGNATURE J. Gillespie TITLE Sales Rep.

PRINTED NAME OF PERSON WHO'S SIGNATURE APPEARS Jim Gillespie

COMPANY NAME WESTERN TRAILER CO.

ADDRESS 251 W. GOWEN RD BOISE, ID CITY ZIP 83705

TELEPHONE MAIN 208-344-2589 CELL # 559-285-9626

EMAIL ADDRESS JGILLESPIE@WESTERNTRAILER.COM.

DATE 11-27-2017

Attachments:

Specifications

# 2018 or 2019 Walking Floor Refuse Trailer Specifications

## 1. BASE SPECIFICATIONS:

- Solid Waste Transfer Trailer (Live Floor) 48' Tandem Semi (Wedge)
  - Trailer Length: 48'0"
  - Trailer Width: 102"
  - Trailer Height: 13'6" with a 47" 5th wheel (8" Wedge)
  - GVWR: 65,000 lb.
  - Volume: 135 cubic yards
  - Axle Spread: 56"
  - Rear Axle Setting: 48"
  - Kingpin Setting: 48"
  - Landing Gear Setback: 150"
  - Axle Track: 75.5"
2. Trailer shall be a high cube, open top, top loading with strong top rails made from extruded, two piece 6060-T6, heat treated aluminum. Top rails shall be sloped for easy clean off.
  3. Aluminum skin and exterior @ .125 thick impact and wear resistant. Stainless Steel Rivets in high Wear Areas.
  4. Post on 14" Centers.
  5. Rail full length of trailer, square front corners
  6. Sloped top rail with one piece extruded 1/4" aluminum flashing
  7. Inside post on nose
  8. 3/16" x 20" side sheet at rear
  9. Axles 5" round, 22,000 lb. capacity, 77 1/2" track light weight hubs, wheel seals: oil bath
  10. Brakes: 16-1/2 X 7" "S" cam operated to comply with FMVSS-121
  11. Outboard light weight drums, automatic slack adjusters, ABS
  12. Air Ride Suspension – Reyco Air Ride 86AR
  13. Landing Gear: Two speed, heavy duty, crank over driver's side
  14. (4) Wheels: Wheels Inner: Accuride 22.5 X 8.25 10-Hole Hub Pilot Machined
  15. (4) Wheels Outer: Accuride 22.5 X 8.25 10-Hole Hub Pilot Polished Inside
  16. (8) Tires for Non-Lift Axle(s): 39833 B.F. Goodrich 275/80R22.5 TR144
  17. Hendrickson Tiremax Pro Automatic Tire Inflation System: Tandem Axle Tire Pressure: 100
  18. Air Ride Scales: Western Liquid Filled Gauge in Pelican Box (Mount Scale on Front Wall In Box).
  19. King Pin: standard SAE Heat treated, mounted in hi-tensile steel upper structure, 36" wide kingpin plate, 48" location
  20. Floor: Keith Triple Ridge, 3/16" x 48' x 102 with T-Blocks at Rear, 3.0 Drive Unit (2299 Slat)
  21. Bumper: Heavy duty
  22. Ladder: One at front of trailer
  23. Rear Door: double opening skinned
  24. Mud-flaps: anti-spray flaps
  25. Wiring: 12 volts 7 way ATA wiring
  26. Lights: to comply with DOT requirements: center turn signal, reflective tape
  27. Weight shall not exceed 18,000 lbs.
  28. Volume capacity shall be 135 cubic yards
  29. License Plate Mount: Swinging license plate mount at rear of trailer.
  30. Landing Gear: Holland Mark V. 200,000 lbs. capacity with self-leveling footpads pads
  31. AIR, ELECTRICAL & SAFETY
    - Air Service: Meets Federal Motor Vehicle Safety Standard #121. Trailers with air ride suspensions have a manual air dump valve normally located at the landing gear area.



- Electrical Service: Meets D.O.T. Specifications. Sealed wiring harness and integral receptacle prevent conductor corrosion. LED lights are used for all marker, stop, tail, and turn lights.
- Bumper: Rear under ride guard complies with all D.O.T. specifications for strength and energy absorption.
- Conspicuity Striping: Conspicuity striping as required by Federal Motor Safety standards.
- Ladder: Round tubular aluminum rails with radiuses top corners and extruded anti-skid steps. Ladder is attached to the front wall.

Vendor shall specify any specs their proposed trailer does not meet:

WESTERN TRAILERS MEETS SPECIFICATIONS FOR THIS BID.

If the vendor is interested in a trade in, the Authority would like to receive a trade in value for a 2005 Western Refuse Walking Floor Trailer that is currently parked at the Johnson Canyon Landfill, 31400 Johnson Canyon Road, Gonzales, CA 93926. The trade in is optional and at the Authority's sole discretion.



P.O. Box 5598 - Boise Idaho 83705  
Tel: (208) 344-2539 Fax: (208) 344-1521  
[www.westerntrailer.com](http://www.westerntrailer.com)

Quote ID: 04746  
Effective: 11/27/17  
Expires On: 12/27/17  
Terms: , Freight Billed

FOB:  
Leadtime: 0  
Sales Rep: GILLESPIE

**Sold To:** Salinas Valley Solid Waste Authority  
PO Box 2159

Salinas, CA 93902

**Ship To:** Salinas Valley Solid Waste Authority  
PO Box 2159

Salinas, CA 93902

**SERIES:** Express\_Floor      **MODEL:** ExpressFloorRF

**Qty Details**

1	<b>BASE SPECIFICATIONS:</b> Trailer Series: Solid Waste Transfer Trailer (Live Floor) Trailer Model: 48' Tandem Semi (Wedge) Trailer Length: 48'0" Trailer Width: 102" Trailer Height: 13'6" with a 47" 5th wheel (8" Wedge) GVWR: 65,000 lb. Volume: 135 cubic yards Axle Spread: 56" Rear Axle Setting: 48" Kingpin Setting: 48" Landing Gear Setback: 150" Axle Track: 75.5"	<b>Weight:</b> 9,246
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1	Axle Configuration: Closed Tandem
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1	Axle & Wheel End Options Slack Adjuster Brand: Haldex Hub Type: Steel Hub Pilot: 10-Hole Hub Pilot Brake Drum Type: Stemco Centerifuse
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2	Axle: Hendrickson Intraax Camber 23,000 lbs capacity, 5 3/4" round are integral to air ride suspension.
---	---

2	Suspension: Hendrickson Intraax AA230 Air Ride Suspension.
---	--

2	Brakes: 16-1/2"x7" "Q+" series, non-asbestos brake shoe. Hendrickson 20k lining. Meritor/Wabco anti-lock brakes included.
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1	Hub Type: Walther Duralite steel hubs, 10 hole hub pilot, with Hyatt bearings and Federal Mogul seals and hubcaps provide optimal light weight performance and value.
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8	Hub Lube: SAE 80W-90 Premium Rear Axle Lubricant
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**Weight:** 0

1	Brake System: Meritor Wabco ABS components meet the federally mandated anti-lock braking requirements. 2S/2M systems are suitable used for most single and multi-axle semis. Ask your sales representative about ABS upgrades including total tire protection.	<b>Weight:</b> 0
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8	Tires for Non-Lift Axle(s): 39833 B.F. Goodrich 275/80R22.5 TR144 FET: -25.23 Total FET: -201.84	<b>Weight:</b> 816
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4	Wheels Inner: Accuride 22.5 X 8.25 10-Hole Hub Pilot Machined	<b>Weight:</b> 181
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4	Wheels Outer: Accuride 22.5 X 8.25 10-Hole Hub Pilot Polished Inside	<b>Weight:</b> 181
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1 Hendrickson Tiremaax® Pro Automatic Tire Inflation System: Tandem Axle Weight: 16  
Tire Pressure: 100

1	Air Ride Scales: Western Liquid Filled Guage in Pelican Box (Mount Scale on Front Wall In Box).	Weight: 6
	Location: Mount on Front Wall	

1	Miscellaneous Specifications	Weight: 0
	Manual Air Dump Inside Scale Box	

1	Lights on Front Wall: 2 Upper w/Polished Extrusion Nose Cone: No	<b>Weight:</b> 0
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1	Side Marker Lights: Three Pair Side Marker Lights Including Mid-Ship Turn D.O.T. Legal.	<b>Weight:</b> 0
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1	Midship Turn LED w/ Extrusion Std.	Weight: 0
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1	Rear Light Layout: 000	000 3-0-3 Std.	<b>Weight:</b> 0
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1	1 Flat Load Shedder H.D. Refuse 1/4" Tube Wall Thickness	Weight: 0
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1	Miscellaneous Specifications	<b>Weight:</b> 700
	Shurco; Sidewinder 2 Single flip top	
	Hinged on the curb side, to lay flat on side wall when open	
	Orange Poly Net material	

1	Mudflaps Black Plastic with White Western Trailer Logo Per Pair	Weight: 0
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1 Front Wall: Impact and Wear Resistant Natural Aluminum with Interior Posts. **Weight:** 0

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1 Refuse Front Ladder, 13'6 x 102 **Weight:** 0

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48 Side Skin: .125" Thick Impact and Wear Resistant Natural Aluminum, Riveted to Chassis and Sideposts. Stainless Steel rivets Are Used in High Wear Areas. **Weight:** 0

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1 Miscellaneous Specifications **Weight:** 152  
Up-grade rear panels to: .160 Material  
Last panel each side

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1 Floor Keith Triple Ridge, 3/16" x 48' x 102 with T-Blocks at Rear, 3.0 Drive Unit (2299 Slat) **Weight:** 4,628

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1 Miscellaneous Specifications **Weight:** 155  
Add extra cross member @ rear for "hold down bearing"  
Extra set of rear- t-blocks for the first x-mbr up rear 45deg floor filler plugs for rear of deck

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1 Rear Door: Swing type doors are double-wall constructed with welded aluminum 2x2 Tee-tube frame. Natural finish aluminum skin on the exterior provides clean appearance. Interior of door is 1/8" natural finish impact and wear resistant aluminum to absorb unloading damage. Doors are secured with four anti-rack locks and five pair of hinges. **Weight:** 563

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1 Couplers 1" Pioneer **Weight:** 2

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1 Paint & Stripe Specifications  
Paint Code: Slate Grey Met  
Large Stripe Color: Black  
Small Stripe Color: Red

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1 Specifications:

Top Rail: Made from extruded, one piece 6061-T6, heat treated aluminum. Top rails are sloped for easy clean-off. The integral, rugged anti-snag support leg resists distortion from tamping devices. Front and rear corner gussets have a large inside radius for easy loading and clean discharge.

