

**MINUTES OF
THE SALINAS VALLEY SOLID WASTE AUTHORITY
BOARD MEETING
JANUARY 19, 2017**

CALL TO ORDER

President Salinas called the meeting to order at 6:01 p.m.

ROLL CALL

The following Board Directors were present:

County of Monterey	Simon Salinas, <i>President</i>
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 Greenfield	Avelina Torres
City of King	Robert Cullen, <i>Vice President</i>

The following Board Directors were absent:

County of Monterey	John M. Phillips
City of Salinas	Kimbley Craig
City of Salinas	Gloria De La Rosa, <i>Alt. Vice President</i>

Staff Members Present:

Cesar Zuñiga, Asst. GM/Operations Manager	Brian Kennedy, Engineering & Environmental
Ray Hendricks, Finance Manager	Compliance Manager
Rose Gill, HR/Organizational Dev. Manager	Erika J. Trujillo, Clerk of the Board
Mandy Brooks, Resource Recovery Manager	Thomas Bruen, General Counsel

MEETING ANNOUNCEMENTS

President Salinas announced the availability of translation services. No member from the public requested the service.

GENERAL MANAGER COMMENTS

(6:02) Operations Manager/Assistant General Manager Zuniga reminded the Board of Directors of the Strategic Planning retreat scheduled on January 25. He also announced that a long-time customer of the Sun Street Transfer Station stopped by the facility and offered all staff free lunch from their food truck as a way to say thank you to staff for always being helpful and friendly. Zuniga also reminded the Board of the 20-year anniversary of Salinas Valley Solid Waste Authority.

DEPARTMENT MANAGER COMMENTS

(6:04) Resource Recovery Manager, Brooks presented the Free Christmas Tree Recycling flyer. Informing the Board, the last day to drop-off Christmas trees for free at the facilities is January 31.

BOARD DIRECTORS COMMENTS

(6:05) Director Cullen inquired about the upcoming waste assessment event in King City and the ability to participate in event. Director Torres thanked staff for providing reusable bags that she was able to distribute at the Fire District/Council meeting.

PUBLIC COMMENT

(6:06) None

CONSENT AGENDA (6:06)

1. Minutes of December 15, 2016, Regular Meeting
2. November 2016 Claims and Financial Reports
3. December 2016 Member and Interagency Activities Report and Upcoming Events
4. December 2016 Fourth Quarter Investments Report
5. 2016 Fourth Quarter and Annual Customer Service Survey Results
6. Long Term Facility Needs Design and Environmental Review Update
7. Progress Report on Alternative Energy Projects Development
8. Needs Assessment Report on Alternative Outlets for Recyclable and Reusable Materials
9. Update on Food-to-Energy and Composting Opportunities
10. A Resolution Approving an Adjustment to the Operating Budget for Fiscal Year 2016-17
11. Elections of Officers 2017
12. A Resolution Approving a 2.5% Merit Increase for R. Patrick Mathews for Services as General Manager/Chief Administrative Officer and Revised Salary Schedule Effective January 1, 2017
13. Report on Water Supply Study at Agency Sites to Determine Potential Excess Land Uses

Public Comment: None

Board Comments: The Board made comments pertaining to Item No. 6 and suggested further discussion at the January 25, 2017 Special Meeting pertaining to the second option payment on the Harrison Road property due January 25th.

Motion: Director Bourke made a motion to approve the consent agenda as presented. Director Cullen seconded the motion.

Votes: Motion carried 7, 0

Ayes: Salinas, Barrera, Silva, Bourke, Torres, Cullen, Gunter (alt)

Noes: None

Abstain: None

Absent: Phillips, De La Rosa, Craig

PRESENTATION

14. LONG TERM FACILITY NEEDS PROJECT PUBLIC OUTREACH MATERIALS

(6:13) Resource Recover Manager Brooks presented a revised draft of the Public Outreach Material for a second time to the Board. She reviewed the revised images, graphics and reformatting that were completed in the document. Brooks informed the Board of the meeting she had with Jeff Lindenthal, Director of Communication and Sustainability and Guy Petrabor, Director of Engineering & Compliance both with Monterey Regional Waste Management District to review the document and since then has received written comments that will be taken into consideration for the final draft. She further informed the Board that 5,000 copies were added to the production to be able to distribute in the South Monterey County newspapers as previously suggested by the Board. She explained the material is in the process of being translated to Spanish by N&R Publications and an internal translation committee at the Salinas Valley Solid Waste Authority.

Public Comment: Doug Kenyon, General Manager of Republic Services provided suggestions on potential language for the title of the material. Gary Peterson, Public Works Director for the City of Salinas expressed his concerns on the layout and content of the material, expressing he feels the material is designed to create a favoritism to a specific project. Jeff Lindenthal, Director of Communication and Sustainability for Monterey Regional Waste Management District thanked Resource Recovery Manager Mandy Brooks

for giving him the opportunity to review the document. He expressed concerns regarding some of the language and descriptions within the material, as he feels it portrays a negative view of Landfills and Recycling.