Cross Ties: Western load shed design flexibly mounted to top rails.

Sidepost: Heavy duty 1 3/4"x5" extruded aluminum aerodynamic radius section. on 14" centers.

Front Slope: Aluminum bulkhead slope hinged to the front wall provides easy mechanical access.

Lower Frame: Fabricated 80,000 psi high tensile steel with formed 3" wide bottom flange.

Crossmembers: Heavy duty 5" 6061-T6 extruded aluminum "TJ" sections spaced on 14" centers.

Cross Bracing: Steel cross braces under the trailer prevent trailer racking.

Rear Subframe: Fabricated 80,000 psi high tensile steel longitudinals with integral one piece front & rear crossmembers. Tow braced to outer rails.

Dumper Bumper: T-1 steel blades with tow holes. T-1 protector blades on corners.

Coupler: 5" high tensile steel fabricated crossmembers. High tensile steel grid reinforced kingpin plate with 2" SAE heat treated kingpin.

Certificate Holder: James King model 350 mounted to front wall.

Paint: All steel components painted one color high-solid polyurethane prior to final assembly. Surfaces are prepared using a steel grit media blast and hot iron phosphate wash.

Trim: Trimline two-tone on rear doors only.

License Plate Mount: Swinging license plate mount at rear of trailer.

Landing Gear: Holland Mark V. 200,000 lbs capacity with self leveling footpads pads.

#### AIR, ELECTRICAL & SAFETY

Air Service: Meets Federal Motor Vehicle Safety Standard #121. Trailers with air ride suspensions have a manual air dump valve normally located at the landing gear area.

Electrical Service: Meets D.O.T. Specifications. Sealed wiring harness and integral receptacle prevent conductor corrosion. LED lights are used for all marker, stop, tail, and turn lights.

Bumper: Rear under ride guard complies with all D.O.T. specifications for strength and energy absorption.

Conspicuity Striping: Conspicuity striping as required by Federal Motor Safety standards.

Ladder: Round tubular aluminum rails with radiused top corners and extruded anti-skid steps. Ladder is attached to the front wall.

NOTE: By using this category you may delay delivery of trailer!

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**TOTAL WEIGHT: 16,646**



P.O. Box 5598  
Boise, Idaho 83705

Quote # 04746  
2018 / 2019 Trailer Bid  
Salinas Valley Solid Waste Authority  
PO Box 2159  
Salinas, CA 93902

Trailer Description	Western Refuse Live Floor 48' Wedge	
Price	\$78,343.00	
CA Sales Tax 9.125%	\$7,149	
Federal Excise Tax	Exempt	
DMV fee's	\$ 119.00	
Tulare farm Show 2-12-18	Inc.	
Total	\$ 85,611.00	
Trade-in	(\$5,000.00)	2005 Western Live Floor 50' 5DN1450275B000913
Balance Due	\$ 80,611.00	
Terms:	Signed order w/ PO #	
Trailer Weight + or - 2%	INC. lbs.	
Options Weight + or - 2%	INC lbs.	
Total Weight + or - 2%	16,526 # lbs.	
Delivery FOB	Tulare, CA ( world ag expo )	
Estimated Delivery Date	February 2018	

**Pricing:** Firm for 5 days from date of quote. Western Trailers reserves the right to change standard specifications without prior notice.

**Acceptance of Order**

Jim Gillespie

By:

11/27/2017

Date

By:

Salinas Valley Price 11-27-17

Date



1. **Acceptance of Order.** The following terms and conditions of sale are applicable to all Quotations and Purchase Orders and are the only conditions applying to the sale of Seller's ("Western" or Western Trailer Co.) products or services except conditions in writing relating to prices, quantities, delivery schedules, terms of payment, invoicing, shipping instructions, warranty, and the description and specification of the products, together with any other written conditions which may be mutually agreed upon by the parties. Western shall not be deemed to have waived the following conditions if it fails to object to the conditions appearing in, incorporated by reference, or attached to a Purchase Order. Buyer's acceptance of products or services called for in said Purchase Order shall constitute its acceptance of the following terms and conditions of sale.

2. **Payment Terms.** Unless stated differently, the terms of payment are as stated on the reverse side of this document. If the Buyer becomes delinquent in payments to Western, then Western has the right, in addition to any other remedy to which it may be entitled in law or equity, to cancel the sales order.

3. **Delivery.** THE PROPOSED SHIPMENT DATE IS AN ESTIMATE. UNDER NO CIRCUMSTANCES SHALL WESTERN HAVE ANY LIABILITY WHATSOEVER FOR LOSS OF USE OR FOR ANY DIRECT OR CONSEQUENTIAL DAMAGES RESULTING FROM DELAY REGARDLESS OF THE REASON(S). This proposal is based on F.O.B. Western's factory and Buyer shall pay all shipping costs from that point. Responsibility of Western shall cease and Buyer assumes all risk of loss or damage upon Western's delivery.

4. **Warranty.** Western's limited warranty is set forth in a separate writing delivered to Buyer and incorporated here by this reference. THIS WARRANTY IS IN LIEU OF AND EXCLUDES ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, ARISING BY OPERATION OF LAW OR OTHERWISE, AND IN NO EVENT WILL WESTERN BE LIABLE FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES.

**New Equipment not manufactured by Western.** With respect to the sale of new equipment not manufactured by Western, Western will use its best efforts to obtain from the manufacturer, in accordance with the manufacturer's warranty (copies of which will be furnished upon request), the repair or replacement of equipment that may prove defective in material or workmanship.

5. **Security Deposit.** Buyer has deposited with Western the sum of \$ P.O. # as security for Buyer's performance. If Buyer fails to pay the entire purchase price as agreed, or otherwise defaults with respect to any provision of the agreement. Western may use, apply, or retain all or any portion of said deposit for the payment of any sum in default or to compensate Western for any loss or damage which Western may suffer. Western shall not be required to keep the deposit separate from its general accounts. If Buyer performs all of Buyer's obligations, the deposit, or so much thereof as has not been applied by Western shall be returned without interest to Buyer.

6. **Integration Clause.** This agreement constitutes the entire contract of sale and purchase of the goods named herein. No modification hereof shall be of any force or effect unless in writing and signed by the party claimed to be bound thereby, and no modification shall be effected by the acknowledgement or acceptance of purchase order forms stipulating different conditions.

7. **Technical Advice.** In the event that Western shall choose, at the request of Buyer, to furnish technical advice in reference to the equipment delivered hereunder, such technical advice shall be given gratis: and Western assumes no obligation or liability for the advice or results obtained, all such advice being given and accepted at Buyer's risk.

8. **Governing Law.** Unless otherwise specified in writing by Western, all orders are accepted by Western at its General Offices in Boise, Idaho and shall be governed by the laws of the State of Idaho. Manufacture, shipment, and delivery are subject to any prohibition, restriction, priority allocation, regulation, or condition imposed by or on behalf of the United States or any other governmental body with appropriate jurisdiction which may prevent or interfere with fulfillment of any order.

Salinas Valley Price 11-27-17

INITIAL \_\_\_\_\_



## Report to the Board of Directors

ITEM NO. 10

N/A

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A

Legal Counsel

Date: December 21, 2017

From: Cesar Zuñiga, Assistant General Manager/  
Operations Manager

Title: A Resolution Declaring Surplus Property and  
Authorizing the General Manager/CAO to  
Dispose of Property

### RECOMMENDATION

Staff recommends Board adoption of the resolution.

### STRATEGIC PLAN RELATIONSHIP

This is an operational item and does not relate to the Board's strategic plan.

### FISCAL IMPACT

The surplus of unused or non-operational equipment may result in some revenue for the agency. There is no fiscal impact.

### DISCUSSION & ANALYSIS

The Authority has replaced outdated or non-operational equipment over the past few years. Equipment that would be surplus if approved include:

Description	Reason for Surplus	Estimated Value	Estimated Revenue from:
2005 Western Walking Floor Trailer	Repairs exceed value of trailer	\$5,000 - \$7,500	Trade In
2005 John Deere 210LE Tractor	Repairs exceed value of tractor	\$3,500	Sale
1998 Triton Enclosed Landfill Gas Flare	Outdated flare / ineffective and efficient operation	\$500	Scrap Value
1988 Ford Water Truck	Unrepairable / Parts not available	\$500	Scrap Value

Staff would like to surplus the above listed equipment based on its operational status, age, availability of parts, and cost of required repairs. The 2005 Western Walking Floor may be traded in for a credit against a replacement walking floor trailer. The 2005 John Deere requires repairs that exceed the overall worth of the equipment, while the landfill flare and Ford water truck have little value and would be sold or scraped.

### BACKGROUND

The Authority purchased the requested surplus equipment between 1998 to 2005. The current repairs required to the equipment exceeds the value of it and staff does not

recommend making any repairs and authorizing the General Manager to dispose of such property.

ATTACHMENT(S)

1. Resolution

RESOLUTION NO. 2017 –

A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY DECLARING SURPLUS PROPERTY AND AUTHORIZING THE GENERAL MANAGER/CAO TO DISPOSE OF PROPERTY

BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE SALINAS VALLEY SOLID WASTE AUTHORITY that the following property is hereby declared surplus to the needs of the Authority:

- 2005 Western Walking Floor Trailer
- 2005 John Deere 210LE Tractor
- 1998 Triton Enclosed Landfill Gas Flare
- 1988 Ford Water Truck

BE IT FURTHER RESOLVED that the General Manager is hereby authorized and directed, for and on behalf of the Salinas Valley Solid Waste Authority, to dispose of surplus property.

PASSED AND ADOPTED by the Board of Directors of the Salinas Valley Solid Waste Authority this 21<sup>st</sup> day of December 2017, by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

---

Simón Salinas, President

ATTEST:

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Erika J. Trujillo, Clerk of the Board





## Report to the Board of Directors

ITEM NO. 11

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A

General Counsel

Date: December 21, 2017

From: C. Ray Hendricks, Finance and Administration Manager

Title: Self-Funding Programs and Services Report

### RECOMMENDATION

The Executive Committee recommends acceptance of the report.

### STRATEGIC PLAN RELATIONSHIP

The recommended action helps support the goal: Reduce Landfill Disposal Fee Dependence Through Self-Funded Programs and New Revenue Sources, by ensuring that programs produce enough revenue to support the processing required to divert it from the landfill without relying on landfill fees.

### DISCUSSION & ANALYSIS

Staff has reviewed the actual cost for FY 2016-17 of three programs related to this goal; Franchise Transportation Surcharge, Green Waste Disposal Fees, and Construction and Demolition (C&D).

#### Franchise Transportation Services Surcharge

In order to calculate the fees for franchise transportation services, staff used the cost of transporting trash only. This includes the cost of the transfer trucks, loader, staff, fuel, site supervision and overhead. The total cost at the Sun Street Transfer Station is \$1,926,878. Staff transferred 114,449 tons to Johnson Canyon Landfill for an average cost of \$16.84 per ton. However, due to tonnage permit constraints, SVR paid Waste Management \$21.45 per ton to transfer excess Salinas Franchise Waste from the Madison Lane Transfer Station. When you weigh the two costs together, SVR spends an average of \$17.79 per ton to transfer Salinas Franchise Waste to Johnson Canyon Landfill. The current Franchise Transportation Surcharge is \$17.50 per ton.

Salinas Franchise Waste Transportation Cost Analysis				
Tons		Per Ton Rate		Total Cost
78,377	\$	16.84	\$	1,319,572
20,523		21.45		440,275
98,900	\$	17.79	\$	1,759,846

### Green Waste Disposal Fees

Vision Recycling charges SVR \$24.65 per ton to process Green Waste at Johnson Canyon Landfill. After accounting for transportation of self-haul green waste from the transfer stations, site maintenance, operations administration and overhead allocation, our cost totals an average of \$34.56 per ton to process green waste. The current tipping fee is set at \$33.50 per ton. However, Republic gets a discounted rate of \$18.05 for green waste delivered directly to Johnson Canyon based on an old 2005 agreement that remains in effect though the term of their franchise agreement, or until mutual agreement between the City of Salinas, Republic Services and SVR is reached to pass-through the full cost of greenwaste processing to Salinas ratepayers.

Row Labels	2016-17 Grand Total	Processing Rate	Total Cost
410-Green (Yard) Waste	27,680.45	\$ 24.65	\$ 682,323.12
411-JCL Organics	5,644.75	24.65	139,143.09
412-SS Organics	1,340.93	24.65	33,053.92
414-Greenwaste - Jolon Road	301.21	24.65	7,424.83
			861,944.96
Site Maintenance			10,000.00
Transportation	9,181.00	\$ 16.84	154,572.67
			1,026,517.63
Ops Admin Allocation		4.1%	42,087.22
			1,068,604.85
Overhead Allocation		13.1%	139,987.24
Grand Total			1,208,592.09
Actual Cost Per Ton	34,967.34		\$ 34.56

### Construction and Demolition (C&D)

SVR spends \$15.00 per ton to grind C&D at Johnson Canyon Landfill. The material is used as alternative daily cover (ADC) at the landfill. After accounting for transportation of self-haul C&D from the transfer stations, site maintenance, operations administration and overhead allocation, our cost totals an average of \$30.67 per ton to process C&D. The current tipping fee is set at \$58.00 per ton. The additional revenues from C&D processing are used to partially offset the subsidy for Republic Services discounted green waste processing costs discussed above.

Staff has an opportunity to use the additional revenue from C&D to find a better use for this material by sorting wood waste and other recyclable materials out of the C&D stream, thereby reducing the amount used for ADC. Improving diversion of C&D materials is a requirement of the CalGreen Building Code that requires 65% diversion. Staff has previously presented options for further processing of C&D materials either at SVR facilities or through the Monterey Regional Waste Management District facilities. Both options will increase the cost of this State mandated diversion program in the future and eliminate the excess funds used to offset Republic Services discounted green waste processing costs.

Row Labels	2016-17 Grand Total	Processing Rate	Total Cost
121-Construction & Demolition	8,653.94	\$ 15.00	\$ 129,809.10
			129,809.10
Site Maintenance			10,000.00
Transportation	5,084.53	\$ 16.84	85,623.55
			225,432.65
Ops Admin Allocation		4.1%	9,242.74
			234,675.39
Overhead Allocation		13.1%	30,742.48
Grand Total			265,417.87
Actual Cost Per Ton	8,653.94		\$ 30.67

#### BACKGROUND

During the July 13, 2016, Board directed staff to review programs to ensure that programs produce enough revenue to support the processing required to divert it from the landfill without relying on landfill fees.

#### ATTACHMENT(S)

None



## Report to the Board of Directors

ITEM NO. 12

Finance Manager/Controller-Treasurer

General Manager/CAO

*T. Bruen by et*

Legal Counsel

Date: December 21, 2017

From: Patrick Mathews, CAO/General Manager

Title: A Resolution Approving Amendments Nos. 5 Authorizing Four-Year Extensions and Modifications to the Memorandums of Understanding with Management and Non-Management Employees for Fiscal Years 2018-2019 through 2021-2022

### RECOMMENDATION

The Executive Committee recommends that the Board adopt the resolution.

### STRATEGIC PLAN RELATIONSHIP

This action has no direct impact on our Strategic Plan goals or objectives, but does represent one of our key Authority values, fiscal prudence, through the cooperative partnership with staff to control net payroll costs and reduce Authority funded pension and medical insurance contributions.

### FISCAL IMPACT

The impact of the proposed MOUs is a 2.54% increase in net staff costs in 2018-2019 at an estimated cost of \$167,268 for all employees (1.0% increase over the current \$16.7 million budget). This increase will be included in the proposed budget for FY 2018-19, and subsequent years for the term of the MOUs.

### DISCUSSION & ANALYSIS

The major provisions of the proposed agreements are applicable to all Authority management and non-management employees.

- 1) The management and non-management MOU amendments pertain to salaries and benefits for a four-year period commencing July 1, 2018 through June 30, 2022.
- 2) Effective July 1, 2018 and July 1, 2019, Cost of Living Allowance (COLA) adjustments for all management and non-management employees will be 3%; and effective July 1, 2020 and July 1, 2021, COLA adjustments will be based on the CPI for SF/Oakland/San Jose, Urban Wage Earners and Clerical Workers, using the twelve-month percentage increase from December to December of the prior year with a 2% minimum to 3% maximum adjustment.
- 3) Effective July 1, 2018, all employee contributions to PERS will be 50% of normal cost or 8% maximum contribution, whichever is less.

- 4) Effective July 1, 2018, Education Assistance contribution for non-management employees will include reimbursement for tuition and books for trade school course work related to employment.
- 5) Effective July 1, 2018, all management and non-management employees will pay 10% of combined (medical, dental, vision) medical insurance costs and Authority will pay 90%.
- 6) Effective July 1, 2018 and each January 1st thereafter, non-management employees will receive one additional floating holiday per year.
- 7) Effective July, 1 2018, Diversion Worker I/II pay scales will each be increased 2 salary ranges (5%)
- 8) No changes will be made to any other benefits not specifically mentioned.

Timely approval of these MOUs will allow for cost certainty in preparation of the upcoming 2018-19 fiscal year budget that is getting underway with Board budget direction discussions scheduled for January 2018.

#### BACKGROUND

During a series of meetings which commenced in Spring 2017 and continued through November 2017, the General Manager in his designated capacity as the Personnel Officer **and in conference with the Board's Executive Committee, met independently with the** management and non-management employee groups to discuss salaries and benefits for the current MOUs set to expire on June 30, 2018. Both management and non-management groups agreed to the attached amendments to the Memorandums of Understanding (MOUs) for the Board's consideration.