Board Comments: The Board reviewed the material and discussed the concerns of the Monterey Regional Waste Management District. The Board inquired about the total cost of the production and the restructuring of the material to make the Board feel more at ease with the content. Staff further explained it would be \$42,000 for the total production of the 90,000 copies, the translation of the document, and the production of three one-minute videos. The Board provided suggestions on language and design of the material to staff.

Motion: By consensus the Board of Directors requested staff bring back the material once the requested revisions are completed by publisher.

15. 2016 EMPLOYEE SURVEY RESULTS

(6:34) Human Resource/Organizational Development Manager Gill presented the results of the survey. Explaining that the survey measures job satisfaction, morale of our organization, engagement, and benefits which helps to collect input from staff on potential improvements and ideas on how to do so. Trends are also determined and analyzed through the survey results. This year the survey reflected an increase in morale, communication, and in general attitude compared to last year. She informed the Board the next step will be for management staff to meet with their departments and discuss the results of the survey in an effort to brain storm ideas for improvement initiatives.

Public Comment: None

Board Discussion: The Board discussed the survey results and the value of the information for Management staff that is acquired through the survey.

Motion: No motion was needed; this was an informational item.

16. STRATEGIC PLAN 2016-19 GOALS & OBJECTIVE REPORT

(6:42) Operations Manager/Assistant General Manager Zuniga presented the update on the six-month Strategic Plan 2016-19 for July 2016 – January 2017. He reviewed the status on each of the objective, the completion process, and completion dates.

Public Comment: None

Board Discussion: The Board discussed the presentations expressing positive feedback on programs implemented such as the Drug Take-Back program.

Motion: No motion was needed; this was an informational item.

17. SELF-FUNDING PROGRAMS AND SERVICES REPORT

(7:00) Finance Manager Hendricks presented a report on three current programs, as part of the Strategic Plan, to ensure that the programs are generating enough revenue to support the cost of the program without relying on landfill fees. Three programs were analyzed; Franchise Transportation, Green Waste, and Construction and Demolition. The results determined that the Franchise Transportation Surcharge is slightly below actual cost, Green Waste Disposal fees are generally recovering the full cost of process, and Construction and Demolition generates extra revenue that could be used to better process and divert the material from the landfill.

Public Comment: None

Board Discussion: The Board discussed the report.

Motion: No motion was needed; this was an informational item.

18. CAPITAL LOAN TO MONTEREY BAY COMMUNITY POWER

(7:06) Finance Manager Hendricks explained to the Board that Monterey Bay Community Power is seeking Proposals for the startup capital of up to 3 million dollars. He stated staff has completed an internal analysis and even with legal costs, the investment has a potential earning of \$250,000 within the 1-3 years from formation. Proposals are due by February 1, 2017 and they are non-binding. He further explained that if they were to accept the proposal nothing would be definitive until the Board approved the loan and language guarantying the loan would be included.

Public Comment: Gary Peterson, Public Works Director for the City of Salinas expressed his concerns with the investment.

Board Discussion: The Board discussed the benefits and risks associated with the investment. Emphasizing the importance of language in the proposal to assure it is non-binding and final decision needing to be approved by the Board of directors.

Motion: By consensus the Board directed staff to move forward with a proposal.

19. FISCAL YEAR 2017-18 BUDGET DIRECTION

(7:20) Finance Manager Hendricks presented a report to the Board on potential increases to be included in the Preliminary Budget that will be presented at the regular February Board of Directors meeting. Mr. Hendricks explained the increases are due to operating budget increases such as payroll, use of Madison Lane Transfer Station for Salinas Franchise Waste, debt service, and a request for two new position due to an increased number of customers and Construction and Demolition material being received at the Salinas Sun Street Transfer Station.

Public Comment: None

Board Discussion: The Board discussed the report questioning the projected tonnage as well as the effect to the customer rate. The Board expressed concerns of the total rate increase to the customer since the Franchise Hauler still needs to include their rate increases.

Motion: By consensus The Board accepted the report and requested staff to bring back the Preliminary Budget in February with options to include the projected rate increases with the estimated Franchise Haulers fees.

FUTURE AGENDA ITEMS

20. AGENDA ITEMS – VIEW AHEAD SCHEDULE

(7:38) The Board reviewed the future agenda items. Operations Manager/Assistant Manager Zuñiga reminding the Board once again of the Strategic Plan Retreat scheduled for January 25, 2017.

ADJOURN

(7:40) President Salinas adjourned the meeting.

Attest: 
Erika J. Trujillo, Clerk of the Board

APPROVED: _____


Simón Salinas, President