At the September, October and November Executive Committee and Board meetings, the General Manager presented summaries of the negotiations with management and non-management employees for the MOUs. Both groups have now agreed to the terms and conditions for four-year extensions of the labor MOUs as presented and recommended by the Executive Committee.

#### ATTACHMENT(S)

1. Resolution
2. Exhibit A – MOU Amendment No. 4 with Management Employees
3. Exhibit B - MOU Amendment No. 4 with Non-Management Employees

RESOLUTION NO. 2017-

A RESOLUTION OF THE SALINAS VALLEY SOLID WASTE AUTHORITY APPROVING AMENDMENTS NOS. 5 AUTHORIZING FOUR-YEAR EXTENSIONS TO THE MEMORANDUMS OF UNDERSTANDING WITH MANAGEMENT AND NON-MANAGEMENT EMPLOYEES FOR FISCAL YEARS 2018-2019 THROUGH 2021-2022

WHEREAS, on October 18, 2007, the Board of Directors adopted Resolution No. 2007-52 authorizing a Memorandum of Understanding with Management Employees and Amendments Nos. 1, 2, 3 and 4 thereafter; and,

WHEREAS, on October 18, 2007, the Board of Director adopted Resolution No. Resolution No. 2007-51 Authorizing a Memorandum of Understanding with Non-Management Employees and Amendments Nos. 1, 2, 3 and 4 thereafter; and,

NOW THEREFORE, BE IT RESOLVED that the Board of Directors does hereby approve Amendment No. 5 to the Management Employees Memorandum of Understanding, as attached hereto and marked "Exhibit A"; and,

BE IT FURTHER RESOLVED that that the Board of Directors does hereby approve Amendment No. 5 to the Non-Management Employees Memorandum of Understanding, as attached hereto and marked "Exhibit B"; and,

PASSED AND ADOPTED by the Board of Directors of the Salinas Valley Solid Waste Authority this 21st day of December, 2017 by the following vote:

AYES: BOARD MEMBERS:

NOES: BOARD MEMBERS:

ABSENT: BOARD MEMBERS:

ABSTAIN: BOARD MEMBERS:

---

Simón Salinas, President

ATTEST:

---

Erika J. Trujillo, Clerk of the Board

## EXHIBIT A

### AMENDMENT NO. 5 Salinas Valley Solid Waste Authority MEMORANDUM OF UNDERSTANDING MANAGEMENT EMPLOYEES

This Amendment to the Memorandum of Understanding (MOU), made and entered into effective this 21st day of December 2017, memorializes the understandings resulting from the consultation in good faith between the Salinas Valley Solid Waste Authority and the Management Employees.

The Authority and Management Employees entered into an MOU on October 18, 2007, and has been extended through Amendment No. 1, entered into on May 20, 2010; Amendment No. 2, entered into on April 21, 2011; Amendment No. 3, entered into on March 15, 2012; Amendment No. 4 entered into June 19, 2014.

All the terms of the current MOU will continue in force with the exception of the following changes:

#### Section 1. SALARIES

##### A. Cost of Living Allowance

Effective on July 1, 2018 and July 1, 2019, all management employees will receive an annual cost of living increase adjustment of 3%. Effective on July 1, 2020 and July 1, 2021, management employees will receive a cost of living increase based upon Consumer Price Index for San Francisco/Oakland/San Jose, Urban Wage Earners and Clerical Workers, using the twelve-month percentage increase from December to December of the prior year with a 2% minimum to 3% maximum adjustment.

#### Section 2. BENEFITS

##### A. Health Insurance

During this MOU Authority will continue to offer PERS provided medical insurance, as well as Dental and Vision Services coverage and shall contribute ninety percent (90%) of the total premium amount. Employees electing medical, dental and/or vision coverage shall pay 10% of the total premium amount. Authority and employees acknowledge that the premium amounts are established by the respective insurance providers and are subject to change.

The employee's contribution toward the premium amount is based on the Employee selected Plans and levels of dependent care coverage and will be paid as a pre-tax payroll deduction.

##### F. California Public Employee Retirement System

Management employees shall pay their entire share of 7% in contribution rates. Effective July 1, 2018, management employees shall also pay 1% of Authority portion of contributions. The Authority will amend the PERS contract in order to have this 1% contribution added to the employees account.

This provision supersedes the final scheduled PERS contribution date of Amendment 4.

This section only applies to PERS defined "Classic Members". All new members are subject to the Public Employees' Pension Reform Act of 2013, according to which they are required to contribute 50% of normal costs as required by PERS.

#### Section 6. TERM OF AGREEMENT

This Memorandum shall be effective January 1, 2018 and remain in effect until June 30, 2022.

All other terms and conditions shall remain.

On Behalf of the Salinas Valley Solid Waste Authority

By: \_\_\_\_\_ Date: \_\_\_\_\_  
R. Patrick Mathews, General Manager/CAO

Salinas Valley Solid Waste Authority  
Management Employees:

_____ Cesar Zuniga	_____ Date	_____ Amanda Brooks	_____ Date
_____ C. Ray Hendricks	_____ Date	_____ Brian Kennedy	_____ Date



## EXHIBIT B

### AMENDMENT NO. 5 Salinas Valley Solid Waste Authority MEMORANDUM OF UNDERSTANDING NON-MANAGEMENT EMPLOYEES

This Amendment to the Memorandum of Understanding (MOU), made and entered into effective this 21st day of December 2017, memorializes the understandings resulting from the consultation in good faith between the Salinas Valley Solid Waste Authority and the Non-Management Employees.

The Authority and Non-Management Employees entered into an MOU on October 18, 2007, and has been extended through Amendment No. 1, entered into on May 20, 2010; Amendment No. 2, entered into on April 21, 2011; Amendment No. 3, entered into on March 15, 2012; and Amendment No. 4 entered into June 19, 2014.

All the terms of the current MOU will continue in force with the exception of the following changes:

#### Section 1. SALARIES

##### A. Cost of Living Allowance

Effective on July 1, 2018 and July 1, 2019, all non-management employees will receive an annual cost of living increase adjustment of 3%. Effective on July 1, 2020 and July 1, 2021, non-management employees will receive a cost of living increase based upon Consumer Price Index for San Francisco/Oakland/San Jose, Urban Wage Earners and Clerical Workers, using the twelve-month percentage increase from December to December of the prior year with a 2% minimum to 3% maximum adjustment.

##### C. Salary Schedule Adjustments

Effective July 1, 2018, the salary range for Diversion Worker I will change from 11.5 to 12.5 and the salary range for Diversion Worker II will change from 13.5 to 14.5. All employees in the position of Diversion Worker I/II, on the effective date of this adjustment, will be moved to their current step in the new salary range.

#### Section 2. BENEFITS

##### A. Health Insurance

During this MOU Authority will continue to offer PERS provided medical insurance, as well as Dental and Vision Services coverage and shall contribute ninety percent (90%) of the total premium amount. Employees electing medical, dental and/or vision coverage shall pay 10% of the total premium amount. Authority and employees acknowledge that the premium amounts are established by the respective insurance providers and are subject to change.

The employee's contribution toward the premium amount is based on the Employee selected Plans and levels of dependent care coverage and will be paid as a pre-tax payroll deduction.

F. California Public Employee Retirement System

Non-management employees shall pay their entire share of 7% in contribution rates. Effective July 1, 2018, non-management employees shall also pay 1% of Authority portion of contributions. The Authority will amend the PERS contract in order to have this 1% contribution added to the employees account.

This provision supersedes the final scheduled PERS contribution date of Amendment 4.

This section only applies to PERS defined "Classic Members". All new members are subject to the Public Employees' Pension Reform Act of 2013, according to which they are required to contribute 50% of normal costs as required by PERS.

H. Education Assistance

Effective July 1, 2018, the Authority will reimburse a non-management employee for books and tuition for a job-related course of study up to \$2,000/year maximum. Reimbursement shall be for trade school and/or accredited 2 or 4-year college course work. The employee will receive reimbursement upon successful completion of the course with a "pass" or grade of "C" or better.

Section 4. LEAVES OF ABSENCE

The Authority provides non-management employees with twelve scheduled holidays and two floating holidays per year.

Section 6. TERM OF AGREEMENT

This Memorandum shall be effective January 1, 2018 and remain in effect until June 30, 2022.

All other terms and conditions shall remain.

On Behalf of the Salinas Valley Solid Waste Authority

By: \_\_\_\_\_ Date: \_\_\_\_\_  
R. Patrick Mathews, General Manager/CAO

Salinas Valley Solid Waste Authority  
Non-Management Employees Representatives:

\_\_\_\_\_  
Mike Silva

\_\_\_\_\_  
Date

\_\_\_\_\_  
John Naegle

\_\_\_\_\_  
Date

\_\_\_\_\_  
Juan Camacho

\_\_\_\_\_  
Date

\_\_\_\_\_  
Linda Vasquez

\_\_\_\_\_  
Date



## Report to the Board of Directors

Date: December 21, 2017  
From: Patrick Mathews, General Manager/CAO  
Title: Update on Recycling Markets

ITEM NO. 13

N/A

Finance and Administration Manager,  
Controller/Treasurer

N/A

General Counsel

N/A

General Manager/CAO

A PRESENTATION WILL BE GIVEN  
AT THE MEETING

### ATTACHMENT(S)

1. CalRecycle Public Meeting - 2016 California Exports of Recycling, *August 15, 2017*
2. NMRC - Recent Chinese Government Actions Causing Disruption and Uncertainty in Global Recycling Markets, *September 20, 2017*
3. WasteDIVE – What you need to know about China's scrap import policies, *October 25, 2017*
4. SWANA – November Update on Chinese Waste Import Restrictions, *November 2017*

# **2016 California Exports of Recyclable Materials**

CalRecycle Public Meeting  
August 15, 2017  
Sher Auditorium  
10:00-1:00

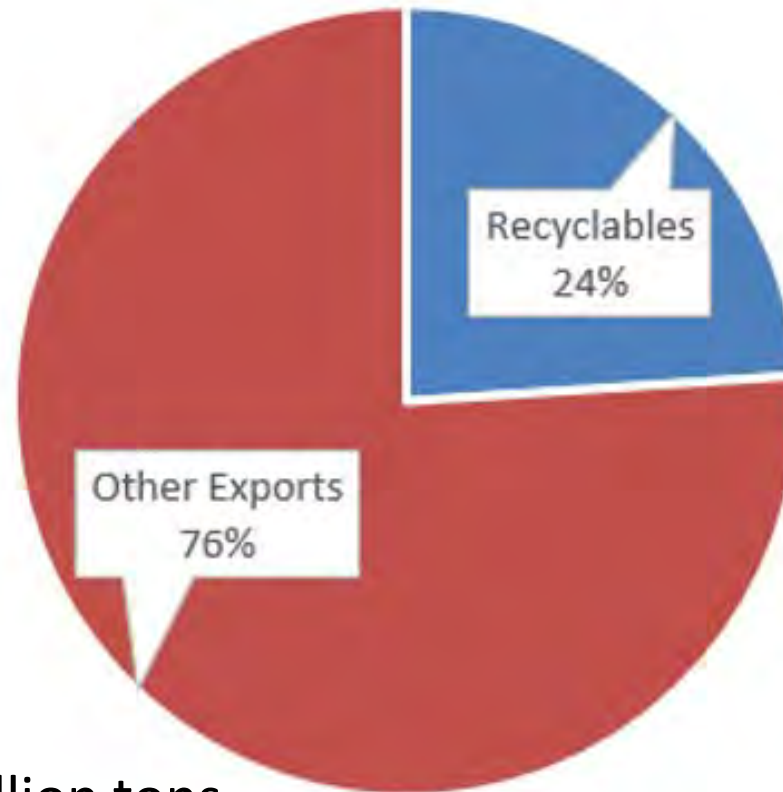
# Presentation Summary

- 2016 Overview
- Individual Materials
- Summary
- Future Research and Information

## Data Sources and Limitations

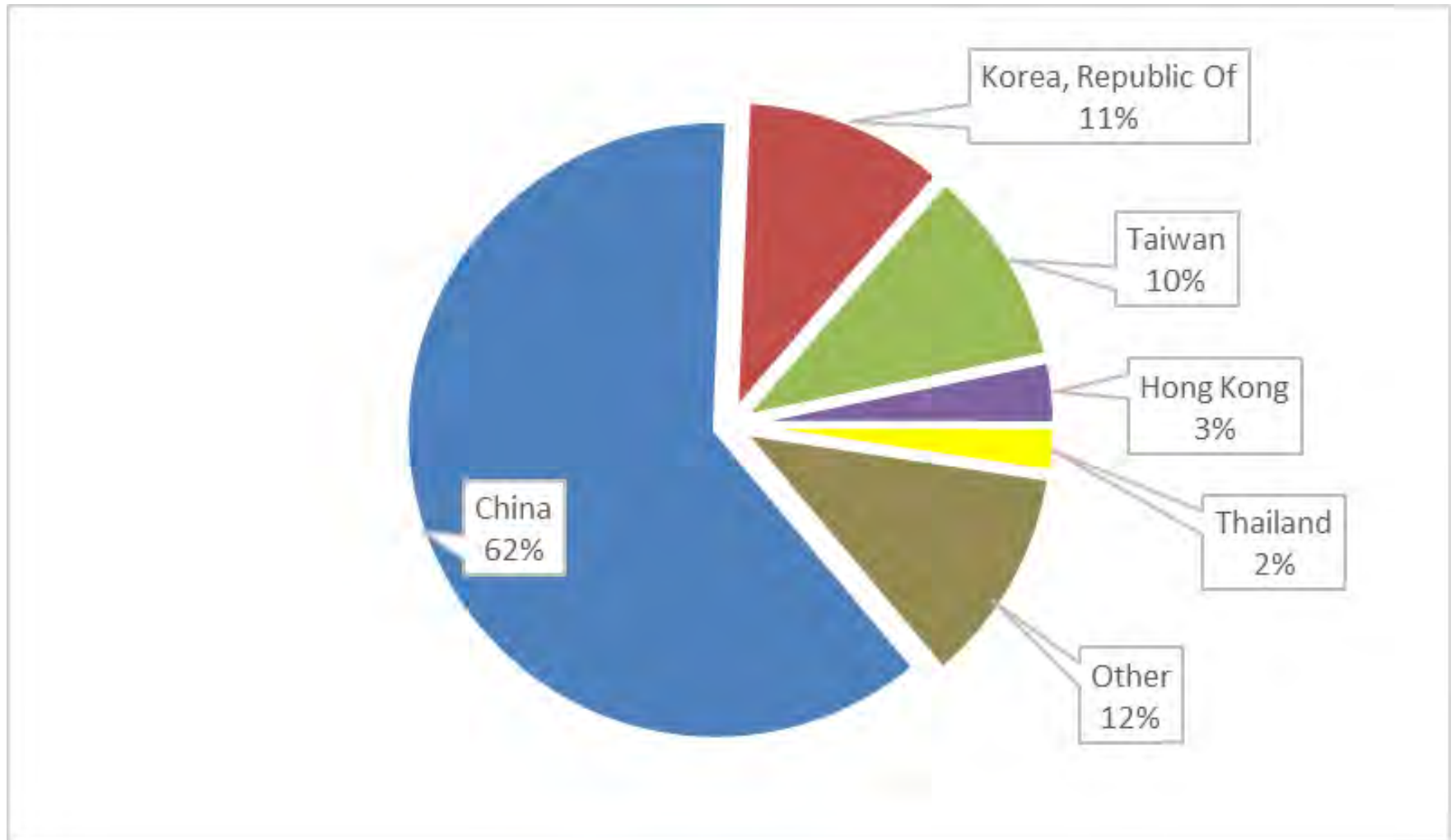
- Information based on seaborne exports of recyclable materials from California ports.
- Amounts, values, destinations, and trends.
- Data from Wiser LLC. and their WISER Trade database.
- Limited information on recyclables shipped by truck and rail.

## CA Recyclable Exports by Weight ~15 Million Tons



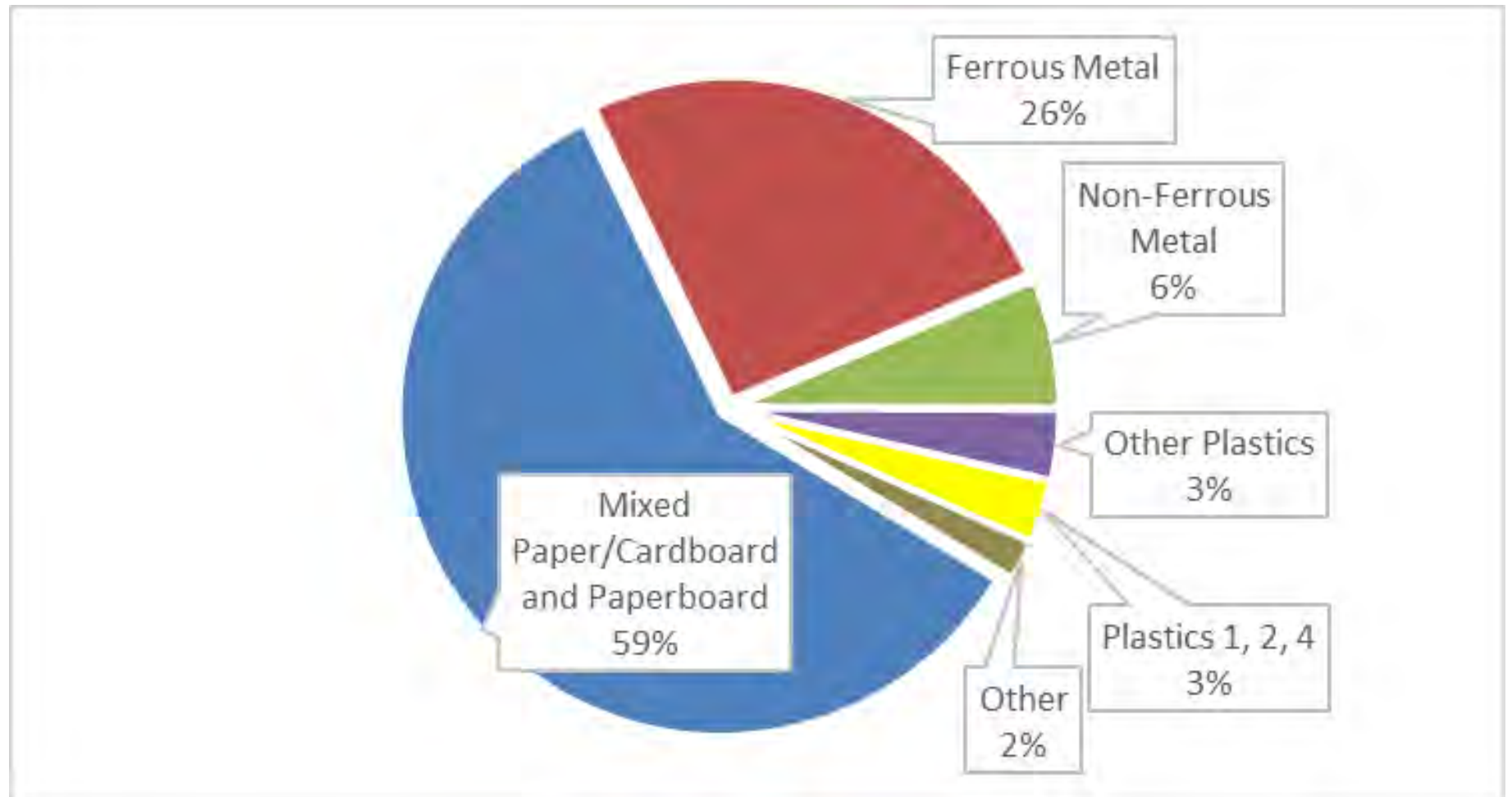
Total Exports ~63 million tons

## CA Recyclable Exports by Destination~15.0 Million Tons

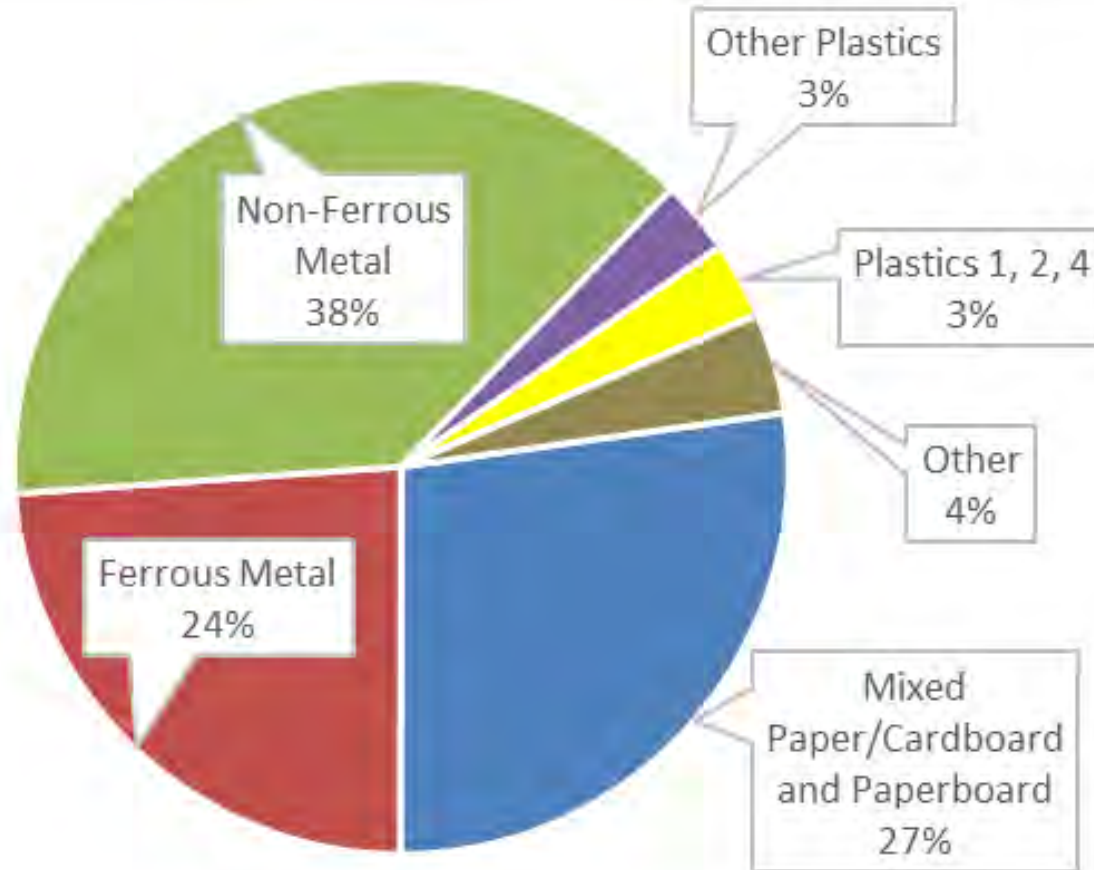




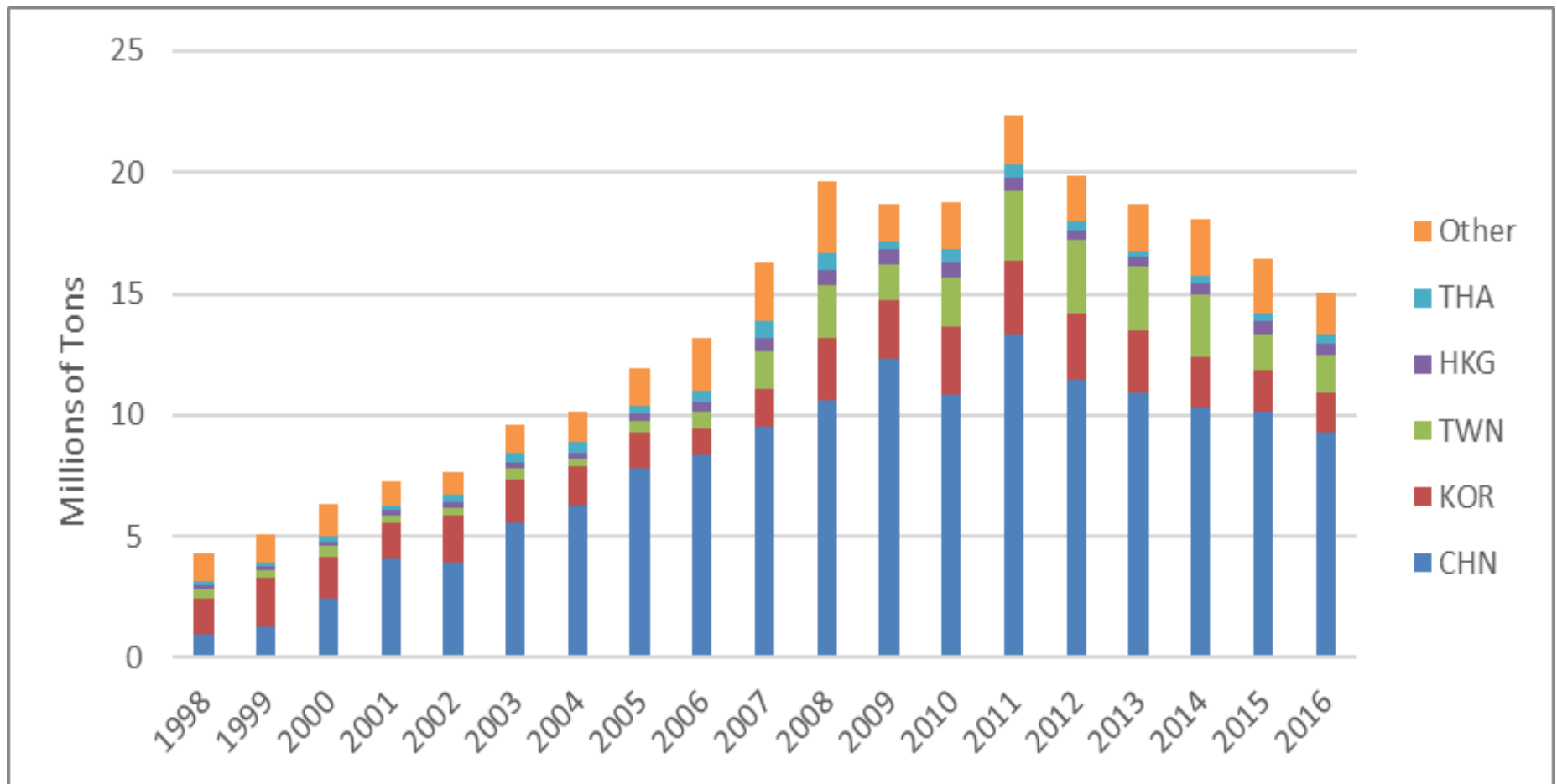
## CA Recyclable Exports by Material ~15.0 Million Tons



## CA Recyclable Exports by Vessel Value ~ \$4.6 billion



## 2016 CA Seaborne Recyclable Exports by Destination in Tons



# Individual Recyclable Commodities from California Ports



Information about individual material categories can be found in the 2016 California Exports of Recyclable Materials report which can be found on the CalRecycle website.

## Summary

- 15 million tons to export markets.
- China received 62 percent of all recyclables.
- China, Korea, and Taiwan received 83 percent of recyclables.
- Export markets of recyclables have been declining overall since 2011.
- Tonnage of recyclable exports declined nearly 9 percent in 2016 (2 million tons).

## Future Research and Information

- 2<sup>nd</sup> Exports report to explore more in-depth questions and topics.
- AB901 will provide more information on exported materials.



For more information the report is posted on CalRecycle's website at

<http://www.calrecycle.ca.gov/Publications/Detail.aspx?PublicationID=1611>

- Larry Stephens
- Policy Office-Knowledge Integration Section
- (916) 341-6241

Open Letter to Members of the NM Recycling Coalition

September 20, 2017

## **Recent Chinese Government Actions Causing Disruption and Uncertainty in Global Recycling Markets**

China is the single largest consumer of recyclable materials generated in North America. One-third of all scrap material collected in the U.S. is shipped overseas, with the large majority of this material going to China. In 2016, the US exported \$5.6 billion in scrap commodities to China (Institute for Scrap Recycling Industries). Also in 2016, according to the U.S. Census Bureau's and U.S. International Trade Commission's, China imported approximately 13 million tons of paper and 776,000 tons of plastic from the United States.

Many of NMRC's members may know, that the Chinese government has recently taken three noteworthy actions that have significantly disrupted the global market for recovered materials.

### *I) Ban of all Mixed Paper and Mixed Plastics*

The Ministry of Environmental Protection of the People's Republic of China (MEP) informed the [World Trade Organization](#) (WTO) on July 18<sup>th</sup> of its intention to ban the import of 24 recyclable commodities, including "unsorted mixed paper" and "mixed plastics" effective January 1, 2018.

The ban proposal came amid China's National Sword customs enforcement effort that started in February of 2017. The National Sword campaign is essentially a crackdown on smuggling and contaminated scrap imports, and has led to arrests, confiscated scrap materials, and increased shipment times for exporters.

According to Robin Wiener, president of ISRI, in a June 13 press conference call with Resource Recycling Magazine, "Although all of us tend to (align) National Sword with this potential ban, it appears that they are really very different," Wiener said. "National Sword is really focused on quality concerns and smuggling, whereas the import ban appears to be not driven by an issue of quality concerns" but by a move to build up the domestic Chinese materials recovery industry.

### *II) Reduction of Contamination Threshold to .3%*

MEP has announced that effective January 1<sup>st</sup>, 2018 all scrap materials imported into China may not exceed .3% contamination. This far exceeds the existing industry standard established by the Institute for Scrap Recycling Industries' (ISRI) Quality Specifications Circular which allows for 1.5% to 5% depending upon the grade. It is believed that a .3% contamination limit would render virtually all recovered materials ineligible for sale to China.

### *III) Suspension of all New License Approvals*

MEP has frozen the approval of all scrap paper import permits since May. As a result, all of the prominent scrap paper import companies are not able to import any scrap paper into China causing a virtual total suspension of all imports as of September 1, 2017.





PO Box 24364, Santa Fe, NM 87502, 575-224-2630

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Most of the prominent national recycling trade associations including [ISRI](#), [Solid Waste Association of North America \(SWANA\)](#), and [National Waste and Recycling Association](#) have filed protests and requests for clarification on MEP's recent actions. The Chinese government has yet to officially respond.

The Chinese government has explained these actions as an effort to improve its environment by eliminating the import of pollutants mixed within recyclable materials. Industry participants support the government's environmental improvement goals, but question the efficacy of its sudden and disruptive actions.

### **What does this mean for New Mexico?**

- The markets for recovered materials, particularly paper and plastic, have experienced significant price declines and limited movement as of September 1<sup>st</sup>. Difficult market conditions are expected to persist for the remainder of 2017. However, given the dominant reliance of China's packaging and manufacturing sectors on US recyclable raw materials, most industry experts anticipate an eventual moderation of the government's actions and a return to more normal market conditions by the end of the first quarter of 2018. The industry is hopeful that this will be a short-lived situation.
- Many domestic markets that are relatively close to New Mexico are located along the gulf coast of Texas and Louisiana and were affected by the recent hurricanes. As these markets work to get on-line again, the demand for domestic material is expected to increase.
- New Mexico programs that source-separate and bale their own material may have to reach out to multiple markets to find an end-market that is able to accept their material. A list of markets currently known to service New Mexico can be found [here](#). NMRC is happy to add new end-markets to this list as appropriate. Please contact Sarah Pierpont with any new market information.
- Many materials that can be readily diverted from the waste stream, such as organics, glass, and tires, do not depend on foreign markets. Over 60% of America's municipal solid waste is compostable (US EPA) and there are many yard-waste and food-waste composting operations throughout New Mexico. Click on the following links for more information on diverting [organics](#) and [glass](#) in New Mexico.
- This is a reminder that programs need to focus on quality. China's "[Green Fence](#)" in 2013, "[National Sword](#)" earlier in 2017 and now this ban demonstrate a clear message that China does not want garbage coming into their country. As markets tighten, it is imperative that recyclers produce high quality material. This is an opportunity to ensure that programs' recycling streams are as clean as they can be.
- Communication is key. It is important that municipal programs stay in close communication with their Material Recovery Facilities or end-markets to understand exactly which materials are contaminating the recycling stream.



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- The New Mexico Recycling Coalition will continue to monitor the situation and will send updates to its members as they unfold. We're here as a resource to our members to share industry information that affects New Mexico's recycling programs.

In summary, recycling programs in New Mexico (and across the globe) will most likely experience drops in market prices for their material. Programs may need to work harder to find end-markets for their plastics and mixed paper, however it is important to continue to recycle these items as this slump in the foreign market is expected to pass fairly quickly. And remember your New Mexico Recycling Coalition is a resource. Please call or email with any questions or concerns.

Sincerely,

Sarah Pierpont  
Executive Director  
New Mexico Recycling Coalition  
[sarah@recyclenewmexico.com](mailto:sarah@recyclenewmexico.com)  
505-603-0558



FEATURE

# What you need to know about China's scrap import policies

By **Cody Boteler** • Oct. 25, 2017

**T**he industry had been whispering about a Chinese scrap import ban for months before the country filed an official announcement with the World Trade Organization. Since then, Chinese officials have offered few specifics and details on how, exactly, the import ban will work out.

A lack of details, however, does not mean a lack of effects. China's announcement — and the rumblings of contamination enforcement and import license restrictions — has already rattled the recycling industry and sent some recyclable material to landfill as the world's largest purchaser of scrap plastic and paper closes its doors. Some industry groups are ringing as many alarm bells as possible, and some are saying it's better to keep calm and carry on. At the same time, scrap traders are looking for new markets and domestic processors are racing to up their capacity and adjust to the new marketplace.

As the end of the year approaches and a full enforcement of the ban becomes imminent, Waste Dive will continue to update this space with our coverage on how the ban is affecting businesses and governments, how the stock and commodity markets are reacting, how best to communicate changes to recycling customers, and what trade associations and other insiders are saying.

## 1 **Markets may be stabilizing after Chinese disruption, though unknowns persist**

Representatives from NWRA, SWANA and CalRecycle offered the latest advice during an EPA-hosted webinar on

quality standards that could be the new normal. Read More >>

**2 More Pacific Northwest municipalities feeling pain from commodity markets**

One Oregon county and a small Washington town have dropped almost all plastics from their recycling programs. Read More >>

**3 Recycling Partnership's advice on National Sword: Keep calm and clean up your act**

The nonprofit hosted a webinar about China's import policies, with an emphasis on quality and tales of tough price drops from MRF operators. Read More >>

**4 China causing Oregon DEQ to consider unprecedented recycling disposal waivers**

The department is considering granting waivers on a large scale, an unprecedented move in the state's recycling program. Read More >>

**5 SWANA to state agencies: Expect more disruption from China**

A letter sent to all 50 state agencies stresses the importance of reviewing recycling goals and calls for higher quality bale material. Read More >>

**6 China's trade policies make dent in stock prices of top companies**

Stifel downgraded all publicly traded service providers except Waste Connections, citing expectations for a tough Q4 and 2018. Read More >>

**7     Surprise OCC price drop seen as latest sign  
China is serious about new trade policy**

A reduction in import licenses has hurt export prices, doubled domestic prices in China and led to reports of stockpiling. [Read More >>](#)

**8     Recyclers limit accepted materials in face of  
Chinese import ban**

"It's a bit chaotic," ISRI Senior Director of International Relations Adina Adler told Waste Dive. [Read More >>](#)

**9     NWRA joins chorus of groups asking China  
for more time on scrap ban**

The trade association said its members, and the markets they rely on, can't adapt quickly enough to a shift of this scale. [Read More >>](#)

**10    Talkin' Trash with Waste Dive: Insights on  
the unknown effects of China's scrap import  
ban**

Executives and policymakers weighed in on what led to China's new scrap materials ban, how businesses are reacting and why it's not getting much play in D.C. [Read More >>](#)

**11    What comes next after China's scrap ban  
surprise?**

A look at four big picture questions the U.S. recycling industry is asking a week after the new import announcement. [Read More >>](#)



November 2017



## November Update on Chinese Waste Import Restrictions

David Biderman, Executive Director & CEO

Unless you are making a conscious effort to avoid reading the trade publications covering the waste sector and SWANA communications, you are aware that decisions being made by the Chinese government are having a major impact on recycling programs in the United States and Canada. SWANA has been actively involved in this issue, and this column briefly summarizes our activities, and some upcoming actions and events.

In July, China submitted Notifications to the World Trade Organization (WTO) advising that it would be banning 24 categories of imported waste, including mixed paper and plastic, as of December 31, 2017. As China receives the majority of U.S. and Canadian exported waste/scrap materials, this was a very big deal. SWANA met with the lead U.S. agencies on this issue during the summer – the Department of Commerce and the Office of the U.S. Trade Representative (USTR), as well as other stakeholders such as the scrap recyclers association (ISRI) to discuss our concerns. In late August, SWANA [submitted comments](#) on the Notifications, supporting China's effort to reduce environmental impacts from imported waste materials, but suggesting a longer time line, noting the likely adverse impact on recycling programs in the United States and Canada.

In addition to the proposed ban, China issued separate regulations imposing a stringent 0.3% contamination standard on authorized waste imports. This standard would be virtually impossible to meet. In September, China stopped renewing waste import licenses. In response to these developments, material began to pile up in Hong Kong and a handful of West Coast locations, as commodity prices declined. This issue was discussed by many who attended WASTECON in Baltimore, with at least one speaker referring to it as a looming crisis.

In early October, following a meeting with EPA officials, SWANA [sent a letter](#) to all 50 state environmental agencies updating them on the China recycling ban situation. The letter urged state officials to communicate with all stakeholders about the market disruption caused by China; reminded them about the importance of generating high quality material; and suggested renewing efforts to encourage waste reduction and develop alternative markets. This letter has been favorably received, with several state agencies writing back to SWANA advising us they are implementing our suggestions.

In late October, several SWANA representatives spoke with Canadian trade officials in Ottawa and Switzerland about the impact of China's waste import restrictions on recycling in Canada, and helped prepare them for a WTO meeting in early November.

I also spoke at a national conference of state solid waste officials and on several webinars about the impact of China's actions on North American recycling programs, including an EPA webinar with one thousand participants.

A key role that SWANA has played over the past few months has been informing federal agencies in Washington about the impact of China's waste import restrictions on local recycling programs throughout the United States. We regularly email articles and information to Commerce, USTR, and EPA, as well as Canadian governmental representatives.

In mid-November, China submitted new Notifications to the WTO, slightly easing the contamination standard applicable to waste paper and plastic to 0.5%, and delaying implementation to March 1, 2018. I expect SWANA will file comments on these new Notifications in mid-December. SWANA [sent a second letter](#) to the state agencies updating them about this latest development, reiterating our previous advice to focus on quality and communicate with all stakeholders.

It is unclear whether there be additional changes to China's waste import restrictions, and what the precise impact will be on American and Canadian recycling programs. It appears the impact differs depending upon geography, but in at least one state, some temporary disposal of recyclables is being authorized, in a few locations. Regardless of where you are, SWANA will continue to provide timely updates to members, state officials, and others, about this dynamic and important issue.

Our next national event is SWANApalooza – March 5-7 in Denver. The Keynote session will focus on China and provide a panel discussion among governmental officials and industry representatives about the latest developments, and what solutions and alternatives exist for local governments, recyclers, and others. It will be a “can't miss” session, and I hope you will join us at [SWANApalooza](#).

# Recycling & China





# SWANA - Background

- **SWANA is the largest waste association in North America with 9,300+ members**
  - Members/chapters in United States and Canada
  - Public sector and private sector
  - Our core purpose is to “advance the responsible management of solid waste as a resource.”

# China Waste Ban Update

- **SWANA and other stakeholders filed WTO comments in late August**
  - Comments sought clarity re scope/timing & expressed concerns re: feasibility of domestic markets by 1/1/18.
  - SWANA encouraged the Recycling Partnership and others to file comments to increase and broaden the number of voices raising concerns.
- **Stakeholders met with US Commerce Dept/USTR in September**
  - Commerce/USTR raised issue in Beijing in late September at bi-lateral trade meeting – questions submitted to MEP.

# China Waste Ban Update

- **SWANA met with EPA in early October as price and other impacts began to ripple through U.S.**
- **We sent an October 11 letter to all 50 state environmental agencies – info update & focused on potential disruption to municipal recycling programs.**
- **SWANA is facilitating the flow of information to the lead federal agencies addressing this issue.**

# Impact on States

- **State agencies are monitoring the impact of China's new rules on state/municipal recycling programs and goals, and taking varying approaches.**
- **States with high recycling rates that export a lot of material to China are the first ones being directly affected, such as California.**

# Local Impacts

**The impact on municipal recycling programs thus far is limited, but that is likely to change if status quo of lower prices, 0.5% contamination limit, & no/fewer import licenses continues**

- Depends on whether you export – and where**
- Depends on your contract (force majeure?)**
- Depends on your contamination level**

# Local Impacts

- **Salinas Valley** – Limited acceptance of rigid plastics
- **Madison, WI** – Not accepting “rigid” plastics at dropoff
- **Lane County, OR** – Not accepting plastics at dropoff
- **Seattle, WA & Eugene, OR** – Haulers asking for ok to dispose mixed plastics (3-7) collected curbside



# What should MRF operators be doing?

## **It's About Quality!**

### **Clean up your bales:**

- **Slow down the line**
- **Hire more workers**
  - Some MRFs having trouble finding workers...
- **Add new technology**
  - Optical sorters/robotics



# SWANA's Advice

Everyone should take a deep breath

- Communicate with all stakeholders/elected officials about the current disruption in the global recycling markets
- Educate all stakeholders re need to generate high quality material
- Renew waste reduction efforts
- Consider alternate markets
- Review current & future recycling goals/regs



# Thank you!

## QUESTIONS???

**David Biderman**

**[dbiderman@swana.org](mailto:dbiderman@swana.org)**

**240-494-2254**

**@biderman**





## Report to the Board of Directors

ITEM NO. 14

Finance Manager/Controller-Treasurer

General Manager/CAO

N/A

General Counsel

Date: December 21, 2017

From: C. Ray Hendricks, Finance and Administration Manager

Title: Discussion to Adjust Soil Disposal Fees

### RECOMMENDATION

The Executive Committee recommends the Board direct staff to schedule the Public Hearing for this item at the January 2018 Board of Directors Regular meeting.

### STRATEGIC PLAN RELATIONSHIP

This is a routine operational item. It does not directly **relate to the Board's** Strategic Plan.

### FISCAL IMPACT

Approval of this item will result in an increase of the Clean Fill Dirt rate from \$14 per ton to \$28 per ton.

### DISCUSSION & ANALYSIS

Johnson Canyon has a surplus of clean fill dirt. The tipping fee for clean dirt was increased from \$10 per ton to \$12 per ton in FY 2016-17, then again to \$14 per ton in FY 2017-18. Since this has not typically been a large revenue source for SVR, staff intended to gradually increase the tip fee to \$28 per ton which is the same rate charged for other cover material at the site such as wastewater sludge. However, tonnage has not decreased and an increase of this fee may reduce the amount of soil staff must handle during its operations of the landfill and curtail over accumulation of excess soil going forward. Following is a summary of tons of soil accepted by fiscal year.

<u>Fiscal Year</u>	<u>Tons Received</u>
FY 2010-11	561
FY 2011-12	864
FY 2012-13	515
FY 2013-14	916
FY 2014-15	5,924
FY 2015-16	12,873
FY 2016-17	23,406
FY 2017-18 (As of November 29)	22,950

## BACKGROUND

The FY 2017-18 rates were approved by the Board on March 16, 2017. Due to an unanticipated increased delivery of Clean Soil from out-of-county sources, which the landfill has a surplus of, staff is bringing this item forward for Board consideration. A Public Hearing will be scheduled for January 18, 2018 meeting to consider the proposed rate change.

## ATTACHMENT(S)

None



# Soil Fee

December 21, 2017

# Soil Tonnage History

Fiscal Year	Tons Received
FY 2010-11	561
FY 2011-12	864
FY 2012-13	515
FY 2013-14	916
FY 2014-15	5,924
FY 2015-16	12,873
FY 2016-17	23,406
FY 2017-18 (As of November 29)	22,950



**SVR Agenda Items - View Ahead 2017-18**

	Jan	Feb	Mar	Apr	May
<b>A</b>	Election of Officers				
<b>B</b>	New Hire				
1	Minutes	Minutes	Minutes	Minutes	Minutes
2	Claims/Financials (EC)	Claims/Financials (EC)	Claims/Financials (EC)	Claims/Financials (EC)	Claims/Financials (EC)
3	Member Agencies Activities Report/BD Public Outreach Participation (sp)	Member Agencies Activities Report	Member Agencies Activities Report	Member Agencies Activities Report	Member Agencies Activities Report
4	QTE December Cash & Investments	New Strategic Plan	Strategic Plan Update	Strategic Plan Update	Strategic Plan Update
5	LTFN EIR Qtrly Update (sp)	4th Qtr Tonnage & Diversion Report	<b>Public Hearing: Fee Sched Amend</b>	LTFN EIR Qtrly Update (sp)	1st Qtr Tonnage & Diversion Report
6	Mid-Year Budget Adjustments (EC)	FY Preliminary Operating & CIP Budget (EC)	New FY 18-19 Budget	QTE March Cash & Investments	FY Investment Policy (EC)
7	Award Contract for JCLF Consulting & Engineering Services	C&D Recycling Program (EC) (sp)	Board Policy Updates (EC)	<b>1st Qtr Facilities Customer Survey</b>	New/Ext Agreements & Contracts
8	<b>Public Hearing: 2nd Reading &amp; Adoption of Ord. 10</b>	RFP Selection of PR Firm for Second Phase Public Outreach Plan (sp)		<b>Wally-Waste-Not Award</b>	
9	<b>4th Qtr Facilities Customer Survey</b>				
10	<b>Annual Employee Survey Results</b>				
11	<b>Market Research Study Results (sp)</b>				
12	FY 18-19 Budget Direction (EC)				
13	STRATEGIC PLAN UPDATE & 6-MONTH OBJECTIVES				
14	<i>Real Property</i>				
15	<i>GM Evaluation</i>				
16					

Consent

Presentation

Consideration

Closed Session

[Other] (Public Hearing, Recognition, Informational, etc.)

(EC) Executive Committee

(sp) Strategic Plan Item